# **AODA Multi-Year Accessibility Plan**



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### 1. Introduction and Statement of Commitment

RAMPF Composite Solutions, Inc. ("The Company") is committed to treating 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, 2005 ("AODA") and the related Integrated Accessibility Standards Regulations (the "IASR").

The Multi-Year Accessibility Plan outlines the policies and actions that Company will put in place to improve opportunities for people with disabilities. The Multi-Year Accessibility Plan will be reviewed by RAMPF Composite Solutions, Inc. annually and will be updated at least once every five (5) years.

Under the AODA, the following accessibility standards set certain requirements that are applicable to RAMPF Composite Solutions, Inc.:

- Customer Service Standards;
- Information and Communication, and
- Employment

## 2. Establishment of Accessibility Policies and Plans

RAMPF Composite Solutions, Inc. has implemented the following measures:

- Developed, implemented and maintained a corporate policy governing how the organization will achieve accessibility;
- Established a Multi-Year Accessibility Plan;
- Included within its Multi-Year Accessibility Plan a statement of commitment to meet the accessibility needs of persons with disabilities in a timely manner; and
- Make the corporate policy and Multi-Year Accessibility Plan available to the public on RAMPF Composite Solutions, Inc.'s website and available in accessible formats, upon request.

## 3. Customer Service Accessibility Standard

While RAMPF Composite Solutions, Inc. is not open to public, we have implemented the following measures:

• Upon request, we will ensure that all services are provided in a manner that respects the dignity and independence of persons with disabilities.

#### 4. Training

RAMPF Composite Solutions, Inc. has implemented the following measures:

 Providing training on the requirements of the IASR and on disability-related obligations under the Ontario Human Rights Code as well as similar legislative provisions across the country, to individuals who may be acting on Company's behalf in dealing with the public or any other third parties. Training will also be provided to all people who are involved in the development of RAMPF Composite Solutions, Inc. Policies;



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- Ensuring AODA training, including Customer Service, is also part of mandatory onboarding for all new hires;
- Maintaining records of the dates when training is completed and the individuals who completed the training.

#### 5. Information and Communication Standards

RAMPF Composite Solutions, has implemented the following measures:

• Established a process for receiving and responding to feedback which is accessible to persons with disabilities by providing or arranging the provision of accessible formats and communication supports, upon request.

RAMPF Composite Solutions, Inc. will by January 1, 2024:

- Make Company's websites and web content conform with WCAG 2.0 Level AA, except for exclusions set out in the IASR, and
- Provide a statement on its website about the availability of accessible formats and communication supports and, upon request, provide or arrange for the provision of accessible formats in a timely manner.

#### 6. Employment Standards

RAMPF Composite Solutions, Inc. has implemented the following measures:

- Specifies on any job postings that accommodations are available for applicants with disabilities, upon request;
- Upon request, will consult with the applicant and arrange for suitable accommodation;
- When required, the Company will establish a plan in order to provide assistance to help evacuate the workplace in case of an emergency or disaster with the employee with the disability. These plans for providing assistance will be set out in individualized emergency plans for employees, upon request.

RAMPF Composite Solutions, Inc. will by January 1, 2025:

- Develop and implement a formal Accommodation Policy for all employees of the Company, and will take into account the accessibility needs of employees with disabilities and individual accommodation plans when developing this policy.
- Amend our current Return to Work Policy for all employees, and will take into account the accessibility needs of employees with disabilities and individual accommodation plans when developing this policy.
- Develop and implement formal Performance Management and Career Development Policies, considering career development and advancement opportunities of its associates with disabilities when developing these policies.

The Management team of RAMPF Composite Solutions, Inc. will review this plan on an annual basis to ensure compliance and ensure that ongoing improvements are being made to accessibility standards.