



AODA Integrated Accessibility Standards Regulation (IASR)

Information and Communications, Employment and Transportation Standards have been incorporated into one compliance timeline under Ontario Regulation 191/11, the Integrated Accessibility Standards Regulation (IASR). The IASR became law in June 2011 and was revised in January 2013 to include an accessibility standard for buildings and outdoor spaces (described below under Built Environment).

Human Rights

The IASR does not replace or affect legal rights or obligations that arise under the Ontario Human Rights Code and other laws relating to the accommodation of people with disabilities. This means that the Ontario Human Rights Code or other applicable legislation may require additional accommodation measures that go beyond or are different from the standards established by the regulations of the AODA. (For example, the Ontario Human Rights Code requires organizations to accommodate people with disabilities to the point of undue hardship.)

Information and Communications

The Information and Communications Standard outlines requirements for organizations to create, provide and receive information and communications in ways that are accessible for people with disabilities. This should help people with disabilities access sources of information and communications that many of us rely on every day.

For example, it will help people with vision loss access more web content using their screen readers, and provide customers with information and materials in accessible formats.

Accessibility benefits everyone. Making accessibility a part of the way we send and receive information and communications will help A & L Canada tap into opportunities to attract more customers, build loyalty and improve services.



What is expected at A & L Canada?

- Make feedback accessible.
- Make information accessible to the public (i.e. accessible formats and communication supports).
- Make emergency information accessible to the public (i.e. emergency procedures, plans or public safety information).
- Make the company website and related web content accessible.
- Train employees about accessibility.

Employment

The Employment Standard, under the IASR, requires employers to provide for accessibility across all stages of the employment life cycle.

By pro-actively removing barriers across the employment life cycle, employers can help to create workplaces that are accessible and which allow employees to reach their full potential.

The Employment Standard applies to individuals being interviewed for employment and paid employees. This includes, but is not limited to, potential employees, full-time, part-time, paid apprenticeships and seasonal employees. As good business practice, employers will also apply the Standard to unpaid staff, volunteers and other forms of unpaid work.

The Employment Standard is a framework for integrating accessibility into regular workplace processes.

Accessibility benefits everyone. Accessible employment processes mean that employers can access an untapped pool of talent.

What is expected at A & L Canada?

- Make hiring accessible (i.e. recruitment, assessment and selection); include statement on all job postings “**A & L Canada Laboratories is an equal opportunity employer. Accommodation will be provided in accordance with the Ontario Human Rights Code.**”
- Notify job applicants invited to participate in a job interview that, where needed, that accommodations for disabilities will be provided upon request. This will be communicated to applicants at the time the interview is being set up. If a selected interview candidate requests accommodation, A & L Canada will consult with the candidate to arrange for suitable accommodation.
- Successful candidates will be notified via their employment package of the AODA policies the company has in place.
- Tell employees about policies for supporting employees with disabilities.



- Make information accessible to employees (i.e. accessible formats and communication supports for employees).
- Help employees with disabilities stay safe (i.e. provide accessible workplace emergency response information).
- Develop (and document) accommodation plans for employees with disabilities;
- Help employees with disabilities return to work.
- Make performance, career development and job changes (redeployment) accessible to employees.

What is expected of employees?

- Inform your Manager or Human Resources as soon as accommodation is required in order for an accommodation plan to be developed.

Transportation

This part of AODA compliance requirement is not applicable to A & L Canada. However, if transportation services are contracted, the vendor needs to comply A & L Canada with accessibility principles.

Built Environment

The Design of Public Spaces Standards (Accessibility Standards for the Built Environment) was released January 2013 and included in the compliance timelines of the IASR.

The standard focuses on removing barriers in public spaces and buildings. It applies to public spaces that are newly constructed or redeveloped.

Accessibility is a high priority at A & L Canada at all locations. All renovations are reviewed for AODA compliance and the company has adopted the CSA-B651-04 Accessible Design for the Built Environment standards as our minimum requirements.

Supervisors/ Managers will be responsible to:

- review, communicate and train all employees/contractors related to this policy;
- implement the expectations outlined within this policy; and
- respond to all complaints or incidents and to promptly report these to Human Resources for guidance and support.



I hereby acknowledge that I have read and understand the AODA Integrated Accessibility Standards Regulation (IASR) and my responsibilities herein. I understand that if I violate this policy, I may face corrective action, up to and including termination of employment.

Name: _____

Signature: _____

Date: _____