	CORPORATE SYSTEM STANDARD			
	Integrated Accessibility Standards			
New N°: PCS-00-18-000-002	Old N°: PCS-00-18-000-002	Review: 01	Date: 12/14/2017	Pages 5

1. Purpose

This policy governs the provision of services with Regulation 191/11, “Integrated Accessibility Standards” (“Regulation”) under the *Accessibility for Ontarians with Disabilities Act, 2005*.

These standards are developed to break down barriers and increase accessibility for persons with disabilities in the areas of information and communications and employment.

Yamana is governed by this policy as well as the Accessibility Standards for Customer Service Policy and the *Accessibility for Ontarians with Disabilities Act, 2005* in meeting the accessibility needs of persons with disabilities.

Yamana 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 persons 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*.

2. Scope

This policy applies to:

- a) All Yamana’s full time, part time and contract employees;
- b) All Yamana’s consultants, volunteers, agents and others who deal with the public or other third parties on behalf of Yamana; and
- c) All individuals who participate in the development of Yamana’s policies, practices and procedures that govern the provision of goods and services to members of the public.


For the purpose of this policy, all individuals described in a) through to c) above are collectively referred to as “employees”.

3. Roles and Responsibilities

Yamana’s Legal Department:

- Developing and approving this policy;
- Reviewing and amending this policy to ensure ongoing compliance with AODA requirements;
- Providing advice and direction;
- Implementing this policy.

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Human Resources	Director, HR Programs & Policies and Director Legal Counsel	Senior Vice-President Human Resources and Senior Vice President, General Counsel and Corporate Secretary

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Yamana's Human Resource Department:

- Ensuring Yamana employees are informed and understand this policy through training, as required, from time to time;
- Ensuring that Yamana employees are informed of and trained on this policy at the time of hire;
- Monitoring current practices and staff performance to ensure compliance with this policy;
- Applying necessary corrective actions in conjunction with the Legal Department, due to any non-compliance.

Yamana's Employees/Stakeholders:

- Ensuring that they understand the intent of this policy;
- Complying with the provisions of this policy;
- Reporting any non-compliance incidents if observed at Yamana;
- Completing all necessary training provided by Yamana.

4. Process

1. Accessibility Plan

Yamana will develop, maintain and document an Accessibility Plan outlining the strategy to prevent and remove barriers from its workplace and to improve opportunities for persons with disabilities.

The Accessibility Plan will be reviewed and updated periodically and will be posted on the Yamana's website. Upon request, a copy of the Accessibility Plan will be provided in an accessible format.

2. Training Employees

Yamana will ensure that training is provided on the requirements of the accessibility standards referred to in the Regulation and continue to provide training on the *Human Rights Code* as it pertains to persons with disabilities to those that the policy applies to listed in section 2 of this policy.


Employees will be trained when changes are made to the accessibility policy. New employees will be trained during the onboarding process.

3. Information and Communications Standards

a. Feedback

Yamana will continue to ensure that its process for receiving and responding to feedback is accessible to persons with disabilities by providing, or arranging for the provision of, accessible formats and communications supports, upon request.

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b. Accessible Formats and Communication Supports

Upon request, Yamana will provide, or will arrange for the provision of accessible formats and communication supports for persons with disabilities in a timely manner that takes into account the person’s accessibility needs due to disability.

Yamana will consult with the person making the request in determining the suitability of an accessible format or communication support.

Yamana will notify the public about the availability of accessible formats and communication supports.

c. Accessible Websites and Web Content

Yamana will ensure that our Internet websites, including web content, conform to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level A (Level AA by 2021) except where this is impracticable.

4. Employment Standards

a. Recruitment

Yamana will notify its employees and the public about the availability of accommodation for applicants with disabilities in its recruitment process.

b. Recruitment, Assessment or Selection Process


Yamana will notify job applicants, when they are individually selected to participate further in an assessment or selection process that accommodations are available upon request in relation to the materials or processes to be used.

If a selected applicant requests an accommodation, Yamana will consult with the applicant and provide, or arrange for the provision of, a suitable accommodation in a manner that takes into account the applicant’s accessibility needs due to disability.

c. Notice to Successful Applicants

When making offers of employment, Yamana will notify the successful applicant of its policies for accommodating employees with disabilities.

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d. Informing Employees of Supports

Yamana will continue to inform its employees of its policies (and any updates to those policies) used to support employees with disabilities, including policies on the provision of job accommodations that take into account an employee’s accessibility needs due to disability. This information will be provided to new employees as soon as practicable after commencing employment.

e. Accessible Formats and Communication Supports for Employees

Upon the request of an employee with a disability, Yamana will consult with the employee to provide, or arrange for the provision of, accessible formats and communication supports for information that is needed to perform his/her job, and information that is generally available to other employees.

In determining the suitability of an accessible format or communication support, Yamana will consult with the employee making the request.

f. Workplace Emergency Response Information

Yamana will provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary, and if Yamana is aware of the need for accommodation due to the employee’s disability. Yamana will provide this information as soon as practicable after becoming aware of the need for accommodation.

Where the employee requires assistance, Yamana will, with the consent of the employee, provide the workplace emergency response information to the person designated to provide assistance to the employee.

Yamana will review the individualized workplace emergency response information when the employee moves to a different location in the organization, when the employee’s overall accommodations needs or plans are reviewed.


g. Documented Individual Accommodation Plans

Yamana will maintain a written process for the development of documented individual accommodation plans for employees with disabilities.

If requested, information regarding accessible formats and communications supports provided will also be included in individual accommodation plans.

In addition, the plans will include individualized workplace emergency response information (where required), and will identify any other accommodation that is to be provided.

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h. Return to Work Process

Yamana maintains a documented return to work process for its employees who have been absent from work due to a disability and who require disability-related accommodations in order to return to work.

The return to work process outlines the steps Yamana will take to facilitate the return to work and will include documented individual accommodation plans as part of the process.

This return to work process will not replace or override any other return to work process created by or under any other statute (i.e., the *Workplace Safety Insurance Act, 1997*).

i. Performance Management, Career Development and Advancement & Redeployment

Yamana will take into account the accessibility needs of employees with disabilities, as well as individual accommodation plans, when conducting performance management, providing career development and advancement to employees, or when redeploying employees.

5. Questions about this policy

This policy has been developed to break down barriers and increase accessibility for persons with disabilities in the areas of information and communications and employment. If anyone has a question about the policy, or if the purpose of a policy is not understood, please address your inquiries to the Human Resources or the Legal department through Accessibility@yamana.com

Appendix – Reference Documents

Accessibility for Ontarians with Disabilities Act, 2005
Accessibility Standards for Customer Service, Ontario Regulation 429/07
Human Rights Code (R.S.O. 1990, Chapter H19)
 Accessibility for Ontarians with Disabilities Yamana Multi Year Plan and Training materials

Policy Revision History

Number	Date	Change description
01	12/14/2017	Policy creation and review

Prepared by	Reviewed by	Approved by
Human Resources	Director, HR Programs & Policies and Director Legal Counsel	Senior Vice-President Human Resources and Senior Vice President, General Counsel and Corporate Secretary