

**AODA Multi-Year Plan
ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005**

STATEMENT OF COMMITMENT

ConstructConnect Canada believes in equal opportunity and is committed to providing a barrier-free environment that allows all people to maintain their independence and dignity. We are committed to providing exceptional service to all of our customers, providing equal opportunity to all candidates during the recruitment process, and to providing accommodation throughout employment. We respect and uphold the requirements set forth under the Accessibility for Ontarians with Disabilities Act (2005) and its associated Regulations and strive to meet the needs of individuals with disabilities in a timely and effective manner.

Part I - GENERAL REQUIREMENTS

Section	Initiative	Description	Compliance Date	Status
3	Establishment of Accessibility Policies	Every obligated organization shall develop, implement and maintain policies governing how the organization achieves or will achieve accessibility through meeting its requirements referred to in this Regulation.	Jan. 1, 2014	Complete
4	Accessibility Plans	Every obligated organization shall prepare one or more documents describing the policies it developed and make the documents publicly available and, on request, provide them in an accessible format.	Jan. 1, 2014	Complete
7	Training	Every obligated organization shall ensure that training is provided on the requirements of the accessibility standards referred to in this Regulation and on the Human Rights Code as it pertains to persons with disabilities to all persons who are an employee of, or a volunteer with, the organization.	Jan. 1, 2015	Complete

PART II - Information and Communications Standards

Section	Initiative	Description	Compliance Date	Status
11	Feedback	Every obligated organization that has processes for receiving and responding to feedback shall ensure that the processes are accessible to persons with disabilities by providing or arranging for the provision of accessible formats and communications supports, upon request.	Jan. 1, 2015	Complete
12	Accessible Formats & Communication Supports	Every obligated organization shall upon request provide or arrange for the provision of accessible formats and communication supports for persons with disabilities in a timely manner that takes into account the person's accessibility needs due to disability; and at a cost that is no more than the regular cost charged to other persons. The obligated organization shall consult with the person making the request in determining the suitability of an	Jan. 1, 2016	Complete

		accessible format or communication support. Every obligated organization shall notify the public about the availability of accessible formats and communication supports		
14	Accessible Websites & Web Content	Organizations shall make their internet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, initially at Level A and increasing to Level AA.	Jan. 1, 2014 Jan. 1, 2021	Complete

PART III - Employment Standard

Section	Initiative	Description	Compliance Date	Status
22	Recruitment - General	Every employer shall notify its employees and the public about the availability of accommodation for applicants with disabilities in its recruitment processes	Jan. 1, 2016	Complete
23	Recruitment, Assessment or Selection Process	During a recruitment process, an employer shall notify job applicants, when they are individually selected to participate in an assessment or selection process, that accommodations are available upon request in relation to the materials or processes to be used. If a selected applicant requests an accommodation, the employer shall consult with the applicant and provide or arrange for the provision of a suitable accommodation in a manner that takes into account the applicant's accessibility needs due to disability.	Jan. 1, 2016	Complete
24	Notice to Successful Applicants	Every employer shall, when making offers of employment, notify the successful applicant of its policies for accommodating employees with disabilities	Jan. 1, 2016	Complete
25	Informing Employees of Supports	Every employer shall inform its employees of its policies used to support its employees with disabilities, including, but not limited to, policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability.	Jan. 1, 2016	Complete
26	Accessible Formats & Communication Supports for Employees	Where an employee with a disability so requests it, every employer shall consult with the employee to provide or arrange for the provision of accessible formats and communication supports for information that is needed in order to perform the employee's job; and information that is generally available to employees in the workplace. The employer shall consult with the employee making the request in determining the suitability of an accessible format or communication support.	Jan. 1, 2016	Complete

27	Workplace Emergency Response Information	Every employer shall provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary and the employer is aware of the need for accommodation due to the employee's disability.	Jan. 1, 2012	Complete
28	Documented Individual Accommodation Plans	Employers shall develop and have in place a written process for the development of documented individual accommodation plans for employees with disabilities.	Jan. 1, 2016	Complete
29	Return to Work Process	Every employer shall develop and have in place a return to work process for its employees who have been absent from work due to a disability and require disability-related accommodations in order to return to work; and shall document the process.	Jan. 1, 2016	Complete
30	Performance Management	An employer that uses performance management in respect of its employees shall take into account the accessibility needs of employees with disabilities, as well as individual accommodation plans, when using its performance management process in respect of employees with disabilities.	Jan. 1, 2016	Complete
31	Career Development & Advancement	An employer that provides career development and advancement to its employees shall take into account the accessibility needs of its employees with disabilities as well as any individual accommodation plans, when providing career development and advancement to its employees with disabilities	Jan. 1, 2016	Complete
32	Redeployment	An employer that uses redeployment shall take into account the accessibility needs of its employees with disabilities, as well as individual accommodation plans, when redeploying employees with disabilities.	Jan. 1, 2016	Complete

REVIEW AND UPDATE

This document was last reviewed on November 27, 2017. We are committed to review this plan again by November 27, 2022.