



Accessibility Plan Wescast Industries Inc. 2014-2021

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This Publication is available on the Wescast Industries Inc. website (<http://www.wescast.com>) and in alternative formats upon request contact our Human Resources Department at 519-750-0000



Multi-Year Accessibility Plan

Executive Summary

Wescast Industries Inc. (Wescast) supports the right of persons of all ages with disabilities to equal opportunity to its facilities and employment opportunities. Removing barriers to daily living is not a voluntary measure, but a fundamental human right and constitutional right of equality for persons with disabilities. This is provided under the Canadian Charter of Rights and Freedom, the Accessibility for Ontarians Disability Act (AODA) and the Ontario Human Rights Code. The Canada Health Act guarantees everyone, including those with disabilities, access to health care services. Wescast is committed to build on what it has already achieved and to move towards an organization in which no new barriers are created and existing ones are removed.

Purpose

- To remove the barriers for people with disabilities through increased awareness, understanding and identification of their needs for accessibility planning, implementation and evaluation.

The purpose of this plan is to increase access to services and minimize barriers to participation for people with disabilities within Wescast. The goal of the multi-year plan is linked to the 2005 *Accessibility for Ontarians with Disabilities Act (AODA)*. The AODA is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province.

Effective July 27, 2007, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act (2005) were received. These standards direct public sector organizations to develop a variety of tools and services to ensure citizens with disabilities engage in full participation in activities within the province of Ontario.

These standards were implemented in the public sector January 1, 2010.

They represent substantial changes to Policy and Procedure in Public Sector organizations.

This plan is reflective of ongoing work to address access issues within all sites of Wescast.

This plan will outline:

1. The measures that Wescast has taken in the past years.
2. The measures that Wescast will take over the next 7 years, 2014 - 2021, to identify, remove and prevent barriers to people with disabilities who work in or visit Wescast.

Aim and Objectives

This report will:

- Describe the process by which Wescast will identify, remove and prevent barriers for people with disabilities.
- Describe the measures Wescast will take in the coming year to identify, remove and prevent barriers for people with disabilities.
- Outline the review and monitoring process of the multi-year Accessibility Plan.
- Describe how Wescast will make this Accessibility Plan available to the public.



Background

The Accessibility of Ontarians with Disabilities Act (2005) is aimed at creating a barrier free Ontario by 2025. This corporate plan is meant to continue to build on past progress and accomplishments and to lay the foundation for the development of new accessibility standards under the AODA (2005).

The purpose of the more expansive AODA legislation is to develop, implement and enforce standards of accessibility for all Ontarians. The standards under this Act include the areas of:

- Customer Service (i.e. services to the public; could include business practices and employee training)
- Built Environment (i.e. access to, from and within buildings; could include counter heights, aisle/door widths, parking, signs, safety features such as flashing alarms)
- Employment (i.e. hiring and retention of employees)
- Communications and information (i.e. materials and tools such as publications, software applications and web sites)¹

The AODA adopts the broad definition for disability that is set out in the *Ontario Human Rights Code*. "Disability" is:

- a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- b) a condition of mental impairment or a developmental disability,
- c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- d) a mental disorder, or
- e) an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*.²

Barriers

A "barrier" is anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an informational or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice.

Barriers to AODA implementation were identified by our steering committee and this plan was established to demonstrate our commitment to implementation of a fully accessible workplace.



Barriers and Opportunities previously addressed

Barrier	Description of Barrier	Strategy for it's Removal/Prevention
13.1	If an organization prepares emergency procedures, plans or public safety information and makes available to the public, the organization shall provide the information in an accessible format or with appropriate communication supports, upon request	Implemented policy, awareness and systems across Ontario
14.2	a) Make internet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 at Level A	Enhanced existing website to guideline requirements
27.1	Provide individualized workplace emergency response information to employees who have a disability, if individualized information is necessary and the employer is aware of the need	Implemented policy, awareness and systems across Ontario
27.2	Provide the workplace emergency response information to person designated by employer to assist employee, if assistance required (also with consent)	
27.3	Provide the information required as soon as practicable after the employer becomes aware of the need	
27.4	Review the individualized workplace emergency response information when a) employee moves to different location, b)employee's overall accommodation needs are reviewed and b) employer reviews its general emergency response policies	
28.1	Develop and have in place a written process for the development of documented individual accommodation plans	
28.2	Process for the development of documented individual accommodation plans include the following elements:	Implemented policy, awareness and systems across Ontario
	a)manner employee can participate in the development of the individual accommodation plan	
	b)means by which employee is assessed on an individual basis	
	c)manner in which employer can request an evaluation by an outside medical or expert at the employers expense, to assist in determining if accommodation can be achieved	
	d)manner in which employee can request the participation of a rep from their bargaining agent or other rep, in the development of the accommodation plan	
	e)steps taken to protect the privacy of the employee's personal information	



	f)frequency with which the individual accommodation plan will be reviewed and updated and the manner it will be done	
	g)if accommodation plan denied, the manner in which the reasons for the denial will be provided to the employee	
	h) means of providing the individual accommodation plan in a format that takes into account the accessibility needs	
28.3	Individual accommodation plans shall include information regarding accessible formats/communication supports, if requested; individualized workplace emergency response information, if required; identify any other accommodation that is to be provided	Implemented policy, awareness and systems across Ontario
29.1	Develop, have in place and document a return to work process for its employees who have been absent from work due to a disability	
29.2	Return to work process should include a) outlined steps the employer will take to facilitate the return to work and use documented individual accommodation plans	
30.1	Take into account the accessibility needs of employees with disabilities, as well as accommodation plans, when using performance management process	
31.1	Take into account the accessibility needs of employees with disabilities, as well as accommodation plans, when providing career development/advancement	
32.1	Take into account the accessibility needs of employees with disabilities, as well as accommodation plans, when redeploying employees with disabilities	

In addition to these barriers that have been overcome, Wescast facilities have enhanced accessibility with implementation of automatic door openers at its common use access points, installed elevators in facilities with multiple working floors and other structural changes to ensure accessibility is integrated into facility designs and concepts of planning.



Barriers and Opportunities to be addressed in 2014-2021

Barrier	Description of Barrier	Strategy for it's Removal/Prevention
January 1, 2014		
3.1	Develop, implement and maintain policies governing how the organization achieves accessibility.	Implement policy, training and monitoring across Ontario
3.2	Include a statement of organizational commitment to meet the accessibility needs of a person with disabilities in a timely manner in their policies.	
3.3	a)Prepare written documents describing policies	
3.3	b)Make documents publicly available; in accessible format, upon request	
4.1	a)Establish, implement, maintain and document a multi-year accessibility plan, which outlines strategy to prevent and remove barriers	
4.1	b)Post the accessibility plan on website; in accessible format, upon request	
4.1	c)Review at least once every five (5) years	
6.2	Have regard to the accessibility for persons with disabilities when designing, procuring or acquiring self-service kiosks	
January 1, 2015		
7.1	Ensure that training is provided on the requirements of the accessibility standards - for all employees, volunteers, all persons who develop policies and all other persons who provide goods, services or facilities on behalf of the organization	Implement policy, training and monitoring across Ontario
7.2	Training shall be appropriate to the duties of the employees, volunteer and other persons	
7.3	Trained as soon as practicable	
7.4	Training provided with all changes/updates	
7.5	Keep a record of the training provided, including the dates and number of individuals training provided to	
11.1	Every organization that has processes for receiving and responding to feedback shall ensure that the processes are accessible; formats, communication supports, upon request	
11.3	Notify the public about the availability of accessible formats and communication supports	
January 1, 2016		
12.1	Upon request provide or arrange for the provision of accessible formats and communication supports	Implement policy, training and



12.2	Shall consult with the person making the request in determining the suitability of an accessible format or communication support	monitoring across Ontario Enhance written procedures for accessibility and ensure effective training awareness and communication
22	Notify its employees and the public about the availability of accommodation for applicants with disabilities in recruitment process	
23.1	Notify job applicants, when selected, that accommodations are available upon request in relation to materials or processes used.	
23.2	Consult with the applicant and provide or arrange for the provision of a suitable accommodation	
24	Notify the successful applicant of its policies for accommodating employees with disabilities	
25.1	Inform employees of its policies used to support its employees with disabilities	
25.2	Provide information to new employees as soon as practicable after they begin employment	
25.3	Provide updated information to its employees whenever there is a change to existing policies	
26.1	Consult with the employee to provide or arrange for the provision of accessible formats and communication supports for a) information needed to perform the employees job; b) information generally available to employees in the workplace	
26.2	Consult with the employee making the request in determining suitability of an accessible format or communication support	
12.3	Notify the public about the availability of accessible formats and communication supports	
January 1, 2021		
14.2	b) Make all internet websites and web content conform with the WCAG 2.0 at Level AA	System Upgrade

Barriers



Planning for AODA Legislation and Multi-Year Plan

A steering committee is in place within the manufacturing locations with the mandate to assure that Wescast meets the requirements under the Accessibility for Ontarians with a Disability Act (AODA 2005).

The committee includes representation from Human Resources, Health & Safety, Public and employee Relations, Information System/ Communication Technology, Facilities Management, Emergency Preparedness, to develop and monitor Wescast's multi-year plan. This committee will establish working groups to address the requirements and oversee the implementation of the standards of the AODA, while providing leadership and oversight.

Communication of the Plan

Wescast Industries Inc.'s Accessibility Plan is posted our website (<http://www.wescast.com>) and in alternative formats upon request contact our Human Resources department at 519-750-0000