

- [Contact Information](#)



[Print this page](#)

Ministry of Energy 2005-2006 Accessibility Plan

- [Introduction](#)
 - [Message From the Minister](#)
 - [Report on Achievements of 2004-2005 Planning Commitments](#)
 - [Commitments and Strategies for 2005-2006](#)
 - [Customer Service](#)
 - [Employment](#)
 - [Communications and Information](#)
 - [Built Environment](#)
 - [Acts and Regulations](#)
 - [Procurement](#)
 - [For more information](#)
-

Introduction

The recent passage of the landmark Accessibility for Ontarians with Disabilities Act, 2005 marks a new era of accessibility in Ontario. This legislation will make Ontario one of the world leaders in improving accessibility for people with disabilities.

While the government is moving forward to implement the new legislation, there will be a transition period during which government and parts of the broader public sector will continue to have planning and other obligations under the Ontarians with Disabilities Act, 2001 (ODA). These obligations will remain in effect until they are repealed and replaced by standards under the new act.

Under the ODA, Ontario government ministries, municipalities, hospitals, school boards, colleges, universities and public transportation organizations are required to develop annual accessibility plans to make policies, practices, programs, services and buildings more accessible to people with disabilities. These plans must be made available to the public. Accessibility planning efforts to date have developed a strong foundation for the development of accessibility standards that will ensure real and effective change.

This document is the third annual accessibility plan developed by the Ministry of Energy. It highlights achievements of the 2004-05 plan and outlines commitments for 2005-06 so that no new barriers are

created and, over time, existing ones are removed.

This ministry intends to build on its achievements by implementing initiatives that support the government's efforts and commitment to continue to make Ontario an inclusive and accessible province, where people of all abilities have a chance to fully participate and achieve their potential.

Message From the Minister



I am pleased to present the Ministry of Energy's third annual accessibility plan. Passage of the landmark Accessibility for Ontarians with Disabilities Act, 2005 marks a new era in accessibility. This legislation will make Ontario a world leader in improving accessibility for people with disabilities.

The government continues to take a leadership role in identifying, removing and preventing barriers, and improving accessibility through a participatory, proactive and integrated approach that spans the priorities of customer service, employment, communications and information, and the built environment.

We continue to build on past progress and accomplishments, and begin to lay the foundation for the development of accessibility standards that will ensure real and effective change takes place. In 2004-05, this ministry demonstrated continued leadership in improving accessibility by continuing to improve the accessibility of its Internet and intranet sites, as well as through providing effective support mechanisms and equipment for ministry staff. It is important that the OPS lead by example in building on our successes and achievements and in becoming an accessible and inclusive employer and service provider.

The achievements highlighted in this year's plan, as well as the commitments to make further improvements in the coming year, demonstrate this ministry's efforts to support the government's commitment to make Ontario's communities strong, vital and accessible to people of all abilities.

Honourable Dwight Duncan

Minister of Energy

Report on Achievements of 2004-2005 : Planning Commitments

The Ministry of Energy was successful in achieving many of its commitments outlined in its 2004-05 accessibility plan. The following section provides a status report.

- **Commitment:** Implement guidelines on procurement to ensure that ministry staff are informed and comply with the new guidelines.
- **Status:** Completed.
- **Action and Timeframe:** Staff with procurement responsibility were provided with guidelines that provides guidance on implementation of guidelines for ODA.

- **Commitment:** Contracts with service providers will ensure accessibility requirements are met.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** Accessibility requirements are included in all service level agreements negotiations.

- **Commitment:** Specifications in place for procurement of furniture and furniture accessories in accordance with ergonomic standards.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** The procurement of all furniture and furniture accessories was completed in accordance with ergonomic standards.

- **Commitment:** Further develop our accessibility in accommodation commitment to ministry staff through the development of a “practice ergonomics” tips sheet.
- **Status:** Completed.
- **Action and Timeframe:** Developed tip sheet and distributed hardcopy to all staff, as well made it available on the Ministry intranet.

- **Commitment:** Continue to ensure new material posted on Internet website is in an accessible format.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** Accessibility-related review takes place of all material to be posted on Internet.

- **Commitment:** Procedures for how to respond to requests for accessible formats will be available on intranet for staff.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** Ministry ODA intranet page has been updated and reflects current information.

- **Commitment:** Review the following acts internally to ensure the appropriate use of language with respect to people with disabilities, as well as identify any programs established in law that

may have an impact on people with disabilities.

- The Energy Efficiency Act, RSO 1990
 - Reliable Energy and Consumer Protection Act, 2002
- **Status:** In progress.
- **Action and Timeframe:** Review commenced in Fiscal 2004/05 scheduled for completion in 2006
- **Rationale:** Legal review is ongoing.

- **Commitment:** Review ministry emergency procedures manual for consistency with the requirements of the ODA.
- **Status:** Completed.
- **Action and Timeframe:** Ministry will review manual and conduct audit of all ministry locations to ensure that there are procedures in place for people with disabilities.

- **Commitment:** Continue to work with the Ontario Realty Corporation and building management to ensure barriers identified in common areas are addressed and eliminated.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** Continue to meet regularly with building management. ORC guidelines entitled “ Standards for Barrier-free Design of Ontario Government Facilities” October, 2004 has been made available to staff who deal with facilities and leasing.

- **Commitment:** Update the ministry specific “employment accommodation for people with disabilities” operating policy with the development of a business planning checklist for accommodations and procurement purposes.
- **Status:** In progress.
- **Action and Timeframe:** Checklist is currently under development.
- **Rationale:** All Ministry operating policies are currently under review.

- **Commitment:** All new job descriptions will be reviewed for language and content that respects people with disabilities.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** Human Resources reviews all new job descriptions to ensure that the content is consistent with the requirements of the ODA.

- **Commitment:** All future job advertisements will be reviewed for language and content that respects people with disabilities.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** Human Resources reviews all job advertisements to ensure consistency with the requirements of the ODA.

- **Commitment:** Continue to ensure 100 per cent of managers complete on-line ODA training.
- **Status:** In progress.
- **Action and Timeframe:** All new managers will obtain ODA on-line training.

- **Rationale:** 71% of all managers have completed training.
- **Commitment:** Ensure ODA is communicated on a regular basis through quarterly business brochures sent to staff.
- **Status:** Completed and ongoing.
- **Action and Timeframe:** Energy Inc. is a brochure that is produced quarterly which highlights ODA features regularly.
- **Commitment:** Accessibility awareness will be built into staff orientation binders and orientation sessions for new employees.
- **Status:** In progress.
- **Action and Timeframe:** This component will be added to staff orientation binders for all new staff.
- **Rationale:** Orientation binder currently under review.
- **Commitment:** Conduct an accessibility audit in all reception/public areas to identify communication and architectural barriers.
- **Status:** In progress.
- **Action and Timeframe:** Completed internal review.
- **Rationale:** Professional review to be conducted in 2005/06
- **Commitment:** Conduct an employee survey to assess level of knowledge about accessibility issues.
- **Status:** In progress.
- **Action and Timeframe:** Survey under development will commence fall 2005 (late-October 2005).
- **Rationale:** Time survey with release of accessibility plan to ensure effective uptake.
- **Commitment:** Managers and supervisors are given guidance on having regard to accessibility in all procurement activities and will receive the procurement guidelines.
- **Status:** In progress.
- **Action and Timeframe:** Commencing fall 2005 (late-November 2005)
- **Rationale:** Ministry procurement guidelines are currently under review, once completed, guidelines will be provided to managers and supervisors.

Commitments and Strategies for 2005-2006

This section represents the ministry's plan, including new commitments and initiatives for the coming year.

Customer Service

- **Commitment:** Procedures for how to respond to requests for accessible formats will be available on intranet for staff.
- **Action:** Continue to ensure ministry ODA intranet page is updated and reflects current information.
- **Timeframe:** Completed and ongoing.

- **Commitment:** Continue to ensure that all new information posted on the existing Inter/intranet sites being developed are fully accessible to people with disabilities as required by section 6 of the ODA.
- **Action:** Continue to ensure accessibility to people with disabilities.
- **Timeframe:** Completed and ongoing.

- **Commitment:** Conduct an employee survey to assess level of knowledge about accessibility issues.
- **Action:** Survey under development.
- **Timeframe:** Commencing fall 2005 (late-October 2005).

- **Commitment :** Promote emergency and evacuation procedures to encourage staff who may require assistance to identify themselves to their managers.
- **Action :** Procedures to be promoted, and modified as required, based on staff identification.
- **Timeframe :** Ongoing.

Employment

- **Commitment:** Promote staff awareness of accessibility issues and the Ontarians with Disabilities Act through Lunch and Learn sessions.
- **Action:** Encourage awareness and identify any potential barriers by soliciting staff input.
- **Timeframe:** Commencing in fall 2005 (late-September 2005).

- **Commitment:** Ensure barrier free access for employment competitions and interviews.
- **Action:** The ministry will ensure alternate formats for job ad can be sourced and that the interview process is fully accessible.
- **Timeframe:** Completed and ongoing.

Communications and Information

- **Commitment:** Continue to provide publications in accessible formats to the public and members of staff.
- **Action:** Ensure alternate formats are made available.
- **Timeframe:** Completed and ongoing.

- **Commitment:** Ensure that ODA is communicated on a regular basis through the distribution of quarterly brochures to staff.
- **Action:** Continue to include ODA items in the quarterly Corporate Services Energy Inc. brochure.
- **Timeframe:** Completed and ongoing.

Built Environment

- **Commitment:** Continue to work with the Ontario Realty Corporation and building management to ensure barriers are identified in common areas and are addressed and eliminated.
- **Action:** Continue to improve the accessibility of offices and facilities and ensure that ORC guidelines entitled “Standards for Barrier-free Design of Ontario Government Facilities” October 2004 are provided to all accommodations staff.
- **Timeframe:** Completed and ongoing.

Acts and Regulations

- **Commitment:** Review the following acts internally to ensure the appropriate use of language with respect to people with disabilities, as well as identify any programs established in law that may have an impact on people with disabilities.
 - Electricity Restructuring Act, 2004
- **Action:** Engage Legal staff to conduct review.
- **Timeframe:** Commencing in the fall 2005 (early-November 2005)

Procurement

- **Commitment:** The ministry will continue to comply with MBS procurement guidelines to ensure that accessibility has been considered in the procurement of accessible goods and services.
- **Action:** Continue to provide updates to procurement staff as they become available.
- **Timeframe:** Ongoing

For more information

Questions or comments about the ministry's accessibility plan are always welcome. Please phone:

General inquiry number: 1-800 818-2900 or in Toronto 416-326-4483

TTY number: 1-800 387-5559

E-mail: write2us@energy.gov.on.ca

Visit the Ministry of Citizenship's Accessibility Ontario web portal at: www.mcass.gov.on.ca/accessibility/. The site promotes accessibility and provides information and resources on how to make Ontario a barrier-free province.

Alternate formats of this document are available free upon request from:

Publications Ontario
880 Bay Street,
Toronto, ON
M7A 1N8.
Tel: (416) 326-5300

Out of town customers except Ottawa call: 1-800-668-9938

In Ottawa, call (613) 238-3630 or toll-free 1-800-268-8758

TTY Service 1-800-268-7095

© Queens Printer for Ontario

ISSN 1708-3362 Accessibility Plan - Ontario. Ministry of Energy (Online)

Ce document est disponible en français.

[home](#) :: [top of page](#)

[about the ministry](#) :: [media centre](#) :: [conservation](#) :: [renewable energy](#)
[electricity](#) :: [oil and gas](#) :: [news releases](#) :: [archives](#)

[central site](#) : [feedback](#) : [search](#) : [sitemap](#) : [français](#)



this site is maintained by the government of Ontario, Canada

[Contact the Ministry of Energy](#)

© 2005 [Queen's Printer for Ontario](#)

This information is provided as a public service, but we cannot guarantee that the information is current or accurate.

Readers should verify the information before acting on it.

Printed from the Ministry of Energy website:

www.energy.gov.on.ca/index.cfm?fuseaction=about.accessibility

© 2005 [Queen's Printer for Ontario](#)

This information is provided as a public service, but we cannot guarantee that the information is current or accurate.

Readers should verify the information before acting on it.

- [Home:](#)
- [About the Ministry](#)
- [What's New](#)
- [Agencies + Corporations](#)
- [Contact Us](#)

- [Media Centre:](#)
- [News Releases](#)
- [Speeches](#)
- [Audio + Video](#)
- [Media Contacts](#)

- [Conservation:](#)
- [Energy Saving Tips](#)