

## Beau's AODA – Multi-Year Accessibility Plan for the Integrated Accessibility Standards Regulation (IASR)

General Requirements			
Accessibility Requirement:	<b>Establishment of accessibility policies</b>	Compliance Deadline:	Jan 2014
Plan to Meet Requirements:	Prioritize documenting and distribution		
Responsible Authority:	HR	Results:	Completed

Accessibility Requirement:	<b>Training on IASR and the Human Rights Code</b>	Compliance Deadline:	Jan 2015
Plan to Meet Requirements:	Secure method or vendor for training Once initial training is done for existing employees, ensure it is prioritized for new employees as part of onboarding process		
Responsible Authority:	HR	Results:	Completed / Ongoing

Information and Communications Standard			
Accessibility Requirement:	<b>Feedback Process</b>	Compliance Deadline:	Jan 2015
Plan to Meet Requirements:	Incorporate accessibility-requests and feedback into existing feedback process Advise Employee Engagement team of process and escalation path if accessibility related feedback comes in		
Responsible Authority:	Customer Engagement	Results:	completed

Accessibility Requirement:	<b>Accessible formats and communication supports</b>	Compliance Deadline:	Jan 2016
Plan to Meet Requirements:	Post policies to website and distribute internally		
Responsible Authority:	HR	Results:	completed

Accessibility Requirement:	<b>Emergency procedures, plans or public safety information</b>	Compliance Deadline:	Jan 2017
Plan to Meet Requirements:	Prioritize documenting emergency procedures and ensure that it is available in accessible formats upon request		
Responsible Authority:	HR/Operations	Results:	In progress

Accessibility Requirement:	<b>Accessible websites and web content</b>	Compliance Deadline:	Jan 2014 / Jan 2021
Plan to Meet Requirements:	Incorporate into 2017 website overhaul and any future upgrades		
Responsible Authority:	Marketing	Results:	Completed/Ongoing

<b>Employment Standard</b>			
Accessibility Requirement:	<b>Recruitment, assessment and selection processes</b>	Compliance Deadline:	Jan 2016
Plan to Meet Requirements:	Most elements already exist within existing processes. Add appropriate messages to careers page of website, interview requests and offer letters to advise candidates and future employees of available accommodation upon request		
Responsible Authority:	HR	Results:	completed

Accessibility Requirement:	<b>Accessible formats and communication supports for employees</b>	Compliance Deadline:	Jan 2016
Plan to Meet Requirements:	Ensure employees and managers are aware of relevant policies and how to request accommodation by circulating and making available centrally		
Responsible Authority:	HR	Results:	Completed/Ongoing

Accessibility Requirement:	<b>Workplace emergency response information</b>	Compliance Deadline:	Jan 2012
Plan to Meet Requirements:	Development of general emergency response information Evaluate and incorporate process for individualized plans		
Responsible Authority:	HR	Results:	In progress

Accessibility Requirement:	<b>Documented individual accommodation plans</b>	Compliance Deadline:	Jan 2016
Plan to Meet Requirements:	Document current procedures to reflect the steps and processes to follow to create a formal individual accommodation plan		
Responsible Authority:	HR	Results:	In progress

Accessibility Requirement:	<b>Return to work process</b>	Compliance Deadline:	Jan 2016
Plan to Meet Requirements:	Create a policy and document processes for Return to Work Plans		
Responsible Authority:	HR	Results:	Completed

Accessibility Requirement:	<b>Performance management process</b>	Compliance Deadline:	Jan 2016
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Plan to Meet Requirements:	Review existing processes to ensure the employees with disabilities are measured in a way that accommodates their disability		
Responsible Authority:	HR	Results:	Completed
Accessibility Requirement:	<b>Career development and advancement</b>	Compliance Deadline:	Jan 2016
Plan to Meet Requirements:	Review existing processes to ensure that employees with disabilities are rated and calibrated in a way that accommodates their disability		
Responsible Authority:	HR	Results:	Completed
Accessibility Requirement:	<b>Redeployment</b>	Compliance Deadline:	Jan 2016
Plan to Meet Requirements:	Review existing processes to ensure that employees with disabilities are rated and calibrated in a way that accommodates their disability		
Responsible Authority:	HR	Results:	Completed

<b>Design of Public Spaces (Accessibility Standards for the Built Environment)</b>			
Accessibility Requirement:	<b>Make exterior paths of travel accessible (walkways, ramps, stair, elevated platforms etc.)</b>	Compliance Deadline:	Jan 2017
Plan to Meet Requirements:	Conform to Ontario Building code on “new” or existing buildings with “significant renovations”		
Responsible Authority:	Operations	Results:	Ongoing
Accessibility Requirement:	<b>Make parking accessible</b>	Compliance Deadline:	Jan 2017
Plan to Meet Requirements:	Addition of accessible parking		
Responsible Authority:	Operations	Results:	Completed
Accessibility Requirement:	<b>Make service counters, queuing guides and waiting areas accessible</b>	Compliance Deadline:	Jan 2017
Plan to Meet Requirements:	Conform to Ontario Building code on “new” or existing buildings with “significant renovations”		
Responsible Authority:	Operations	Results:	Ongoing
Accessibility Requirement:	<b>Maintain the accessible parts of your public spaces (patios, shared walkways, etc.)</b>	Compliance Deadline:	Jan 2017
Plan to Meet Requirements:	Already being done		
Responsible Authority:	Operations	Results:	Completed

Customer Service Standards			
Accessibility Requirement:	<b>AODA provision of goods, services and facilities policies</b>	Compliance Deadline:	Jan 2013
Plan to Meet Requirements:	Prioritize documenting and distribution		
Responsible Authority:	HR/Marketing	Results:	Completed
Accessibility Requirement:	<b>Service animals</b>	Compliance Deadline:	Jan 2013
Plan to Meet Requirements:	No changes necessary, this has always been part of our excellent customer service		
Responsible Authority:	Tap Room/Customer Engagement	Results:	Completed
Accessibility Requirement:	<b>Support persons</b>	Compliance Deadline:	Jan 2013
Plan to Meet Requirements:	No changes necessary, this has always been part of our excellent customer service		
Responsible Authority:	Tap room/Customer Engagement	Results:	Completed
Accessibility Requirement:	<b>Temporary disruption notices</b>	Compliance Deadline:	Jan 2013
Plan to Meet Requirements:	Ensure notices go up on our web and at entrances		
Responsible Authority:	Marketing	Results:	Completed

## Review and Update

This document was last updated in December 2017 and must be reviewed and updated by December 2022.