



ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA), 2005

INTEGRATED ACCESSIBILITY STANDARDS – Multi Year Plan LIXIL Canada Inc

Part I – GENERAL REQUIREMENTS

Section	Initiative	Regulation Description	LIXIL Action	Status	Compliance Due Date
3	Establishment of Accessibility Policies	3.(1) Every obligated organization shall develop, implement and maintain policies governing how the organization achieves or will achieve accessibility through meeting its requirements under the accessibility standards referred to in this Regulation.	The Company has developed and implemented policies governing how it achieves accessibility and meets its legal requirements.	Compliant	January 1 2014
		3. (2) Large organizations shall include a statement of organizational commitment to meet the accessibility needs of persons with disabilities in a timely manner in their policies.	The Company has developed and implemented statement of commitment to meet the accessibility of needs of persons with disabilities.	Compliant	January 1 2014
4	Accessibility Plans	4.(1) Large organizations shall, a) establish, implement, maintain and document a multi-year accessibility plan, which outlines the organization's strategy to prevent and remove barriers and meet its requirements under this Regulation; b) post the accessibility plan on their website, if any, and provide the plan in an accessible format upon request; and c) review and update the accessibility plan at least once every five years.	The Company has established and implemented a multi-year accessibility plan in order to identify and remove barriers and meet its legal requirements. This plan is posted on its external website and through internal communication practices. A review schedule has been implemented.	Compliant	January 1 2014

AODA Integrated Accessibility Standard MYP LIXIL

7	Training	7.(1) Every organization shall ensure that training is provided on the requirements of the accessibility standards referred to in this Regulation and on the Human Rights Code as it pertains to persons with disabilities to, (a) all employees, and volunteers; (b) all persons who participate in developing the organization's policies; and (c) all other persons who provide goods, services or facilities on behalf of the organization	"Employees" receive training in accordance with the standards. Training will be made available in an accessible format as requested.	Compliant	January 1 2015
		7.(4) Every obligated organization shall provide training in respect of any changes to the polices described in section 3 on an on going basis.	"Employees" receive training on changes to policies.	Ongoing	January 1 2015
		7.(5) Every obligated organization shall keep a record of training provided under this section, including he dates on which the training is provided and the number of individuals to whom it is provided.	The Company maintains records of training in accordance with its regular practices.	Ongoing	January 1 2015

Part II – Information and Communications Standard

Section	Initiative	Regulation Description	Action	Status	Compliance Due Date
11	Feedback	11.(1) Every obligated organization that has processes for receiving and responding to feedback shall ensure that the processes are accessible to persons with disabilities by providing or arranging for accessible formats and communications supports, upon request	The Company has a process for receiving and responding to feedback. If requested, The Company will make arrangements for providing this in an accessible format and communication supports.	Compliant	January 1 2015

AODA Integrated Accessibility Standard MYP LIXIL

12	Accessible Formats & Communication Supports	<p>12.(1) Except as otherwise provided, every obligated organization shall upon request provide or arrange for the provision of accessible formats and communication supports for persons with disabilities,</p> <p>a) in a timely manner that takes into account the person's accessibility needs due to disability; and b) at a cost that is no more than the regular cost charged to other persons.</p>	Upon request, The Company will provide accessible formats and communication supports for persons with disabilities in a timely manner and at no extra cost.	Compliant	January, 1 2016
		12.(2) The obligated organization shall consult with the person making the request to determine the suitability of an accessible format or communication support.	The Company consults with persons requesting accessible format or communication support in a timely fashion.	Compliant	January, 1 2016
		12.(3) Every obligated organization shall notify the public about the availability of accessible formats and communication supports.	The Company's AODA policy provides this information. Additionally, the website includes process for requesting same.	Compliant and ongoing	January, 1 2016

AODA Integrated Accessibility Standard MYP LIXIL

13	Emergency Procedures, Plans for Public Safety Information	13.(1) In addition to its obligations under section 12, if an obligated organization prepares emergency procedures, plans or public safety information and makes the information available to the public, the obligated organization shall provide the information in an accessible format or with appropriate communication supports, as soon as practicable, upon request.	The Company supports this requirement on an as needed basis, upon request.	Compliant	January, 1 2012
14	Accessible Websites & Web Content	14.(2) Designated large organizations shall make their 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, and shall do so in accordance with the schedule set out in this section.	The Company will continue to make its website and web content conform to the World Wide Consortium Web Content Accessibility Guidelines	Pending to be complete July 1, 2021	<p>January 1, 2014 New internet websites and web content on those sites must conform with WCAG 2.0 Level A.</p> <p>January 1, 2021 All internet websites and web content must conform with WCAG 2.0 Level AA, other than success criteria 1.2.4 Captions (Live)</p> <ul style="list-style-type: none"> • success criteria 1.2.5 Audio Descriptions (Pre-recorded).

Part III – Employment Standard

Section	Initiative	Regulation Description	Action	Completion Date	Compliance Due Date
22	Recruitment – General	22. Every employer shall notify its employees and the public about the availability of accommodation for applicants with disabilities in its recruitment processes.	The Company notifies employees and the public about about the availability of accommodation for applicants with disabilities by including a statement in all internal and external job postings.	Compliant	January, 1 2016

AODA Integrated Accessibility Standard MYP LIXIL

23	Recruitment, Assessment or Selection Process	23.(1) During a recruitment process, an employer shall notify job applicants, when they are individually selected to participate in an assessment or selection process, that accommodations are available upon request in relation to the materials or processes to be used.	The Company encourages people with disabilities to participate fully in all aspects of the organization by notifying successful applicants of the Accessibility policies in place.	Compliant	January, 1 2016
		23 (2) If a selected applicant requests an accommodation, the employer shall 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	The Company will consult with applicants 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.	Compliant	January, 1 2016
24	Notice to Successful Applicants	24. Every employer shall, when making offers of employment, notify the successful applicant of its policies for accommodating employees with disabilities.	The Company notifies successful applicants regarding its policies for accommodating employees with disabilities when making offers of employment.	Compliant	January, 1 2016
25	Informing Employees of Supports	25.(1) Every employer shall inform its employees of its policies used to support its employees with disabilities, including, but not limited to, policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability.	The Company provides employees information of its policies pertaining to job accommodation.	Compliant	January, 1 2016
		25.(2) Employers shall provide the information required under this section to new employees as soon as practicable after they begin their employment.	The Company provides information required under this act to new hires during the onboarding process.	Compliant	January, 1 2016
		25.(3) Employers shall provide updated information to its employees whenever there is a change to existing policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability.	Upon a change to an existing policy, The Company will take into account an employee's accessibility needs	Compliant	January, 1 2016

AODA Integrated Accessibility Standard MYP LIXIL

26	Accessible Formats & Communication Supports for Employees	<p>26.(1) In addition to its obligations under section 12, where an employee with a disability so requests it, every employer shall consult with the employee to provide or arrange for the provision of accessible formats and communication supports for,</p> <p>a) information that is needed in order to perform the employee's job; and</p> <p>b) information that is generally available to employees in the workplace.</p>	The Company supports this requirement on an as needed basis.	Compliant and ongoing	January, 1 2016
		26. (2) The employer shall consult with the employee making the request in determining the suitability of an accessible format or communication support.	The Company supports this requirement on an as needed basis.	Compliant and ongoing	January, 1 2016
27	Workplace Emergency Response Information	27.(1) Every employer shall provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary and the employer is aware of the need for accommodation due to the employee's disability.	The Company supports this requirement on an as needed basis.	Compliant and ongoing	January, 1 2012
		(2) If an employee who receives individualized workplace emergency response information requires assistance and with the employee's consent, the employer shall provide the workplace emergency response information to the person designated by the employer to provide assistance to the employee.	With employee's consent, information is provided to the Emergency Response Staff assigned to the person requesting assistance. In the event that the assigned Emergency Response Staff is not available during the time of the incident, the person requiring assistance will identify themselves to the fire warden, manager, or any other employee in the area so an Emergency Response Staff can be assigned and assist the employee.	Compliant and ongoing	January, 1 2012

AODA Integrated Accessibility Standard MYP LIXIL

		(3) Employers shall provide the information required under this section as soon as practicable after the employer becomes aware of the need for accommodation due to the employees disability.	The Company will aim to provide the information required by any employee under this section as soon as practicable upon becoming aware of the employees disability.	Compliant	January, 1 2012
		(4) Every employer shall review the individualized workplace emergency response information, (a) when the employee moves to a different location in the organization; (b) when the employee's overall accommodations needs or plans are reviewed; and (c) when the employer reviews its general emergency response	The Company supports this requirement on an as needed basis.	Compliant and ongoing	January, 1 2012
28	Documented Individual Accommodation Plans	28.(1) Employers shall develop and have in place a written process for the development of documented individual accommodation plans for employees with disabilities.	The Company has a process for Individual Accommodation plans for employees with disabilities	Compliant	January, 1 2016

AODA Integrated Accessibility Standard MYP LIXIL

<p>28 (2) The process for the development of documented individual accommodation plans shall include the following elements:</p> <ol style="list-style-type: none"> 1. The manner in which an employee requesting accommodation can participate in the development of the individual accommodation plan. 2. The means by which the employee is assessed on an individual basis. 3. The manner in which the employer can request an evaluation by an outside medical or other expert, at the employer's expense, to determine if and how accommodation can be achieved. 4. The manner in which the employee can request the participation of a representative from their bargaining agent, where the employee is represented by a bargaining agent, or other representative from the workplace, where the employee is not represented by a bargaining agent, in the development of the accommodation plan. 	<p>The Company process includes the requirements under this section of the act.</p>	<p>Compliant</p>	<p>January, 1 2016</p>
<ol style="list-style-type: none"> 5. The steps taken to protect the privacy of the employee's personal. 6. The frequency with which the individual accommodation plan will be reviewed and updated and the manner in which it will be done. 7. If an individual accommodation plan is denied, the manner in which the reasons for the denial will be provided to the employee. 8. The means of providing the individual accommodation plan in a format that takes into account the employee's accessibility needs due to disability. 	<p>The Company process includes the requirements under this section of the act.</p>		<p>January, 1 2016</p>

AODA Integrated Accessibility Standard MYP LIXIL

		<p>28.(3) Individual accommodation plans shall,</p> <p>a) if requested, include any information regarding accessible formats and communications supports provided, as described in section 26;</p> <p>b) if required, include individualized workplace emergency response information, as described in section 27; and</p> <p>c) identify any other accommodation that is to be provided.</p>	The Company process includes the requirements under this section of the act.	Compliant	January, 1 2016
29	Return to Work Process	<p>29.(1) Every employer, other than an employer that is a small organization,</p> <p>(a) shall develop and have in place a return to work process for its employees who have been absent from work due to a disability and require disability-related accommodations in order to return to work; and</p> <p>(b) shall document the process.</p>	The Company has a process for return to work plans.	Compliant	January, 1 2016
		<p>29. (2) The return to work process shall,</p> <p>(a) outline the steps the employer will take to facilitate the return to work of employees who were absent because their disability required them to be away from work; and</p> <p>(b) use individual documented accommodation plans, as described in section 28, as part of the process.</p>	The Company process includes the requirements under this section of the act.	Compliant	January, 1 2016
		<p>29. (3) The return to work process referenced in this section does not replace or override any other return to work process created by or under any other statute.</p>	The return to work process does not replace or override any other return to work process required by other statute.	Compliant	January, 1 2016

AODA Integrated Accessibility Standard MYP LIXIL

30	Performance Management	30.(1) An employer that uses performance management in respect of its employees shall 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.	The Company takes into consideration employees with disabilities, as well as individual accommodation plans during the performance management process.	Compliant	January, 1 2016
31	Career Development & Advancement	31.(1) An employer that provides career development and advancement to its employees shall take into account the accessibility needs of its employees with disabilities as well as any individual accommodation plans, when providing career development and advancement to its employees with disabilities.	The Company takes into consideration employees with disabilities, as well as individual accommodation plans during the career development and advancement process.	Compliant	January, 1 2016
32	Redeployment	32.(1) An employer that uses redeployment shall take into account the accessibility needs of its employees with disabilities, as well as individual accommodation plans, when redeploying employees with disabilities.	The Company takes into consideration employees with disabilities, as well as individual accommodation plans during the deployment process.	Compliant	January, 1 2016

FOR FURTHER INFORMATION ON THIS ACCESSIBILITY PLAN

Please contact Human Resources

Telephone: 905-949-4800

In writing: LIXIL Canada Inc
5900 Avebury Rd
Mississauga, ON
L5R 3M3

By Email: hrlixilcanada@lixil.com