

Canada Hibernia Holding Corporation

Accessible Canada Act

Multi-Year Accessibility Plan

Progress Report

December 31, 2023

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General

Canada Hibernia Holding Corporation (CHHC) is a wholly owned subsidiary of Canada Development Investment Corporation (CDEV), a federal crown corporation. CHHC was established in March 1993, for the sole purpose of holding and managing the Government of Canada's 8.5% working interest in the Hibernia offshore oil project.

CHHC is a non-operating owner of the Hibernia oil field and as such, CHHC is not an active procurer of goods and services but rather the Hibernia field operator (HMDC) acquires most of the goods and services that CHHC is obligated to pay for.

CHHC is managed by its Board of Directors which through its parent company, CDEV, reports to Parliament through the Minister of Finance.

Under the *Accessible Canada Act*, federally regulated entities must report to the public on their policies and practices in relation to the identification and removal of barriers by publishing their accessibility plans, feedback processes and progress reports.

Progress Highlights

Canada Hibernia Holding Corporation has made progress regarding its 2023 to 2025 Accessibility Plan. Notably, employees have had Disability and Inclusion in the Workplace training and a report on the accessibility of the CHHC office building was completed.

Feedback Mechanism

The *Accessible Canada Act* requires organizations to establish a process for receiving and dealing with feedback regarding the implementation of the Accessibility Plan. CHHC will regularly monitor and evaluate feedback to incorporate into future plans where possible.

If you have any questions, feedback, or suggestions, please contact us:

Title: Accessibility Lead

Mailing Address: Canada Hibernia Holding Corporation
1750, 144 - 4th Avenue SW
Calgary, AB T2P 3N4

Telephone: 403-269-7858, ext. 1
Email: accessibility@canadahibernia.com

Feedback Process:

1. Feedback will be received by either telephone (and transcribed to an accessible Word document), mail (and scanned to a pdf) or email.
2. All feedback will be saved in a designated "Accessibility Plan Feedback" electronic folder.
3. The sender of any feedback will be notified that it has been received and suggested modifications to the Accessibility Plan will be reviewed.

Alternate formats of the Accessibility Plan, this Progress Report and the Feedback Process are available upon request. Please contact CHHC for information and support.

A. Priority areas identified by the Act

1. Employment

Actions

1. Benchmark against ACA standards for Employment and update relevant CHHC policies, guidelines and programs as needed.
 - ACA standards for Accessible Employment is targeted for 2024 publication
2. Provide additional accessibility training for specific employees on topics as identified by their role.

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Diversity and Inclusion in the Workplace Training was provided to employees in 2023. Additional training opportunities are being considered for 2024.

ACA standards for employment have not yet been provided however CHHC will update relevant policies, guidelines and programs as needed when they are made available.

2. Built Environment

Actions:

1. Benchmark against ACA standards published for Built Environment and update relevant CHHC policies, guidelines, and programs as needed.
 - ACA standards for Built Environment, is targeted for publication in 2025
2. Ensure alternative arrangements are made available to anyone needing accessibility accommodations prior to attending a site or office.

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A report on CHHC's office building at The Ampersand in Calgary, Alberta was completed in November 2023. The report considered the barriers to accessibility for persons with disabilities, not just for mobility but for a range of disabilities including vision and hearing. The Built Environment within Ampersand has several areas that are barrier free.

The ACA standards for the built environment are not yet available. CHHC will continue to monitor opportunities to increase accessibility in the built environment and will update relevant policies, guidelines and programs as appropriate when standards are provided.

3. Information and Communication Technologies ("ICT")

CHHC does not maintain a website and public information is provided through its parent corporation, CDEV. Internal communications utilize Microsoft Office Suite and the inherent accessibility features.

Organizational online information is available on Info Source. Info Source: Federal Government and Employee Information provides information about the functions, programs, activities, and related information holdings of government institutions subject to the *Access to Information Act* and the *Privacy Act* (ATIP). It provides individuals and employees of the government with relevant

information to access personal information about themselves held by government institutions subject to the *Privacy Act* and to exercise their rights under the *Privacy Act*.

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Nothing to report.

4. Communications other than ICT

Actions:

1. Benchmark against ACA standard for Communication and update relevant CHHC policies, guidelines and programs as needed.
 - ACA standards for Communication is targeted for publication in 2024
2. Create standards for public-facing communications to be in plain language where necessary.
3. Evaluate current public-facing documents for clarity and plain language and provide plain language versions where necessary.

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Additional ACA standards for Communication are pending and will be incorporated as they are available. Public facing documents are administered through its parent corporation, CDEV.

5. The Procurement of Goods, Services, and Facilities

Actions:

1. Benchmark against ACA standards for Procurement when published.
 - No ACA standards for Procurement are currently targeted for publication
2. Establish accessibility expectations of supplier.

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Accessibility is considered when making specific purchases.

When ACA standards for procurement are published CHHC will update relevant policies, guidelines and programs as needed when they are made available.

6. The Design and Delivery of Programs and Services

Actions:

1. Benchmark against ACA standards for Design and Delivery of Programs and Services and update relevant CHHC policies, guidelines, and programs as needed, when published.
 - No ACA standards for Design and Delivery of Programs and Services are currently targeted for publication
2. Build a culture where universal design is used to guide the design and delivery of CHHC's policies, guidelines services and programs.

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ACA standards for Design and Delivery of Programs and Services are currently targeted for publication in the future. CHHC policies, guidelines, and programs will be reviewed as needed, when published.

7. Transportation

This priority area under the *Act* is not applicable to CHHC.

B. Consultations

Methodology

This Progress Report was prepared through consultation with subject matter experts within CHHC. CHHC consulted with persons with disabilities with respect to the Plan.

Subject Matter Experts

Subject matter experts at CHHC were consulted in individual interviews and included follow up questions and answers. Internal stakeholders with knowledge of employment practices, procurement, facilities, digital resources, communications, and the design and delivery of public facing documents were consulted through the Senior Executive Assistant at Canada Hibernia Holding Corporation. Questions regarding accessibility barriers, current accommodation practices, and priorities for remediation were discussed and responses have been used to inform this Progress Report.

Accessible Canada Act Review Committee

The Progress Report was also reviewed by Excellence Canada's standing *Accessible Canada Act Review Committee*. Since 1991, Excellence Canada, a not-for-profit corporation, has been developing national organizational standards of excellence that focus on continual improvement across all business areas. Since 2009, under its People Access division, it has helped employers adopt the *Accessibility for Ontarians with Disabilities Act* regulations, recognizing the impact that accessibility has upon all the business areas of an organization. Consultation group members are individuals with a variety of lived experience with disabilities, and knowledge of a range of accessibility issues. The committee consists of members who self-identify with a disability including mobility, vision, learning disability, mental health disability and hearing loss. Committee members were provided an overview of the functions at CHHC and an advance copy of the draft CHHC Accessibility Plan Progress Report 2023. Members provided comments on the Report format and readability, accessibility actions and noted progress as outlined in the Report, and specific barriers that could be encountered. Committee feedback has been incorporated into this Report. The consultation period was December 4, 2023 to December 6, 2023.

Feedback

Canada Hibernia Holding Corporation has not received any feedback through its feedback mechanism as of this progress report. A review of the feedback mechanism is planned.