



ACCESSIBILITY POLICY

Accessibility for Ontarians with Disabilities Act (AODA)

Statement of Organizational Commitment

Weil's Food Processing Ltd. is committed to providing an inclusive and accessible workplace for people with disabilities. We aim to identify, prevent, and remove barriers to accessibility in a manner that respects dignity, independence, privacy, and individual needs.

We will take reasonable and practicable steps to meet our obligations under the **AODA** and applicable Ontario accessibility regulations, and to comply with the **Ontario Human Rights Code** regarding non-discrimination and accommodation.

Accessibility Standards Covered

Weil's Food Processing Ltd. complies with all AODA standards that have come into force, including:

- **Customer Service Standards** (as applicable)
- **Information and Communications Standards**
- **Employment Standards**

The following standards are acknowledged but do not apply to this organization currently:

- Transportation Standards
 - Design of Public Spaces Standards
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Scope of This Policy

Weil's Food Processing Ltd. does not provide goods, services, or facilities to the public.

This policy applies to:



- Employees
 - Job applicants
 - Approved third parties accessing the workplace (e.g., contractors, inspectors)
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Training

All employees receive training on:

- Purpose of the AODA
- Requirements of the Integrated Accessibility Standards Regulation (IASR)
- Relevant obligations under the Ontario Human Rights Code

Training is provided as soon as practicable after hiring and whenever changes are made to accessibility policies. Records of training, including dates and participants, are maintained.

Assistive Devices

Weil's Food Processing Ltd. does not provide assistive devices. Employees and job applicants may use personal assistive devices, **where reasonably possible and consistent with workplace health and safety requirements.**

Communication

We communicate with employees and job applicants with disabilities in ways that consider their accessibility needs. This may include:

- Plain language
- Written or verbal communication



- Visual aids or demonstrations

We will consult with individuals to determine the most effective method of communication **to the extent practicable.**

Service Animals

Service animals are permitted in the workplace **where allowed by law and where they do not pose a health or safety risk.**

Due to food safety regulations, service animals are **not permitted** in:

- Factory
- Warehouse

When exclusion is required by law, Weil's Food Processing Ltd. will:

- Explain the reason for exclusion
 - Explore reasonable alternative accommodation options
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Support Persons

Employees or job applicants with disabilities may be accompanied by a support person **where required and as reasonably practicable.**

Notice of Temporary Disruption

In the event of a temporary disruption to accessibility-related support used by employees, affected individuals will be notified **as soon as practicable.**



Feedback Process

Feedback regarding workplace accessibility may be submitted by:

- Email
- Phone

All feedback will be directed to the General Manager and addressed **to an extent practicable**. Accessible formats are available upon request.

Information and Communications Standards

Accessible formats and communication support will be provided upon request:

- In a timely manner, where reasonably possible
- At no cost
- In consultation with the individual

If information cannot be converted, the individual will receive:

- An explanation as to why it is unconvertible
 - A summary of the information
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Employment Standards

Recruitment and Hiring: Accommodation is available upon request during recruitment, assessments, and hiring, **to an extent practicable**.

Workplace Accommodation: Individual accommodation plans are developed in consultation with employees and reviewed as roles or needs change.



Workplace Emergency Response: Customized emergency information will be provided **where required and reasonably possible**.

Return to Work: Documented return-to-work processes are maintained for employees requiring disability-related accommodation.

Performance Management, Career Development, and Redeployment: Accessibility needs are considered **where reasonably practicable**.

Multi-Year Accessibility Plan

Weil's Food Processing Ltd. maintains a multi-year accessibility plan outlining steps to remove and prevent barriers and meet AODA requirements. The plan is reviewed at least once every five years and is available in accessible formats **upon request**.

Changes to Existing Policies

Any policies that do not respect or promote dignity, independence, integration, and equal opportunity for people with disabilities will be reviewed and updated **as practicable**.

Availability

This document is available on request. Accessible formats will be provided at no cost.

Last reviewed and updated: January 2026