

AODA Multi-year Accessibility Plan

Introduction & Dedication

Larga Baffin is dedicated to addressing the needs of both its employees and the customers with disabilities, actively striving to eliminate and prevent barriers to accessibility. We are committed to delivering services in a manner that upholds dignity and independence of individuals with disabilities. This entails ensuring services are offered to people with disabilities with the same level of excellence and promptness as to any other individuals. This commitment will be seamlessly incorporated whenever feasible, guaranteeing that persons with disabilities enjoy equivalent services, in the same location, and in a manner similar to that of other customers.

Our commitment extends to fulfilling the stipulations outlined in the Accessibility for Ontarians with Disabilities Act (“AODA”). This accessibility plan delineates the measures undertaken by Larga Baffin to meet these requirements and enhance opportunities for individuals with disabilities.

Outlined in our plan is Larga Baffin’s contribution to advancing the goal of making Ontario an inclusive and accessible province for all residents.

Training

Commitment- At Larga Baffin, we are committed to fostering an inclusive and accessible environment for all. To align with this commitment and in accordance with the Accessibility for Ontarians with Disabilities Act (AODA), we recognize the importance of ensuring that our employees possess the knowledge and skills necessary to contribute to a barrier-free Ontario.

Strategies and Actions- We ensure to provide a comprehensive training on the requirements of the AODA during the first day of orientation as best practice. This training will empower our employees with the understanding and practical insights needed to meet and exceed accessibility standards. By investing in AODA training, we aim to create a workplace culture that not only complies with legal obligations but goes beyond, actively promoting inclusivity, diversity, and equal opportunities for everyone.

Information And Communication

Commitment- Larga Baffin is dedicated to addressing the communication requirements of individuals with disabilities.

Strategies and Actions

Accessible formats and Communication Support - At Larga Baffin, we provide information in accessible formats that take into account the needs of individuals with disabilities. This includes large print, braille, accessible electronic formats, and other formats as requested.

Accessible Emergency Information - Emergency procedures and public safety information developed by Larga Baffin will be supplied in an accessible format or with appropriate communication supports promptly upon request, as soon as reasonably practical.

Feedback Processes - Larga Baffin will establish processes for receiving and responding to feedback on accessibility. This will help us to ensure ongoing improvement in accessibility initiatives.

Employment Standards

Commitment - Larga Baffin is dedicated to implementing equitable and accessible employment procedures. We will consistently inform applicants and employees that, upon request, accommodations will be made available throughout the recruitment process and at any point in an employee's career.

Strategies and Actions

Recruitment - When developing recruitment strategies and actions in the context of AODA, we believe in the importance of ensuring equal opportunities for all individuals, including those with disabilities. Here are some strategies and actions we take into account:

1. Job Description and advertisements:
 - We ensure that job descriptions are written in a clear and accessible language.
 - We communicate our commitment to diversity and inclusion.
 - We provide contact information for accommodation requests and inquiries.
2. Accessible Application process:
 - We provide an accessible online application process, ensuring that the application platform is compatible with assistive technologies.
 - We clearly communicate the availability of accommodations for the application and interview process.
 - We allow for alternative application methods for individuals who may face barriers with online applications.

Inclusive Interview Process - Creating an inclusive interview process is crucial for organizations to adhere to the principles of the Accessibility for Ontarians with Disabilities Act (AODA) in Ontario. Below are some key points we take into account to implement an inclusive interview process:

- Larga Baffin informs candidates in advance about the interview format and any assessments.
- We are flexible with interview formats, allowing for phone or video interviews if needed.
- We ensure that the interview location is physically accessible.
- We clearly communicate that applicants are encouraged to request any accommodations they may need for the interview process.

Communication of Policies - Larga Baffin is dedicated to educating its employees about policies that promote accommodation for employees, customers, and visitors with disabilities. To accomplish this, Larga Baffin will persist in:

- Clearly communicating the organization's commitment to AODA and inclusion in all relevant materials.
- Sharing information about accessibility policies and practices with both employees and potential candidates.

Ongoing Evaluation and Improvement - Ongoing evaluation and improvement are crucial aspects of ensuring the effectiveness and compliance of programs, processes, or initiatives related to AODA. Here are some plans Larga Baffin has for ongoing evaluation and improvement:

- Regularly assess our recruitment processes for accessibility and inclusivity.
- Staying informed about updates to AODA and other relevant legislation, adjusting our practices accordingly.

Communication of the Plan

The Accessibility Plan will be published on the "Accessibility Centre" section of Larga's Baffin website. Upon request, it will be provided in a format that is accessible.

Feedback:

For feedback on this Multi-Year Accessibility Plan or to request documents in an accessible format, please reach out to us using one of the following methods:

By Email: hrmanager@largabaffin.ca

By phone: 613-248-3552 Ext. 621

By Mail: 2716 Richmond Road