

MULTI-YEAR PLAN TO MEET REQUIREMENTS UNDER THE INTERGRATED ACCESSIBILITY STANDARDS REGULATION

GENERAL

REQUIREMENT	LEAD	YEAR REQUIRED	STATUS
Accessibility Policy <ul style="list-style-type: none"> Develop, implement and maintain policy governing how ICSG achieves accessibility through meeting its requirements referred to in the Regulation. 	Administration	2011 Dec 2015	<ul style="list-style-type: none"> Completed Policy updated
Accessibility Plans <ul style="list-style-type: none"> Establish, implement, maintain and document a multi-year accessibility plan which outlines ICSG strategy to prevent and remove barriers. 	Administration	2011 2014	<ul style="list-style-type: none"> Completed Submitted as per requirement
Procuring or acquiring goods, services or facilities <ul style="list-style-type: none"> Incorporate accessibility criteria and features when procuring or acquiring goods, services, or facilities, except where it is not practicable to do so. 	Finance	2015	<ul style="list-style-type: none"> Policy updated
Training <ul style="list-style-type: none"> Employment Standards Working Together – The Code and the Ontario Human Rights Commission’s E Learning Module 	Organizational Effectiveness	2014	<ul style="list-style-type: none"> Ongoing

INFORMATION AND COMMUNICATION STANDARDS

REQUIREMENT	LEAD	YEAR REQUIRED	STATUS
Feedback <ul style="list-style-type: none"> Ensure feedback processes are accessible to persons with disabilities by providing or arranging for the provision of accessible formats and communication supports, upon request. Notify public about availability. 	Administration	2011 Dec 2015	<ul style="list-style-type: none"> Completed Policy Updated
Accessible formats and communication supports <ul style="list-style-type: none"> Upon request, provide or arrange for the provision of accessible formats and communication supports for persons with disabilities in a timely manner. Notify the public about availability of accessible formats and communication reports 	Organizational Effectiveness	2011	<ul style="list-style-type: none"> Completed On going
Emergency procedures, plans or public safety information <ul style="list-style-type: none"> Individualized workplace emergency response plan provided when Supervisor is made aware of the Staff’s disability that requires assistance 	Organizational Effectiveness	2011 Dec 2015	<ul style="list-style-type: none"> Completed Policy Updated
Accessible websites and web content Make 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. <ul style="list-style-type: none"> Original website contains Multi-year plan, and Accessibility plan. New internet website and web content conform to (WCAG) 2.0 Level A. 	Administration Administration	2007 / 2008 2016	<ul style="list-style-type: none"> Completed New web content created 2016 on www.icsg.ca – Level AA

EMPLOYMENT STANDARDS

REQUIREMENT	LEAD	YEAR REQUIRED	STATUS
General Recruitment <ul style="list-style-type: none"> Notify employees and the public about the availability of accommodation for applicants with disabilities in the recruitment process 	Human Resources	2016	<ul style="list-style-type: none"> Completed Notice provided on job postings and website Policy updated
Recruitment, assessment or selection process <ul style="list-style-type: none"> Notify applicants that accommodations are available upon request in relation to the materials or processes to be used. If selected applicant requests an accommodation, provide suitable accommodation in a manner that takes into account the applicant's accessibility needs. 	Human Resources	2015	<ul style="list-style-type: none"> Policy updated
Notice to successful applicants <ul style="list-style-type: none"> When making offers of employment, the successful applicant will be notified of the Policy and Procedures for Staff with disabilities. This information will be provided to new staff as soon as is practicable after commencing employment. 	Human Resources	2015	<ul style="list-style-type: none"> Completed
Inform Staff of employer's policy and procedures used to support its Staff with disabilities <ul style="list-style-type: none"> This information will be provided to new staff as soon as is practicable after commencing employment. 	Human Resources	2015	<ul style="list-style-type: none"> Completed Policy updated
Accessible formats and communication supports for Staff <ul style="list-style-type: none"> Where requested, employer shall provide accessible formats and communication supports for (a) information that is needed in order to perform the staffs job; and (b) information that is generally available to staffs in the workplace 	Human Resources	2015	<ul style="list-style-type: none"> Completed Policy updated
Workplace emergency response information to Staff When ICSG is aware of the need for an accommodation, and Individualized workplace emergency response information is provided. <ul style="list-style-type: none"> Information shall be provided as soon as practical after the employer becomes aware of the need for accommodation 	Human Resources	2011 Dec 2015	<ul style="list-style-type: none"> Completed Policy updated
Documented individual accommodation plans <ul style="list-style-type: none"> A written process will be maintained for the development of documented Individual Accommodation Plans for Staff with disabilities 	Organizational Effectiveness	2011 Dec 2015	<ul style="list-style-type: none"> Completed Policy updated
Documented Return to Work Process <ul style="list-style-type: none"> A return to work process is maintained for Staff who have been absent from work due to a disability and who require disability-related accommodations in order to return to work 	Organizational Effectiveness	2011 Dec 2015	<ul style="list-style-type: none"> Completed Policy updated
Performance Management <ul style="list-style-type: none"> Performance management shall take into account the accessibility needs of Staff with disabilities, as well as individual accommodation plans. 	Organizational Effectiveness	Dec 2015	<ul style="list-style-type: none"> Policy updated
Career Development and Advancement <ul style="list-style-type: none"> Career development and advancement shall take into account the accessibilities needs of its Staff with disabilities as well as any individual accommodation plans. 	Organizational Effectiveness	Dec 2015	<ul style="list-style-type: none"> Policy updated
Redeployment <ul style="list-style-type: none"> Redeployment shall take into account the accessibility needs of employees with disabilities, as well as individual accommodation plans 	Organizational Effectiveness	Dec 2015	<ul style="list-style-type: none"> Policy updated

DESIGN OF PUBLIC SPACES STANDARDS (BUILT ENVIRONMENT)

REQUIREMENT	LEAD	YEAR REQUIRED	STATUS
Outdoor public eating areas	N/A	N/A	Mandatory requirement for any new or redeveloped spaces (if application)
Exterior path of travel.	N/A	N/A	Mandatory requirement for any new or redeveloped spaces (if application)
Parking	N/A	N/A	Mandatory requirement for any new or redeveloped spaces (if application)
Transportation <ul style="list-style-type: none"> Not provided 	N/A	N/A	Mandatory requirement for any new or redeveloped spaces (if application)
Maintenance <ul style="list-style-type: none"> For accessible elements in public spaces, procedures required for preventative and emergency maintenance; and for dealing with temporary disruptions 	Administration	2016	In progress