MULTI-YEAR ACCESSIBILITY PLAN

PURPOSE

St. Clair Mechanical Inc. has developed policies to comply with Regulation 429/07 of the AODA Accessibility Standards for Customer Service. We are committed to serving all customers including persons with disabilities.

This Multi-Year Accessibility Plan will be posted on St. Clair Mechanical’s website and will be available in an accessible format upon request. The Accessibility Plan will be reviewed and updated, if applicable, at least once every five years.

STATEMENT OF COMMITMENT

St. Clair Mechanical Inc. 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. We are committed to meeting the needs of people with disabilities in a timely manner and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

APPLICATION OF POLICY

This policy applies to St. Clair Mechanical Inc.’s goods and services which are provided externally to the public or other third parties by all employees, apprentices, students, volunteers, contractors, sub-contractors, and other agents of St. Clair Mechanical Inc.

COMMUNICATION

All communications with persons with disabilities will be done in a manner that considers their disability. We offer to communicate with customers by email if telephone and/or cell communication is not suitable to their communication needs or is not available.

ASSISTIVE DEVICES AND COMMUNICATION SUPPORTS

St. Clair Mechanical will take reasonable steps to provide information in accessible formats upon request to people with disabilities and to consult person making the request to determine the appropriate format or support

FEEDBACK PROCESS ABOUT OUR ACCESSIBILITY PRACTICES

Clients who wish to provide feedback on the way St. Clair Mechanical Inc. provides goods and services to persons with disabilities can be provided in writing or email to:

St. Clair Mechanical Inc.

2963 Brigden Road,

Brigden, ON N0N 1B0

Attn: Safety Advisor

Email: accounting@stclairmechanical.ca

We will attempt to respond in the same format as it is received. When concerns/complaints are received, every effort will be made to respond within two (2) weeks of the receipt of the concern/complaint.

EMERGENCY RESPONSE INFORMATION

In the event of a workplace emergency, St. Clair Mechanical Inc. will take additional steps to assist worker with known disabilities to respond to these emergencies in a manner which respects their dignity, equality, integration, and independence, where the disability is such that an individualized response is necessary.

EMPLOYMENT

St. Clair Mechanical is committed to fair and accessible employment practices and will follow the employment standards.

St. Clair Mechanical Inc. will provide training to all workers on accessible customer service or other third parties who work on our behalf, including ongoing training when changes are made to this Policy or any related change to St. Clair Mechanical Inc.’s policies, practices or procedures.

QUESTIONS AND COMMENTS

For further information regarding this plan can be submitting using any of the following methods. A response will be provided in a timely matter.

Mail:

St. Clair Mechanical Inc.

2963 Brigden Road,

Brigden, ON N0N 1B0

Attn: Safety Advisor

Fax: (519) 864-0801

Phone: (519) 864-0927

Email: accounting@stclairmechanical.ca