

Organizational information

Number of employees range

Filing organization legal name

Filing organization business number (BNS)

Fields marked with an asterisk (*) are mandatory.

B. Understand your accessibility requirements

Before you begin your report, you must determine if you are a business or organization that is required to file an accessibility report. Additional accessibility requirements apply if you are:

- a library board
- a producer of education material (e.g. textbooks)
- an education institution
- a municipality

C. Accessibility compliance report certification

Section 15 of the *Accessibility for Ontarians with Disabilities Act, 2005* requires that accessibility reports include a statement certifying that all the required information has been provided and is accurate, signed by a person with authority to bind the organization(s).

Note: It is an offence under the Act to provide false information in an accessibility report filed with the Ministry for Seniors and Accessibility.

The certifier may be a representative of the organization, otherwise the certifier will be the main contact.

Certifier: Someone who can legally bind the organization(s).

Primary Contact: A person who will be the main contact for accessibility issues.

Acknowledgement

I certify that all the information is accurate and I have the authority to bind the organization *

Certification date

Certifier information

Last name *		First name *	
Barwell		Christine	
Position title *	Position title other	Business phone number	Extension
Other	Chief HP		<input type="checkbox"/> Check here
Email *		Alternate phone number	Extension
christine.barwell@li-cycle.com			

Check if the primary contact is same as the certifier

Last name *

First name *

Position Other	Position and other	Business phone number	Extension	<input type="checkbox"/> Check here
Email christine.barwell@li-cycle.com		Alternate phone number	Extension	Fax number

D. Accessibility compliance report questions

Instructions

Please answer each of the following compliance questions. Help Comments help if you wish to comment on your responses. If you need help with a specific question, click the help links which will open in a new browser window. Use the links to view the relevant AODA regulations and the link on the right to view relevant accessibility information resources.

General

1. Has your organization created and implemented an accessibility policy and procedure to meet all applicable accessibility requirements in the IASR? Yes No

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#) [Learn more about your requirements for question 1](#)

Comments for question 1 [Organization has created and implemented an AODA Policy and Procedure to meet all applicable accessibility requirements in the IASR.](#)

2. Has your organization established and implemented a multi-year accessibility plan? Yes No
(If Yes, please answer additional questions)

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#) [Learn more about your requirements for question 2](#)

2.a. Does your organization have an accessibility plan? Yes No
(If Yes, please answer additional questions)

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#) [Learn more about your requirements for question 2.a](#)

Comments for question 2.a <https://li-cycle.com/>

2.a.i Is your organization's accessibility plan available on your organization's website? Yes No

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#) [Learn more about your requirements for question 2.a.i](#)

Comments for question 2.a.i

2.a.ii Does your organization provide the accessibility plan in an accessible format when requested? Yes No

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#) [Learn more about your requirements for question 2.a.ii](#)

Comments for question 2.a.ii [No, when requested](#)

2.b Does your organization update its accessibility plan at least once every 5 years? Yes No

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility Plans](#) [Learn more about your requirements for question 2.b](#)

Comments for question 2.b

3. Does your organization provide appropriate training on: *

[Read O. Reg. 191/11, s. 7 \(1\): Training](#) [Learn more about your requirements for question 3](#)

3.a The AODA Integrated Accessibility Standards (IASR) Yes No

[Read O. Reg. 191/11, s. 7 \(1\): Training](#) [Learn more about your requirements for question 3.a](#)

Comments for question 3.a **Li-Cycle provides appropriate computer based training on the AODA IASR via its intranet to people with disabilities via its internet portal.**

3.b The Human Rights Act, as it pertains to people with disabilities Yes No

[Read O. Reg. 191/11, s. 7 \(1\): Training](#) [Learn more about your requirements for question 3.b](#)

Comments for question 3.b **Li-Cycle provides appropriate computer based training on the Human Rights Act to people with disabilities via its internet portal.**

Information and communications

4. Does your organization have a process for receiving and responding to feedback that is accessible to people with disabilities? Yes No

Note: This requirement applies to all businesses on your premises.

If Yes, please answer question 4.a

[Read O. Reg. 191/11, s. 11 \(1\): Feedback](#) [Learn more about your requirements for question 4](#)

4.a Does your organization notify the public about the availability of accessible formats and communication supports in respect to the feedback process? Yes No

Note: This requirement is applicable regardless of whether customers are permitted on your premises. *

[Read O. Reg. 191/11, s. 11\(2\): Feedback](#) [Learn more about your requirements for question 4.a](#)

Comments for question 4.a **Yes, Li-Cycle notifies the public about the availability of accessible formats and communication supports with respect to the feedback process on its publicly available corporate website.**

5. Does your organization have one (or more) website(s) which it controls directly or indirectly (for various reasons that your organization is able to determine and/or modify content and functionality) or the website)?

(If Yes, please answer a

[Read O. Reg. 191/11, s. 14](#)

5.a. Do all your organization's internet websites conform to Web Content Accessibility Guidelines 2.0 Level AA (except for live captions and pre-recorded audio descriptions)? If no, the comments box please list the complete names and address of your publicly available web content, including web pages, and apps. *

[Read O. Reg. 191/11, s. 14: Accessible websites and web content](#) [I learn more about your requirements for question 5.a](#)

Comments for question 5.a <https://li-cycle.com/>
[LinkedIn: Li-Cycle](#)
[Instagram: @li_cycle](#)
[Facebook: Li-Cycle](#)
[X: @li_cycle](#)
[YouTube: Li-Cycle Corp.](#)

Customer Service

6. Does your organization provide training about providing goods, services or facilities to persons with disabilities to the following? *

Yes No

- Staff and volunteers
 - People involved in developing accessibility policies
 - People with goods, services or facilities on behalf of the organization
- (If Yes, please answer an additional question)

[Read O. Reg. 191/11, s. 80.49: Training for staff, etc.](#)

[Learn more about your requirements for question 6](#)

6.a. Does the training cover all of the following: *

Yes No

- A review of the purposes of the AODA?
- A review of the purposes of the Customer Service Standards?
- How to interact and communicate with persons with various types of disability?
- How to interact with persons with disabilities who use an assistive device or rely on the assistance of a guide dog or other service animal?
- How to use equipment or devices available on the provider's premises or otherwise provided by the provider that may help with the provision of goods, services or facilities to a person with a disability?
- What to do if a person with a particular type of disability is having difficulty accessing the goods, services or facilities?

[Read O. Reg. 191/11, s. 80.49: Training for staff, etc.](#)

[Learn more about your requirements for question 6.a](#)

Comments for question 6.a [Li-Cycle provides online training to its staff \(no volunteers\) on an application bullet points above.](#)

7. If there is a temporary disruption of goods, services or facilities used by persons with disabilities, does your organization give a notice of the disruption to the public? (If Yes, please answer an additional question)

[Read O. Reg. 191/11, s. 80.48 \(1\): Notice of temporary disruptions](#) [Learn more about your requirements](#)

7.a. Does the notice of the disruption include all of the following? *

- The reason for the disruption?
- Its anticipated duration?
- A description of available alternative facilities?

[Read O. Reg. 191/11, s. 80.48 \(2\): Notice of temporary disruptions](#) [Learn more about your requirements](#)

Comments for question 7.a: In accordance with its AODA Policy, the disruption notice will include all requirements of question 7.a

8. Does your organization ever require a person with a disability to be accompanied by a support person when on your premises?

[Read O. Reg. 191/11, s. 80.47 \(5\): Use of service animals and support persons](#) [Learn more about your requirements](#)

8.a. Does your organization ever require a person with a disability to be accompanied by a support person when on your premises?

- Consult with the person with a disability?
- Determine a support person is necessary to protect the health of a person with a disability?
- Determine that there is no other person with a disability or others on premises?

[Read O. Reg. 191/11, s. 80.47 \(5\): Use of service animals and support persons](#) [Learn more about your requirements for question 8.a](#)

Comments for question 8.a

Employment

9. Does your organization employ any persons with disabilities for whom you have provided individualized workplace emergency response information? (If Yes, please answer additional questions)

[Read O. Reg. 191/11, s. 27 \(1\): Workplace emergency response information](#) [Learn more about your requirements for question 9](#)

- 9.a. Does your organization provide information to employees about workplace emergency response information?
- When the employee moves to a different location
 - When the employee's overall accommodation needs or requirements change
 - When your organization reviews its workplace emergency response information

[Read O.Reg. 191/11, s. 27 \(1\): Workplace emergency response information](#)

Comments for question 9.a

- 9.b. Do any of the employees for whom your organization has provided individualized workplace emergency response information require assistance? Yes No
(If Yes, please answer the following additional questions)

[Read O.Reg. 191/11, s. 27 \(2\): Workplace emergency response information](#)

Comments for question 9.b

- 9.b.i. Has your organization provided the employee's consent, provided in writing, to disclose workplace emergency response information to the person designated to provide assistance to the employee? *

[Read O.Reg. 191/11, s. 27 \(2\): Workplace emergency response information](#) [Learn more about your requirements for question 9.b.i](#)

question 9.b.i

- 9.b.ii. Was the individualized workplace emergency response information made available to the employee as soon as practicable after your organization became aware of the need for accommodation due to the employee's disability? *

[Read O.Reg. 191/11, s. 27 \(3\): Workplace emergency response information](#) [Learn more about your requirements for question 9.b.ii](#)

Comments for question 9.b.ii

10. Since January 1, 2017, has your organization constructed new or redeveloped any of the following items? *

Yes No

- Outdoor public use eating areas
- Outdoor play spaces
- Off-street parking
- Service counter
- Fixed queuing guides
- Waiting areas

If Yes, please answer the additional questions.

[Read O. Reg. 191/11 Part IV.1: Design of public spaces standards](#) Learn more about your requirements for question 10.

10.a. Where applicable, do the newly constructed or redeveloped items meet requirements as outlined in the Design of Public Spaces Standards? *

[Read O. Reg. 191/11 Part IV.1: Design of public spaces standards](#) Learn more about your requirements for question 10.

Comments for question 10.a

10.b. Does your organization's multi-year accessibility plan include procedures for preventative and emergency maintenance of the accessible elements in public spaces, and for dealing with temporary disruptions when accessible elements are not available? *

Yes No Not applicable

[Read O. Reg. 191/11, s. 80.44: Maintenance of accessible elements](#) Learn more about your requirements for question 10.b.

Comments for question 10.b

Organization category [Business or Non-profit](#)

Number

Filing organization

Filing organization

Field

E. Accessibility Compliance

You

Save form

Print form

Save and submit

Pre