



This checklist is a structured tool for organizations, site managers, and HR and DEI specialists to identify gaps and take action toward 2SLGBTQIA+ safety and inclusion on the jobsite.

GOVERNANCE AND ACCOUNTABILITY

<input checked="" type="checkbox"/>	Action	Comments
<input type="checkbox"/>	1. We have identified an executive sponsor for 2SLGBTQIA+ safety and inclusion in the field.	
<input type="checkbox"/>	2. We set annual objectives and KPIs related to inclusion (e.g., retention of diverse talent).	
<input type="checkbox"/>	3. Our supervisor scorecard includes measures related to inclusion, belonging, and/or psychological safety.	
<input type="checkbox"/>	4. We have a dedicated budget line for field-level inclusion initiatives (e.g., travel, training, ERG time).	
<input type="checkbox"/>	5. Our policies explicitly mention sexual orientation, gender identity and gender expression (e.g., harassment and discrimination policy, respectful workplace policy, code of conduct).	
<input type="checkbox"/>	6. We work with a third-party investigator for harassment/discrimination complaints.	



SAFETY AND REPORTING

<input checked="" type="checkbox"/>	Action	Comments
<input type="checkbox"/>	7. Our job safety analyses include identity-based risks (e.g., isolation, cultural dynamics).	
<input type="checkbox"/>	8. Our weekly huddles include a zero-tolerance reminder for identity-based harassment and human rights violations.	
<input type="checkbox"/>	9. There is a clear and fast response mechanism to reports of harassment (e.g., triage within 24 hours, investigation start within three days, concluded within four weeks).	
<input type="checkbox"/>	10. We have established anonymous reporting channels (e.g., hotline, physical forms).	
<input type="checkbox"/>	11. There is a standard process to remove alleged aggressors from the workforce when pending or during active investigation.	
<input type="checkbox"/>	12. There is a process for supporting affected workers, including rescheduling, reassignment, rapid deployment, and team training.	
<input type="checkbox"/>	13. We have established a crisis response pathway (e.g., providing resources and referrals to employees related to violence, housing, legal aid).	
<input type="checkbox"/>	14. There are security briefings and travel/accommodation safety guidance for employees in remote locations, which include identity-based considerations.	



SAFETY AND REPORTING		
<input checked="" type="checkbox"/>	Action	Comments
<input type="checkbox"/>	15. Harassment policy includes zero tolerance for retaliation for those reporting discrimination, harassment, or bullying and provides steps to ensure this is upheld.	
<input type="checkbox"/>	16. We provide safety resources for employees travelling for business (e.g., assist employees in determining risk levels, providing guidance and support to mitigating potential security risks, providing a local emergency call number, providing a 24/7 employee assistance number, etc.)	

FIELD DEPLOYMENT AND ACCESS		
<input checked="" type="checkbox"/>	Action	Comments
<input type="checkbox"/>	17. We have regional DEI liaisons/site-level champions designated per location/shift.	
<input type="checkbox"/>	18. We enable low-tech communication channels between offices and jobsites.	
<input type="checkbox"/>	19. We provide inclusion content in offline formats (e.g., one-pagers, posters).	
<input type="checkbox"/>	20. Our toolbox talk schedule includes monthly inclusion prompts.	
<input type="checkbox"/>	21. We provide safety and reporting information in offline formats (e.g., one-pagers, posters).	
<input type="checkbox"/>	22. We communicate our rapid response protocol to workers (e.g., options for reassignment).	



FACILITIES AND WORKER SUPPORT

✓	Action	Comments
○	23. Every site has private changerooms with floor-to-ceiling partitions.	
○	24. We have a policy/process on retrofitting and ensuring new sites are built with inclusive facilities.	
○	25. Our PPE inventory covers the full size range, and there is an expedited ordering process.	
○	26. We have established Employee Resource Group field chapters and/or site representatives.	
○	27. Employees can use paid time to participate in workplace inclusion initiatives, such as those hosted by the Employee Resource Group, inclusion committee, etc.	
○	28. We provide employees with resources on peer and community support (e.g., library of resources, pamphlets, etc.)	
○	29. Our paid leave and health benefits include coverage for gender-affirming care.	
○	30. Our health benefits include coverage for psychological services and/or our Employee Assistance Program has 2SLGBTQIA+ competent providers.	



TRAINING AND CULTURE BUILDING

<input checked="" type="checkbox"/>	Action	Comments
<input type="checkbox"/>	31. Our orientation process on jobsites includes modules on inclusion and identity-based harassment.	
<input type="checkbox"/>	32. We use scenario-based training modules tailored to field tasks (e.g., bystander intervention role play).	
<input type="checkbox"/>	33. We provide annual training refreshers with knowledge tests.	
<input type="checkbox"/>	34. Our training uses plain-language and is multilingual where needed.	

RECRUITMENT AND ADVANCEMENT

<input checked="" type="checkbox"/>	Action	Comments
<input type="checkbox"/>	35. Our apprenticeship outreach strategy explicitly includes 2SLGBTQIA+ talent.	
<input type="checkbox"/>	36. Onboarding processes provide information on facilities, reporting, safety, and privacy specific to 2SLGBTQIA+ workers.	
<input type="checkbox"/>	37. We provide early-career mentorship with 2SLGBTQIA+ mentors.	

For more information and resources visit: www.prideatwork.ca/energy



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