SCOTIA EMPLOYMENT RELATIONSHIPS COUNCIL – MANDATE

Mandate

The mission of the Scotia Employment Relationship Council ("SERC") is to bring the employee experience to the review and development of Scotiabank Group's policies and practices so that they reflect and promote inclusiveness and legislative compliance as a primary business objective.

The mandate is realized by providing a forum through which employees can provide input into Scotiabank's policies and practices, and offer advice on options that focus on how to increase employee satisfaction and engagement.

Consultation will be organized around projects, as working committees will be formed for specific initiatives.

Objectives

- To comply with the *Employment Equity Act's* requirement for consultation with employees on the Employment Equity Plan.
- To gain insight, advice and feedback from SERC advisors about techniques to maximize the positive impact of selected Scotiabank strategic initiatives, launches and renewals of policies and procedures.
- To provide an interesting developmental and networking opportunity that will appeal to employees and encourage them to volunteer for the SERC.

Functions

The functions of the Council will be to:

- Review and comment, on guidelines, tools and resources to enhance the implementation of policies developed in Employment Relationships.
- Comply with Canadian Human Rights Commission directives and requirements including providing a forum for employee consultation.
- Review proposals and provide feedback on strategy, policies and programs to promote inclusiveness.
- Volunteer on focus groups examining particular issues and/or events supported through Scotiabank's Sponsorships & Donations.
- Research workplace issues which have an impact upon inclusiveness and workplace accommodation.

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Operating Practices

- Volunteer opportunities to self-nominate for the Council will be advertised on the internal JOBS On-Line system.
- The Council will be comprised of up to 24 Scotiabank Group employees, who may nominate themselves from any level or geographical area of Canadian operations.
- The Council will include at least one member from each designated group: women, visible minorities, Aboriginal people, and persons with disabilities.
- Where necessary, the Council may operate through sub-committees, in order to provide Employment Relationships with advice and counsel (on up to three or more projects at a time).

Success Factors

- Enhanced understanding and awareness of inclusion practices amongst Bank employees;
- Improved retention and participation rates of designated group members, particularly Aboriginal Peoples and People with Disabilities;
- Increased recognition of Scotiabank Group as a Best Employer with a viable Inclusion Program.