

AODA Integrated Standard Policy



Commitment to Persons with Disabilities

PSF is committed to provide equal treatment to all the people in a way that allows them to maintain their dignity and independence. PSF believe in integration and in equal opportunity and are committed to meeting the needs of the people with disabilities in a timely and requested manner. PSF will do this by preventing and removing any barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act, 2005.

Provincial store fixtures Ltd has developed policies and a multi year plan which will outline the actions that will put in place to improve opportunities for people with disabilities and will made it available upon request. Please refer to the Multi Year plan for Details about How the PSF will address the following:

INFORMATION AND COMMUNICATION STANDARD:

1. Accessible Emergency Information
2. Accessible Kiosks
3. Feedback from Customers and from Employees
4. Emergency Procedure/Plan for public safety
5. Accessible websites/Web contents
6. Accessible Formats and communication Support

EMPLOYMENT STANDARDS

1. Recruitment, assessment and selection process
2. Accessible formats and communication support for employees.
3. Return to Work process & Documented Individual Accommodation plan
4. Workplace emergency response information
5. Performance Management & Career development and advancement

Training

PSF will provide necessary training to employees and volunteers 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 the employees, COOP students and to all new hires. Training will include but will not be limited to, the Integrated Standard and the Ontario Human Rights Code as it pretends to person with disabilities. PSF will take following steps to ensure employees and volunteers are provided training needed to meet Ontario's Accessibility laws. PSF will utilize Video program created and hosted by Ontario human rights Commission, working together: the Ontario Human Rights code and through accessforward.ca. Employees will review the Integrated Standard policy and multi year plan accessibility plan. Training records will be maintained with Date and Time log updated.

For more information on this policy or for multi year plan, please contact Katharina Walt at hr@psfltd.com or through 905-564-6700 Ext. 297.

Accessible Forms of this documents and the accessibility plan will be available upon request.

Katharina Walt, Human Resource Manager

Last Update: March 24, 2022