

AODA Integrated Accessibility Plan (IASR)

Regulation/ Topic	Target Date	Requirement	Status
Integrated Accessibility General	January 1, 2014	<ul style="list-style-type: none"> ➤ Develop ACCES Employment Accessibility Policy for IASR including statement of commitment ➤ Develop ACCES Employment Multi-Year Accessibility Plan - Policy and Plan to be posted on the organization website www.accesemployment.ca and to be available in accessible format - Plan for a functional team to represent IT, Marketing and Communication, Quality Assurance, Administration, HR and Operations and Service Delivery to contribute to the accessibility processes and implementation of each phase of the Plan - Committee oversight provided by HR and Operations 	Complete
	January 1, 2015	<ul style="list-style-type: none"> ➤ Develop and deliver training to employees on IASR requirements that apply to ACCES Employment and the Ontario Human Rights Code (related to disabilities) - HR to develop and deliver training and record its completion - Deliver to all employees, volunteers and third party contractors, Board members and anyone involved in developing organization policies - Training for new employee orientation and onboarding processes - Training to be provided on any changes to the prescribed policies 	Complete
	January 2019, 2024...	<ul style="list-style-type: none"> ➤ Review accessibility plan every 5 years - Continue to identify new opportunities to eliminate barriers and provide updates to multi-year plan as needed and post progress made 	

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Build Environment Design of Public Spaces Standards	January 1, 2017	<ul style="list-style-type: none"> ➤ Meet Accessibility Standards for Design of Public Spaces when building or making major modifications to ACCES employment public spaces - Examine related public spaces including service counters and waiting areas 	
Information and Communication	January 1, 2016	<ul style="list-style-type: none"> ➤ Provide accessible formats and communication supports - Define, develop and arrange for the provision of accessible formats and communication supports most suitable for persons with disabilities accessing ACCES employment services - Establish process for employees to consult with PWD and make decision in determining the suitability of the accessible format or communication support and provide this in a timely manner at a cost no more than the cost charged to other persons 	Complete
	January 1, 2014	<ul style="list-style-type: none"> ➤ New websites and significant refresh meet WCAG 2.0 Level A - Meet WCAG 2.0 Level A for all new websites and significant refresh to confirm to WCAG 2.0 Level A - Provide text and audio alternatives available to persons with disabilities upon request 	Complete
	January 1, 2021	<ul style="list-style-type: none"> ➤ All websites and content meet WCAG 2.0 Level AA - New website content coded to meet WCAG 2.0 Level A/AA - AODA compliance is included as one of the criteria for selecting technology vendors/software for new website development initiatives 	

	January 1, 2012	<ul style="list-style-type: none"> ➤ Emergency procedures and plans accessible to public - Provide emergency procedures/plans in accessible format upon request - Provide employees with disabilities with individual emergency evacuation plans as requested or disability known to the organization 	Complete
Information and Communication	January 1, 2015	<ul style="list-style-type: none"> ➤ Provide feedback processes in accessible format with communication supports as requested - Make feedback forms in accessible format available in Resource Information Centre and Reception Desks at each location; available in larger print upon request or with communication supports - Link to on-line feedback available on website - Feedback can be provided in person with primary contact or to Manager - Alternative methods can be made available upon request 	Complete
Employment	January 1, 2016	<p>Recruitment and hiring processes provide accommodation</p> <ul style="list-style-type: none"> - Review and as necessary make modifications of existing recruitment and hiring policies, procedures and processes - Specify on ACCES Employment website, job posting etc. that accommodation is available - Include availability of accommodation as part of the script for all recruitment and selection processes - Upon request, consult with the applicant to arrange for provision of suitable accommodation in a manner that takes into account the applicant's accessibility needs due to disability 	Complete

	January 1, 2016	<ul style="list-style-type: none"> ➤ Accommodation plans, RTW, Performance Management and Career development - Review and as necessary make modifications or develop new processes that address accessibility needs for persons with disabilities in providing these programs 	Complete
	January 1, 2012	<ul style="list-style-type: none"> ➤ Employee Emergency Response Plans (CSR) - Workplace Emergency Response forms and Individual Emergency Response plans developed for employees who have disclosed a disability and may also have accommodation as required 	Complete