



Multi-Year Accessibility Plan

Issued: May 2021

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Greentec International Inc. Statement of Commitment to Accessibility

Greentec International Inc. is committed to treating all individuals with respect allowing them to maintain their dignity and independence. Greentec believes in integration, equal opportunity, participation, and access for people with disabilities. We are committed to meeting the needs of individuals with disabilities in a timely manner and will do so by complying with Ontario's accessibility laws through identifying, preventing, and removing barriers to accessibility.

Accessibility Policies and Procedures at Greentec International

For more information on accessibility at Greentec or to access the following accessibility documents; contact Human Resources.

- AODA - Integrated Accessibility Standards Policy - Standard Operating Procedure
- AODA Customer Service Standard
- Multi-Year Accessibility Plan
- Accessibility Glossary
- Notice of Temporary Disruption form
- Accessibility Feedback and Complaints form

To review the Accessibility for Ontarians with Disabilities Act, 2005, go to Government of Ontario online laws at <https://www.ontario.ca/laws/statute/05a11>

AODA Compliance Achievements

Greentec International is committed to meeting all AODA compliance requirements and deadlines, including filing accessibility compliance reports and status updates.

Category	AODA Requirement	Implementation Deadline	Greentec International Compliance Status as of June 2021
Customer Service Training	<ul style="list-style-type: none"> • Provide accessible customer service training for staff to serve customers of all abilities. • Keep a written record of accessibility training provided to staff. 		Compliant
Customer Service Feedback	<ul style="list-style-type: none"> • Create accessible ways for people to provide feedback. 		Compliant
Transportation	<ul style="list-style-type: none"> • Provide accessible transportation services. 		Not Applicable – We do not manage or provide transportation services.



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Emergency Information	<ul style="list-style-type: none"> • Provide accessible emergency information to staff. 		Compliant
Accessibility Policies	<ul style="list-style-type: none"> • Create an accessibility policy. • Make the accessibility policy public. 		Compliant
Accessibility Plan	<ul style="list-style-type: none"> • Create a multi-year accessibility plan to help achieve accessibility goals. • Make the multi-year accessibility plan public. 		Compliant
Procurement	<ul style="list-style-type: none"> • Include accessibility criteria and features in bid requirement documents and other methods of purchasing new goods, services, or facilities. 		Compliant
Training	<ul style="list-style-type: none"> • Train all employees on accessibility requirements that apply to their job duties. • Train employees on accessibility policies and procedures. 		Compliant
Feedback	<ul style="list-style-type: none"> • Make it easy for people with disabilities to provide feedback. 		Compliant
Accessible Website	<ul style="list-style-type: none"> • Ensure new websites or old websites are significantly updated and accessible. 		Compliant
Employment Practices	<ul style="list-style-type: none"> • Make employment practices accessible including how the organization hires, retains, and provides career development opportunities. 		Compliant
Individual Accommodation and Return-to-work Plans	<ul style="list-style-type: none"> • Document processes for developing individual accommodation plans and return-to-work plans. 		Compliant
Public Information	<ul style="list-style-type: none"> • Make public information accessible when requested. 		Compliant



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New or Redeveloped Public Spaces	<ul style="list-style-type: none"> • Make new or redeveloped public spaces accessible. 		Compliant
Accessibility Reports	<ul style="list-style-type: none"> • File accessibility reports based on stated deadlines in the AODA. 		Compliant

Accessibility Achievements Beyond AODA Compliance

In addition to meeting its AODA compliance requirements, Greentec International will:

- Identify areas for improvement in removing and preventing accessibility barriers related to policies and procedures.
- Update Greentec International AODA and accessibility documentation as required
- Assist with developing and achieving future accessibility goals at Greentec

Measures to Identify, Remove, and Prevent Barriers

In order to meet or exceed AODA compliance requirements, Greentec International is committed to respond to staff and community feedback in identifying priorities to increase accessibility and inclusion at Greentec for employees and the public.

Removing and Preventing Barriers

Greentec International management and staff have identified the following goals to remove and prevent accessibility barriers at Greentec over the coming years.

2020-2021

- Greentec International is committed to making all websites and web content accessible by January 1, 2021. This includes ensuring that all internet websites and web content conform with WCAG 2.0 level AA (excluding live captioning and audio description) s.14, AODA.
- Continue to improve signage and information, i.e. policies and documents (for example: statement of work, invoicing etc.) include specific accessibility requirements where possible.
- Continue to train staff to provide clear and effective information.
- Communicate with Greentec employees to ensure awareness of Greentec's accessibility policies and resources.
- Increase employment and other opportunities for under-represented populations.
- Provide updated refresher training on Emergency and Safety procedures.

Ongoing

- Greentec International is committed to filing an accessibility compliance report based on stated deadlines in the AODA: December 31, 2020 deferred to June 30, 2021 and 2023.
- Greentec International is committed to preparing and posting annual updates describing what has been done to achieve AODA compliance requirements and accessibility goals and achievements described in the multi-year accessibility plan.



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- Greentec International is committed to making public accessibility policies available in alternate formats, upon request.
- Greentec International is committed to exploring ongoing accessibility awareness and educational opportunities for its employees.

Communication of the Plan

The 2020-2025 Multi-year Accessibility Plan (MYAP) will be shared with Greentec and the broader community. The MYAP will be available on the Greentec website and upon request from the Human Resources Department. Every effort will be made to provide the document in alternate formats, if requested.

Contact Us

Human Resources Department
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Revision No.	Date	Summary of Changes
New	Feb 2017	New Multi-Year Accessibility Plan
Rev 1	May 3, 2021	Review for accuracy & update intentions and filing for 2021