

**CHECKLIST FOR COMPLIANCE - EMPLOYMENT EQUITY**

<b>Description</b>	<b>Completed</b>
1) Please ensure that you have displayed the following documents	
a. Signed Employment Equity Report (EEA2) received from Department of Labour	
b. Acknowledgement of Submission from Department of Labour received from Department of Labour	
c. Signed Employment Equity Plan (EEA13)	
d. Completed Employment Equity Analysis (EEA12)	
e. Summary Employment Equity Act	
f. Copies of Employment Equity Committee Meetings	
2) Please ensure that you have the following included in your Employment Equity File	
a. Signed Employment Equity Report (EEA2) received from Department of Labour	
b. Signed Income Differential Statement (EEA4) received from Department of Labour	
c. Acknowledgement of Submission from Department of Labour received from Department of Labour	
d. Signed Employment Equity Plan (EEA13)	
e. Completed Employment Equity Analysis (EEA12)	
f. Copies of Employment Equity Committee Meetings	
g. Copies of the signed Employee Declaration (EEA1)	
h. Employment Equity Policy	