

Title: Multi-Year Accessibility Plan	Author: Manpreet Kaur
Document: SP.008.414	Approval: Yogesh Chauhan
Revision level: 00	Issue date: 2023-Nov-15

This 2023-2027 Accessibility Plan outlines the policies and initiatives that Silcotech North America Inc. will implement to improve opportunities for people with disabilities.

## 1. Statement of Commitment

Silcotech is committed to providing an environment that allows our employees, job applicants, suppliers, visitors, and others who access our services or premises to maintain their dignity and independence.

We are committed to ensuring our company’s compliance with accessibility legislation by preventing and removing barriers to accessibility. By making this commitment, we will provide equal opportunities and integration.

## 2. General Requirements

<b>Multi-Year Accessibility Plan</b>	
General Requirements	<ul style="list-style-type: none"> <li>• Silcotech North America Inc’s Accessibility policy was implemented in 2016.</li> <li>• Silcotech North America Inc’s Multi-Year Accessibility plan has been developed to identify, remove and prevent barriers to accessibility.</li> <li>• The Accessibility policy and Multi-Year Accessibility plan are located on Silcotech North America Inc’s website at <a href="http://www.silcotech.com">www.silcotech.com</a> and accessible formats are available upon request.</li> <li>• The Multi-Year Accessibility plan will be reviewed and updated at least once every five years.</li> </ul>
Information	<p><b>Training</b></p> <p>Silcotech North America Inc. will provide General Requirements Training on Ontario’s Accessibility regulations and Human Rights Code training as it relates to people with disabilities to all Silcotech North America Inc. full-time employees, and others who interact with the public on our behalf, and all those who are involved in the development and approvals of the Accessibility policies, practices and procedures.</p> <p>Planned Actions:</p> <ul style="list-style-type: none"> <li>• Implement and identify the IASR General Requirements Training and Human Rights Code as it relates to people with disabilities training resources.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Identify and execute the training in a way that is best suited of the employees’ role and duties (ie. Online and On-Site Training).</li> <li>• Ensure all new employees complete the training within 45 days after commencement of employment.</li> <li>• Keep and maintain records of training provided.</li> </ul>
	<p><b>Feedback</b></p> <p>Silcotech welcomes any feedback regarding the methods it uses to provide goods and services to persons with disabilities.</p> <p>Actions Taken:</p> <ul style="list-style-type: none"> <li>• Individuals may provide their feedback in person, by telephone, in writing, or by delivering an electronic text by email to ychauhan@silcotech.com or on USB or otherwise to <b>Yogesh Chauhan/ Health and Safety Coordinator</b> at 9058579998 Ext 231.</li> <li>• Upon request, Silcotech North America Inc. will provide or arrange for the provision of accessible formats and communications support.</li> </ul>
	<p><b>Accessibility Website</b></p> <p>Silcotech North America Inc. will ensure that all internet websites and web content will conform to WCAG 2.0 Level AA.</p> <p>Planned Actions:</p> <ul style="list-style-type: none"> <li>• Silcotech North America Inc. is currently undergoing review of the required changes that need to be made to all internet websites.</li> <li>• Silcotech North America Inc. will ensure all brand sites conform to accessible website and web content requirements.</li> </ul>
Employment Standards	<p><b>Standard Requirement</b></p> <p>Silcotech North America Inc. is committed to providing fair and accessible employment practices to its prospective and current employees. We will strive to meet the legislative requirements under Part III of the IASR by identifying, preventing and removing barriers to employment accessibility in the workplace and to improve the access to opportunities to people with disabilities.</p>

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	<p>Silcotech North America Inc. will ensure that all Employment Standard requirements are achieved in respect to Recruitment, Accommodations and Emergency Response Plans for employees.</p>
	<p><b>Recruitment</b></p> <p>Silcotech North America Inc. will have a process in place to notify its employees and all interested parties about the availability of accommodation for applicants with disabilities in our recruitment process.</p> <p>Planned Actions:</p> <ul style="list-style-type: none"> <li>• Silcotech North America Inc. will have a process in place to notify its employees and the public about the availability of accommodation for applicants with disabilities in its current process.</li> <li>• Silcotech North America Inc. will review our current recruitment process and ensure all job applicants are notified when they are individually selected to proceed for further assessment in the selection process that Integrated Accessibility Standard Multi-Year Accessibility Plan 3 accommodations are available upon request in relation to the material or processes to be used.</li> <li>• If a selected applicant requests an accommodation, Silcotech North America Inc. will consult with the applicant and provide, or arrange for the provision of, a suitable accommodation in a manner that takes into account the applicant’s accessibility needs due to disability.</li> <li>• When extending offers of employment, Silcotech North America Inc. will notify the successful applicant of its policies for accommodating employees with disabilities.</li> <li>• Silcotech North America Inc. will develop and provide training to employees responsible for recruitment, assessment, selection, and onboarding to ensure compliance of this standard.</li> </ul>
	<p><b>Accommodation for Employees</b></p> <p>Silcotech North America Inc. will ensure a process is in place for developing individual accommodation plans for employees with a disability.</p> <p>Planned Actions:</p> <ul style="list-style-type: none"> <li>• Silcotech North America Inc. will inform its employees of its policies (and any updates) used to support employees with disabilities, including policies on the provision of job</li> </ul>

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	<p>accommodations that consider the employee’s accessibility needs due to disability.</p> <ul style="list-style-type: none"> <li>• This information will be provided to new employees as soon as practicable after commencing employment.</li> </ul>
<p>Redesign for Public Space Standard</p>	<p>Silcotech North America Inc. meets the Accessibility for the Design of Public Spaces requirements when building or making major modifications to public spaces in our office sites and plant facilities. If and when Silcotech North America Inc. is building or making modifications, we will work with its vendors and suppliers to ensure all parties are in compliance to legislative requirements, in particular, the Ontario Building Code.</p> <p>Public Spaces include:</p> <ul style="list-style-type: none"> <li>• Outdoor paths of travel: width of sidewalks, sidewalk furniture, ramps, stairs, curb cuts, rest areas and accessible pedestrian signals</li> <li>• Parking: On and off-street parking and minimum number of accessible spaces</li> <li>• Service related: service counters, fixed queuing lines and waiting areas.</li> </ul> <p>Planned Actions:</p> <ul style="list-style-type: none"> <li>• Currently no building or major modifications in place.</li> </ul> <p>In the event of a service disruption, Silcotech North America Inc. will notify the public of the service disruption and the alternative available.</p>