



POLICY STATEMENT

Policy Number 6.02

Parker Canada Division

Subject	Effective Date	Supersedes	This Sheet	Total Sheets
Organizational Commitment Integrated Standards Policy	1-1-2014	N/A	1	4

Policy:

The *Accessibility for Ontarians with Disabilities Act* (the “AODA”) of 2005 incorporates the Integrated Accessibility Standards Regulation (the “ISAR”) which is designed to remove barriers of accessibility within the province of Ontario. Parker Hannifin (“Parker”) is included in the regulation’s definition of an “obligated organization” and must comply with the phased in requirements of the regulation beginning January 1, 2014.

Parker is committed to working towards being compliant with all the standards under the *Accessibility for Ontarians with Disabilities Act* and the *Ontario Human Rights Act* as they are introduced and become law.

Parker is committed to the principles of independence, dignity, integration, and the equality of opportunity described in the AODA and to meeting the needs of the people with disabilities, in timely manner through the implementation of this policy.

Parker is committed to the establishment, implementation. Maintenance and documentation of a multi-year accessibility plan which outlines the organization’s strategy to prevent and remove barriers and meet its requirements under the Integrated Regulation.

Parker is committed to the incorporation of accessibility criteria and having regard for accessibility for persons with disabilities when designing, procuring or acquiring self-serve kiosks.

Parker is committed to the training of all employees and persons who deal with customers and the public on Parker’s behalf, and persons participating in the development and approval of Parker’s policies, practices and procedures

Purpose:

The purpose of this Statement of Policy and Procedure is to create a statement of commitment (policy) that provides a framework within the accessibility plans and to create initiatives to move the organization towards the goal of improved accessibility

Scope:

Parker is committed to defining, implementing, revising and following requirements as set forth by the AODA and its regulations. The policy consists of the following items:

- Customer Service
- Employees
- Applicants for employment with Parker who may require employment accommodation through the recruitment, assessment, selection, and hiring process.
- Visitors
- Contractors and subcontractors engaged by Parker
- Any other third party providing goods, services or facilities on Parker's behalf

Responsibility

Human resources, managers, immediate supervisors and staff are responsible for ensuring all employees are trained under the Accessibility Regulations and Standard under the AODA, the Human Rights Code and all related policies, practices and procedures.

All employees, contractors and subcontractors, any other person acting on behalf of Parker Hannifin, and persons involved in the creation of Parker Hannifin's policies are responsible for adhering to and following the commitments set out in this policy.

Definitions

“Accessible formats” may include, but are not limited to, large print, recorded audio and electronic formats, Braille, and other formats usable by persons with disabilities.

“Accommodation” means the special arrangements made or assistance provided so that persons with disabilities can participate in the experiences available to persons without disabilities. Accommodation will vary depending on the person's unique needs.

“Communications” means the interaction between two or more persons or entities, or any combination of them, where information is provided, sent, or received.

“Communication supports” may include, but are not limited to, captioning, alternative and augmentative communication supports, plain language, sign language, and other supports that facilitate effective communications.

“Dignity” means service is provided in a way that allows the individual to maintain self-respect and the respect for other persons.

“Equal Opportunity” means service is provided to individuals in such a way that they have an opportunity to access goods or services equal to that is given to others.

“Independence” means when a person is able to do things on their own without unnecessary help or interference with others.

“Information” includes data; facts and knowledge that exist in any format, including text, audio, digital or images and that convey meaning.

“Integration” means a service is provided in a way that allows the individual to benefit from equivalent services, in the same place and in the same or similar way, as other individuals; unless an alternate measure is necessary to enable the individual to access goods or services.

“Reasonable Efforts” means taking approaches that meet the required needs of the individual.

References and Related Statements of Policy and Procedure

Accessibility for Ontarians with Disabilities Act, 2005

Ontario Human Rights Code

Accessibility Standards for Customer Service, Ontario Regulation 429/07

Exemption from Reporting Requirements, Ontario Regulation 430/07

Integrated Accessibility Standards, Ontario Regulation 191/11

SPP AS 3.02-Multi-year accessibility plans

SPP AS 3.03- Purchasing or acquiring goods, services or facilities

SPP AS 3.04-Self-service kiosks

SPP AS 3.05-Accessibility and human rights training

Procedures

Parker will monitor and evaluate accessibility initiatives and changes to applicable legislation and or regulations. Changes to policies, plans and initiatives will be incorporated as required. Parker Hannifin will also report on performance in relation to established accessibility goals and targets.

If you have any questions or concerns about this policy or its related procedures or wish to give feedback please contact:

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