



## MULTI-YEAR ACCESSIBILITY PLAN

### Introduction & Statement of Commitment

EMS-Tech Inc. is committed to providing a barrier-free environment for all stakeholders, including clients, employees, job applicants, suppliers, and any visitors who enter the premises, work for the company, access information provided by the company, or use the company's goods and services.

EMS-Tech Inc. will work to break down the barriers that prevent or limit persons with disabilities from employment, receipt of goods and services, the built environment, and information and communication through the implementation of accessibility standards.

### Accessibility for Ontarians with Disabilities Act (AODA)

The AODA Multi-Year Accessibility Plan outlines the policies, achievements, and actions that EMS-Tech Inc. have taken and the work underway to improve opportunities for people with disabilities. The current plan covers a five-year period (2021-2024), to align with our strategic plan.

### General Requirements

#### Establishment of Accessibility Policy

Status: Complete

### Employment Standard

#### Recruitment and Hiring

Status: Established & Ongoing

Upon request, the company will provide candidates with reasonable accommodations during the interview and selection process.



### Training and Development

Status: Established & Ongoing

EMS-Tech continues to review their training and development programs to meet the needs of employees with disabilities.

All employees are trained in the AODA Customer Service Standards within their first month of employment. Training is repeated every 5 years.

Recent hiring of a person with disabilities educated the Company on available resources of accommodation along with insight to the needs of a person with disabilities in the workplace.

### Return to Work

Status: Established & Ongoing

Return to work plans are created and assessed on an as-needed basis using input from the employee, the Company's corporate nurse, a senior manager, and human resources.

### Emergency Procedure, Plan & Public Safety

Status: Established & Ongoing

All employees are trained on office safety and our evacuation plan and whether an accommodation plan is necessary.

## **INFORMATION AND COMMUNICATIONS STANDARD**

### Feedback Process, Accessible Formats & Communication Support

Status: Established & Ongoing

EMS-Tech Inc. is committed to meeting the communication needs of people with disabilities. We will consult with people with disabilities to determine their information and communication needs. We want to achieve the most effective and efficient access to information for all users.

Employees are trained at their time of hire and made aware of the support that is available to them.

## **TRANSPORTATION STANDARD**



Status: Established & Ongoing

Travel within the organization is arranged through a third-party travel agency. Accommodation requirements are communicated at the time of booking.

### **DESIGN OF PUBLIC SPACES**

Status: Ongoing

EMS-Tech Inc. is committed to ensure that newly constructed or significantly renovated public spaces are accessible.

### **FOR MORE INFORMATION**

For more information on this multi-year accessibility plan, please contact:

Human Resources

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Accessible formats of this document are available free upon request.