



Checklist for Complying with AODA's Accessible Employment Standard

The Accessibility for Ontarians with Disabilities Act (AODA) Accessibility Standard for Employment will help Ontario businesses make accessibility a regular part of finding, hiring and supporting employees with disabilities. Employers will have to:

- Let job applicants know that recruitment and hiring processes will be modified to accommodate their disabilities, if requested.
- Build the accessibility needs of employees into their human resources practices.
- Create a written process (not applicable to small organizations) for developing and documenting individual accommodation plans for employees with disabilities.
- Help employees stay safe in an emergency by providing them with individualized emergency response information when necessary

Requirements	50+ Employees	1-49 Employees
Workplace Emergency Response Information	January 1, 2012	January 1, 2012
Accessible Hiring Practices	January 1, 2016	January 1, 2017
All-Staff Information about Supports for Employees with Disabilities		
Accessible Formats and Communication Supports		
Individual Accommodation Plans		Not Applicable
Return to Work Processes		Not Applicable
Performance Management, Career Development and Job Changes		January 1, 2017

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