

Dear BOMA members,

You probably received an email from the Ontario government about your accessibility compliance report, due by December 31, 2017. This self-reporting mechanism is currently the primary tool for monitoring compliance with the current requirements under the Accessibility for Ontarians with Disabilities Act (AODA).

This is what you need to understand about upcoming deadlines:

- Organizations required to file the 2017 accessibility compliance report are those in the private and non-profit sectors with 50+ employees and all public-sector organizations.
- Organizations that fail to file a report on time or report non-compliance with current standards could face administrative penalties, inspections, director's orders, fines and even prosecutions.
- This is the second AODA reporting cycle, so employers should expect the government to be more proactive in investigating non-compliance.

Key areas of importance

- ✓ A checklist for AODA compliance, so your organization will not face administrative penalties, inspections, director's orders, fines and even prosecutions for non-compliance by the Accessibility Directorate of Ontario
- ✓ A review of the purposes of the AODA and the requirements of the Customer Service Standards
- ✓ Built Environment Accessibility Audits
 - Public Space Design Audits
 - Ontario Building Code Audits
 - Best Practice Built Environment Audits
- ✓ Public Space Design Audits to make sure your business is meeting the standards set by the AODA's IASR Regulation
- ✓ Website Audit for web content to conform to World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 Level A & Now AA

- ✓ In depth education training for every employee who deals with the public or other parties on behalf of the organization, as well as for every person who participates in developing the policies, practices and procedures on providing goods or services to members of the public or third parties
- ✓ Training to new employees as soon as they are hired
- ✓ Ongoing basis in connection to any changes to the policies, procedures of the AODA
- ✓ Emergency Information and Procedures for PwD
- ✓ Self-Serve Kiosk Design for Accessibility
- ✓ Accessibility policies under the Integrated Standards (IASR)
- ✓ Multi-Year Accessibility Plan –a mandatory document of the AODA

Additional information & resources

Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11:

<https://www.ontario.ca/laws/statute/05a11>

Ontario Accessibility Laws: <https://www.ontario.ca/page/accessibility-laws>

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