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**Integrated Accessibility Standards Policy**

## Policy

# Integrated Accessibility Standards Policy

### TEI-CAN-HR-POL-002

Prepared  
by: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed  
by: \_\_\_\_\_ Date \_\_\_\_\_

Approved  
by: \_\_\_\_\_ Date \_\_\_\_\_

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## 1.0 Our Commitment

Terrestrial Energy Inc. (TEI) strives to meet the needs of its employees, contractors, third parties, and customers with disabilities and is working hard to remove and prevent barriers to accessibility.

We are committed to fulfilling our requirements under the Accessibility for Ontarians with Disabilities Act (AODA). The integrated Accessibility Standards Regulation (IASR) under the AODA require that Terrestrial Energy Inc. (TEI) establish, implement, maintain and document its accessibility policies and multi-year accessibility plan (the “Accessibility Plan”). The Accessibility Plan outlines TEI’s strategies to prevent and remove barriers for persons with disabilities and meet our requirements under the IASR and AODA.

Our plan shows how TEI will play its role in making Ontario an accessible province for all Ontarians.

## 2.0 Definitions

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

**Communication supports** may include but are not limited to, captioning, plain language, sign language and other supports that facilitate effective communications.

## 3.0 Administration & Responsibilities

Procedures and Practices may be amended or added to the Policy as necessary and appropriate in order to ensure that it is current and applicable. Human Resources (HR) will be primarily responsible for the governance of the AODA policy across TEI Canada. Various other departments, such as, Information Technology (IT) and Procurement are jointly responsible to ensure that matters that fall within their scope are executed in accordance with the requirements of AODA.

## 4.0 Accessibility Plan

TEI will develop, maintain and document an Accessibility Plan outlining the strategy to prevent and remove barriers from its workplace and to improve opportunities for persons with Disabilities.

The Accessibility Plan will be reviewed and updated at least once every five (5) years, and will be made available to any person who requests one. The Company will also provide a copy of the Accessibility Plan in an Accessible Format upon request.

## 5.0 Customer Service

TEI maintains a Customer Service Policy and has remained in compliance with the Ontario Customer Service Standard. Any customer feedback can be submitted via the TEI website electronically or directly to Human Resources.

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For more information about Ontario’s Customer Service Standard, visit [ontario.ca/accessibility](http://ontario.ca/accessibility).

## 6.0 Training Employees and Contractors

TEI will ensure that training is provided on the requirements of the accessibility standards referred to in the Regulation and continue to provide training on the Human Rights Code as it pertains to persons with Disabilities, to:

- all its employees and contractors;
- all persons who participate in developing TEI policies; and,
- all other persons who provide goods, services or facilities on behalf of TEI.

The training will be appropriate to the duties of the employees and other persons. Employees will be trained when changes are made to the Policy. New employees will be trained during the orientation process, or when practicable. TEI will keep a record of the training it provides.

## 7.0 Information and Communications

### 7.1 Feedback

TEI will continue to ensure that its process for receiving and responding to feedback is accessible to persons with Disabilities by providing, or arranging for the provision of, Accessible Formats and Communications Supports, upon request.

### 7.2 Accessible Format and Communication Supports

Upon request, TEI will provide, or will arrange for the provision of Accessible Formats and Communication Supports for persons with Disabilities in a timely manner that takes into account the person’s accessibility needs due to Disability. TEI will consult with the person making the request in determining the suitability of an Accessible Format or Communication Support. TEI will also notify the public about the availability of Accessible Formats and Communication Supports by posting this Policy on its external website.

### 7.3 Accessible Websites and Web Content

TEI will ensure that new internet websites and web content on these sites will confirm to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level A except where this is impracticable.

### 7.4 Kiosks

TEI has considered accessibility for people with disabilities when designing, procuring or acquiring self-serve kiosks.

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## 8.0 Employment Standards

### 8.1 Recruitment

TEI is committed to fair and accessible recruitment practices across all stages of the employment cycle.

TEI will notify its employees and the public about the availability of accommodation for applicants with Disabilities in its recruitment process.

## 9.0 Recruitment, Assessment or Selection Process

TEI will notify job applicants, when they are individually selected to participate further in an assessment or selection process that accommodations are available upon request in relation to the materials or processes to be used. If a selected applicant requests an accommodation, TEI will consult with the applicant and provide, or arrange for the provision of, a suitable accommodation in a manner that takes into account the applicant's accessibility needs due to Disability.

### 9.1 Notice to Successful Applicants

When making offers of employment, TEI will notify the successful applicant of its policies for accommodating employees with Disabilities.

### 9.2 Informing Employees of Supports

TEI will continue to inform its employees of its policies (and any updates to those policies) used to support employees with Disabilities, including policies on the provision of job accommodations that take into account an employee's accessibility needs due to Disability. This information will be provided to new employees as soon as practicable after commencing employment.

## 10.0 Accessible Formats and Communication Supports for Employees

Upon the request of an employee with a Disability, TEI will consult with the employee to provide, or arrange for the provision of, Accessible Formats and Communication Supports for information that is needed to perform his/her job, and information that is generally available to other employees. In determining the suitability of an Accessible Format or Communication Support, TEI will consult with the employee making the request.

## 11.0 Workplace Emergency Response Information

TEI will provide individualized workplace emergency response information to employees who have a Disability, if the Disability is such that the individualized information is necessary, and if the Company is aware of the need for accommodation due to the

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employee’s Disability. TEI will provide this information as soon as practicable after becoming aware of the need for accommodation.

Where the employee requires assistance, TEI will, with the consent of the employee, provide the workplace emergency response information to the person designated by TEI to provide assistance to the employee.

TEI will review the individualized workplace emergency response information when the employee moves to a different location in the organization, when the employee’s overall accommodations needs, or plans are reviewed.

## 12.0 Documented Individuals Accommodation Plans

TEI will maintain a written process for the development of documented individual accommodation plans for employees with Disabilities where required. If requested, information regarding Accessible Formats and Communications Supports provided will also be included in individual accommodation plans.

In addition, the plans may include individualized workplace emergency response information.

## 13.0 Return to Work Process

TEI maintains a documented return to work process for its employees who have been absent from work due to a Disability and who require Disability-related accommodations in order to return to work.

## 14.0 Performance Management, Career Development & Redeployment

In administering performance appraisal, career development and advancement opportunities or redeployment, in respect of employees with Disabilities, TEI will take into account the accessibility needs of employees with Disabilities as well as individual accommodation plans, where required.

## 15.0 Design of Public Spaces

TEI will meet accessibility laws when building or making major changes to public spaces.

TEI will put procedures in place to prevent service disruptions to the accessible parts of our public spaces.

## 16.0 For More Information

For more information on this accessibility plan, please contact our TEI AODA Mailbox or 1-844-811-4677.



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Terrestrial Energy Inc. website: Terrestrial Energy | Leading the Way to a Bright Energy Future

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