

IT Weapons Accessibility Plan

Executive summary

Accessibility Statement

IT Weapons is committed to providing accessible products and services to all individuals, including those with disabilities. IT Weapons recognizes that people with disabilities face various barriers when accessing information, communications, programs, and services.

The Accessible Canada Act (ACA) came into force on July 11, 2019. The act aims to create a barrier-free Canada by 2040.

The IT Weapons Accessibility Plan was developed in consultation with people with disabilities, employees, and stakeholders. The plan will be reviewed and updated every three years. IT Weapons has created a process to elicit feedback related to accessibility barriers that may have been encountered when engaging with IT Weapons or provide feedback on the Accessibility Plan.

The IT Weapons Accessibility Plan was developed in accordance with the Accessible Canada Act principles noted in Appendix A.

Feedback

Visit <https://www.itweapons.com/accessibility/> for more information on the Accessibility feedback process.

Employment

IT Weapons is committed to providing a healthy, safe and inclusive work environment for all of our employees. All our actions should contribute to the creation of a sustainable society, while continuously maintaining the highest Health and Safety standards within the workforce. In doing so, we remain committed to our core values in embracing the principles of dignity, independence, opportunity, integration and inclusion. IT Weapons will take the following actions to prevent, and remove, barriers faced by persons with disabilities.

- Continue to review and update its policies, practices, and procedures related to recruitment, retention, accommodation, performance management, learning and development, and wellness, to ensure that they are consistent with the principles and obligations of the ACA.
- Provide training and awareness sessions to managers and employees on accessibility, disability, and human rights, and on how to create and maintain an accessible and inclusive work environment.
- Provide reasonable accommodation and support to employees with disabilities, based on their individual needs and preferences, and in consultation with them.
- During the recruitment process, notify job applicants, the public, and internal employees about the availability of accommodation for persons with disabilities.

The Built Environment

The IT Weapons division of Konica Minolta Canada primarily operates remotely so physical building environments have limited impact on employees. Konica Minolta offices are designed to meet or exceed accessibility standards.

- Accessible emergency plans are hosted by our landlord and our posted within our Facilities. Employees with disabilities are provided with an individual emergency plan.
- Sufficient accessible entrances, parking spaces, and restrooms are available on site.

Information and Communication Technologies (ICT)

IT Weapons recognizes the importance of ensuring our digital content is accessible and user friendly. Our strategy includes.

- Ensuring our website and other digital platforms meet Web Content Accessibility Guidelines (WCAG) 2.1.
- The IT Weapons website is regularly audited to ensure content meets accessibility guidelines
- Users of the IT Weapons website can customize their sessions to meet individual accessibility needs

Communication

We recognize the importance of plain language in promoting barrier-free communication. Our strategies include:

- Providing alternative formats for written materials upon request.
- Providing timely information, and prompt responses to requests or questions from persons with disabilities.
- Ensuring that public notices, and emergency information are easily understood by everyone, including people with disabilities.

Procurement of Goods, Services and Facilities

IT Weapons will consider accessibility when purchasing goods and services, including:

- Reviewing and updating our procurement practices to align with accessibility requirements.

Design and Delivery of Programs and Services

IT Weapons is committed to ensuring that programs and services are designed and delivered with accessibility and inclusiveness in mind and includes:

- Ensuring that managed IT services are accessible and comply with relevant standards.
- Developing alternative formats for related materials

Transportation

IT Weapons does not provide transportation services.

Appendix A

Accessible Canada Act Principles

The IT Weapons Accessibility Plan was developed in accordance with the Accessible Canada Act principles noted here.

- a) all persons must be treated with dignity regardless of their disabilities.
- b) all persons must have the same opportunity to make for themselves the lives that they are able and wish to have regardless of their disabilities.
- c) all persons must have barrier-free access to full and equal participation in society, regardless of their disabilities.
- d) all persons must have meaningful options and be free to make their own choices, with support if they desire, regardless of their disabilities.
- e) laws, policies, programs, services and structures must take into account the disabilities of persons, the different ways that persons interact with their environments and the multiple and intersecting forms of marginalization and discrimination faced by persons.
- f) persons with disabilities must be involved in the development and design of laws, policies, programs, services and structures.
- g) the development and revision of accessibility standards and the making of regulations must be done with the objective of achieving the highest level of accessibility for persons with disabilities.