

Camp Winston Foundation

2014 to 2019 Multi-Year Accessibility Plan

Integrated Accessibility Standards Regulation (IASR)

General Deliverables	Completed?	Legislated Date (January)
Policies & Procedures	yes	2014
Create Policies with statement of organizational commitment in written form	yes	2014
Approval and sign off	yes	2014
Make available to the public	yes	2014
Available in alternative formats - upon request	yes	2014
Accessibility Plan - Multi Year	yes	2014
Develop Accessibility Plan	yes	2014
Accessibility Plans - Post to web	yes	2014
Continue to work on Accessibility Plan, review progress and update. Update regularly and every five years.	yes	2014-2018
Provide in alternative format	yes	2014
Accessibility Self Service Kiosk - have regard for accessibility when purchasing	yes	2014
Training - All employees & volunteers, policy developers, those providing goods or services on behalf of organization regarding IARS and Human Rights Code	yes	2015
Decide on training delivery	yes	
Create training schedule for current staff and new staff	yes	
Ensure sign in sheets for record keeping	yes	
Training completed	yes	2015
Continue to train new staff as part of orientation	yes	2015-2018
File Accessibility Compliance Report	yes	Dec. 31/14
File Accessibility Compliance Report	no	Dec. 31/17
File Accessibility Compliance Report	no	Dec. 31/20
File Accessibility Compliance Report	no	Dec. 31/21
File Accessibility Compliance Report	no	Dec. 31/23

Information & Communications	Actual Completion Date	Legislated Date (January)
Emergency Procedure Plans or Public Safety Information - inventory and make accessible	6/1/2014	2012
Feedback - ensure feedback system accessible	yes	2015
Accessible formats and communication supports upon request (timely manner, no cost charged if none charged to other persons)	yes	2016
Create inventory of current documents	Not mandated.	
Create document renewal plan	Not mandated.	
Create Strategic Communication Plan -create processes for flow of documents, who creates source documents, who ensures pdf's are accessible, who checks for accessibility before posting to website, decide on corporate wide fonts, staff training on accessible document creation, analysis of website content and new content (not legislation - would be helpful)	Not mandated.	
If creating a new Website WCAG 2.0 Level AA (other then closed caption Live pre-recorded audio)	to be developed	2014
All internet websites and web content WCAG 2.0 Level AA	to be developed	2021
Review all content on website back to 2012 to ensure everything is accessible	to be developed	2021

Employment	Actual Completion Date	Legislated Date (January)
HR Staff develop deliverables and processes	1-Jun-15	
Workplace Emergency Response for staff	6/1/2015	2012
Recruitment - notify employees and public regarding availability of accommodation	6/1/2016	2016
Notify applicant - availability of accommodation upon request for assessments or selection process	6/1/2016	2016
Inform employees of policies regarding job accommodations	6/1/2016	2016
Providing accessible formats and communication supports available to perform job	6/1/2016	2016
Have a Documented Individual Accommodation Plan (IAP)	6/1/2016	2016
Have a Return to Work Process	6/1/2016	2016
Performance Management takes into account accessibility needs	6/1/2016	2016
Career Development and Advancement Process takes into account accessibility needs	6/1/2016	2016
Redeployment process takes into account accessibility needs	6/1/2016	2016
Continue to proactively remove barriers across employment life cycle allowing employees to reach their full potential	6/1/2016	2016-2018
Public Spaces	Actual Date of Completion	Legislated Date (January)
Incorporate Design of Public Spaces on newly developed or redeveloped recreational trails and beach access routes, outdoor public use eating areas, outdoor play spaces, exterior paths of travel, accessible parking and service related elements	on-going	2017
If developing recreational trails consult with public and persons with disabilities	n/a	2017
Provide maintenance and restoration	on-going	2017
Develop procedures for preventative and emergency maintenance of accessible elements in public spaces	on-going	2017
Develop procedures for dealing with temporary disruptions when accessible elements under public spaces not working	on-going	2017
Report on Public Spaces every three years	to be completed	2020