



TITLE	MULTI-YEAR ACCESSIBILITY PLAN
ADDRESSEES	Sika Canada Inc.
OWNER	NG
ENTRY INTO FORCE	July 2023
VALID UNTIL	Revocation or revision, whichever comes first
VERSION	1
CLASSIFICATION	Public

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1. Introduction: Our Organizational Commitment

Sika Canada Inc. is committed to ensuring equal access and participation for people with disabilities. We are committed to treating people with disabilities in a way that allows them to maintain their dignity and independence. We believe in integration, and we are committed to meeting the needs of people with disabilities in a timely manner. We will do so by removing and preventing barriers to accessibility and meeting our accessibility requirements under the *Accessibility for Ontarians with Disabilities Act* and Ontario's accessibility laws.

Sika Canada Inc. is committed to meeting its current and ongoing obligations under human rights legislation respecting non-discrimination.

Sika Canada Inc. understands its obligations under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) and its accessibility standards do not substitute or limit its obligations under the Ontario Human Rights Code or obligations to people with disabilities under any other law.

Sika Canada Inc. is committed to excellence in serving and providing goods, services, or facilities to all customers including people with disabilities.

Our accessible customer service policies are consistent with the principles of independence, dignity, integration, and equality of opportunities for people with disabilities.

2. Sika's Previous Accessibility Achievements

- Current monthly building inspection plan – includes but not limited to:
 - Ensure accessibility devices on our building entrances are functioning
 - Ensure meeting accessibility requirements if the organization requires renovations
 - Ensure accessible parking spaces are available
- Emergency response Plan: Assign designated individual(s) to assist people requiring assistance upon request (both employees and visitors to our facilities)
- Added motion sensors for lighting in our facilities
- Provide ergonomic workstations (adjustable desks) to all employees including ergonomic assessments and equipment (footrests, keyboards, headsets, larger monitors)
- Ensure accessibility training compliance for all employees upon hiring
- Advertise that Sika is an equal opportunity employer on job postings, willing and able to accommodate individual needs
- Ensure website compliance with the AODA
- Hybrid work environment for certain positions available
- Accessibility plan included in the onboarding process

3. Action Plan

Although Sika has always prioritized accessibility of our customers, suppliers, employees etc. and continues to do so, there are always ways in which the organization can improve accessibility.

AODA Committee

With Sika Canada Inc.'s commitment to accessibility, we have created a diverse committee that will assist us in ensuring we maintain compliance and prioritize accessibility for all, including people with disabilities.

AODA Committee Purpose:

The purpose of the AODA Committee is to ensure we have representation from the departments that have an impact on ensuring compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Under the AODA, we are required to implement a multi-year accessibility plan. This committee will meet on a quarterly basis to evaluate:

- Review training completion rates and follow-up as required to ensure compliance
- Any changes to accessibility requirements under the Act
- Any changes that are required at any of our facilities to improve accessibility
- Continuous improvement to our internal processes to ensure compliance and remove accessibility barriers (supporting documentation housed on our Sika Management System)

We will collaborate on our priorities, review the organization's budget, request executive approval for accessibility changes with supporting documentation, and implement changes agreed upon.

AODA Committee Membership

(Internal use – not to be posted on website. Departments represented will be noted in the multi-year plan but employee names will be withheld).

Department	Reason for Department Involvement
Human Resources	Ensure compliance with AODA requirements, Committee Lead, Executive Representation
Marketing	Liaison: Translation of documents and representative to ensure website compliance

Information Technology	Any accommodation requests requiring IT equipment (i.e. larger screen, ensure functionality of larger font requests, etc.)
Customer Service	Ensure compliance with Customer Service standards under AODA
Health & Safety	Health & Safety implications with AODA (emergency response, training requirements – OSG etc.)
Plant Management	Should changes need to be made to ensure accessibility at facilities, and representation for plant staff
Production Staff	Feedback from manufacturing team members working on the Plant floor

Priorities for AODA Committee:

- Ensure all committee members understand the AODA and have completed their required legislated training
- Review all current procedures relating to accessibility (both for the public and internal employees) to ensure committee understanding, roles and responsibilities
- Ensure accessibility compliance across all jurisdictions in Canada in which Sika operates