

## General

MAG Aerospace Canada is committed to our goal of ensuring access to our services for all persons with disabilities. This Accessibility Plan outlines our commitment to remove barriers and improve accessibility within our organization and includes our process for individuals to provide feedback regarding services and this plan.

Our management team, including representatives from Human Resources, Safety Management and Operations have developed this plan in accordance with the Accessibility Canada Act (ACA) and the Accessible Transportation Planning and Reporting Regulations (ATPRR). Review of this plan shall be done at the minimum of every three years with actionable items updated more frequently as needed.

MAG Aerospace Canada has appointed the Safety Manager to receive and respond to feedback related to this Accessibility Plan as well as provide progress reports. Feedback will be responded to, apart from anonymous submissions, in the same manner it was received.

**Feedback regarding our services as they relate to this Accessibility Plan can be done via our website.**

<https://www.magaero.ca/Accessibility-Feedback/>

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To request an alternative format of this plan, please reference the following:

Email: [accessibility@magaero.ca](mailto:accessibility@magaero.ca)

Phone: 1 (807) 937 - 5544

Mail: MAG Aerospace Canada Corp.

Attn: Isabelle Wirta

1012 Highway 601, Airport Road, Unit 10

Dryden Regional Airport

Dryden, Ontario, P8N 0A2

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## Commitment

MAG Aerospace Canada has approximately 90 employees across our various work sites and strives to provide a barrier-free environment. We are committed to equal access service and participation for all people, regardless of their abilities. We are also committed to identifying, removing and preventing barriers to accessibility and meeting the requirements of the Accessible Transportation Planning Reporting Regulations (ATPRR).

We created this plan by:

- Examining our current procedures
- Soliciting feedback from employees
- Examining the barriers that we know exist
- Listing known barriers
- Creating this accessibility plan to document our commitment to removing barriers

We plan to make MAG Aerospace Canada more accessible by doing the following:

- Facilitating an ongoing collect of feedback
- Providing clear information about the feedback process
- Considering accessibility in the procurement of goods and services.

### **Employment**

MAG Aerospace Canada is committed to understanding what resources and tools our employees need access to. This will be achieved through reviewing our current processes, educating leaders on their duty to accommodate, and creating an environment where employees feel comfortable and able to share their needs openly and safely while understanding the company's desire to support all staff and their success. Finally, we are committed to diversity and inclusion and will help ensure that persons of all abilities feel supported and welcomed at MAG Aerospace Canada. We intend to achieve this through recruiting new hires and retaining long-term employees. This commitment spreads into various facets of our employment practices.

### **Built Environment**

Our goal at MAG Aerospace Canada is to create a physical barrier free workplace. We have multiple facilities across the Country that are both leased and owned, including hangar spaces, crew houses, office spaces and different aircraft types. Our office environments typically include handicap door openers, elevators, ramps, and railings to ensure safety while entering and exiting the workspace, with plenty of rest areas and benches available if required. The accessibility of these facilities is regulated by local building codes.

We offer hybrid work which allows employees flexibility in their physical work. For positions that have been deemed suitable for hybrid work, employees can work both in-office or remotely, thus helping manage potential barriers resulting from their physical workspace.

### **Information and Communication Technologies (ICT)**

MAG Aerospace Canada currently employes Microsoft Office 365 throughout the operation. One of the benefits of this software is that it has accessibility built into the program which allows employees with disabilities to have access to features that assists those with hearing impairments, vision impairments, learning disabilities, mobility issues and mental health issues. Furthermore, MAG will continue to monitor changes to technology and see where new technologies can be employed to enhance accessibility to customers and employees.

### **Communication (Other than ICT)**

When requested, we are dedicated to promptly offering alternative format within the timelines specified in the Accessible Canada Regulations which include:

- Print (within 15 days)
- Large print (within 15 days)
- Braille (within 45 days)
- Audio format (within 45 days)

Alternative formats of this Accessibility Plan can be requested at [accessibility@magaero.ca](mailto:accessibility@magaero.ca)

### **Procurement of Goods, Services and Facilities**

MAG Aerospace Canada will ensure procurement of goods and services follows best practices and will continually assess whether these practices do so in an accessible manner. MAG will also continually look for opportunities to amend practices and procedures to remain accessible.

When procuring new facilities, MAG Aerospace Canada will keep facility accessibility top of mind to ensure customers and staff have barrier free access to these facilities.

### **Design and Delivery of Programs and Services**

MAG Aerospace Canada annually reviews its internal policies, procedures and training programs to ensure the material is current and accessible to its employees. MAG will continue this process moving forward to ensure internal company programs, policies and training programs are accessible and relevant.

### **Transportation**

We do not provide air transportation services to the public. MAG Aerospace Canada is not subject to ATPDR pursuant to subsections 26(2) Charter flights and 64(b) non-application – certain aircraft, of the regulation.

### **Consultation**

We will continue to encourage our employees to share their own accessibility experiences to help identify any barriers within our establishment. We will periodically engage with external organizations to gather feedback and enhance our accessibility initiatives.