

Logikor Inc. Accessibility Plan

General Information

Responsible Person:

- **Title:** HR Manager
- **Contact Information:**
 - **Mailing Address:** 290 Pinebush Road, Cambridge Ontario N1T 1Z6
 - **Phone:** 519-622-8400
 - **Email:** accessibility@logikor.com

Executive Summary

Logikor Inc. is committed to promoting accessibility and inclusion for all individuals. This accessibility plan outlines our strategy to identify, remove, and prevent barriers across various areas, ensuring a more inclusive environment.

Accessibility Statement

Accessibility is integral to Logikor Inc.'s operations. We strive to meet the requirements of the Accessible Canada Act (ACA) and other relevant regulations, with a long-term goal of fostering an inclusive workplace for everyone.

Glossary

Accessibility: Refers to the needs of persons with disabilities being intentionally and thoughtfully considered when products, services and facilities are built or modified so they can be used and enjoyed by all.

Barrier: The Accessible Canada Act defines a barrier as “anything—including anything physical, architectural, technological or attitudinal, anything that is based on information or communications or anything that is the result of a policy or a practice—that hinders the full and equal participation in society of persons with an impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment or a functional limitation.”

Disability: The Accessible Canada Act defines a disability as “any impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment—or a functional limitation— whether permanent, temporary or episodic in nature, or evident or not, that, interaction with a barrier, hinders a person’s full and equal participation in society.”



Employment

Identified Barriers:

- Lacking alternative contact option for those applicants requiring accommodation.

Action Plan:

- Develop inclusive recruitment practices and accessible job postings, including alternative methods to request accommodations and alternative application methods.
- Timeline: Immediate implementation for all new posting roles.
- Responsibilities: HR Department.

Built Environment

Identified Barriers:

- Physical accessibility challenges in office facilities, lack of automatic doors and elevators to upper level.

Action Plan:

- Moving to new office in September 2024 with elevator access and automatic doors.
- Timeline: Completed by September 2024.
- Responsibilities: Logikor Inc. Senior Management team.

Information and Communication Technologies (ICT)

Identified Barriers:

- Underutilization of accessibility capabilities in our tools and software.
- Review of company webpage compliance.

Action Plan:

- Examine commonly used software tools internal to Logikor Inc. and identify opportunities for use in an accessible manner.
- Utilize scanning tool to review Logikor Inc. webpage annually to identify potential deficiencies.
- Timeline: Ongoing with annual reviews.
- Responsibilities: IT Department.



Communication (Non-ICT)

Identified Barriers:

- Limited accessibility in traditional communication methods.

Action Plan:

- Offer communications in accessible formats such as Braille and large print.
- Timeline: Immediate implementation.
- Responsibilities: HR Department.

Procurement of Goods, Services, and Facilities

Identified Barriers:

- We do not at this moment have any identified barriers.

Action Plan:

- Logikor Inc. will continue to monitor our practices and adjust and update where identified.

Design and Delivery of Programs and Services

Identified Barriers:

- Programs and services not accessible to individuals with disabilities.

Action Plan:

- Adapt and design programs to be inclusive and accessible.
- Timeline: Ongoing with annual reviews.
- Responsibilities: Program Managers.

Transportation

Identified Barriers:

- Distance from accessible public transit to office location.

Action Plan:



- Logikor Inc. is relocating to a new head office with access to accessible public transportation in a more accessible location which includes sidewalks, ramps and paved and maintained walkways to our office.
- Timeline: September 2024
- Responsibilities: Logikor Inc. Senior Management team.

Consultations

Methodology:

- Conducted company wide surveys to all employees, encouraging individuals with disabilities and allies to participate, this survey was delivered to all Canadian based team members, allowing us to gather diverse perspectives and insights on accessibility barriers as well as potential solutions.
- 1:1 interviews with team members that have self-identified as individuals with disabilities and volunteered to do so. This information gathered was used to meaningfully assist in our ongoing plans.

Publishing and Notification

- **Publication:** The accessibility plan will be available on the company's website and in printed form at all reception areas.
- **Notification:** The Accessibility Commissioner will be notified within 48 hours of the plan's publication.

Alternate Formats of this Plan

- **Braille/Audio:** Available within 45 days of request.
- **Large Print/Electronic:** Available within 15-20 days.

Record Keeping of this Plan and Relevant Documents

- **Digital Copies:** Available on the company website for a minimum of seven years.
- **Print/Electronic Copies:** Available to the public for seven years.

