

## **AODA Integrated Standards Plan**

### Improving Opportunities for People with Disabilities

Apotex Inc. is committed to meeting the needs of people with disabilities as we believe in integration and equal opportunity.

#### **General Requirements Standard**

1. Apotex will take the following steps to ensure all employees are provided with the training needed to meet Ontario's accessibility laws by **January 1, 2015**:
  - Training will include:
    - An overview of the Accessibility for Ontarians with Disabilities Act, 2005 and the requirements of the Integrated Standards
    - Apotex's accessible Integrated Standards plan.
  - Training will be developed and delivered in various formats to all staff including full time, part time and contract staff.
  - Changes to the Accessible Integrated Standards Plan, procedures, practices or programs will be communicated on a regular basis.
2. Apotex does not use self-service kiosks, however the requirements will be monitored and should this be a practice that is to be implemented, we are committed to considering the needs of people with disabilities as part of the design, procurement or acquisition of these kiosks.

#### **Information and Communications Standard**

1. Apotex will take the following steps to ensure that emergency information is made accessible to the public by January 1, 2012:
  - We will ensure that the public is provided with emergency information in an accessible format or with appropriate communication support, upon request.
2. Apotex will take the following steps to make all new websites and content on those sites conform to WCAG 2.0, Level A by **January 1, 2014**:
  - Review AODA requirements for Website Content Accessibility Guidelines (WCAG 2.0), Level A.
  - Inform website developers of the WCAG 2.0, Level A requirements.
  - Confirm implementation of the WCAG 2.0, Level A requirements.
3. Upon request, Apotex will provide feedback processes that are accessible to people with disabilities. Employees who wish to provide feedback can contact the following via e-mail, phone, in writing or in person:

- Committee Representatives of the Employee Committee
- Human Resources Consultants/ Human Resources

The public can provide feedback to the Apotex department of Public and Government Affairs by contacting Customer Service via e-mail, phone or in writing. Customer Service contact information is provided on the Apotex website.

4. Apotex will take the following steps to make sure all publicly available information is made accessible upon request by **January 1, 2016**:
  - Update the Apotex public website to include notification that public information will be made available in accessible format upon request.
5. Apotex will take the following steps to make all websites and content conform with WCAG 2.0, Level AA by **January 1, 2021**:
  - Review AODA requirements for Website Content Accessibility Guidelines (WCAG 2.0), Level AA.
  - Inform website developers of the WCAG 2.0, Level AA requirements.
  - Confirm implementation of the WCAG 2.0, Level AA requirements.

### **Employment Standard**

1. Apotex will take the following steps to ensure that employees with disabilities are provided with necessary assistance during an emergency by January 1, 2012:
  - We will ensure that employees with disabilities are provided with individualized emergency response information.
  - Obtain consent and then share the employee's individualized emergency response information with anyone designated to help them in an emergency.
  - Review the emergency response information in the event of a change in the employee's work location, overall accommodation needs or organization's emergency response policies.
2. Apotex will take the following steps to notify the public and staff that people with disabilities will be accommodated during the recruitment, assessment and hiring processes by **January 1, 2016**:
  - Revise content in the Careers section of the public and internal websites to include information on accessible employment practices.
  - Review job advertisement procedures and other recruitment processes and update as required to ensure content is included that notifies applicants of accessible employment practices.
3. Apotex 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 by **January 1, 2016**:

- Apotex Return to Work policies are in place that describe the requirements for disability related accommodations and meet the AODA requirements.
4. Apotex will take the following steps to ensure the accessibility needs of employees with disabilities are taken into account when using performance management, career development and redeployment processes by **January 1, 2016**:
- Review the Performance Management and the Professional Development Policies and update as required to ensure content is included that accounts for accessibility needs of employees with disabilities.

### **Design of Public Spaces Standard**

1. When building or making major modifications to public spaces, Apotex will commit to meeting the Accessibility Standards for the Design of Public Spaces. In the event of a service disruption, we will notify the public of the service disruption and alternatives available.

### **Review and Modifications to this plan**

Apotex is committed to developing AODA policies that respect and promote the dignity and independence of people with disabilities. All policies and procedures will be developed or updated in such a manner as to respect and promote the dignity and independence of persons with disabilities. This plan will be reviewed and updated as required every 5 years.

### **For more information**

For more information on this accessibility plan, contact the Director, Safety, Health & Environment @ 416-749-9300. This plan will be made publically available in accessible formats upon request and will be posted on our public website.

**Plan Preparation Date** : December 2013  
**Revision Date** : N/A