



Integrated Accessibility Standards MULTI-YEAR PLAN (AODA) 2021-2026

STATEMENT OF COMMITMENT:

Rockwell Automation Canada Ltd. Is committed to fulfilling obligations under the Accessibility for Ontarians with Disabilities Act (AODA) to the best of our ability. We strive at all times to treat people in a way that allows everyone to maintain dignity and independence while providing equal opportunity and integration. We are committed to meeting the needs of people with disabilities in a timely manner by meeting the accessibility requirements under AODA (2005) and the Integrated Accessibility Standards Regulation (IASR).

MULTI –YEAR ACCESSIBILITY PLAN:

This multi-year accessibility plan outlines Rockwell’s steps required to comply with AODA and is a working document on how we can meet any obligations to identify and remove barriers for people with disabilities.

Deadline	Act Selection & Description	Actions	Responsibility	Status
July 1, 2022	Section 13: Emergency Procedures, Plans or Public Safety Information			
	Where provided, make emergency and public safety information accessible upon request <ul style="list-style-type: none"> Evacuation (this may include information about incidents that threaten life, property, operations, or the environment) Floor Plans & Alarms Emergency plans and procedures provided in an accessible format or with appropriate communication supports, upon request 	<ul style="list-style-type: none"> Emergency Procedures Info posted on bulletin board in a Visitor Brochure Employees received training in annual Emergency Response LMS training Materials available in accessible formats upon request Provide individualized workplace emergency response information to employees who have a disability where necessary 	Health & Safety Local HR	Complete

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July 1, 2022	Section 3: Establishment of Accessibility Policies			
	<ul style="list-style-type: none"> • Develop, implement, and maintain policies on how Rockwell Automation achieves or will achieve accessibility through meetings its requirements under the accessibility standards • Make the documents publicly available, and provide in an accessible format upon request 	<ul style="list-style-type: none"> • Policy completed and posted on intranet site • Training provided to all employees – refresher training provided as needed based on changes in the regulations • Policies available on the intranet site and in accessible formats upon request 	Local HR	Completed
July 1, 2022	Section 4: Accessibility Plans			
	<ul style="list-style-type: none"> • Create a multi-year plan • Review it at least once every 5 years • Post on website • Provide in alternate format when requested 	<ul style="list-style-type: none"> • Developed a multi-year accessibility plan to address requirements for period 2022- 2026 • Posted on Rockwell Automation Accessibility section on website pull out of (Legal) • Alternate available upon request • Accessibility Plan to be review on an annual basis 	Local HR/ Environmental Health and Safety	Completed – ongoing review for any website updates
July 1, 2022	Section 6: Self Service Kiosks			
	<ul style="list-style-type: none"> • Defined as interactive electronic terminal, point of sale devices • Incorporate accessibility features for the kiosks 	<ul style="list-style-type: none"> • There are no point-of-sale devices at this location. 	NA	NA
July 1, 2022	Section 14: Accessible Websites & Web Content			
	<ul style="list-style-type: none"> • New internet websites and web content to adhere to requirements WCAG 2.0 • All internet websites and web content must conform with WCAG 2.0 level AA, other than <ul style="list-style-type: none"> ○ Success criteria 1.2.4 Captions (live) ○ Success criteria 1.2.5 Audio 	<ul style="list-style-type: none"> • Ongoing work to meet WCAG 2.0 Level AA compliance. Actions being made to bring organization into compliance. Governance has been established to identify all internal owners and to provide guidance on updating their sites. 	Digital Marketing OGC	Completed Ongoing Review
July 1, 2022	Section 7: Training			
<ul style="list-style-type: none"> • Training provided on the requirements of the accessibility standards referred to in regulation and on the Human Rights Code as it pertains to persons with disabilities to, <ul style="list-style-type: none"> ○ all employees, volunteers, contractors ○ all persons who participate in developing the organizations policies ○ all other persons who provide goods, services, or facilities on behalf of the organization 	<ul style="list-style-type: none"> • All employees, volunteers, and others applicable trained • Training will be appropriate to the duties • Training provided through: <ul style="list-style-type: none"> ○ New hire onboarding ○ Refresher training for all current employees ○ Added to LMS library as a searchable 	Local HR; Organization Transformation and Talent	Completed & Ongoing review as required	



	<ul style="list-style-type: none"> • Topic: IASR and Human Rights Code pertaining to persons with disabilities • Record dates of training offered and participants completion 	<ul style="list-style-type: none"> ○ Different formats (PowerPoint, handout, online module) available upon request • Training will be provided on an ongoing basis or if there a significant change in the legislation • Records kept on file for compliance 		
Section 11: Feedback				
July 1, 2022	<ul style="list-style-type: none"> • Process for receiving and responding to feedback to ensure that process is accessible or arrange for accessible formats upon request. 	<ul style="list-style-type: none"> • RA will review process for receiving: <ul style="list-style-type: none"> ○ Feedback from public ○ Feedback from employees (suggestion system, person, email etc.) ○ Feedback from Customers – various formats • Determine what accessible formats to provide upon request • Ensure formats/supports provided in consistent and timely manner • Ensure employees are aware of need to accommodate • Requests directed to Local HR 	Local HR	Completed and ongoing as needed
Section 12: Accessible Formats & Communication Supports				
July 1, 2022	<ul style="list-style-type: none"> • Upon request, provide, or arrange for the provision of accessible formats and communication supports <ul style="list-style-type: none"> ○ In a timely manner ○ At a cost that is no more than regular cost charged to others • Consult with person making request to determine appropriate format • Notify the public about the availability of accessible formats 	<ul style="list-style-type: none"> • Determine what accessible formats to provide upon request • Ensure formats/supports provided in consistent and timely manner • Communicate to all employees need to accommodate • Requests directed to local HR • Post on website (included in policy) 	Local HR	Process in place

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July 1, 2022	Section 22: Recruitment - General			
	<ul style="list-style-type: none"> Notify employees and the public about availability of accommodation for applicants with disabilities in recruitment process 	<ul style="list-style-type: none"> Include statement in job posting stating our commitment in providing accommodations for personal with disabilities Notify applicants on website and intranet 	Digital Marketing Team and Local HR	Process in place; revisions implemented based on updates to the law
July 1, 2022	Section 23: Recruitment – Assessment or Selection Process			
	<ul style="list-style-type: none"> During recruitment process, notify applicants when selected to participate in an assessment or selection process that accommodations are available upon request in relation to the materials or processes to be used. If selected candidate requests accommodation, employer to consult with the applicant and provide or arrange for the provision of a suitable accommodation in a manner that takes into account the applicants accessibility needs due to disability. 	<ul style="list-style-type: none"> Individuals are notified via the careers website and the job posting those accommodations are available upon request Identify and remove barriers – location of room, room setup, timelines etc. Selected individuals will be notified in advance of accommodation, support and accessibility via the careers website and the job posting 	Local HR Talent Acquisition	Process in place; revisions implemented based on updates to the law
July 1, 2022	Section 24: Notice to Successful Applicants			
	<ul style="list-style-type: none"> When making offers of employment, notify the successful applicant of its policies for accommodating employees with disabilities 	<ul style="list-style-type: none"> Include statement in job offer email/offer letter <ul style="list-style-type: none"> Ability to provide individualized emergency evacuation plan and process Discussion with Manager on any medical accommodation needs 	Local HR and Talent Acquisition	Process in place; revisions implemented based on updates to the law
July 1, 2022	Section 25: Informing Employees of Supports			
	<ul style="list-style-type: none"> Organization to inform employees of policies used to support employees with disabilities including provision of job accommodation Needs to be communicated to new employees as soon as practical upon hire Communicate if there is a change to policy 	<ul style="list-style-type: none"> New hires will receive AODA training and be required to review the AODA policy and procedures during onboarding Current employees will receive AODA refresher training beginning August 2022 All documents related to AODA can be accessed via the HR Canada SharePoint site 	Local HR	Process in place; revisions implemented based on updates to the law



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	<ul style="list-style-type: none"> • Notify employees and the public about availability of accommodation for applicants with disabilities in recruitment process 	<ul style="list-style-type: none"> • Include statement in job posting stating our commitment in providing accommodations for personal with disabilities • Notify applicants on website and intranet • Include in any recruitment policies 	Local HR, Talent Acquisition	Process in place; revisions implemented based on updates to the law
July 1, 2022	Section 26: Accessible Formats & Communication Supports for Employees			
	<ul style="list-style-type: none"> • Employer to consult with employee requesting accommodation for: <ul style="list-style-type: none"> ○ Information needed in order to perform job ○ Information that is generally available to employees ○ Employer to consult with employee on suitable format or communication support 	<ul style="list-style-type: none"> • HR will lead accommodation process to ensure employee has needed information to perform job 	Local HR	Process in place; revisions implemented based on updates to the law
July 1, 2022	Section 28: Documented Individual Accommodation Plans (IAP)			
	<ul style="list-style-type: none"> • Employer to have a written process in place for the development of documented individual accommodation plans for employees with disabilities. Process needs to include following elements: <ul style="list-style-type: none"> ○ The manner in which an employee requesting accommodation can participate in the development of IAP ○ The means by which employee is assessed on an individual basis ○ The manner in which employer can request an evaluation by an outside medical or other expert at the employer's expense, to determine if or how accommodation can be achieved ○ The steps taken to protect the privacy of the employee's personal information 	<ul style="list-style-type: none"> • HR will lead accommodation process. • HR will conduct annual review and updating current policies and procedures for the provision of job accommodations as needed to comply with AODA 	Local HR	Process in place; revisions implemented based on updates to the law

	<ul style="list-style-type: none"> ○ The frequency with which the individual accommodation plan will be reviewed and updated and the manner in which it will be done. ○ If an IAP is denied, the manner in which the reasons for the denial will be provided to the employee ○ The means of providing the individual accommodation plan in a format that takes into account the employee's accessibilities needs. ● If requested, IAP to include any information regarding accessible forms and communication supports provided, and if required, include individualized workplace emergency response information. It shall also include any other accommodations to be provided. 			
July 1, 2022	Section 29: Return to Work Process			
	<ul style="list-style-type: none"> ● Develop and have in place a return-to-work process for its employees who have been absent from work due to a disability and require disability related accommodations in order to return to work ● Document process on steps employer and employee will take to facilitate return ● Use IAP as part of process 	<ul style="list-style-type: none"> ● Annual review of existing processes and updating as required to comply with AODA ● RTW process referenced in this section does not replace or override any other RTW process required by another statute 	Local HR	Process in place; revisions implemented based on updates to the law
July 1, 2022	Section 30: Career Development & Advancement			
	<ul style="list-style-type: none"> ● An employer that uses performance management in respect of its employees shall take into account the accessibility needs of employees with disabilities when providing career development and advancement <ul style="list-style-type: none"> ○ Including accommodation plans ○ Providing additional functions/responsibilities, movement with pay increase or levels in organization 	<ul style="list-style-type: none"> ● Managers are expected to check in employees on a quarterly basis regarding performance and development ● Reminder communication sent to managers to ensure they consider any accessibility needs during this process 	Local HR	Process in place; revisions implemented based on updates to the law



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July 1, 2022	Section 32: Redeployment			
	<ul style="list-style-type: none"> An employer that uses redeployment shall take into account the accessibility needs of its employees with disabilities as well as individual accommodation plans when deploying employees with disabilities 	<ul style="list-style-type: none"> The company will ensure that we are taking the needs of the employees with a disability Annual review of redeployment processes for possible barriers and revise as necessary; to incorporate AODA requirements 	Local HR	Process in place; revisions implemented based on updates to the law
July 1, 2022	Part 4 – Design of Public Spaces			
	<ul style="list-style-type: none"> Incorporate accessibility requirements under Accessibility Standard for the Design of Public Spaces Identify additional barriers 	<ul style="list-style-type: none"> Review existing procedures and revise as necessary to incorporate AODA requirements 	Local EHS	Process in place; revisions implemented based on updates to the law