

Accessibility for Ontarians with Disabilities Act (AODA) - Multi-year Accessibility Plan

This 2021 – 2026 accessibility plan outlines the policies and actions that Caledon Produce will put in place to improve opportunities for people with disabilities.

Statement of Commitment

Caledon Produce is committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity. We are committed to meeting the needs of people with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility of Ontarians with Disabilities Act.

Accessible Emergency Information

CALEDON PRODUCE is committed to providing our customers with publicly available emergency information in an accessible way upon request. We will also provide employees with disabilities with individualized emergency response information when necessary.

Training

We will provide training to employees and other staff members on Ontario's accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees and other staff members.

CALEDON PRODUCE has taken the following steps to ensure that employees were provided with the training needed to meet Ontario's accessible laws.

- All employees will be informed when needed of the requirement to complete the training.
- All employees will be provided with access to the training materials, when needed, the equipment to view it as well as the time at work to complete required training.
- Records will be maintained of employees' successful completion of training

- New employees will be provided with the same training on Ontario's accessibility laws and the Human Rights Code, within 3 months of the start of their employment.

Information and communications

CALEDON PRODUCE 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 will take the following steps to make all new websites and content on those sites conform with WCAG 2.0, Level AA.

- Our management team will meet every five years to review new and modified web content, ensuring that it meets the requirements of WCAG 2.0.

CALEDON PRODUCE will take the following steps to ensure that the existing feedback processes are accessible to people with disabilities, upon request.

- We will respond to all requests for accessible formats of our materials such as surveys, feedback forms, questionnaires, comment cards and evaluation forms.
- We'll work with individuals to respond to their individual needs
- Some of the ways that CALEDON PRODUCE is prepared to make information accessible include, but are not limited to:
 - Reading documents out loud
 - Making large print versions available
 - Using graphics to add meaning
 - Including written or verbal descriptions
 - Providing transcripts
 - Offering in-person presentations or conversations
 - Using text-based technology such as email, texting or instant messaging
 - Sharing a copy of a presentation
- We will provide accessible information as soon as possible.
- We will let our customers and employees know that we will make information accessible upon request.

CALEDON PRODUCE will take the following steps to ensure that all publicly available information is made accessible upon request.

- We will continue to review and comply with the specific requirements
- We will ensure that company contact information is available on our external website and other sources in order to handle individual requests for accessible formats.

CALEDON PRODUCE will take the following steps to make all websites and content conform to WCAG 2.0, Level AA

- We will continue to review and comply with the specific requirements as published by the Ministry for Seniors and Accessibility.
- Management team will continue to meet every 2 years to review new and modified web content, ensuring that such content complies with the requirements.

Employment

CALEDON PRODUCE is committed to fair and accessible employment practices. We will take the following steps to notify the public and staff that, when requested, CALEDON PRODUCE will accommodate people with disabilities during the recruitment and assessment processes and when people are hired.

- We will continue to review and comply with the specific requirements as published by the Ministry for Seniors and Accessibility.

We will take the following steps to develop and put in place a process for developing individual accommodation plans and return-to-work policies for employees that have been absent due to a disability.

- We will continue to review and comply with the specific requirements as published by the Ministry for Seniors and Accessibility.

We will also take the following steps to ensure that the accessibility needs of employees with disabilities are taken into account when we implement our regular performance review. We will continue to review and comply with the specific requirements as published by the Ministry for Seniors and Accessibility.

CALEDON PRODUCE will take the following steps to prevent and remove other accessibility barriers, if identified.

- Meet with employees individually when they request any form of accommodation for a disability.
- Take all measures to meet the requests of the employee

For More Information

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

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Accessible formats of this document are available free upon request from.