



# Employee Recommended Workplace Award

BY THE OFFICE  
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SHEPELL

## Employer Survey

Thank you for registering your application for this year's Employee Recommended Workplace Award. Please note that this printable version of the Employer Survey cannot be submitted in paper form. Use the paper form to compile your answers and then fill out the survey online. Only surveys completed online will be considered for the competition.

### Information about your organization

1. What is your Primary Industry? *Select one from the drop-down list below.*
  - Agriculture, Forestry, Fishing and Hunting
  - Energy, Mining and Oil and Gas Extraction
  - Utilities
  - Construction
  - Manufacturing
  - Wholesale Trade
  - Retail Trade
  - Transportation and Warehousing
  - Information (Technology) and Cultural Industries
  - Finance and Insurance
  - Real Estate, Rental and Leasing
  - Professional, Scientific and Technical Services
  - Management of Companies and Enterprises
  - Administrative and Support, Waste Management and Remediation Service
  - Educational Services
  - Health Care and Social Assistance
  - Arts, Entertainment and Recreation
  - Accommodation and Food Services
  - Other services (except Public Administration)
  - Public Administration (Government)
  - Associations and non-profits
  - Police, EMS, Corrections and Military
2. Where are your Canadian headquarters? *Select one from the drop-down list below.*
  - Alberta
  - British Columbia
  - Manitoba
  - New Brunswick
  - Newfoundland and Labrador
  - Northwest Territories

- Nova Scotia
- Nunavut
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Yukon

3. What is the structure of your organization?

- Publicly-traded
- Privately-owned
- Not-for-profit
- Crown corporation
- Governmental

4. Estimated number of employees (full time and part-time):

In Canada \_\_\_\_\_  
 Rest of world \_\_\_\_\_

5. Of your total workforce in Canada, how many are:

Union \_\_\_\_\_  
 Non-union \_\_\_\_\_

6. How does the financial performance of your organization this year compare to last year?

- Better than last year
- About the same as last year
- Worse than last year

## Workforce Health

7. Do you offer any of the following to promote a culture of health in your workforce?

- Workplace wellness committee at all locations
- Regular communication to promote employee health
- Mental Health training for managers
- Mental health strategy and policy
- Respectful workplace policy

8. Do you offer any of the following to help employees modify their behaviour to improve health?
- Health Risk Assessments (HRAs)
  - Healthy eating programs (e.g. Weightwatchers at work)
  - Physical activity programs (e.g. lunchtime walking groups)
  - Stress management/resilience training
  - Individual health challenge tools
9. Do you offer any of the following financial incentives to improve health?
- Employer-funded Health Care Spending Account (HCSA)
  - Employer-funded Wellness account
  - Incentives for completing HRAs
  - Subsidized wearable devices (e.g. FitBit)
  - Subsidized gym/exercise programs
10. Do you offer any of the following facilities to improve health in your workplace?
- Ergonomic support
  - Alternate work stations on request (e.g. standing/moving desks)
  - Cafeteria or vending machines with healthy eating options
  - Water stations in all facilities
  - Onsite exercise facilities
11. How does your organization help to ensure that health programs are well used by employees?  
*Check all that apply.*
- Leaders and managers support workplace health and well-being programs
  - Employee participation is reflected in management personal performance goals
  - Programs are regularly reviewed and refreshed
  - We regularly conduct audits to ensure healthy workplace conditions
  - Employee well-being is in our mission/value statements

## Workplace Culture

12. How often does your most senior leader(s) meet with employees to discuss your organization's purpose and direction, and the critical role employee play (eg. all-employee calls, town-hall meetings)? *Choose the most appropriate response.*
- More often than monthly
  - Monthly
  - Quarterly
  - Annually
  - Less often than annually

13. How do you help employees build relationships and celebrate successes? *Check all that apply.*
- Regular social events during working hours
  - Regular employer-funded social events after work
  - Off-site meetings focused on networking and team building
  - Encouraging teamwork on projects
  - Recognizing employees for excellence
14. How do you help employees develop and build their careers? *Check all that apply.*
- Internal training programs
  - Employer-funded university or college courses
  - Mentoring programs
  - Regular job rotation program
  - Formal career planning meetings with employees
15. How do you encourage employees to share innovative ideas and suggestions? *Check all that apply.*
- a. Suggestion boxes (paper-based or electronic)
    - Crowdsourcing of ideas using innovation management software
    - Open workspaces to encourage collaboration and sharing of ideas
    - Internal innovation lab
    - Open line of communication to senior leaders
16. How does your organization support its community and causes that are important to your employees? *Check all that apply.*
- Support payroll deductions for community organizations (eg. United Way)
  - Provide company matching for employee donations
  - Allow employees time off to support a cause the organization supports
  - Allow employees time off to volunteer for causes that matter to them
  - Provide funding for causes where our employees volunteer their time
17. Do you offer any of the following to support flexible work arrangements? *Check all that apply.*
- Flexible work hours
  - Job sharing
  - Flex time
  - Promote working from home/anywhere
  - Help to set up home offices
  - Ability to move to part time for a period and then back to full time
  - Managers are empowered to give employees flexibility
  - Allow phased retirement

18. How does your organization address individuals whose behaviour negatively affects others (such as bullying or harassment)? *Check all that apply.*

- Zero tolerance policy and practices
- Culture where employees feel confident they can report bullying or harassment
- Managers have clear tools and resources to address negative behaviours
- Effective measurement and reporting processes
- Senior leadership commitment to eliminate negative behaviours

19. What do you think are the 2-3 most important things that your organization is doing to build a healthy workforce and culture?

**Thank-you for submitting your Employer Survey.**  
**If you have any questions, please contact us at 1-844-202-2731.**