

Multi-year Accessibility Plan for IASR



INTENT

This accessibility plan outlines the policies and actions that Ontario Excavac will put in place to improve opportunities for people with disabilities in accordance with the requirements communicated under the Integrated Accessibility Standards, Ontario Regulation 191/11.

STATEMENT OF COMMITMENT

Reviewed and updated 29-Feb-2024

OE is committed to provide a barrier free environment to our employees, customers and stakeholders and we support the mandate set out under the Accessibility for Ontarians with Disabilities Act, 2005. OE will also provide the opportunity to offer feedback on the services and facilities experienced by persons with disabilities. OE shall, upon request, provide or arrange for the provision of accessible formats and communication supports for persons with disabilities.

This multi-year plan was created on September 26, 2018.

REVIEWED AND UPDATED: 1-Jan-19
29-Feb-24

PLAN

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GENERAL REQUIREMENTS

	Compliance Deadline	Current Barriers	Target Date	Owner	Completed	Status
Establishment of accessibility policies	1-Jan-14	Development of company policies	1-Nov-18	G.Meade	21-Dec-18	CORP-POL0025 and CORP-POL0026
Updated Accessibility Plan	1-Jan-19	Submitted 10Apr2017	31-Dec-18	G.Meade	21-Dec-18	Reviewed and updated 29-Feb-2024
Training on IASR and Human Rights	1-Jan-15		30-Jun-18	G.Meade	ongoing	Included as part of new hire orientation. Re-issued training to existing employees as part of 2023 Training.
INFORMATION AND COMMUNICATION						
Feedback process	1-Jan-15	not required				
Accessible formats and communciation supports	1-Jan-16	as needed		G.Meade	on-going	Provided as requested
Emergency procedures	1-Jan-12					Assessed and included in modified work plan
Websites and Web Content WCAG 2.0 Level A	1-Jan-14			B.Wood	12-Nov-18	Done and verified by Launch Media Updated 29-Feb-2024

Requirement	Compliance Deadline	Current Barriers	Target Date	Owner	Completed	Status
Websites and Web Content WCAG 2.0 Level AA, other than: success criteria 1.2.4 Captions (Live), and; success criteria 1.2.5 Audio Descriptions (Pre-recorded)	1-Jan-21	Cost Saving Calculator does not comply with level AA. https://www.aoda.ca/a-guide-to-the-integrated-accessibility-standards-regulation/#sect14	1-Jan-21	B.Wood	1-Jan-22	The cost calculator is 100% AA compliant, verified 29-Nov-2023
EMPLOYMENT STANDARDS						
Recruitment, Assessment or Selection	1-Jan-16		1-Nov-18	G.Meade	23-Oct-18	Posted under "Careers" section of website.
Informing Employees of Supports	1-Jan-16		30-Jun-18	G.Meade	30-Jun-18	Release of CORP-POL0006 Medical Leave and Workplace Accommodation along with training.
Accessible formats and communication supports for employees	1-Jan-16		30-Jun-18	G.Meade	30-Jun-18	Release of CORP-POL0006 Medical Leave and Workplace Accommodation; Release of CORP-POL0026 AODA - Integrated Accessibility Standards Policy along with training.
Workplace emergency response information	1-Jan-12		30-Jun-18	G.Meade	30-Jun-18	Release of CORP-SOP0020, Emergency Preparedness Procedure along with training.
Documented Individual Accommodation Plans	1-Jan-16		30-Jun-18	G.Meade	30-Jun-18	Release of CORP-POL0006 Medical Leave and Workplace Accommodation along with training.
Return to Work Process	1-Jan-16		30-Jun-18	G.Meade	30-Jun-18	Release of CORP-POL0006 Medical Leave and Workplace Accommodation along with training.

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Performance Management Process	1-Jan-16		1-Nov-18	G.Meade	12-Mar-18	CORP-FRM0011 Employee Annual Performance Review
Career Development and Advancement	1-Jan-16		1-Nov-18	G.Meade	12-Mar-18	CORP-FRM0011 Employee Annual Performance Review
Redeployment	1-Jan-16		30-Jun-18	G.Meade	30-Jun-18	Release of CORP-POL0006 Medical Leave and Workplace Accommodation along with training.
CUSTOMER SERVICE STANDARDS						
Develop, implement and maintain policies regarding the provisions of goods, services or facilities to persons with disabilities.	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0025 AODA - Customer Service Standards Policy
Prepare one or more documents describing the accessible customer service policies, provide on request and notify that the documents are available on request.	1-Jul-16		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0025 AODA - Customer Service Standards Policy
Ensure that a person with a disability is permitted to enter the premises with the service animal and to keep the animal with them unless the animal is otherwise excluded by law from the premises.	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0025 AODA - Customer Service Standards Policy
Ensure that other measures are available to enable a person with a disability to obtain, use, or benefit from Ontario Excavac's services or facilities if the person's service animal is excluded from the premises	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0025 AODA - Customer Service Standards Policy
Ensure that a person with a disability and their support person are permitted to enter the premises together and that the person with a disability is not prevented from having access to the support person while on the premises.	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0026 AODA - Integrated Accessibility Standards Policy

Requirement	Compliance Deadline	Current Barriers	Target Date	Owner	Completed	Status
Require a person with a disability to be accompanied by their support person only for a valid health and safety reason and after consulting with the person with a disability	1-Jul-16		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0026 AODA - Integrated Accessibility Standards Policy
Provide accessible customer service training to all staff	1-Jan-12		1-Jan-18	G.Meade	ongoing	Included as part of new hire orientation. Re-issued training to existing employees as part of 2023 Training.
Provide training on changes to policies to staff on an ongoing basis and keep records of training	1-Jan-12		1-Jan-18	G.Meade	ongoing	Spring start up training
Prepare a document on the training policy, provide a copy of the document on request, notify that the document is available on request	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0026 AODA - Integrated Accessibility Standards Policy
Establish a feedback process for providing goods, services, or facilities to persons with disabilities	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0026 AODA - Integrated Accessibility Standards Policy
Prepare a document on the feedback process, provide a copy of the document on request, notify that the document is available on request	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0026 AODA - Integrated Accessibility Standards Policy
Ensure that documents or information given to a person with a disability are offered in an accessible format or with communication support	1-Jan-12		31-Dec-18	G.Meade	21-Dec-18	Release of CORP-POL0026 AODA - Integrated Accessibility Standards Policy