

12. The review officer will examine and assess the employer's response to Part One of the Questionnaire and convene a meeting with the employer's representative within 8 weeks of receipt of the submission of the third and final section ((11. c) above). The purpose of this meeting will be to explain the results of the analysis and discuss the areas requiring further review.
13. Within 12 weeks of the review officer's formal request, the employer agrees to complete the employment systems review as set out in Part Two of the Questionnaire and to submit it to the review officer.
14. The review officer will analyze the information provided in the Questionnaire and may undertake an on-site review to substantiate the employer's response to the Questionnaire. The employer will cooperate with such on-site reviews.
15. Where required by the outcome of the analysis, the review officer will ask the employer to provide the employment equity goals and plan already developed pursuant to Treasury Board Guidelines or to develop and submit such goals and a plan.
16. When requested to develop and submit such goals and a plan, the employer agrees to do so within a period of time to be determined by the review officer and the employer representative.
17. Notwithstanding the above, the joint review, as well as reaching a mutually acceptable employment equity plan, will not exceed 12 months.
18. In the event that an employment equity complaint is filed by a third party, the Commission will notify the employer. After an assessment the Commission may decide that some or all of the review be held in abeyance pending resolution of the complaint.
19. The Commission may retain the information, documents and/or statistics obtained during a review. The Commission can use the information documents and/or statistics obtained during a review in the investigation of an employment equity complaint.
20. Where the employer fails to honour the above terms, fails to respect established time frames, or decides to withdraw from the review, the Commission may consider this agreement to be null and void.

Effective Date and Review

21. This Memorandum of Understanding shall come into effect as of the date on which it is signed by both parties and will be subject to review on the request by either party.