

Multi-Year Accessibility Plan – 2014 and Ongoing

This 2014 and ongoing accessibility plan outlines the policies and actions that Ryerson Canada, Inc. has put into place to improve opportunities for people in Ontario with disabilities.

This plan will be reviewed and updated as needed at least every five years.

Statement of Commitment

Ryerson Canada, Inc. is committed to providing goods and services to and removing barriers for people with disabilities in a timely manner and consistent with the principles of independence, dignity, integration and equal opportunity. This plan summarizes the actions Ryerson Canada, Inc. has taken to achieve our commitment. It is consistent with the requirements outlined in the Integrated Accessibility Standard Regulation of the *Accessibility for Ontarians with Disabilities Act (AODA), 2005*. Ryerson Canada, Inc. will provide, on request, information in an accessible format or with communication supports to people with disabilities, in a manner that takes into account their disability.

Part	Requirement	Action	Responsibility	Status
I - General	Accessibility policies	<ul style="list-style-type: none"> Develop and implement Accessibility policies. Share the policies with all employees and volunteers, make the policies available to the public and upon request, provide in an accessible format. Policies will be reviewed and updated regularly to reflect current practices of the organization. 	Human Resources	<p>Complete</p> <p>Will be reviewed and updated as necessary</p>
I – General	Multi-year accessibility plan	<ul style="list-style-type: none"> A Multi Year Accessibility Plan was developed. Make multi-year accessibility plan available publicly and provide in an accessible format, upon request. Review and update the plan at least once every five years. 	Human Resources	<p>Complete and ongoing</p> <p>Reviewed in 2019 & 2023, will be reviewed and updated by Jan 1, 2029.</p>
I - General	Training	<ul style="list-style-type: none"> Provide training to employees, third party organizations acting on behalf of Ryerson Canada, Inc. and volunteers on Ontario's Accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees and volunteers. Keep a record of the training including dates which the training was provided and the names of employees that completed the training. 	Human Resources	Complete and ongoing
II – Information and Communication	Feedback processes	<ul style="list-style-type: none"> Ensure existing feedback processes are accessible to people with disabilities upon 	Human Resources	Posted in accessibility

Standards		request.		policies, accessible feedback process provided upon request.
II – Information and Communication Standards	Accessible formats and communication supports	<ul style="list-style-type: none"> • Meet communication needs of people with disabilities. We will consult with people with disabilities to determine their information and communication needs. • Information will be provided in a timely manner and at a cost that is no more than the regular price charged to others. 	Human Resources Management	Complete Ongoing as applicable and requested
III - Employment Standard	Recruitment, Assessment, Selection	<ul style="list-style-type: none"> • Notify internal and external job applicants that accommodations will be provided to support their participation in all aspects of the recruitment process. • Notify applicants that when they are selected to participate in recruitment process accommodations will be made if requested. • When making an offer of employment we will notify the candidate of our policies for accommodation for employees with disabilities. 	Human Resources Management	Complete and ongoing
III - Employment Standard	Informing employees of supports	<ul style="list-style-type: none"> • Inform current employees and new hires as soon as practicable after they begin employment of policies supporting employees with disabilities. • Keep employees current on revisions to policies/procedures relating to accommodation. 	Human Resources Management	Complete and ongoing
III - Employment Standard	Accessible formats and communication supports for employees	<ul style="list-style-type: none"> • When requested by an employee with a disability, we will consult with the team member and provide or arrange for the provision of suitable accessible formats and communication supports needed to perform the team member's job. 	Human Resources Management	Complete and ongoing as requested
III - Employment Standard	Workplace emergency response information	<ul style="list-style-type: none"> • Individualized workplace emergency response information procedures have been developed for employees with disabilities. 	Human Resources Director of Operations	Complete and ongoing Available upon request
III - Employment Standard	Documented individual accommodation plans/Return to work process	<ul style="list-style-type: none"> • Create a written process for the development of documented individual accommodation plans and return to work plans for employees with disabilities. 	Human Resources Management	January 1, 2016, updated in 2023 and ongoing

III - Employment Standard	Performance management, career development, advancement and redeployment	<ul style="list-style-type: none"> Take the accessibility needs of employees with disabilities and, as applicable, individual accommodation plans, into account as part of performance management processes, when assessing performance, providing career development & advancement opportunities and considering redeployment. 	Human Resources Management	Complete and ongoing Available upon request
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Questions or feedback can submitted to:

- Ryerson's Human Resources Department
- 416-695-5684
- 1219 Corporate Dr, Burlington, ON, L7L 5V5
- hrcanada@ryerson.com