

ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA) MULTI-YEAR ACCESSIBILITY PLAN

Revised: November 2023

As part of Rimkus' commitment to accessibility, our multi-year accessibility plan outlines our strategy and actions that have been and will be implemented to prevent and remove barriers to accessibility and to ensure compliance with the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)* and its associated Regulations.

This multi-year accessibility plan focuses on initiatives including:

- Information and Communication
- Policies and Training
- Employment
- Feedback

Information and Communication

In accordance with the AODA's Information and Communication Standard, Rimkus will:

- Ensure internet websites and web content conform with Level AA of the World Wide Web Consortium Content Accessibility Guidelines (WCAG) 2.0 (as of January 2023)
- Post our multi-year accessibility plan on the company website (as of November 2023)
- Post our statement of commitment to accessibility on our website (as of November 2023)
- Communicate to all employees any changes to accessibility policies or procedures
- Provide the multi-year accessibility plan and related policies in an accessible format upon request
- Review our multi-year accessibility plan at least every five (5) years to ensure it is up to date and all AODA requirements are integrated

Policies and Training

Rimkus will continue to emphasize the importance of training and will implement policies and practices that ensure that:

- All new hires are provided mandatory training on accessibility (as of January 2017)
- Training is deployed on a continuous basis to existing staff as accessibility policies and procedures are updated
- Our accessibility policy is communicated with staff and is in alignment with the Human Rights Code, the Integrated Accessibility Standard (IAS) and Customer Service Standard (as of January 2017)

- All emergency response safety procedures are accessible and that individualized emergency response assistance plans have been prepared for employees that have disclosed a disability and require assistance (as of July 2023)
- All emergency response plans are reviewed annually to ensure they are up to date

Employment

Rimkus is and will continue to be an equal opportunity employer. We are committed to:

- Ensuring all public-facing job postings inform applicants that Rimkus is an equal opportunity employer and that accommodations are available upon request (as of March 2017)
- Maintaining policies and procedures that provide accommodations for employees and candidates with disabilities to ensure equal access to employment opportunities
- Fostering a culture of inclusion through various initiatives led by the Rimkus Diversity & Inclusion Committee (as of January 2022)
- Being actively involved in the return-to-work process for employees with disabilities

Feedback

Receiving feedback from our employees, clients and the public is an important part of our commitment to accessibility. We will:

- Ensure feedback can be provided in multiple formats including:
 - In Person
 - Telephone
 - In Writing
 - Email
- Ensure that all feedback is reviewed in a timely manner and acted upon as appropriate to improve AODA compliance