

## **Accessibility Plan for Domtech Inc.**

This 2014-2021 accessibility plan outlines the plan and actions that **Domtech Inc.** (“**Domtech**”) will put in place to improve opportunities for people with disabilities.

### **Statement of Commitment**

**Domtech** is committed to meeting its obligations under the Accessibility for Ontarians with Disabilities Act (the “AODA”) and related integrated Accessibility Standards Regulations (the “IASR”). **Domtech** is committed to treating all people in a way that allows them to maintain their dignity and independence. **Domtech** believes in integration and equal opportunity and is committed to meeting the needs of people with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility.

### **Accessible Emergency Information**

**Domtech** is committed to providing employees with disabilities with individualized emergency response information when necessary.

### **Training**

**Domtech** will provide training to employees on Ontario’s accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees.

**Domtech** will take the following steps to ensure employees are provided with the training needed to meet Ontario’s accessible laws by **January 1, 2015**:

- Training material for various employee groups will be developed by September 30, 2014.
- Training for various employee groups will be delivered by December 31, 2014.
- Training dates and individuals trained will be recorded.

### **Information and communications**

**Domtech** is committed to meeting the communication needs of people with disabilities and will consult with people with disabilities to determine their information and communication needs.

After **January 1, 2014**, **Domtech** will ensure all new websites and content, or major modifications to existing websites and content, conform to “Web Content Accessibility Guidelines” (WCAG) 2.0, Level A.

**Domtech** will ensure that all websites conform to WCAG 2.0, Level AA by **January 1, 2021**.

**Domtech** will take the following steps to make sure all publicly available information is made accessible upon request by **January 1, 2016**:

- Notice will be placed on website informing users about the availability of accessible formats and communication supports.
- Accessible formats will be provided in a timely manner, when requested.
- Feedback processes will be accessible to persons with disabilities by providing or arranging for the provision of accessible formats and communication supports, when requested.

## **Employment**

**Domtech** is committed to fair and accessible employment practices.

Actions to be taken by **January 1, 2016**:

**Domtech** will take the following steps to notify the public and staff that, when requested, the company will accommodate people with disabilities during the recruitment and assessment processes and when people are hired:

- External advertisements will notify applicants that persons with disabilities will be accommodated during the hiring process and when hired.
- Recruiting firms engaged will be required to notify prospective employees that persons with disabilities will be accommodated during the hiring process and when hired.
- Internal postings will notify applicants that persons with disabilities will be accommodated during the recruiting process and after the award of the new job.

**Domtech** will develop and put in place a process for creating individual accommodation plans and return-to-work policies for employees that have been absent due to a disability.

**Domtech** will inform employees of supports for employees with disabilities including policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability. New employees will be informed as soon as practical after commencing their employment. All employees will be informed of any policy changes relating to the provision of job accommodations that take into account an employee's accessibility needs due to disability.

**Domtech** will ensure the accessibility needs of employees with disabilities are taken into account when using performance management, career development and redeployment processes.

## **For more information**

For more information on this accessibility plan, please contact **Tim Bannon** at:

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Accessible formats of this document are available free upon request.