

MULTI-YEAR ACCESSIBILITY PLAN, 2013 – 2016

Accessibility for Ontarians with Disabilities Act (AODA), 2005 – Ontario Regulation 191/11, Integrated Accessibility Standards

Accessibility Standard	Actions	Implementation Status
Establishment of Accessibility Policies	Completed accessibility policies.	Completed.
Accessibility Plans	Completed accessibility plan.	Completed.
Training	All CMLS Financial employees and contractors will receive training on accessibility standards as it relates to people with disabilities. Training will be available in an accessible format upon request and training records will be kept in pursuant to this legislation.	All training to be completed by January 1, 2015. All new CMLS Financial employees will be trained on IASR.
Accessible Websites & Web Content	Not applicable at this time- new website was not launched nor was website significantly changed after January 1, 2014. CMLS Financial will ensure that the public website meets the accessibility requirements of WCAG 2.0 at Level AA as of January 1, 2021.	To be completed by January 1, 2021.
Feedback	Process in place for accessible feedback.	Completed.
Accessible Formats & Communication Support	Process to be established and documented and details to be included in training where applicable.	To be completed by January 1, 2016.
Workplace Emergency Response Information	Process in place.	Completed.

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<p>Employment</p>	<p>In compliance with applicable law, CMLS Financial will develop and implement employment practices to encourage people with disabilities to participate fully in all aspects of the organization by:</p> <ul style="list-style-type: none"> • Notifying candidates about the availability of accommodations for applicants with disabilities by including a statement in all internal and external job postings; • Inclusive employment practices for recruitment, retention and employee development; • Providing managers with accessibility training, tools and templates to support employee/ workplace accommodations and address non-discrimination; • Notifying successful applicants of the Accessibility policies in place at CMLS Financial. 	<p>To be completed by January 1, 2016.</p>

CMLS Financial will review this Multi-Year Accessibility Plan next in January 2019 and every 5 years thereafter. To obtain this document in an alternate format, please contact hr@cmls.ca or 416-646-1005.