

## **The Andersons Canada Limited Accessibility Policy and Plan**

### **General**

The Andersons Canada Limited (“the company”) is committed to ensuring equal opportunity for people with disabilities. We are committed to treating people with disabilities fairly and in ways that allow them to maintain their dignity and independence. To do this, we will be continually working to identify, remove, and prevent barriers disabled individuals may face.

The Accessibility Policy and Plan will be available to all employees on our internal intranet site, along with on the company website at [theandersonscanada.com](http://theandersonscanada.com).

Employees may provide feedback on the Accessibility Plan and Policy at any time during their employment with the company. The company will provide or arrange for accessible formats and communication support to employees upon request during the feedback process.

The Andersons Canada Limited Human Resources Department will accept feedback at:

- Caitlin Jadwisiak (Human Resources Generalist)
  - 519-360-3315
  - [Caitlin\\_Jadwisiak@theandersonsinc.com](mailto:Caitlin_Jadwisiak@theandersonsinc.com)
  - 1947 Briarfield Blvd., Maumee Ohio 13537
- Andersons Trade & Processing Human Resources Department
  - 419-891-5870
  - [ATPHR@andersonsinc.com](mailto:ATPHR@andersonsinc.com)

### **Areas of the Act**

Policies:

- New Accessibility Act plan

Programs:

- Employment equity program

Practices:

- Prevention
  - Discussing any accommodations needed during the recruitment/ onboarding process with candidates
  - Discuss accommodations/ barriers on an annual basis by requesting feedback from all staff
  - Add a line to all job postings about us being an accessible business and to contact us if accommodation is required at any time throughout the recruitment process

- “The Andersons Canada Limited is an equal opportunity employer. If you require any accommodations, please contact us.”
- Training
  - Provide training to all staff on an annual basis about accessibilities so they can help to identify barriers – partner with Frank Latendresse (Talent Management) & John Comiskey (Environmental, Health & Safety).
  - Look into annual training in Percipio
    - Consider “Adopting an Inclusive Mindset at Work” course in Percipio
- The Built Environment:
  - **Current Barrier:** Not all offices are wheelchair accessible. **Goal:** Make our offices wheelchair accessible.
    - -Over the next 1-2 years, we will identify the offices most in need of ramp access.
    - -Consider installing automatic door openers in conjunction with ramp access.
    - -In offices with work and break space on the second floor without wheelchair access, understand if space can be redistributed or renovate to create first floor breakroom access. Another option to be considered is access to the second floor through stairlifts.
  - **Current Barrier:** Transportation and parking difficulty with limited designated handicap parking spaces. **Goal:** Create designated handicap parking near our building entrances for employees and customers.
  - **Current Barrier:** Not all restrooms have a designated stall / facilities for Handicap accessibility. **Goal:** Coordinate renovations to make restrooms handicap accessible.
    - -Over the next 1-2 years identify the offices most in need of handicap accessible restrooms and look to complete renovations for these improvements.
  - **Current Barrier:** We do not currently have a software program on standby to aid office workers who may be hearing or visually impaired. **Goal:** Research programs to identify which we would use in the event an employee needs access to this type of program. Having the program identified will allow us to accommodate quickly should this need arise.

### **Consultations**

Each Canadian employee was sent a survey explaining the purpose of the ACA and requesting feedback on:

- Current or future barriers that have been identified in the workplace.
- Solutions to overcome the identified barriers.
- An opportunity to provide additional thoughts or comments.
- The ability to request a conversation for follow up form or HR team.