

# MULVEY & BANANI

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Updated January 1<sup>st</sup>, 2022

## ACCESSIBILITY STANDARDS MULTI-YEAR PLAN

### Statement of Commitment

Mulvey & Banani is committed to providing a barrier-free environment for all stakeholders including our clients/customers, employees, job applicants, suppliers, and any visitors who may enter our premises, access our information, or use our services.

Mulvey & Banani is committed to respecting and upholding the standards for Accessibility as defined by the Province of Ontario. Mulvey & Banani plans to take the following actions, to ensure compliance with the Integrated Accessibility Standards in the ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005. The following multi-year plan outlines the documents and policies we have created to uphold our responsibility to comply with the accessibility standards as well as the steps we are taking to continue and maintain our policies.

### Company Overview

Mulvey & Banani International Inc. and all of its' subsidiary companies is a multi-disciplinary electrical engineering firm that, through strong participatory leadership and a firm commitment to growing and developing our employees, consistently provides our clients with creative and effective design and service.

Headquartered in Toronto, coupled with extensive national and international partnerships, Mulvey & Banani is widely recognized as one of the most experienced consulting engineering firms in the construction industry. Mulvey & Banani provides comprehensive services in electrical design engineering, and in the implementation of electrical building services, including power distribution systems, critical power systems, communications, information technology, illumination, life safety and security, audio visual, building intelligence and sustainable design

Mulvey & Banani provides engineering excellence in the most optimal and holistic manner, achieving functional goals and maximizing system potential within a projects' given budget and timeline. Thorough investigation of all system design possibilities, conservation of material and labour resources and anticipation of future system modifications and upgrades are priorities embedded in our everyday approach and methodology in the delivery of technologically competitive, efficient, reliable, safe and easily maintained systems.

## Past Achievements to Remove and Prevent Barriers

Mulvey & Banani has completed the following accessibility initiatives through the years.

January 1<sup>st</sup>, 2013

- Developed, circulated and implemented the AODA Accessible Customer Service Standards Policy.

January 1<sup>st</sup>, 2017

- Developed, circulated and implemented Integrated Accessibility Standards Policy.
- Developed multi-year Integrated Accessibility Standards multi-year plan. This plan will be available in an accessible format upon request, and will be reviewed at least once every 5 years.

January 1<sup>st</sup>, 2018

- Prepared for and delivered training as required by Section 7 of the Standard.
- Conducted a review of internal and external feedback processes to ensure they are accessible to persons with disabilities.
- Determined what accessible formats and communication supports can be provided upon request. Ensured these formats and supports can be provided in a timely manner.
- Ensured staff and management are aware of the need to provide feedback in accessible formats upon request. Communicated that no additional charge is required for the accessible formats.

January 1<sup>st</sup>, 2019 – January 1<sup>st</sup>, 2020

- Developed a protocol for situations in which a suitable accessible format or communication support cannot be identified.
- Post a notice on the Mulvey & Banani website about the availability of accessible formats and communication supports.
- Identify with the Marketing department which print materials require a notice about the availability of accessible formats and communication supports, and include said notice.
- Include a statement in job postings, advertisements and the Mulvey & Banani Careers webpage about the availability of accommodation for applicants with disabilities in the recruitment process. This will then be repeated and reinforced by the Recruiter during all phone screens.
- Accessible Interviewing Checklist will be developed and then followed.
- Include a statement in the Mulvey & Banani offer letter template that notifies the successful candidate of Mulvey & Banani's policies for accommodating employees with disabilities.
- Build upon the existing onboarding training(s) on accessibility to include the requirements under Section 25 of the Standard.
- Conduct a functional audit of the information that is needed by employees to perform their jobs and information generally availability to employees in the workplace.

- Formalize and document a process for the development of individual accommodation plans. Ensure it meets all requirements of Section 29.
- Create and begin to utilize an Individual Accommodation Plan template if required
- Develop and document a Return to Work process for employees who have been absent from work due to a disability and require disability-related accommodations in order to return to work.
- Review current performance management, career development and redeployment processes.

January 1<sup>st</sup>, 2021

- Ensure that all Mulvey & Banani websites conform to the World Wide Web Consortium Web Content Accessibility Guidelines Level AA, in accordance with the schedule set out in Section 14 of the Standard.

January 1<sup>st</sup>, 2022 – January 1<sup>st</sup>, 2026

- Maintain commitment to upholding the Integrated Accessibility Standards in the ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005
- Will review and respond to any Feedback received.

January 1<sup>st</sup>, 2027

- Maintain commitment to upholding the Integrated Accessibility Standards in the ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005
- Will review and respond to any Feedback received
- Review Multi-Year Plan as required every 5 years.

## Strategies and Actions

Mulvey & Banani is committed to providing accessible customer service to people with disabilities. This means that we will provide goods, services and facilities to people with disabilities with the same high quality and timeliness as others.

Our Integrated Accessibility Standards Policy details our Information and Communication efforts as well as our Employment efforts in maintaining an accessible service environment.

<https://mbii.com/wp-content/uploads/2022/11/AODA-Integrated-Accessibility-Standards-Policy.pdf>

## Contact Information

For more information on this accessibility plan, please contact:

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Our accessibility plan is publicly posted at: [https://mbii.com/news\\_posts/accessibility/](https://mbii.com/news_posts/accessibility/)