

Accessibility for Ontarians with Disabilities Act (AODA)

Multi-Year Accessibility Plan 2026-2031

1.0 Statement of Commitment

Matcor Metal Fabrication is committed to providing an accessible and inclusive environment. to ensure equal access and participation for people with disabilities. We commit to treat all people with disabilities in a way that allows them to be treated with respect, dignity and independence.

We ensure that integration is completed in a timely manner by removing and preventing barriers to accessibility requirements in our workplace, facilities, services and communications.

We are committed to current and ongoing requirements under the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*, *Integrated Accessibility Standards Regulation (IASR)* the *Ontario Human Rights Code* and all other relevant legislation in support of non-discriminatory practices.

Matcor Metal Fabrication is committed to fostering an environment where all people with disabilities can fully participate in all aspects of our organization.

2.0 Purpose

This document serves as an extension of our AODA policy and focuses on a Multi- Year Assessment Plan (The Plan) to improve and remain compliance with the AODA, IASR, The Ontario Human Rights Code and all other relevant legislation. This plan outlines the steps the company will take to meet all needs and improve opportunities for those with disabilities.

The Plan addresses the requirements under general AODA requirements, information and communications, employment and training.

Standards related to customer service and public spaces remain limited due to our Company's operation as a non-public manufacturing facility. However, in all circumstances we strive to meet or exceed the requirements of all AODA and IASR standards to promote an inclusive environment for all.

Standard	Action	In Progress	Ongoing	Complete
General Standard	Review of our Policy and Practices: - least every 5 years - when there is a legislative change Provide policy in accessible format upon request			X
Information and Communication Standards	Ensuring all new internet and web content will comply with the World Wide Web Consortium Accessibility Guidelines (WCAG) 2.0 Level A and Level AA.	X		
Information and Communication Standards AND Employment	Provide accessible formats for public and employees through use of: - Large print documents - Accessible digital formats - Verbal communication - Assistive technology - Additional accommodation, upon request and review		X	
Recruitment	Notify employees and applicants about the availability of accommodation for applicants with disabilities during the recruitment process - Including accessibility notifications as part of job posting - Ensure that applicants with disabilities are accommodated as required in consultation with the applicant - Advise successful hires of the accommodation practices of the company through company handbook.		X X	X X
Employment	Information for employees about the support available through - Onboarding and Orientation practices - Company Employee Handbook - Employee Communication Meetings - Employee Training Sessions Accessible formats for the above made available upon request		X X	

Employment – Continued	Taking Associates’ disabilities and accommodation needs into account in respect of performance management and career development Ensuring processes are in place to support Associate/workplace accommodation requests following absences from work and during an Associate’s employment		X	X
Emergency Response	Advise employees that accommodation is available in case of emergency on a regular schedule Upon request, in conjunction with employee create process for Individualized emergency response plan for those who require assistance Review Individual Emergency Response Plan when: - Employees are moved to a different location - Overall accessibility needs change - General Emergency response plans are reviewed	X	X X	
Training	Provide refresher training on the requirements of the AODA, IASR and Human Rights Code Maintenance of training records upon completion	X X		
Barrier Identification and Removal	Ongoing Identification and removal of barriers in the workplace through: - Inspections - Feedback - Accessibility considerations in building moves or facility modifications		X	

Ownership: The Corporate HR Team, Divisional HR, IT Department, Managers, Supervisors and Directors collaboratively ensure compliance with all AODA, IASR and Human Rights requirements and for maintaining commitment to the Multi-Year Compliance Plan as above.

4.0 Feedback and Review

Matcor Metal Fabrication welcomes feedback regarding accessibility and the way we provide accommodation or services to those with disabilities. Accessible formats and resources are available upon request.

Feedback can be provided through email, phone call or mail. Our Team can be contacted through the optional methods below:

Mail	Phone	Email
7275 E Danbro Cres. Mississauga, ON L5N 6P8, Canada	(905) 814.7476	info@matcor-matsu.com

We will continue to monitor and provide feedback promptly.

This policy will be reviewed as needed but at least every 5 years. This plan will be made in accessible format and posted publicly where required.