



# LCG RESIDENTIAL BUILDERS LTD.'S MULTI-YEAR ACCESSIBILITY PLAN FOR ONTARIANS WITH DISABILITIES

LCG Residential Builders Ltd. ("LCG") is committed to identifying ways to prevent and remove barriers to ensure its Ontario workplaces are accessible for all. This accessibility plan outlines the steps LCG is taking to ensure an accessible workplace and improve opportunities for Ontarians with disabilities.

This plan is reviewed and updated at least once every five years and is currently effective until 2028.

## PAST ACHIEVEMENTS TO REMOVE AND PREVENT BARRIERS

### INFORMATION AND COMMUNICATIONS

LCG has:

- ▶ Posted an Inclusion & Diversity Statement on its intranet and external website.
- ▶ Taken the following steps to make sure all publicly available information is made accessible upon request:
  - ▶ Arranged for accessible formats and communication supports (upon request).
  - ▶ Consulted and/or discussed with person(s) who requests accessible information to determine how best to meet their needs in a timely manner.
- ▶ Made LCG Ledcor website and content conform to WCAG 2.0, Level AA.

### EMPLOYMENT

#### Recruitment

LCG has:

- ▶ Included the following statement in the Career FAQs:
- ▶ "I have a disability/impairment that prevents me from using your online application system. Are there other options to apply?"

LCG is an equal opportunity employer and will provide reasonable adjustment for applicants, upon request with a disability who are unable to apply online. Please send us an email with your contact information, details about the posted position of interest, and the adjustment you require."



- ▶ Included a link to its Inclusion & Diversity Statement in its job postings.
- ▶ Provided the Accessibility for Ontarians with Disabilities Policy to all new hires and posted it on LCG's site.
- ▶ Consulted with any applicants who request accommodation and determined how they could be accommodated.

### **Individual Accommodation Plans for Employees**

LCG has:

- ▶ Informed employees of LCG's policies to support its employees with disabilities and the availability of accommodations when necessary.
- ▶ Implemented a disability management program and a return-to-work program to support the development of individual accommodation plans and return-to-work policies for employees with accessibility needs.
- ▶ Provided Individual Accommodation Plans in a format that considers the employee's needs.
- ▶ Provided individualized workplace emergency response plans for employees with disabilities.

### **Performance Management & Career Development**

LCG has considered the accessibility needs of employees with disabilities of which it is aware, as well as individual accommodation plans, when using its performance management process and provided appropriate career development and advancement opportunities.

## **TRAINING**

LCG has:

- ▶ Provided training to all Ontario employees and managers of Ontario employees on Ontario's accessibility standards and on the Human Rights Code as it relates to people with disabilities.
- ▶ Maintained a database of employees that have completed or not completed the training.
- ▶ Followed up with employee(s) to ensure training was completed.

## **STRATEGIES AND ACTIONS**

### **EMPLOYMENT**

#### **Recruitment:**

LCG will review, consider and, where appropriate, implement the following:

- ▶ Include information about accommodations for applicants with disabilities within the job posting
- ▶ Ensure recruiters are trained to make the following statement when setting up an interview:

"LCG can provide you with reasonable accommodations, if needed, during this hiring process. Please let me know if you need accommodation."



### **Accommodation:**

LCG will review, consider and, where appropriate, implement the following:

- ▶ Post a revised Accommodation Process on an internal HR database.
- ▶ Add a template "Individualized Accommodation Plan" to the Accommodation Process.

### **Policies and Programs**

LCG will review current policies and programs to identify, remove and prevent barriers.

### **TRAINING**

LCG will:

- ▶ Review current AODA training, including current automatic assignments.
- ▶ Consider whether accessibility training should be provided to all LCG employees.