

Western Harvest Bean, ULC Accessibility Plan

General

Western Harvest Bean, ULC is committed to fostering an inclusive environment where all employees, customers, and stakeholders, including those with disabilities, can access our facilities, services, and communications. All Canadians have the right to benefit from our services equally and those who work with us have the right to perform their jobs free of barriers.

Consultations

This Accessibility Plan outlines our commitment to identifying, removing, and preventing barriers to accessibility by 2040, in compliance with the *Accessible Canada Act* and *Accessible Canada Regulations*. To address gaps in these areas, it is important to recognize and understand the needs of those who experience barriers. For this reason, this plan was developed in consultation with an external organization, Blue Sky Opportunities, that serves people with disabilities.

Contact Us

Western Harvest Bean, ULC welcomes inquiries and feedback on our Accessibility Plan. This may include requests for this Accessibility Plan and/or feedback process to be provided in the following alternative formats: print, large print, Braille, audio format or an electronic format that is compatible with adaptive technology that is intended to assist people with disabilities.

We will provide the format requested as soon as possible. Braille and audio formats may take up to 45 days. Print, large print and electronic formats may take up to 20 days.

Feedback may be provided anonymously on our website - westernharvestbean.com, or by email, phone or mail. Acknowledgement of receipt of feedback will be provided in the same means by which it is received, unless the feedback is received anonymously.

Contact:	Human Resource Director
Email:	whb.careers@wh-bean.com
Phone:	(989) 453-4500 or (800) 968-0601
Mail:	ATTN: Human Resource Director Western Harvest Bean, ULC 7211 E Michigan Avenue Pigeon, MI 48755

Progress Report

Western Harvest Bean, ULC will publish a status report every year that measures our progress against our commitments. We will also review and update our Accessibility Plan every three years. Progress Reports and updates to our Accessibility Plan will be shaped by consultation with those with disabilities.

Key Areas of Focus

1. Employment

Objective: Ensure equal access to employment opportunities and ensure those who experience barriers are supported throughout the entire employment lifecycle

- **Recruitment and Hiring:** Update our hiring processes to be fully accessible, including offering accommodation at every stage of recruitment.
- **Training:** Provide mandatory training for managers and HR personnel on accessibility and accommodation.
- **Employee Development:** Develop mentorship programs and career progression opportunities specifically for employees with disabilities.

2. Built Environment

Objective: Make our physical workspaces and facilities accessible to all.

- **Facility Audits:** Conduct regular audits of our facilities to identify and address physical barriers.
- **Emergency Procedures:** Update emergency evacuation plans to accommodate employees who experience barriers.
- **Future Renovations:** Ensure all future renovations or construction projects meet or exceed accessibility standards.

3. Information and Communication Technologies

Objective: Ensure that all digital tools and platforms are accessible.

- **Website Accessibility:** Regularly audit our website to ensure it meets WCAG 2.1 standards.
- **Training:** Provide training for IT staff on digital accessibility best practices.
- **User Testing:** Involve those who experience barriers in testing our digital platforms to identify and fix accessibility issues.

4. Communication Other than Information and Communication Technologies

Objective: Ensure all internal and external communications are accessible.

- **Alternate Formats:** Provide information in accessible formats such as Braille, large print, and audio, upon request.
- **Meeting Accessibility:** Implement accessibility standards for all large meetings, including the provision of captions and sign language interpreters.

5. Procurement of Goods, Services, and Facilities

Objective: Integrate accessibility into the procurement process.

- **Procurement Policies:** Include accessibility requirements in all procurement documents and contracts.
- **Vendor Selection:** Prioritize vendors who demonstrate a commitment to accessibility in their products and services.

6. Design and Delivery of Programs and Services

Objective: Ensure that all programs and services are accessible by design.

- **Inclusive Design:** Engage those who experience barriers in the design and delivery of new programs and services.
- **Ongoing Review:** Regularly review and update existing programs to remove any barriers to accessibility.

7. Transportation

- Transportation does not apply to our operations. We remain committed to reviewing policies and communications related to travel and transportation, as need, to ensure they are barrier-free.

Conclusion

Western Harvest Bean, ULC will monitor and measure progress to make sure we are meeting your accessibility goals and removing the barriers that have been identified. We encourage you to submit feedback to assist with implementing and modifying our accessibility plan.