



VPI's AODA Multi-Year Accessibility Plan

Accessibility Plan and Policies for VPI

This 2021-2026 accessibility plan outlines the policies and actions that **VPI** will put in place to improve opportunities for people with disabilities.

Statement of Commitment

VPI 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 for all. 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 for Ontarians with Disabilities Act.

Accessible Emergency Information

VPI is committed to providing our customers and clients 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

VPI will provide training to employees, volunteers, 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 and needs of employees, volunteers, and other staff members.

VPI will continue to take the necessary steps to ensure employees are provided with the appropriate training needed to meet Ontario's accessible laws.

- Provide training on an ongoing basis to reflect any changes to policies, practices, and procedures
- Provide training to all new hires during the onboarding process.
- Keep accurate records of training provided including dates and those who received training

Kiosks

VPI will ensure to incorporate accessibility features when designing, procuring, or acquiring self-serve kiosks.

Information and Communications



VPI is committed to meeting the communication needs of people with disabilities. We are committed to providing clients and staff with publicly available emergency information in an accessible way upon request. We will consult with people with disabilities to determine their information and communication needs.

VPI will take the following steps to make all new websites and content on those new sites conform with WCAG 2.0, Level AA by January 1, 2021:

- Ensure that feedback processes are accessible by providing accessible formats or arranging for communication supports when requested by January 1, 2015
- Notify the public about the availability of accessible formats and communication supports

Employment

VPI is committed to fair and accessible employment practices.

We will continue to take the following steps to notify the public and staff that, when requested, **VPI** will accommodate people with disabilities during the recruitment and assessment processes and when people are hired:

- Review and make modifications to existing recruitment and selection policies and procedures as necessary
- Specify on all job postings that accommodation is available at any stage of the recruitment and selection process upon request
- **VPI** will keep employees up to date on changes to existing policies on job accommodations with respect to disabilities
- **VPI** will introduce formalized Individual Accommodation Plans into the HR policies manual
- **VPI** will continue to support individuals returning to work due to a disability and who require accommodation to return to work
- **VPI** will ensure the accessibility needs of employees with disabilities are taken into account when a request for accommodation is made at work due to a disability. All reasonable efforts will be taken to accommodate the request.

VPI will review accessibility related policies and the multi-year plan on an annual basis.