

GSK Canada AODA Multi-Year Plan

2017-2020

Initiative	Requirements	Actions Completed
Establishment of Accessibility Policies	Develop, implement and maintain policies governing how the organization achieves or will achieve accessibility through meeting its requirements under the accessibility standards.	In 2020, established policies were reviewed, updated and in 2021 posted to align with current AODA legislation.
Accessibility Plans	Review established accessibility plan periodically and post the plan on the company website.	<p>Revised multi-year accessibility plan was created for 2017-2020 time period. AODA Working Team worked to complete action plan by Dec 2020.</p> <p>2017-2020 multi-year accessibility plan is posted on company website.</p>
Training	Ensure that employee training is provided on the requirements of the accessibility standards referred to in this Regulation and on the Human Rights Code as it pertains to persons with disabilities.	<p>Existing AODA training module content was reviewed in Dec 2019 to ensure it continues to comply with legislation.</p> <p>Existing and new employees completed AODA training.</p>
Feedback	Ensure there is a feedback process for persons with disabilities and provide accessible formats and communications supports, upon request.	Accessibility policy, employee feedback and customer feedback processes and forms were reviewed in 2020 and are always available.
Accessible Formats & Communication Supports	Provide or arrange for the provision of accessible formats and communication supports for persons with disabilities.	<p>Accessibility policy and processes were reviewed in 2020 and updated to ensure ongoing accessible formats and communication supports are available for both employees and customers with disabilities when requested.</p> <p>Customer service team completed training in Dec 2020.</p>
Emergency Procedures, Plans and Public Safety Info	<p>Provide emergency procedures, plans and public safety information in an accessible format or with appropriate communication supports, as soon as practical, upon request.</p> <p>Provide individualized workplace emergency response information to employees who have a disability, when accommodation is requested.</p>	<p>Existing emergency procedures and plans were reviewed in 2020 to ensure they meet legislative requirements.</p> <p>Visual alarms for the fire system were added to site stairwells in Dec 2019. Employees completed annual Emergency Evacuation training in 2020.</p> <p>Accommodation plan and process was reviewed in 2020.</p>
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Accessible Websites & Web Content	Make internet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines WCAG WAI 2.0 Level AA by Jan 1, 2021.	All websites and web content were reviewed by 2020 and updates were made to meet or exceed Accessibility Guidelines WCAG WAI 2.0 Level AA requirements.
Recruitment, Assessment & Selection	<p>Notify employees and the public about the availability of accommodation for applicants with disabilities in the recruitment process.</p> <p>Notify job applicants, when they are individually selected to participate in an assessment or selection process that accommodations are available upon request.</p> <p>When making offers of employment, notify the successful applicant of its policies for accommodating employees with disabilities.</p>	Reviewed recruitment documents and processes in 2020 to ensure access to accommodation is included in the process.
Workplace Emergency Response Information	Provide individualized workplace emergency response information to employees who have a disability, if the disability is such that individualized information is necessary and the employer is aware of the need for accommodation due to the employee's disability.	Reviewed accommodation process and documents related to emergency response plans in 2020 to ensure workplace emergency response information is available.
Employee Accommodation	<p>Create a written process for the development of documented individual accommodation plans for employees with disabilities, including employees returning to work after an absence from work.</p> <p>Inform employees of company policy used to support its employees with disabilities, including, but not limited to, policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability.</p>	Reviewed accommodation process and documents in 2020 to ensure ongoing accommodation is available when needed.
Building Requirements	All new building structures must comply with AODA legislation.	Recent building improvements were made in 2019 and 2020 including: Adding coloured steps in the stairwells; modifications to reception desk; improved lighting; visual fire alarms; improved accessible parking, bathroom renovations for improved accessibility.