



July 2021

MULTI-YEAR ACCESSIBILITY PLAN

Accessibility Plan and Policies for Creative Outdoor Advertising

This 2021 accessibility plan outlines the policies and actions that Creative Outdoor Advertising will put in place to improve opportunities for people with disabilities.

STATEMENT OF COMMITMENT

Creative Outdoor Advertising 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 for Ontarians with Disabilities Act.

ACCESSIBLE EMERGENCY INFORMATION

Creative Outdoor Advertising is committed to providing the community and our 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

Creative Outdoor Advertising 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 of employees, volunteers, and other staff members.

Creative Outdoor Advertising takes the following steps to ensure employees are provided with the training needed to meet Ontario's accessible laws.

- All new employees and volunteers will receive Accessibility for Ontarians with Disabilities training on their first day of orientation.
- All employees will be required to have refresher training yearly.

INFORMATION AND COMMUNICATION

Creative Outdoor Advertising 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.

Creative Outdoor Advertising will take the following steps to ensure existing feedback processes are accessible to people with disabilities upon request.

Creative Outdoor Advertising will take the following steps to make sure all publicly available information is made accessible upon request.

- Institute a standard that documents be created in a structured electronic format to allow for easier conversion to alternate forms.
- Create promotional materials in alternate formats.

Employment

Creative Outdoor Advertising is committed to fair and accessible employment practices.

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

- Where employees needs dictate, we will provide individualized workplace emergency response information to employees who have a disability.
- Our performance management and career development processes will take into account the accessibility needs of its employees with disabilities.

Creative Outdoor Advertising 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:

- Creative Outdoor Advertising maintains a Return to Work Policy that allows for employees to return to modified, alternate or accommodated employment when returning from a disability.

Creative Outdoor Advertising will take the following steps to prevent and remove other accessibility barriers identified.

- Creative Outdoor Advertising will correct any barriers, if necessary that are identified through our feedback process.