

ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES POLICY

Statement of Commitment

OPTA MINERALS INC. is committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity. We are committed to meeting the needs of people with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

Accessible Emergency Information

OPTA MINERALS INC. is committed to providing the customers and clients with publicly available emergency information in an accessible way upon request. We will also provide employees with disabilities with individualized emergency response information when necessary.

Training

OPTA MINERALS INC. will provide training to employees, volunteers and other staff members on Ontario's accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees, volunteers and other staff members.

All training will be maintained by the HR Department and will include, the purpose of the act, the requirements of the act and information regarding Opta Minerals' policies and procedures.

Feedback

OPTA MINERALS INC. is committed to meeting the customer feedback process accessible by providing accessible formats and communications supports when requested. An Accessible Customer Service Policy is available for public review and a customer service feedback form is available at both the reception desk and the shipping office.

Information and communications

OPTA MINERALS INC. is committed to meeting the communications needs of people with disabilities to determine their information and communication needs. OPTA MINERALS INC. does not have a public website for customers to access policies or plans. All policies and plans will be made available to the public upon request.

Employment

OPTA MINERALS INC. is committed to fair and accessible employment practices. We will take the steps to notify the public and staff that, when requested, OPTA MINERALS INC. will accommodate people with disabilities during the recruitment and assessment processes.

OPTA MINERALS INC. has adopted non-discriminatory hiring practices in compliance with all applicable federal and provincial laws, including Employment Standards Act, Ontario Human Rights Code, Workplace Safety and Insurance Act, Accessibility for Ontarians with Disabilities Act (AODA), and the Occupational Health and Safety Act.

OPTA MINERALS INC. has a Return to Work program that includes a process for developing individual accommodation plans and return-to-work programs for employees that have been absent due to a disability.

Assistive Devices, Support Persons and Service Animals

OPTA MINERALS INC. welcomes any person who may require assistance while working at or visiting Opta Minerals.

Referenced Documents:

- Accessibility for Ontarians with Disabilities Act, 2005
- Accessibility Standards for Customer Service, Ontario Regulation 429/07
- Ontario Human Rights Code, 1990
- Occupational Health and Safety Act