

**Liftsafe Group of  
Companies**

306 Darrell Drive  
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**Liftsafe Group of Company AODA Policy**

This 2014-21 accessibility plan outlines the policies and actions that we will put in place to improve opportunities for people with disabilities.

**Statement of Commitment:** Liftsafe Group of Companies (which includes Liftsafe Engineering & Service Group Inc., Liftsafe Fall Protection Inc., PARCS Ltd, and R&D Ergo Ltd.) is committed to treating all 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.

**Accessible Emergency Information:** Liftsafe Group of Companies is committed to providing the customers and clients with publicly available emergency information in an accessible way upon request.

We will also provide employees with disabilities with individualized emergency response information when necessary.

**Training:** Liftsafe Group of Companies will provide training to employees, volunteers and other staff members on Ontario's accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees, volunteers and other staff members.

We will take the following steps to ensure employees are provided with the training needed to meet Ontario's accessible laws by January 1, 2015:

- We will train our employees on AODA and Human Rights Legislation.
- We will train our employees on the requirements of the customer service standard.
- We will provide each employee with a fact sheet to further educate them on AODA.

**Information and communications:** Liftsafe Group of Companies is committed to meeting the communication needs of people with disabilities. We will consult with people with disabilities to determine their information and communication needs.

We will take the following steps to make all new websites and content on those sites conform with WCAG 2.0, Level A by January 2015:

- We will conduct a review of our website and review the requirements under WGAG 2.0 and are committed to ensuring that our website is fully accessible.

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Liftsafe Group of Companies will take the following steps to make ensure existing feedback processes are accessible to people with disabilities upon request by January 1, 2015:

- We will ensure that our policies are posted for the public to have access to. We will ensure that our leadership team and staff are aware of the feedback process and will encourage the public to provide us with feedback.

Liftsafe Group of Companies will take the following steps to make sure all publicly available information is made accessible upon request by January 1, 2016:

- We will ensure all publicly available information is available in multiple formats to ensure it is accessible to all upon request.

Liftsafe Group of Companies will take the following steps to make all websites and content conform with WCAG 2.0, Level AA by January 1, 2021.

- We will conduct a review of our website and review the requirements under WGAG 2.0 and are committed to ensuring that our website is fully accessible.

Employment: Liftsafe Group of Companies is committed to fair and accessible employment practices. We will take the following steps to notify the public and staff that, when requested, we will accommodate people with disabilities during the recruitment and assessment processes and when people are hired.

- We will include a statement in all job postings stating that we are an equal opportunity employer and will provide additional information upon request.

Liftsafe Group of Companies 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.

- We will give the employee individualized emergency response information
- We will get their consent, then share this information with anyone designated to help them in an emergency
- We will review the emergency response information when:
  - the employee changes work locations
  - an overall review of the employee's accommodation needs is completed
  - we review the organization's emergency response policies.

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Liftsafe Group of Companies will take the following steps to prevent and remove other accessibility barriers identified.

- We will ensure publicly accessible spaces are fully accessible and will address any accessibility barriers by reviewing the barrier and establishing an alternative or , if an alternative is not feasible, come up with a plan to remove the barrier.
- We will ensure employees are provided with a workspace that is fully accessible by consulting with the employee and , with their input, select suitable furnishings, location etc.

Liftsafe Group of Companies will put the following procedures in place to prevent service disruptions to its accessible parts of its public spaces.

- We will install a two-way buzzer system in our main lobby to ensure accessible communication to our reception area.

In the event of a service disruption, we will notify the public of the service disruption and alternatives available.

For more information on this accessibility plan, please contact our joint health and safety committee at [info@liftsafeinspections.com](mailto:info@liftsafeinspections.com) , Phone: 519-896-2430, Fax: 519-896-2085.

Accessible formats of this document are available free upon request by email, fax or standard mail.