

# Agilent Technologies Canada Co.'s Multi-Year Accessibility Plan

## I. Introduction and Statement of Commitment

Agilent Technologies Canada Inc (Agilent Canada) is committed to diversity and inclusion to create a great place to work. In accordance to this philosophy, Agilent Canada is dedication to meeting its obligations under the Accessibility for Ontarians with Disabilities Act (the "AODA" or the "Act"). Agilent Canada is committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity and to ensure the accessibility needs of persons with disabilities are addressed in a timely manner will prevent and remove barriers to accessibility.

As part of Agilent Canada's commitment to meeting its obligations under the Act, Agilent has developed a multi-year plan which outlines our strategy to prevent and remove barriers and meet its requirements under the AODA.

Agilent Technologies Canada Inc has created a Multi-Year Accessibility Plan that be reviewed and updated at least once every five (5) years, and as required.

## II. Establishment of Accessibility Policies and Plans

Agilent Canada has by January 1, 2014:

- Developed, implemented and maintained a corporate policy or policies governing how the organization will achieve accessibility;
- Established, implemented and maintained a Multi-Year Accessibility Plan;
- Included within its Multi-Year Accessibility Plan a statement of commitment to meet the accessibility needs of persons with disabilities in a timely manner and
- Made the corporate policy(ies) and Multi-Year Accessibility Plan available to the public and available in accessible formats upon request.

Ongoing:

- Multi-Year Accessibility Plan that be reviewed and updated at least once every five (5) years, and as required.

## III. Training

Agilent Canada has by January 1, 2015:

- Provided training on the requirements of the Integrated Accessibility Standards Requirement on disability-related obligations under Ontario Human Rights legislation, as well as similar

legislative provisions across the country, to the following individuals: employees, intern and any others as applicable.

- Maintained records of the dates when training is completed and the individuals who completed the training using MEIDAS.

Ongoing:

- Continue to train new employees as applicable

## **IV. Information and Communications Standards**

### **A. Accessible Websites and Web Content**

Agilent Canada has by January 1, 2014:

- Make new internet websites and new content on such websites conform with World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0 Level A.

Agilent Canada will by January 1, 2021:

- Make applicable internet websites and web content conform with WCAG 2.0 Level AA, except for exclusions set out in the Integrated Accessibility Standards Requirement.

### **B. Feedback, Accessible Formats and Communication Supports**

- Ensure that the processes for receiving and responding to feedback are accessible to persons with disabilities by providing or arranging for the provision of accessible formats and communications supports, upon request.

## **V. Employment Standards**

### **A. Recruitment**

Agilent Canada has by January 1, 2016:

- On its job postings, specify that accommodations are available for applicants with disabilities and provided contact information.

Ongoing:

- Will continue to inform applicants selected to participate in an assessment or selection process that accommodations are available during the recruitment process, upon request, in relation to materials and processes to be used
- Upon request, consult with the applicant and arrange for suitable accommodation; and
- Notify the successful applicant, when making offers of employment, of its policies for accommodating associates with disabilities.

#### B. Informing Employees of Supports

Agilent Canada has by January 1, 2016:

- Informed employees of Agilent Canada's policies to support associates with disabilities

Ongoing:

- Will inform new employees as soon as practicable about Agilent Canada's policies
- Will keep employees up to date on changes to these policies; and
- Upon request from an employee with a disability, and further to consultation with the employee provide for suitable accessible formats and communication supports for: information needed by the associate to perform their job, and information that is generally available to employees.

#### C. Documented Individual Accommodation Plans / Return to Work Process

Agilent Canada has by January 1, 2016:

- Developed a written process for the development of individual accommodation plans; and
- Developed and documented a return to work process for associates who have been absent due to a disability; the process shall outline the steps Agilent Canada will take to facilitate the employee's return to work and use the employees' individual accommodation plan as part of that process.

Ongoing:

- Review all new requests in a timely fashion

#### D. Performance Management, Career Development and Redeployment

Agilent Canada has by January 1, 2016:

- Taken into account the accessibility needs of employees with disabilities and individual accommodation plans when utilizing Agilent's performance management processes, considering career development and advancement opportunities and redeployment of its associates with disabilities.

Ongoing:

- Review all new requests in a timely fashion

## **VI. Make New or Redeveloped Public Spaces Accessible**

At this time Agilent Canada does not have the following:

- Constructed new or redeveloped existing public eating areas
- Constructed new or redeveloped existing recreation trails / beach access
- Constructed new or redeveloped off-street parking
- Constructed new or redeveloped existing waiting areas
- Self-service Kiosks

If at anytime in the future, these become applicable, Agilent Canada is committed to meeting the requirements under the AODA.