Appendix "A" Multi-Year Accessibility Plan

Initiative	Action	Status	Compliance Date
Accessibility Policy	*Develop Policy* *Policy will be publicly available and provided in an accessible format upon request*	*Policy completed.* *To be publicly available by April 1, 2015*	*January 1, 2014* *Revised & Reissued: January 1, 2017*
Accessibility Plan	*Develop Plan* *Plan will be posted on website and will be provided in an accessible format upon request* *Update and Review the Plan at least every five years*	*Plan completed.* *To be publicly available by April 1, 2015*	*January 1, 2014*
Accessibility Compliance Report	*Requirement to Report Annually* *Will prepare and file report*	*Completed*	*December 31, 2014* *September 18, 2017*
Training	*Determine who needs to be trained* *Keep records of training*	*Completed*	*January 1, 2015* *Updated Annual Refresher issued March 2016* *Training to be delivered Nationally by March 2017*
Feedback	*Determine what feedback processes are in place* *Determine what accessible formats and communication supports will be provided upon request*	*Completed*	*January 1, 2015*

	Ensure Team Members and Leaders are aware of the requirement to provide accessible format and communication supports upon request		
Accessible Formats & Communication Supports	*Determine what accessible formats and communication supports will be provided to individuals with disabilities in a timely matter and what, if any cost, may apply*	*Completed*	*January 1, 2016*
Emergency Procedures, Plans or Public Safety Info	*Determine whether there are any emergency procedures, plans or safety information available to the public* *If so, will ensure that information is accessible with appropriate communication supports as soon as possible and upon request*	*Completed*	*January 1, 2012*

Accessible Websites & Web Content	*Develop website and content as required*	*Completed.* Completed.	*January 1, 2014 – New internet websites and web content on those sites published after January 1, 2012 must conform with WCAG 2.0 Level A* *January 1, 2021 – All internet websites and web content must conform with WCAG 2.0 Level AA*
Recruitment	*Notify Team Members and the public about the availability of accommodation for applicants with disabilities in its recruitment process*	*Completed*	*January 1, 2016*
Recruitment, Assessment or Selection Process	*Will review recruitment process, materials and communications* *Will establish appropriate process, materials and communications*	*Completed*	*January 1, 2016*
Notice to Successful Applicants	*Will review process, materials and communications* *Will establish appropriate process, materials and communications*	*Completed*	*January 1, 2016*
Informing Team Members of Supports	*Will review process and materials and will establish appropriate process and materials*	*Completed.*	*January 1, 2016*

Accessible Formats & Communication Supports for Team Members	*Will review process, materials and communications and will provide as necessary*	*Completed*	*January 1, 2016*
Accessible Formats & Communication Support for Team Members *(Individualized workplace emergency response)*	*Will establish and provide emergency response information as required.* *Will review emergency response information as required.*	*Completed.*	*January 1, 2012*
Documented Individual Accommodation Plans	*Will review existing policies and processes.* *Will develop process and policies as required*	*Completed*	*January 1, 2016*
Return to Work Process	*Will review existing polices and processes.* *Will develop process and polices as required.*	*Completed*	*January 1, 2016*
Performance Management	*Will review existing polices and processes.* *Will develop processes and policies as required.*	*Completed*	*January 1, 2016*
Career Development & Advancement	*Will review existing polices and processes.* *Will develop processes and policies as required.*	*Completed*	*January 1, 2016*

Design of Public Places Standards	*Will assess whether any applicable construction or redevelopment is planned.* *Will ensure that any construction, redevelopment, or maintenance is in compliance with AODA.*	*Completed*	*January 1, 2017*