



## OWENS CORNING CANADA

### **AODA INTEGRATED ACCESSIBILITY STANDARDS POLICY**

#### **1. Purpose**

The Integrated Accessibility Standards (Regulation 191/11) under the *Accessibility for Ontarians with Disabilities Act, 2005* ("AODA"), came into force on July 1, 2011. The Regulation establishes standards to address barriers that persons with disabilities face in the following areas:

- a. information and communication;
- b. employment;
- c. built environment; and
- d. transportation.

The requirements under these standards are not a replacement or substitute for the requirements of the Ontario *Human Rights Code*.

The purpose of this AODA Integrated Accessibility Standards Policy (the "Policy"), is to ensure that Owens Corning Canada ("OCC") complies with the Government of Ontario's Integrated Accessibility Standards. Should you have any questions regarding this Policy, please contact the human resource or safety department.

#### **2. Application and Scope**

This Policy applies to all of OCC's Ontario employees, agents and/or contractors who deal with the public on behalf of OCC.

#### **3. Statement of Commitment**

OCC is committed to creating an inclusive culture across the organization by reducing and, where possible, removing barriers for person with disabilities. Where it is not possible to remove barriers, OCC will make efforts to accommodate persons with disabilities in a timely, effective and suitable manner.

OCC supports the principles of the *AODA* and the Integrated Accessibility Standards Regulation.

As a large, private sector organization, OCC's goal is to ensure accessibility for our employees. We are also committed to excellence in serving all people, including those with disabilities. As such, our employees, agents and/or contractors aim to provide, to the best of their abilities, the same experience to all customers, including people with disabilities.

#### **4. Definitions**

The following definitions, some of which are provided in the *AODA* and the Integrated Accessibility Standards Regulation, apply for the purposes of this Policy:

**“Accessible Formats”** may include, but are not limited to, large print, recorded audio and electronic formats, Braille and other formats usable by persons with disabilities;

**“Barrier”** means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice;

**“Communication Supports”** may include, but are not limited to, captioning, alternative and augmentative communication supports, plain language, sign language and other supports that facilitate effective communications;

**“Disability”** means,

- (a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal, or on a wheelchair or other remedial appliance or device,
- (b) a condition of mental impairment or a developmental disability,
- (c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- (d) a mental disorder, or
- (e) an injury or disability for which benefits were claimed or received under the insurance plan established under the [\*Workplace Safety and Insurance Act, 1997\*](#); (“handicap”)

**“Feedback”** means any comments, compliments, suggestions or complaints provided to OCC by customers;

**“Internet Website”** means a collection of related web pages, images, videos or other digital assets that are addressed relative to a common Uniform Resource Identifier and are accessible to the public;

**“Large Organization”** means an obligated organization with 50 or more employees in Ontario, such as OCC;

**“New Internet Website”** means either an Internet Website with a new domain name or an Internet Website with an existing domain name which has undergone a significant refresh;

**“Mobility Aid”** means a device used to facilitate the transport, in a seated posture, of a person with a disability; and **“Mobility Assistive Device”** means a cane, walker or similar aid.

## **5. Individualized Emergency Response Plans for Employees**

OCC will provide individualized workplace emergency response plans to employees who have a Disability, if the Disability is such that the individualized plan is necessary and OCC is aware of an accommodation need due to the Disability. For such an employee, OCC will, with the employee's consent, provide the workplace emergency response plan to a person or persons designated by OCC to provide assistance to the employee in the event of an emergency. OCC will provide the workplace emergency response plan as soon as practicable after becoming aware of the need for accommodation due to the Disability.

OCC will review the individualized workplace emergency response plan on a regular basis to ensure its ongoing relevance and/or appropriateness.

## **6. Confidentiality of Personal Information**

Information about an employee's Disability is sensitive personal information and, as such, will be managed in a manner that is consistent with OCC's policies regarding the confidentiality of employee personal information. Where the accommodation process requires the release of confidential information to a third party (such as an external resource group), the third party, and any person or department delegated by that third party, will be required to ensure that confidentiality is protected, that the information obtained is kept in a secure location, and used solely for the purpose that the release was required

## **Accessibility Policies**

Through this *AODA* Integrated Accessibility Standards Policy and the related Providing Services to People with Disabilities Policy, OCC confirms its commitment to meet the needs of persons with Disabilities in a manner that is consistent with legislative requirements.

OCC will make these documents publicly available on its Internet Website and will provide them in an Accessible Format upon request.

To remain compliant, this Policy will be reviewed at least annually and may be reviewed and/or revised more frequently in order to respond to business needs or legislative requirements.

## **7. Accessibility Plan**

OCC will maintain a multi-year accessibility plan and review and update it once every five (5) years. The Plan will be available to the public and will be provided in an Accessible Format, upon request.

## **8. Exceptions**

There are no exceptions to this Policy. Any questions regarding this Policy, its purpose, meaning or application should be directed to the Human Resources Department.