[Checklist]

The Integrated Accessibility Standards Regulation (IASR) aims to remove barriers in four areas: Information and Communications, Employment, Transportation and the Design of Public Spaces. This checklist includes information and requirements that apply to all organizations (public, private, and non-profit): the Information and Communications Standard, the Employment Standards, and the General Requirements of the IASR.

The Design of Public Spaces Standard applies to the design of new public spaces. This is in addition to the Ontario Building Code. The Transportation Standard applies to conventional and specialized public passenger transportation services under provincial and municipal jurisdiction, as well as other public transportation services (e.g. school buses, public sector organizations). If you want to know if your organization has requirements under either of these two standards, we have included a link to the full IASR e-Law in Resources at the end of this document.

1 General IASR Requirements

In addition to setting out the specific requirements for each standards under the IASR, there are also some general requirements:

Accessibility policies and plans

Organizations must develop, implement and maintain policies that describe how they will meet their IASR obligations.

Large nonprofits and businesses (50+employees) must also develop, implement and maintain multi-year accessibility plans. The accessibility plans must outline strategies for removing existing barriers and preventing new ones, and must show how the requirements of the IASR will be met.

Large nonprofits and businesses must review and update their accessibility plan at least once every five years.

All documents must be made available to the public (ie: on your website) and provided in an accessible format, upon request

Training

All employees and volunteers must be trained on the IASR, as well as the Ontario Human Rights Code as it relates to people with disabilities. Training must also be provided to anyone involved in developing the organization's policies, and to persons who provide goods, services or facilities on the organization's behalf.

Self-service kiosks

All organizations must consider accessibility for people with disabilities when designing, procuring or acquiring self-service kiosks (ie: computer stations clients or the public can use).

(2) Information and Communication Standard

Accessible Formats: Upon request, all organizations must make all publicly available information accessible and provide communication supports at no additional charge to the client. Organizations must notify the public about the availability of accessible formats and communication supports.

Feedback: All organizations must ensure that their feedback processes are accessible to persons with disabilities by providing, or arranging for, accessible formats and communications supports, upon request.

Emergency response information: All organizations that have existing emergency procedures, plans or public safety information must make them available in an accessible format with appropriate communication supports, upon request..

Websites: Large businesses and nonprofits must make all new and significantly refreshed Internet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 at Level A, increasing to Level AA.

(3) Employment Standard

 Notify employees, job applicants and the public about the availability of accommodation for applicants with disabilities in its recruitment processes..

Notify employees and successful job applicants of policies for accommodating employees with disabilities.

Provide accessible formats and communication supports to employees.

If needed, provide individualized workplace emergency response information for employees who have a disability.

Employers, except small organizations, shall develop a written process for:

● The development individual accommodation plans for employees with disabilities;

● A return to work process for its employees who have been absent from work due to a disability and require disability-related accommodations in order to

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return to work;

- Take into consideration the employee's disability and accommodation needs during:
    - Performance management
    - Career development and advancement
    - Redeployment

How We Can Help:

Education is at the heart of what Accessibility Ontario does. Our knowledge and passion is reflected in accessibility workshops, live and recorded webinars, and our online AODA training courses.

Accessibility Ontario also offers website audits and building assessments, document conversion to accessible formats, and consultation services for the development of accessibility plans and policies to help you meet and exceed your AODA compliance goals.

Resources:

Government of Ontario

www.ontario.ca/accessibility

Ontario BIA Association
www.obiaa.com/accessibility

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