

# Multi-Year Accessibility Plan

Kingston Process Metallurgy Inc. (KPM) 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.

## Introduction

KPM believes 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 by meeting our accessibility requirements under Ontario's accessibility laws and by meeting our current and ongoing obligations under the Ontario Human Rights Code respecting non-discrimination.

KPM believes in the value of diversity and promotes inclusion. Whenever possible and reasonable, we will remove barriers and promote accessibility. Our multi-year diversity plan attempts to identify potential barriers and suggest opportunities to remove those barriers and provide better access and better chance .

KPM is committed to fulfilling our requirements under the Accessibility for Ontarians with Disabilities Act, 2005. This accessibility plan outlines the steps we are taking to meet those requirements and to improve opportunities for people with disabilities. The plan is reviewed and updated at least once every 5 years. Any feedback, comments and ideas about how to improve this plan is very welcome and should be communicated to KPM management.

## Measures in Place

KPM developed an Accessibility Policy and communicated it to all its employee through posting on our safety boards along with other company policies.

It is mandatory for all KPM employees to complete the “Working Together: The Code and the AODA” training (<http://www.ohrc.on.ca/en/learning/working-together-code-and-aoda/certificate-version>) and to submit their certificate of completion.

It is mandatory for all KPM employees to complete the “Human Rights 101” training (<https://www.ohrc.on.ca/en/learning/elearning/hr101-3rd-edition>) and to submit their certificate of completion.

All new employees participate into an information session where all company policies are reviewed and discussed.

## Strategies and Actions

KPM is committed to making our information and communications accessible to people with disabilities, whenever we receive the request. KPM management will ensure that any request will be addressed within 24 hours, either by providing the information or communication in adequate format, or by communicating a clear plan and timeline for achieving the same.

KPM is committed to fair and accessible employment practices. The nature of many positions at KPM, for working in our laboratories and pilot plants, requires a certain level of physical abilities and also an ability to learn and understand scientific concepts, in order to ensure the safety of the

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employees and their colleagues. Whenever possible and reasonable, we will work with affected employees in order to remove barriers and allow them to perform the required tasks efficiently and safely. Various training programs are available at KPM and could be adapted to specific needs if needed. KPM management will ensure that any request to help making our workspace more accessible will be addressed within 24 hours, either by providing a solution allowing to remove the barrier identified, or by communicating a clear plan and timeline for achieving the same.

KPM will meet accessibility laws when building or making major changes to our work spaces.

KPM is clearly motivated to contribute making Ontario an accessible province for all Ontarians.

### For More Information

For more information on this Accessibility Plan, or to provide feedback, comments and ideas about how to improve this plan, please do not hesitate to contact any member of KPM Leadership Team, or contact directly Alain Roy (Principal) in person or through the contact information at the bottom of this page.

September 15<sup>th</sup>, 2023



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Alain Roy