



Integrated Accessibility Standards Multi-Year Plan

The Royal Canadian Golf Association, operating as Golf Canada (“Golf Canada”), is part of the sporting community in our country that is committed to providing goods and services in an integrated and accessible manner that respects the dignity and independence of persons with disabilities. This Multi-Year Accessibility Plan outlines the actions that Golf Canada will put in place to prevent and remove barriers and address the current and future requirements of “*The Accessibility for Ontarians with Disability Act, Ontario Regulation 429/07*”. This Plan will be updated at least every five years.

Accessibility Policy and Multi-Year Accessibility Plan

Regulation Initiative	Action	Compliance Date	Responsibility	Status
Policy Development	Golf Canada will establish accessibility policies	January 1, 2014	Human Resources	In progress
	Golf Canada will make policy documents publicly available	January 1, 2014	Human Resources	In progress
Multi Year Accessibility Plan	Golf Canada will establish, implement, maintain, and document a multi-year accessibility plan	January 1, 2014	Human Resources	In progress
	The accessibility plan is posted on website and provided in an accessible format upon request	January 1, 2014	Human Resources	In progress
	Plan is reviewed and updated at least once every 5 years	January 1, 2019	Human Resources	In progress
Training	Golf Canada will determine suitable training programs on IASR accessibility standards and Human Rights Code	January 1, 2015	Human Resources	Complete

Information and Communication

Golf Canada is committed to meeting the communication needs of people with disabilities in a timely and accessible manner.

Regulation Initiative	Action	Compliance Date	Responsibility	Status
Website	New internet websites and web content on those sites must conform with WCAG 2.0 Level A	January 1, 2014	Digital & Interactive Team	In progress
	All public sector and large organizations must have websites (new or not) conform to WCAG 2.0 Level AA	January 1, 2021	Digital & Interactive Team	In progress
Accessible Feedback process	Golf Canada will ensure feedback processes are accessible with accessible formats and/or communication supports upon request	Jan 1, 2015 & Ongoing	Marketing & Communications	In progress
Accessible Formats & Communication Supports:	Golf Canada will provide information upon request, in a timely fashion and at no additional cost to the public, accessible documents upon request, in the most appropriate format.	Jan 1, 2016 & Ongoing	Marketing & Communications	Complete
	Golf Canada will notify the public of the availability of accessible formats and communication supports.	Ongoing	Marketing & Communications	Complete
Emergency Procedures, Plans or Public Safety Info	Provide prepared emergency procedures, plans or public safety information in accessible formats or with the appropriate communication supports upon request	Jan 1, 2012 & Ongoing	Human Resources	Complete

Employment

Golf Canada is committed to providing fair and accessible employment practices.

Regulation Initiative	Action	Compliance Date	Responsibility	Status
Recruitment, Assessment & Selection	Golf Canada will review and update existing recruitment, policies, procedures and processes	Jan 1, 2016 & Ongoing	Human Resources	In progress
	Golf Canada will specify that accommodation is available for applicants with disabilities on the website and on job postings	Jan 1, 2016 & Ongoing	Human Resources	In progress
	Golf Canada will inform applicants about the availability of accommodations: when called for an interview, during the selection process, at the time of the job offer and as soon as practicable after the new employee begins	Jan 1, 2016 & Ongoing	Human Resources	In progress
	If selected applicant requests accommodation, Golf Canada will consult with the applicant and arrange for provision of suitable accommodation in a manner that takes into account the applicant's accessibility needs due to a disability.	Jan 1, 2016 & Ongoing	Human Resources	In progress
Informing employees of supports	Golf Canada will inform all employees of policies and procedures for supporting them	Jan 1, 2016 & Ongoing	Human Resources	In progress
Accessible Formats & Communication Supports	Golf Canada will consult with employees with disabilities to determine which accessible formats or communication supports are required to perform their job duties	Jan 1, 2016 & Ongoing	Human Resources	In progress
Workplace Emergency Response Information	Golf Canada will prepare for emergency situations by providing employees with disabilities with individualized workplace emergency response information, as soon as practicable after the employer becomes aware of the need for accommodation.	January 1, 2012	Human Resources	Complete
Documented Individual Accommodation Plans	Golf Canada will review its existing accommodation process, identify elements of AODA requirements that need to be incorporated into existing accommodation process, and develop a written process	Jan 1, 2016	Human Resources	In progress

Return to Work	Golf Canada will develop a written process for the development of documented individual accommodation plans for employees with disabilities.	Jan 1, 2016	Human Resources	In progress
Performance Management	Golf Canada will consider the accessibility needs of employees with disabilities, as well as individual accommodation plans, in performance management processes.	Jan 1, 2016	Human Resources	In progress
Career Development and Advancement	Golf Canada will take into account individual accommodation plans, which are in place for employees with disabilities, when they are providing career development and advancement	Jan 1, 2016	Human Resources	In progress
Redeployment	Golf Canada will take into account individual accommodation plans and employees with disabilities when redeploying employees.	Jan 1, 2016	Human Resources	In progress

For more information on this accessibility plan, please contact:

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