

## EMPLOYMENT PLAN

### AODA MULTI-YEAR ACCESSIBILITY PLAN

*Application: All employees*

#### 1. Introduction and Statement of Commitment

In alignment with the goal of the Ontario Government to make Ontario barrier free by 2025, GS1 Canada supports the full inclusion of persons with disabilities as set out in the:

- Canadian Charter of Rights and Freedoms;
- Ontario Human Rights Code;
- Ontarians with Disabilities Act (ODA), 2001;
- and the Accessibility for Ontarians with Disabilities Act (AODA), 2005.

GS1 Canada is committed to providing its goods and services in a way that respects the dignity and independence of persons with disabilities. This includes ensuring that persons with disabilities have the same opportunity to access our goods and services – allowing them to benefit from the same services, in the same place and in a similar way as other stakeholders. GS1 Canada will identify, remove and prevent accessibility barriers that may prevent the full participation of persons with disabilities in the community. This includes:

- Physical;
- Environmental;
- Attitudinal; and
- Communication and technological challenges.

GS1 Canada is committed to meeting its obligations under the Accessibility for Ontarians with Disabilities Act (the "AODA" or the "Act") and the related Integrated Accessibility Standards Regulations (the "IASR"). Building on GS1 Canada's Accessibility Policy, GS1 Canada is committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity. GS1 Canada is committed to meeting the accessibility needs of persons with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility.

Compliance of the AODA and IASR will be required in phases with a target completion date of January 1, 2025. As part of GS1 Canada's commitment to meeting its obligations under the Act, GS1 Canada has developed a multi-year plan which outlines our strategy to prevent and remove barriers and meet its requirements under the AODA.

GS1 Canada's Multi-Year Accessibility Plan will be reviewed and updated by GS1 Canada at least once every five (5) years, and as required.

## **2. Establishment of Accessibility Policies and Plans**

GS1 Canada has completed the following as of January 1, 2014:

- Developed, implemented and maintained a corporate policy or policies governing how the organization will achieve accessibility;
- Established, implemented and maintained a Multi-Year Accessibility Plan;
- Included within its Multi-Year Accessibility Plan a statement of commitment to meet the accessibility needs of persons with disabilities in a timely manner; and
- Made the corporate policy and Multi-Year Accessibility Plan available to the public on GS1 Canada's website and available in accessible formats upon request.

## **3. Training**

GS1 Canada has completed the following as of January 1, 2015:

- Provided training on the requirements of the IASR and on disability-related obligations under Ontario Human Rights legislation, as well as similar legislative provisions across the country, to the following individuals: employees, contractors, consultants and any others who may be acting on GS1 Canada's behalf in dealing with the public or any other third parties. Training has been also be provided to all people who are involved in the development of GS1 Canada's policies; and
- Maintained records of the dates when training is completed and the individuals who completed the training.

## **4. Information and Communications Standards**

### **A. Accessible Websites and Web Content**

GS1 Canada has completed the following as of January 1, 2014:

- Made GS1 Canada's new internet website and new content on such website conform with World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 Level A.

GS1 Canada has completed the following as of January 1, 2021:

- Made GS1 Canada's internet website and web content conform with WCAG 2.0 Level AA, except for exclusions set out in the IASR.

## **B. Feedback, Accessible Formats and Communication Supports**

GS1 Canada has completed the following as of January 1, 2015:

- Posted a statement on its website about the availability of accessible formats and communication supports and, upon request, provide or arrange for the provision of accessible formats in a timely manner; and
- Ensured that the processes for receiving and responding to feedback are accessible to persons with disabilities by providing or arranging for the provision of accessible formats and communications supports, upon request.

## **5. Employment Standards**

### **A. Recruitment**

GS1 Canada has completed the following as of January 1, 2016:

- Specified on its website and on GS1 Canada job postings, that accommodations are available for applicants with disabilities;
- Informed applicants selected to participate in an assessment or selection process that accommodations are available during the recruitment process, upon request, in relation to materials and processes to be used;
- Upon request, consulted with the applicant and arrange for suitable accommodation; and
- Notified the successful applicant, when making offers of employment, of its policies for accommodating associates with disabilities.

### **B. Informing Employees of Supports**

GS1 Canada has completed the following as of January 1, 2016:

- Informed employees and new hires (as soon as practicable) of GS1 Canada's policies to support employees with disabilities and keep employees up to date on changes to these policies; and
- Upon request from an employee with a disability, and further to consultation with the employee, provided suitable accessible formats and communication supports for: information needed by the employee to perform their job, and information that is generally available to employees.

### **C. Workplace Emergency Response Information**

GS1 Canada has completed the following as of January 1, 2012:

- Provided individualized workplace emergency response information to employees with a disability, if accommodation is necessary and the employee has made GS1 Canada aware of the disability and the need for accommodation.

#### **D. Documented Individual Accommodation Plans / Return to Work Process**

GS1 Canada has completed the following as of January 1, 2016:

- Developed a written process for the development of individual accommodation plans; and
- Developed and documented a return to work process for employees who have been absent due to a disability; the process that outlines the steps GS1 Canada will take to facilitate the employee's return to work and use the employee's individual accommodation plan as part of that process.

#### **E. Performance Management, Career Development and Redeployment**

GS1 Canada has completed the following as of January 1, 2016:

Taken into account the accessibility needs of employees with disabilities and individual accommodation plans when utilizing GS1 Canada's performance management processes, considering career development and advancement opportunities and redeployment of its employees with disabilities.