

AODA Multi Year Accessibility Plan Policy

I. Purpose

Apotex Inc. is committed to meeting the accessibility needs of persons with disabilities in a timely manner. This Multi-Year Accessibility Plan outlines Apotex's achievements and the additional steps that Apotex will take to prevent and remove barriers and meet the requirements under the *Accessibility for Ontarians with Disabilities Act, 2005* and the Integrated Accessibility Standards Regulation (collectively "AODA").

II. Policy

1. Prior to January 1, 2012, Apotex took the following steps to ensure all employees were provided with the training needed to meet Ontario's accessibility laws:
 - a. Apotex developed training and delivered it in various formats to: (a) all persons who are an employee of, or a volunteer with, Apotex; (b) all persons who participate in developing Apotex's policies; and (c) all other persons who provide goods, services or facilities on behalf of Apotex.
 - b. The training covers:
 - i. the *Human Rights Code* and the purposes and requirements of AODA;
 - ii. Apotex's accessibility policy;
 - iii. how to interact and communicate with people with various types of disabilities;
 - iv. how to interact with people with disabilities who use an assistive device or require the assistance of a service animal or a support person;
 - v. how to use the equipment or devices available on Apotex's premises or otherwise provided by Apotex that may help with the provision of goods, services, or facilities to people with a disability; and
 - vi. what to do if a person with a disability is having difficulty in accessing Apotex's goods, services, or facilities.
 - c. Apotex provides training as soon as practicable and on an ongoing basis, including training with respect to changes made to Apotex's accessibility policy or any other policy governing how Apotex achieves accessibility.

A. Information and Communications

1. Prior to January 1, 2012, Apotex began to ensure that emergency information was made accessible to the public by providing emergency information in an accessible format or with appropriate communication support, upon request.
2. Prior to January 1, 2014, Apotex took the following steps to make its websites and their content conform to WCAG 2.0, Level A:
 - a. Apotex reviewed AODA requirements for Website Content Accessibility Guidelines (WCAG 2.0), Level A.
 - b. Apotex informed website developers of the WCAG 2.0, Level A requirements.
 - c. Apotex confirmed implementation of the WCAG 2.0, Level A requirements.
3. Prior to January 1, 2016, Apotex took the following steps to make sure all publicly available information will be made accessible upon request:
 - a. Apotex updated its public website to include notification that public information will be made available in an accessible format upon request.
4. Prior to January 1, 2021, Apotex took the following steps to make all websites and content conform with WCAG 2.0, Level AA, other than success criteria 1.2.4 Captions (Live) and 1.2.5 Audio Descriptions (Pre-recorded):
 - a. Apotex reviewed AODA requirements for Website Content Accessibility Guidelines (WCAG 2.0), Level AA.
 - b. Apotex informed website developers of the WCAG 2.0, Level AA requirements.
 - c. Apotex confirmed implementation of the WCAG 2.0, Level AA requirements.

B. Customer Service

1. Prior to January 1, 2012, Apotex took the following steps to ensure accessibility with respect to the provision of goods or services to persons with disabilities:
 - a. Apotex developed, implemented and has maintained an accessibility policy governing its provision of goods, services or facilities, as the case may be, to persons with disabilities.
 - b. Apotex has ensured that its accessibility policies deal with the use of assistive devices, service animals, and support persons, in accordance with AODA requirements. Apotex has used reasonable efforts to ensure that its policies are consistent with AODA requirements.

- c. Apotex has ensured that alternate formats of its accessibility policy are available upon request and will take into account a person's disability.
- d. Apotex has ensured that it will notify the public of temporary disruptions in its facilities and services. The public will be notified of the reason for the disruption, its anticipated duration and a description of alternative facilities or services, if any, that are available. Apotex also created a document describing steps to be taken in connection with a temporary disruption.

C. Employment

1. Prior to January 1, 2012, Apotex took the following steps to ensure that employees with disabilities would be provided with necessary assistance during an emergency:
 - a. Apotex ensured that employees with disabilities were provided with individualized emergency response information.
 - b. Apotex obtained consent and then shared the employee's individualized emergency response information with anyone designated to help them in an emergency.
 - c. Apotex ensured that the emergency response information would be reviewed in the event of a change in the employee's work location, the employee's overall accommodation needs, or the organization's emergency response policies.
2. Prior to January 1, 2016, Apotex took the following steps to notify the public, job applicants, and staff that people with disabilities will be accommodated during the recruitment, assessment and hiring processes:
 - a. Apotex revised content in the Careers section of the public and internal websites to include information on accessible employment practices.
 - b. Apotex reviewed job advertisement procedures and other recruitment processes and updated as required to ensure content notifies applicants of accessible employment practices.
3. Prior to January 1, 2016, Apotex took the following steps to develop and put in place a process for developing individual accommodation plans and return-to-work policies for employees that have been absent due to a disability:
 - a. Apotex implemented and updated Accommodation and Return to Work policies that describe the requirements for disability related accommodations and meet the AODA requirements.
 - b. Apotex has ensured that it notified employees and that it notifies successful job applicants about its policies.

4. Prior to January 1, 2016, Apotex took the following steps to ensure the accessibility needs of employees with disabilities are taken into account when using performance management, career development and redeployment processes:
 - a. Apotex reviewed and updated the Performance Management and the Professional Development Policies to ensure content is included that accounts for accessibility needs of employees with disabilities.

D. Self-Service Kiosks

1. Apotex does not use self-service kiosks, however the requirements will be monitored. Apotex is committed to considering the needs of people with disabilities as part of any future design, procurement or acquisition of self-service kiosks.

E. Design of Public Spaces

1. When building or making major modifications to public spaces, Apotex will commit to meeting the Accessibility Standards for the Design of Public Spaces, including requirements regarding preventative and emergency maintenance of the accessible elements in public spaces. In the event of a service disruption, we will notify the public of the service disruption and alternatives available.

F. Feedback

1. Apotex has implemented a feedback process that is accessible to people with disabilities. The feedback process is set out in Apotex's accessibility policy.

G. Review and Modifications to this Plan

1. Apotex is committed to developing *AODA* policies that respect and promote the dignity and independence of people with disabilities. All policies and procedures will be developed or updated in such a manner as to respect and promote the dignity and independence of persons with disabilities. This plan will be reviewed and updated as required at least once every 5 years.

H. For More Information

1. For more information on this plan, contact the Director, Safety, Health & Environment @ 416-749-9300. This plan will be made publicly available in accessible formats upon request and will be posted on our public website.

III. Associated Documents

1. Apotex Code of Conduct and Business Ethics
2. Apobiologix Code of Conduct and Business Ethics

IV. Glossary

1. Apotex
 - a. The Apotex group of pharmaceutical companies.

V. Revision History

Version Number	Previous Version Effective Date DD-MMM-YYYY	Description of Change
1		Initial Version. Replaces HR-CA-GD-002 and HR-CA-GD-003.
2	06/30/2021	Format Corrections