

Accessibility Plan Progress Report

IMP Aerospace

Date: 1 June 2026

Reporting Period:

1. General

IMP Aerospace remains firmly committed to creating an inclusive and accessible environment for all individuals, including persons with disabilities. Accessibility continues to be a foundational value, and we recognize the importance of ongoing efforts to remove barriers across our services, systems, and workplace.

During the reporting period, progress against several planned initiatives was more measured than originally anticipated due to significant staff turnover and resource constraints within the department leading the Accessibility Committee and within the Committee itself. These challenges affected the pace of implementation; however, they also reinforced the importance of strengthening governance, clarifying priorities, and rebuilding the internal capacity needed to support sustainable accessibility progress.

While this period presented challenges, IMP Aerospace continued to maintain its accessibility commitments and preserve the mechanisms needed to respond to accessibility-related feedback and accommodation needs. The organization also continued recruitment and onboarding activities that support inclusive employment practices. This reporting period is therefore viewed as a period of stabilization and preparation, positioning IMP Aerospace to renew implementation efforts with clearer priorities, stronger internal coordination, and a continued commitment to the principles and objectives set out in the Accessible Canada Act and its associated regulations.

This commitment applies to the priority areas identified in the Act, including:

- Employment
- The Built Environment
- Information and communication technologies
- Communication (other than ICT)
- Procurement of goods, services, and facilities
- Design and delivery of programs and services
- Transportation (where applicable)

We recognize accessibility as a continuous process and are taking a proactive approach to embedding accessibility considerations into all decision-making, planning, and service delivery activities. In fulfilling our responsibilities, we strive to ensure that persons with disabilities have equitable access to employment opportunities, workplace environment, facilities, services, and information.

IMP Aerospace has established mechanisms for receiving and responding to feedback about accessibility, including the provision of accessible formats and communication supports upon request. We are committed to actively consulting with persons with disabilities and representative organizations to inform the development, implementation, and updating of our Accessibility Plan.

Our organization is committed to regular monitoring, public reporting, and updating of our Accessibility Plan at least once every three years, or sooner if required. We are dedicated to building an organization that is inclusive and barrier-free for all employees, clients, and stakeholders.

Any requests for IMP Aerospace’s accessibility plan, progress reports, and feedback processes in an alternate format, and/or for any feedback or inquiries regarding the plan, its implementation or any barriers you may have encountered when dealing with IMP Aerospace please contact:

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2. Status of Progress on Areas in Section 5 of the ACA

Priority Area	Key Deliverables	Status
Employment	Hiring Teams including hiring managers, recruiters and HR Department to complete intercultural competency and unconscious bias training.	
	Reviewing all job descriptions to validate minimum requirements and unnecessary references to resulting in barriers to people with disabilities.	
	Ensuring all applicant tracking system is user friendly for all applicants	
	Adding into hiring process all recruiters to verifying with all interviewees whether any of level of accommodation is required during the recruiting process to ensure there are no barriers to accessibility.	
	Ensure all job postings include an equity statement welcoming persons with disabilities to apply and to self identify they chose to do so.	
	Conduct focus groups with our Employment Equity Committee and persons with disabilities to ensure all barriers to employment are considered.	

	Identify mitigation strategies for any barriers to employment identified from the focus groups	
	Implement mitigation strategies identified to eliminate barriers to employment	
	Communicate and train, all requisite parties, on any process changes to eliminate barriers to employment.	
Built Environment	Engage with a third-party consultant to review accessibility requirements	
	Assess first two of seven buildings	
	Assess the remaining five of seven buildings	
	Provide assistive devices and tools for employees with disabilities i.e. adjustable height desks, speech to text etc.	
	Work with persons of disability to identify barriers and challenges; and, develop strategies to implement modifications and renovations to the physical workspace.	
	Implement any suggested modifications/renovations that are selected as a resolution to the barrier.	
ICT	Authorize assistive technologies (i.e. speech-to-text, closed captioning, dictation, high contrast, alternative input devices, etc.)	
	All required IT staff to take an internal learning session on accessibility in IT, to ensure that accessibility is included as a design consideration for software developed for internal use.	
Communication (other than ICT)	Stand up a project team to devise a strategy to improve the accessibility of all formal communications.	
	Review recommendations from project team to improve accessibility for all formal communications.	
	Implement recommendations to improve accessibility for all formal communications.	
	Implement a feedback mechanism to allow employees to indicate whether communication is clear and concise.	
	Update any “readability” on non-digital communications (i.e. signs) for visual disabilities.	
	Conduct focus groups with Employment Equity Committee to determine any methods of improvement with communications.	
Procurement	Provide training to procurement team to improve their awareness of accessibility considerations in procurement and contract activities.	
	Have Procurement team review processes to ensure accessibility is incorporated in their daily activities.	
	Implement any process changes required to ensure procurement team is accessible with no barriers when completing their daily activities in procurement and contracts.	
Programs and Services	Review company policy to ensure that programs and services support the ongoing needs of persons with disabilities in the workplace.	

	Have on-going consultations with the Employment Equity Committee to further reduce barriers to people with disabilities.	
	Update company policies, programs and services to support the ongoing needs of persons with accessibility needs.	
Transportation	Ensure policies and processes support all methods of transport used by third party services when contracted by IMP are barrier free.	

On Track
Re-sequenced for 2026
Planned for 2027
Completed

3. Consultations

Formal consultation activities were limited during this reporting period; however, IMP Aerospace has maintained its commitment to engaging employees and gathering meaningful feedback to inform future accessibility work. At the time of this report, the organization is preparing an employee survey for individuals who have self-identified as persons with disabilities. This survey will provide an opportunity for employees to share feedback and recommendations on accessibility throughout IMP Aerospace facilities and will address the priority areas under section 5 of the Accessible Canada Act. The results and themes collected through this process will be reviewed and reflected in the next progress report.

Due to turnover and vacancies on the Accessibility Committee, committee activity was temporarily reduced during the latter part of the reporting period. Re-establishment of the Accessibility Committee is underway, with a focus on renewing membership, confirming roles and responsibilities, and re-engaging the committee in consultation, barrier identification, and follow-up actions. This renewed structure is expected to support more consistent accessibility planning and implementation in the next reporting cycle.

4. Feedback and Complaints Process

As part of our ongoing commitment to accessibility and in accordance with the requirements outline in the Accessible Canada Act and its associated regulations, mechanisms have been maintained to receive accessibility-related feedback from the public, employees, and other stakeholders.

During this reporting period, no feedback or complaints have been received regarding barriers to accessibility or the implementation of accessibility measures. This includes

feedback submitted through all established channels, such as mail, email, telephone, and in-person communications.

While no input was recorded during this reporting period, the organization remains committed to continuously improving accessibility and encourages all stakeholders to provide feedback. Mechanisms for receiving and responding to accessibility feedback remain active, and information on how to submit feedback continues to be available on our website and internal communication platforms. We will continue to monitor all channels and document any feedback or complaints received in future reports in accordance with the applicable regulatory requirements.

5. Challenges Encountered

During this reporting period, the organization experienced internal transitions that affected the pace of measurable progress on some accessibility goals. While no feedback or complaints were received through the established accessibility feedback mechanisms, staffing changes and competing operational priorities created capacity constraints that required the organization to focus on maintaining core accessibility commitments and preparing for renewed implementation.

The most significant challenge was staffing turnover, including changes in key roles involved in accessibility planning and coordination. These transitions affected continuity, committee engagement, and the ability to advance some planned activities within the original timelines.

In response, IMP Aerospace has prioritized re-stabilizing the internal structure that supports accessibility work. This includes rebuilding committee capacity, strengthening ownership of accessibility activities, and re-sequencing planned actions so they can be completed in a more coordinated and sustainable way.

Although progress was limited in some areas, this period provided an opportunity to assess internal capacity, confirm continuing obligations, and prepare the organization for a more focused accessibility work plan in the next reporting cycle.

6. Next Steps and Priorities

Looking ahead, the organization is focused on converting the stabilization work completed during this reporting period into renewed action. With internal leadership and committee capacity being re-established, the following priorities have been identified to support continued progress under the Accessible Canada Act. Each action has been re-sequenced to provide a practical path forward during the next reporting period.

1. Built Environment

- Priority: conduct updated accessibility audits across all facilities to identify physical barriers.
- Next Steps:

- Re-engage facility management and accessibility consultants – Q2 2026
 - Develop a remediation plan based on audit findings – Q3 2026
 - Begin implementation of priority retrofits – Starting Q1 2027.
2. Information and Communication Technologies (ICT)
- Priority: improve digital accessibility across internal platforms and external-facing websites.
 - Next Steps:
 - Perform an ICT accessibility gap analysis – Q2 2026
 - Update procurement specs for new digital tools to meet WCAG 2.1 Standards – Q3 2026
 - Begin remediation of priority systems – Q1 – 2027
3. Communication (Other than ICT)
- Priority: Ensure all public and internal communications are accessible in format and language.
 - Next Steps:
 - Review and update communication protocols and templates – Q3 2026
 - Provide plain language and alternate format training to communication staff- Q4 2026
 - Pilot accessible document practices in department wide rollout – Q1 2027
4. Procurement of Goods, Services, and Facilities
- Priority: Embed accessibility criteria in all procurement processes.
 - Next Steps:
 - Update procurement policies to include accessibility requirements – Q3 2026
 - Train procurement officers on accessibility standards and tools – Q4 2026
 - Begin applying update procurement standards organization wide – Q1 2027
5. Programs and Services
- Priority: Review existing services to identify accessibility barriers for the public and employees.
 - Next Steps:
 - Launch accessibility review of all major programs – Q4 2026
 - Consult stakeholders and person with disabilities for feedback – Q4 2026 to Q1 2027.
 - Develop action plan for service improvements – Q2 2027.
6. Transportation
- Priority: Evaluate and improve accessible transportation options for employees and service users.
 - Next Steps:

- Conduct accessibility review of internal and contracted transportation services – Q3 2026
- Align transportation standards with national guidelines – Q4 2026
- Implement recommendations in phases – Starting Q1 2027.

The organization remains dedicated to achieving an inclusive and barrier-free environment. Progress in each priority area will continue to be tracked and reflected in the next accessibility report, with an emphasis on transparency, realistic timelines, measurable outcomes, and meaningful stakeholder engagement.