



Multi-Year Accessibility Plan

(Ontario Only)

Message from the President

At Tiree, our belief in equal access and participation for individuals with disabilities is a fundamental part of our mission. We strive to go beyond simply complying with Ontario's accessibility laws and aim to enrich our community, creating a space where every individual, regardless of ability, has the opportunity to thrive without barriers.

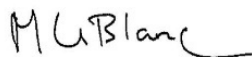
Central to our approach is the respect for an individual's dignity and independence. We are dedicated to fostering an environment where these values are not just upheld, but actively promoted.

Our multi-year plan is a testament to this dedication. It outlines our focused efforts on identifying, removing, and preventing barriers to accessibility. We have developed strategies that are not only responsive but also timely, ensuring that the needs of people with disabilities are addressed with both urgency and efficiency.

We believe that improvement is an ongoing process, and to this end, we actively seek feedback and engagement from our community. This collaborative approach is vital. It ensures that our strategies are not just theoretically effective but practically impactful, resonating with and meeting the real needs of those we are committed to supporting.

Through this plan, we reaffirm our commitment to building an inclusive and accessible Tiree, where every member of our community can participate fully and freely.

Sincerely,



Mark LeBlanc

President



Accessibility for Ontarians with Disabilities Act, 2005

Integrated Accessibility Standards – Multi-Year Accessibility Plan

The Integrated Accessibility Standards Regulations (“IASR”) under the AODA require that Tiree establish, implement, maintain and document its accessibility policies and the multi-year accessibility plan, which outlines Tiree’s strategy for preventing and removing barriers for persons with disabilities and to meet our requirements under the IASR and the AODA.

Tiree’s Multi-Year Accessibility Plan is publicly available, including in an accessible format upon request. The Multi-Year Accessibility Plan will be reviewed and updated, if applicable, at least once every five years.

In accordance with its customer service standard requirements under the IASR, Tiree is committed to providing exceptional customer service to all of its clients. For more information, please refer to Tiree’s *Accessible Customer Service Policy*. For information regarding Tiree’s policy regarding the requirements of the Integrated Accessibility Standards under the IASR, please refer to Tiree’s *Integrated Accessibility Standards Policy*.

Requirements	Action	Status	Responsible
<p>Accessibility Policy</p> <p>Develop, implement and maintain polices governing how Tiree achieves or will achieve accessibility to meet the requirements of the Integrated Accessibility Standards Regulation (“IASR”). Make the policies publicly available.</p> <p>Statement of organizational commitment to meeting the accessibility needs of persons with disabilities in a timely manner.</p> <p>Provide the policies in an accessible format upon request.</p>	<p>The policies have been completed and are posted on Tiree’s intranet and website.</p> <p>The statement is posted in Tiree’s multi-year accessibility plan which is available on the website.</p>	Complete	HR
<p>Multi-Year Accessibility Plan</p> <p>Establish, implement, maintain and document a multi-year accessibility plan, which outlines the organization's strategy</p>	<p>The Plan has been created and is posted on the website.</p>	Complete	HR

<p>to prevent and remove barriers and meet its requirements under the IASR.</p> <p>Post the accessibility plan on the website and provide the plan in an accessible format upon request. Review and update the accessibility plan at least once every five years.</p>			
<p>Training</p> <p>Provide training to all existing employees, volunteers and all persons who participate in the development of Tiree’s policies, and all other persons who provide goods, services or facilities on behalf of Tiree.</p> <p>Training must include: the requirements of the accessibility standards outlined in the IASR; the <i>Human Rights Code</i> as it pertains to persons with disabilities; the AODA Policies as required by the IASR. Training will be provided as soon as practicable.</p> <p>Keep a record of the training provided, including the dates on which the training is provided and individuals’ names.</p>	<p>Tiree provides training on AODA, IASR, <i>Human Rights Code</i>, and other essential Health & Safety training.</p> <p>Training sessions are mandatory for all new employees as well as contractors.</p> <p>Training refreshers are provided whenever there is a change in policies and regulations.</p>	Ongoing	HR
<p>Emergency Plans, Procedures or Public Safety Information</p> <p>Provide any emergency plans, procedures or public safety information made available to the public in an Accessible Format or with appropriate Communication Supports, as soon as practicable, upon request.</p>	<p>Provide related information in Accessible Format as soon as practically possible, upon request.</p>	Ongoing	HR
<p>Feedback</p> <p>Ensure that 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.</p>	<p>Monitor and review the processes to ensure individual needs and accommodations are met.</p> <p>Included in Employee Handbook and posted on Tiree’s website.</p>	Ongoing	HR and Communications

<p>Notify the public that Accessible Formats and Communications Supports are available in respect of its feedback procedures.</p>			
<p>Accessible Formats and Communication Supports</p> <p>Provide or arrange upon request for the provision of Accessible Formats and Communication Supports in order to make communications or information accessible to persons with disabilities.</p> <p>Provide Accessible Formats and Communication Supports in a timely manner at a cost that is no more than the regular cost charged to other persons and in a manner that takes account the person’s accessibility needs due to disability.</p> <p>Consult with the person making the request when determining the suitability of an Accessible Format or Communication</p> <p>Notify the public about the availability of accessible formats and communication supports.</p>	<p>Continually review the current process and policies.</p>	<p>Ongoing</p>	<p>HR and Communications</p>
<p>Accessible Websites and Web Content</p> <p>Ensure that, where practicable, any Tiree controlled website or content on that site(s) published after January 1, 2012, conforms with WCAG 2.0 Level AA to the extent required by the IASR.</p>	<p>Review the current content of the website developers to determine what actions need to be taken to comply with regulations (if any).</p>	<p>Complete</p>	<p>HR and Marketing</p>
<p>Recruitment, Assessment and Selection</p> <p>Notify the public and employees about the availability of accommodation for applicants with disabilities in recruitment processes.</p> <p>Notify job applicants, when they are individually selected to participate in</p>	<p>Add statement on job postings and website to make internal and external applicants aware of the availability of accommodation.</p> <p>Statement included in job postings.</p>	<p>Complete & Ongoing</p>	<p>HR and Recruitment</p>

<p>selection process that accommodations are available upon request.</p> <p>If a selected applicant requests an accommodation, Tiree will 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.</p> <p>When making offers of employment, notify successful applicants of Tiree's policies for accommodating employees with disabilities.</p>	<p>Educate employees involved in hiring process on AODA, <i>Human Rights</i> and accommodation process during recruitment, assessment, and selection.</p>		
<p>Informing employees of supports</p> <p>Inform employees of policies used to support employees with disabilities.</p> <p>Policies need to be provided to new employees as soon as practicable after commencing employment.</p> <p>Provide employees with updated information whenever there is a material change to its policies on the provision of job accommodations for employees with disabilities.</p>	<p>Policy is communicated and available to employees and is posted on Tiree's intranet.</p> <p>New employees are provided accessibility training and review accessibility policies as part of their onboarding.</p>	Ongoing	HR
<p>Accessible Formats and Communication Supports for employees</p> <p>Upon request of an employee with a disability, provide or arrange for the provision of Accessible Formats and Communication Supports for information required by the employee to perform his/her job and information that is generally available to employees in the workplace.</p> <p>Consult with the employee making the request to determine the suitability of any Accessible Format or Communication Support.</p>	<p>Educate employees on availability of Accessible Formats and Communication Supports for employees.</p>	Ongoing	HR

<p>Workplace emergency response information</p> <p>Provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary, and if Tiree is aware of the need for accommodation due to the employee’s disability.</p> <p>Provide this information as soon as practicable after becoming aware of the need for accommodation. With the consent of the employee, provide the workplace emergency response information to the person designated by Tiree to provide assistance to the employee if the employee needs assistance by reason of disability.</p> <p>Review individualized workplace emergency response information when the employee moves to a different location in the organization, when the employee’s overall accommodation needs or plans are reviewed and when the company reviews its general emergency response policies.</p>	<p>Establish a process to provide individualized workplace emergency response information to employees who have a disability when requested.</p> <p>Provide this information as part of the IAS Policy (included in Handbook and provided during the onboarding – and accessible on Tiree intranet)</p>	Ongoing	HR
<p>Documented individual accommodation plans</p> <p>Have a process for the development of documented individual accommodation plans for employees with disabilities.</p>	<p>Create a Policy that covers Individual Accommodation and Return to Work Policy incorporating AODA elements needed.</p> <p>Educate employees and managers.</p>	Complete	HR
<p>Return to Work Process</p> <p>Have in place a documented return to work process for employees who have been absent from work due to a disability and who require disability-related</p>	<p>Create an Individual Accommodation and Return to Work process incorporating the AODA elements needed.</p>	Ongoing	HR

<p>accommodations in order to return to work</p> <p>The return-to-work process must outline the steps Tiree will take to facilitate the employee's return to work and will include documented individual accommodation plans as part of the process</p>	<p>Educate Managers on the Individual Accommodation and Return to Work Process.</p>		
<p>Performance management</p> <p>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.</p>	<p>Ensure accessibility needs and individual accommodation plans are taken into account during the performance management process.</p> <p>Ensure any new or updated performance management processes incorporate accessibility features.</p>	Ongoing	HR
<p>Career development and advancement</p> <p>Take into account the accessibility needs of employees with disabilities as well as any individual accommodation plans when providing career development and advancement to employees with disabilities.</p>	<p>Ensure accessibility needs and individual accommodation plans are taken into account when providing career development and advancement.</p>	Ongoing	HR
<p>Redeployment</p> <p>Take into account the accessibility needs of employees with disabilities, as well as individual accommodation plans, when redeploying employees with disabilities.</p>	<p>Ensure accessibility needs and individual accommodation plans are taken into account during redeployment.</p>	Ongoing	HR