

Vintex Inc.

Accessibility Policy and Multi-Year Accessibility Plan (2014)

This multi-year plan outlines how Vintex will meet the requirements of the AODA Integrated Accessibility Standard and address any current accessibility barriers for those with disabilities with regards to customer service, information and communications and prevent and remove any future barriers.

Statement of Commitment

Vintex 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 by meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act (AODA), 2005.

Accessible Emergency Information

Vintex is committed to providing customers and suppliers with emergency information in an accessible way upon request. We will also provide our team members with disabilities with individualized emergency response information when necessary.

Training

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

We will take the following steps to ensure team members are trained by January 1, 2015:

- 1) Electronic and Classroom based Human Rights Code Training - December 2014
- 2) Electronic and paper based Integrated Accessibility Standards Reg. Training – December 2014

Information and Communications

Vintex is committed to meeting the communication needs of people with disabilities and will ensure that its website and content on that site conform to WCAG 2.0, Level A (completed) and WCAG 2.0, Level AA by January 1, 2021.

Vintex is committed to meet the needs of individual Team Members with disabilities using technologies such as those included in Windows 7 to remove barriers and improve the user electronic and visual interface.

Building and Site Accessibility

Vintex is committed to meeting the needs of its Team Members and visitors with disabilities and will take the following steps to meet those needs:

- 1) Entrance walkway sloped ramp – completed
- 2) Restricted parking space – completed
- 3) Accessible front entrance doors – spring 2015
- 4) Accessible entrance phone – spring 2015
- 5) Accessible office area washrooms – spring 2015
- 6) Prevent and remove barriers when planning new capital projects – ongoing
- 7) Prevent and remove barriers in areas where Team Members with disabilities work – as required

Employment Policies and Practices

Vintex is committed to meeting the needs of its Team Members and potential new hires and will take the following steps to address those needs:

- 1) Employment postings will state we are committed to fair and accessible employment practices
- 2) External candidates with disabilities will be accommodated during the recruitment and assessment process
- 3) Where possible Vintex will attempt to accommodate new Team Members with disabilities into roles where they can be successful on both a personal and corporate level
- 4) Vintex will review current Human Resource policies to ensure they best address AODA needs – January 2016
- 5) Vintex will review current return-to-work policies for employees that have been absent due to a disability – January 2016
- 6) Vintex will review its current emergency evacuation policy to ensure it meets the needs of disabled Team Members or visitors – summer 2015

AODA Requirements

Vintex will meet the following additional requirements:

- 1) Develop and release a Customer Service Standard – completed
- 2) Develop an Accessibility Standards Policy – completed
- 3) Develop a Statement of organizational and public commitment – completed
- 4) Develop a multi-year accessibility plan (completed) and post on its website – December 2014
- 5) Communicate AODA requirements to all team Members – completed

More Information

For more information on this accessibility plan please contact Donald Wallbank at don.wallbank@vintex.com

This document has been posted internally at Vintex and on our Website