Develop accessibility policies for your organization

To help make Ontario accessible to people with disabilities, the Integrated Accessibility Standards Regulation (IASR) requires all organizations in the province that have at least one employee to develop accessibility policies. This summary will help you find out what you need to do.

This requirement is being phased in over time, to give smaller organizations and private businesses time to prepare.

Government of Ontario		2012
Public sector organizations	50+ employees	2013
	1-49 employees	2014
Private sector & non-profit organizations	50+ employees	2014
	1-49 employees	2015

What do I have to do?

You must develop, implement and maintain policies about what your organization will do to meet the IASR requirements and become more accessible.

All organizations — except private sector and non-profit organizations with 1-49 employees — must also write a statement of commitment and make their policies available to the public.

How do I do it?

The law is flexible. You can do what works best for your organization. Here are some steps to help you get started.

Determine what you have to do
The IASR requirements are being phased in over several years. This will give you time to work them into your regular organizational planning. However, you need to understand what you have to do up front so you can create your accessibility policies.

Use our Wizard to find out which requirements apply to you.

Develop your policies
Start by writing a statement of commitment. All organizations except private sector and non-profit organizations with 1-49 employees need to write one.

A statement of commitment establishes your organization's vision and goals for accessibility. The statement must confirm your commitment to meeting the accessibility needs of people with disabilities in a timely manner.

Next, develop policies to fit your existing business practices. Think about the accessibility requirements that apply to your organization. Which requirements could benefit from having policies? For example, if your organization does not have a formal training policy, you may want to make a policy about training new staff on accessibility.

You don't have to develop policies for every requirement, and you can add to your organization's existing policies instead of creating new ones.

Make your statement of commitment and policies available to the public
All organizations — except private sector and non-profit organizations with 1-49 employees — must put their statement of commitment and policies in writing and make them available to the public.

You can post the information on a bulletin board in a public area of your organization or on your website for example. If asked, you need to provide this information in an accessible format, such as large print.

Follow up
Keep your accessibility policies up-to-date to make sure they accurately reflect your organization and its practices.

Want more detailed information?

Read Developing accessibility policies for organizations with 1-49 employees.

Read Developing accessibility policies and plans for organizations with 50 or more employees.

Read Making information accessible to people with disabilities.

Read our policy guidelines.

Read the Integrated Accessibility Standards Regulation 191/11.