Policy-Driven Adoption for Accessibility (PDAA) Policy - Multi-Year Accessibility Plan

WCAG 2.1 Standards Regulation	Policy-Driven Adoption for Accessibility (PDAA) Policy Compliance Deadline - January 1, 2024			
	Deliverables	**Action Plan**	**Responsibility**	**Status**
Establish Accessibility Policies	Policies to achieve accessibility through meeting the WCAG 2.1 requirements are developed, implemented, and maintained.	PDAA policy created. Incorporate requirements into other policies, practices, and procedures as required.	Mary Foster	Complete
Make Policy Documents Publicly Available	Written policy documents are publicly available and in accessible format upon request.	Policy will be posted on external websites and all job postings. Policy will be available in alternate formats on request.	Kelsey Johnson	Complete
Establish Multi-Year Accessibility Plan	A multi-year accessibility plan outlining strategies to identify, remove and prevent barriers and meet requirements of the WCAG 2.1 is established, implemented, maintained, and documented.	Accessibility plan will be created and updated on an on-going basis, every 5 years at the minimum, as new information becomes available.	Mary Foster	Complete
Accommodations	Provide reasonable accommodations to applicants and employees with disabilities to facilitate their full participation in the recruiting and employment process	Accommodations may include, but are not limited to, assistive technology, flexible work arrangements, and accessible communication formats.	Samantha Kase	Complete/ Ongoing
Provide Training on WCAG 2.1 and Human Rights Code	All employees who provide services on behalf of the organization, receive WCAG 2.1 and Human Rights training.	Will be incorporated into orientation through which will be assigned to all new internal employees. All employees will be required to review policies and sign off on them.	Mary Foster	In Development
Third-Party Services	We will ensure that any third-party services, tools, or software we use are also accessible and compliant with relevant accessibility standards.	Work with third party vendors such as Syrup, Bullhorn, Herefish, etc to ensure all platforms are accessible and compliant.	Kelsey Johnson	In Development
Websites	Ensure internet websites and web content conform to WCAG 2.0 guidelines.	Update website and job boards accordingly	Kelsey Johnson	Complete