

jpw systems ltd is committed to eliminating barriers associated with our products wherever available and improving the accessibility for persons with disabilities in a manner that respects dignity, independence, integration, equal opportunity and the use of assistive devices and support persons as necessary. jpw recognizes the diverse need of all our clients, employees, stakeholders and third parties and will respond by striving to provide services and facilities that are accessible to all.

jpw systems ltd recognizes with customers, suppliers and guests with diverse needs may enter our facility from time to time and we will respond in a manner that respects dignity, independence, integration, equal opportunity and the use of assistive devices and support persons necessary.

jpw will provide employees with disabilities with individualized emergency response information when necessary. We are also committed to providing our clients with publicly available emergency information in an accessible way, as applicable and upon request.

Training- jpw systems has provided training to all employees on Ontario's accessibility laws and how to communicate with and provide accessible service to people with disabilities, in order to ensure that employees have the knowledge and skills they need to meet or exceed compliance requirements. As soon as practicable, newly hired employees and volunteers will be provided with the training required in order to comply with the AODA Customer Service Standard- see attached training forms.

Support for persons with disabilities

jpw systems recognizes the principles of independence, dignity, integration and quality of opportunity and the importance of openly communicating and responding to disabled client's needs in order to provide them with excellent service. We will make every effort to provide accessibility and accommodation in way that will take into account the person's disability and accessibility needs. Such as:

- Accommodate an individual's assistive devices that help them perform everyday task
- Welcome service animals on our premises that are open to the public and other third parties
- Welcome support persons who accompany a person with a disability

Disruption of Service

If at any time there is a disruption at jpw systems ltd that prevents a person with a disability access to any area of our facility the staff at jpw will assist the person with a disability in whatever way necessary to ensure that person maintains their dignity and independence. This may involve assisting in opening and closing of doors and entrance ways and any other assistance that may be required.

Information and Communication

jpw systems is committed to meeting the communication needs of persons with disabilities. We will consult with persons with disabilities to determine their information and communication needs

We will continue to ensure that feedback processes are accessible to persons with disabilities, including providing accessible formats and communication supports upon request.

Employment

jpw systems ltd is committed to maintaining a workplace characterized by professionalism and respect for the dignity of its employees, where all individuals have an equal opportunity to reach their potential, free of discrimination, including harassment and violence.

jpw systems ltd has put policies and/or processes in place to:

- Provide training to those involved in the hiring processes, on AODA requirements and disability-related requirements in the recruitment process
- Notify employees and members of the public that, when requested, jpw systems inc will accommodate persons with disabilities during the recruitment and assessment process
- Determine suitable accommodation, by consulting with the employee, that takes into account the employees accessibility needs due to a disability
- Arrange for the provision of accessible formats and communication supports for employees, upon request and in consultation with the employee, for information that is needed in order to perform job duties and for information generally available to employees in the workplace
- Process for developing individual accommodation plans and return-to-work policies for employees that have been absent due to a disability
- Ensure the accessibility needs of employees with disabilities are taken into account when using performance management, career development and advance processes
- Prevent and remove other accessibility barriers as or if identified.
- At any time, if requested jpw will provide details as to how we hire, retain and provide career development opportunities. This can be requested via- email, through our website, phone, or any other communication method
- jpw will work side by side with an individual to develop accommodation plans and return to work plans- these processes are based on an individual basis as to what the individual is in need of

jpw systems Accessibility Multi Year Plan

jpw systems Multi Year Accessibility Plan outlines strategies and actions to identify, remove and prevent barriers for people with disabilities resulting in increased accessibility for our employees and customers. The plan also outlines the strategy for meeting Ontario's Accessibility Legislation under the Accessibility for Ontarians with Disabilities Act (AODA). As part of our commitment to accessibility, it is our goal to implement the standards to help create accessible services and a workplace that allows full participation of persons with disabilities.

In accordance of the standards, jpw will review and update our organization's plan at least every 5 years and will post any updates and accomplishments on our website for employers and the public to access.

Multiyear plan

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