

Canada Hibernia Holding Corporation
2026 - 2028 Accessibility Plan

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1. Message from the President and CFO

At Canada Hibernia Holding Corporation (CHHC), we are committed to fostering and preserving an inclusive, respectful, and accessible workplace where every employee can make a full contribution and feel safe being themselves at work. Accessibility is crucial to ensure fairness for all. CHHC is committed to improving accessibility for its employees as well as for anyone interacting with CHHC. Our goal is to identify, eliminate, and prevent barriers in our policies and practices.

Our Accessibility Plan outlines the steps we are taking to improve our practices, listen to feedback, and ensure that accessibility is considered in our business operations.

We remain committed to continuous improvement. Together, we can build a workplace that works for everyone.

Anita Tonn

President and CFO

Canada Hibernia Holding Corporation (CHHC)

2. General

2.1 Executive Summary

The *Accessible Canada Act (ACA)* came into force in 2019 with the goal of building a barrier-free Canada by 2040. It requires organizations to identify, remove, and prevent barriers to accessibility.

At CHHC, we are committed to this vision. Our first Accessibility Plan was published in 2022, followed by annual Progress Reports in 2023 and 2024. With this second Accessibility Plan, we are taking the next step to embed accessibility more deeply into our culture and strengthen the progress we have already made.

CHHC's 2026-2028 Accessibility Plan describes our next steps for reducing barriers and preventing the introduction of new barriers over the next three-year period.

2.2 About Canada Hibernia Holding Corporation (CHHC)

Canada Hibernia Holding Corporation (CHHC) is a federal Crown corporation and a wholly owned subsidiary of Canada Development Investment Corporation (CDEV). It was created in 1993 to hold and manage the Government of Canada's 8.5% non-operated working interest in the Hibernia Development Project, which is an oilfield located 315 kilometers offshore Newfoundland and Labrador.

Hibernia is operated by Hibernia Management and Development Company Ltd. (HMDC) as agent on behalf of the joint owners. HMDC manages the day-to-day operations including procurement of goods and services. CHHC manages the transportation and marketing of its share of Hibernia crude oil through contractual relationships with other Hibernia owners and service providers to the producing fields offshore Newfoundland and Labrador.

CHHC is governed by its Board of Directors and reports to Parliament through the Minister of Finance, by way of its parent company, CDEV. CHHC's office is in Calgary with fewer than ten employees. CHHC does not provide programs or services directly to the public and has very few external visitors.

2.3 CHHC's Accessibility Statement

CHHC aims to be barrier-free and inclusive for everyone, particularly people living with disabilities. CHHC will review its policies, guidelines and documents with the intent to continually improve.

2.4 Contact Information and Feedback Process

CHHC welcomes feedback on this Accessibility Plan and our Progress Reports. Additionally if you have any feedback regarding our operations, if you need this Accessibility Plan in an alternate format, or have any questions, please contact us using any of the methods below:

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

Title: Accessibility Lead

Mailing Address:

Canada Hibernia Holding Corporation
1750, 144 – 4th Avenue Southwest
Calgary, Alberta
T2P 3N4

Email address: accessibility@canadahibernia.com

Telephone number: 403-269-7858, Extension 1

CHHC's 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 and reviewed for potential changes to our Accessibility Plan.

3. You can submit feedback anonymously or include your contact information. If you include contact information, we will endeavour to confirm receipt within five business days. Anonymous feedback will not receive a response but will still be reviewed and considered.

Requesting this Plan in Alternate Formats

CHHC is committed to making this Accessibility Plan available in formats that meet the needs of all people, including persons with disabilities. You can request this Plan in the following alternate formats:

- Print
- Large print
- Braille
- Audio
- Electronic formats compatible with screen readers

3. 2025 Progress Report

Since the release of our 2023–2025 Accessibility Plan, CHHC has made meaningful progress toward creating a more accessible and inclusive organization. Guided by the *Accessible Canada Act* and informed by our employees, we have continued to strengthen accessibility across our operations.

In 2025, we achieved the following:

- **Enhanced accessibility within the office environment**
CHHC completed accessibility improvements to its built environment by upgrading the main door locking system to raise the placement height to an accessible level. This modification has improved physical access for employees.
- **Maintained ergonomic and flexible work arrangements**
All employees continue to have access to height-adjustable desks and other ergonomic supports. CHHC also maintained a hybrid work model, allowing for flexibility while ensuring that individual accommodation needs can be addressed as they arise.
- **Engaged employees through accessibility consultations**
External consultants facilitated employee interviews to help inform the development of CHHC’s 2026–2028 Accessibility Plan. These consultations provided valuable insights into existing strengths and opportunities for continued improvement.

- **Continued accessibility training and awareness**
Employees received ongoing support and information to reinforce accessibility awareness and inclusion in daily operations. Employees also received Accessibility 101 training, facilitated by CDEV, which focused on types of disabilities, inclusion, accessibility fundamentals, respectful communication, and included real-world examples and scenarios. It also reviewed elements of the *Accessible Canada Act*, and the core components of CDEV's 2026-2028 Accessibility Plan. The training was recorded and will be used to onboard new employees going forward.

These accomplishments have strengthened awareness and accessibility in CHHC's workplace and reinforced our commitment to continuous improvement.

4. Consultations

To support the development of this Accessibility Plan, CHHC conducted consultations in accordance with the *Accessible Canada Act*. These consultations were facilitated by a third-party accessibility consulting firm.

Given the small size of CHHC, employees were provided the opportunity to share their experiences and perspectives on accessibility, whether or not they have chosen to disclose a disability. Individual discussions focused on identifying current strengths, potential barriers, and opportunities to enhance accessibility across the organization.

This Plan also reflects the expertise of the third-party accessibility consultants, including team members with diverse lived experience of disability. This approach reflects the principle of "Nothing about us, without us," ensuring that people with disabilities are meaningfully included in shaping accessibility improvements.

Insights gathered through this process directly informed the development of this Plan and helped identify accessibility priorities for 2026-2028.

5. Areas Described Under the Act

There are seven priority areas described under Section 5 of the *Accessible Canada Act*. These areas include:

- Employment
- The Built Environment
- Information and Communication Technologies (ICT)
- Communication, other than ICT
- The Procurement of Goods, Services and Facilities

- The Design and Delivery of Programs and Services
- Transportation

CHHC has included an additional priority area, **Governance and Culture**, to this Accessibility Plan to draw additional attention to the importance of this factor in the success of accessibility at the organizational level.

5.1 Governance and Culture

The governance and culture priority area focuses on strengthening a workplace culture that values accessibility and inclusion. This includes building awareness of barriers and supporting leaders to model inclusive practices.

Accessibility Achievements

CHHC continues to foster a collaborative and inclusive culture that supports accessibility and psychological safety. Employees are encouraged to provide feedback and raise accessibility considerations in day-to-day operations. Team members demonstrate flexibility and responsiveness, adjusting where improvements are identified. CHHC also engages with community organizations that promote inclusion for people with disabilities, such as Easter Seals Alberta, to strengthen awareness and connection beyond the organization.

Barriers to Accessibility

CHHC has not provided a regular (such as annual) cadence of training for employees on accessibility or disability inclusion. Offering periodic refresher training is a best practice that helps support an inclusive workplace culture.

Action to Improve Accessibility

1. **By December 2026** and thereafter, CHHC staff will participate in annual accessibility training sessions provided by CDEV, as detailed in CDEV's 2026-2028 Accessibility Plan.

5.2 Employment

This priority area covers the full employment lifecycle, including recruitment, onboarding, training, career development, day-to-day work, accommodations, and offboarding, with the goal of ensuring a barrier-free experience at each stage for all employees.

Accessibility Achievements

CHHC continues to support an inclusive and flexible work environment that meets the needs of all employees. The organization has maintained a hybrid work model, currently requiring three in-office days per week, supporting flexibility and work–life balance. Accommodations for in-office and offsite events are planned, ensuring dietary, mobility, and other needs are addressed.

While CHHC currently has no active job postings, CHHC will ensure future job postings are written in plain language, use inclusive language, and actively invite candidates to request accommodations. This approach ensures that job opportunities are accessible to a diverse range of applicants.

Barriers to Accessibility

Accommodation Process is Unclear

CHHC does not currently have a clear self-identification process for employees who may wish to disclose a disability or request accommodations. Without a simple and confidential process, employees may feel discouraged from making requests, and delays in resolving accommodations may occur.

Accessibility Awareness Training Missing from Onboarding

New employees do not receive basic training on accessibility and disability inclusion as part of onboarding. Without this training, teams may miss early opportunities to remove barriers and ensure consistent inclusive practices.

Actions to Improve Accessibility

1. **By December 2026**, CHHC will work with CDEV to establish a simple and confidential self-identification process for employees to voluntarily share their accommodation needs or provide feedback on accessibility.
2. **By December 2027**, CHHC will leverage CDEV’s support to update onboarding materials, ensuring they reflect best practices for accessibility and inclusion.

5.3 Built Environment

This area refers to the physical spaces that employees and visitors use when engaging with CHHC. This includes entrances, workstations, meeting rooms, signage, washrooms, and lighting. It also extends to remote and hybrid work, where accessibility and ergonomic support are important for employees working from home.

Accessibility Achievements

CHHC continues to improve accessibility within its Calgary office environment. All employees have or may request height-adjustable desks or other accessible equipment as needed. A building and office walk-through with the building manager helped identify accessible features and improvement opportunities. CHHC's main door was upgraded in 2025 to adjust the locking mechanism to a standard height. CHHC's building manager has partnered with [Pedesting](#) to ensure visitors can easily locate accessible washroom facilities within the building and map their way for accessibility.

CHHC's fire wardens receive regular training on assisting persons with disabilities during emergency evacuation procedures.

Barriers to Accessibility

It was noted that sound travels easily between private office rooms, which can create distractions and affect confidentiality. The building's accessible washroom is located in the main lobby, rather than on CHHC's office floor, which could pose a barrier for some.

Action to Improve Accessibility

1. **By December 2027**, CHHC will continue to work with employees to identify and provide the supports they need to work effectively. This may include tools, equipment, or solutions to reduce distractions in the office, such as noise-cancelling headphones, tailored to individual needs and preferences.

5.4 Information and Communication Technologies (ICT)

This area covers the technology that CHHC uses. It includes hardware, software, online platforms, and assistive devices. Accessibility in ICT means making sure that all digital systems are usable by everyone, whether for day-to-day work, collaboration, or accessing services.

Accessibility Achievements

CHHC maintains accessible technology and digital systems, using Microsoft 365 features to create and review accessible content. CHHC collaborates with its parent company, CDEV, to align shared systems and digital platforms with accessibility best practices.

Barriers to Accessibility

No significant barriers have been identified in relation to CHHC's internal technology systems.

Actions to Improve Accessibility

1. **By December 2027**, CHHC will collaborate with CDEV to provide refresher training for all employees on existing accessibility features in in Microsoft Office programs.
2. **By December 2028**, CHHC will work with CDEV's Communications Team to stay informed about updates to the [CAN/ASC-EN 301 549:2024](#) Accessibility Standard for ICT products and services. CDEV's team will provide CHHC with updates on changes to accessibility legislation as needed. If the standard becomes a legal requirement, CHHC will update its practices to ensure compliance.

5.5 Communication other than ICT

This area looks at how CHHC communicates outside of digital systems. It includes all forms of internal and external communication such as reports, publications, and printed materials. Accessibility in this area means ensuring that information is easy to access, available in different formats when needed, and clear for a wide range of audiences.

Accessibility Achievements

CHHC continues to promote accessible communication in all materials. Alternative formats of documents are available upon request without restriction, ensuring that everyone can access information. CHHC has implemented a feedback process specific to accessibility and has updated its contact information to include a direct phone extension to improve clarity.

Barriers to Accessibility

No major communication barriers have been identified. CHHC recognizes the opportunity to enhance the clarity and consistency of plain language in organizational documents to

ensure that information remains accessible to all audiences.

Action to Improve Accessibility

1. **By December 2027**, CHHC will continue to ensure best practices in plain language communication are applied consistently.

5.6 The Design and Delivery of Programs and Services

The design and delivery of programs and services priority area address that CHHC's programs and services are accessible. This includes proactively considering accessibility when services are being developed to prevent barriers.

Accessibility Achievements

CHHC continues to apply accessibility considerations to its internal processes and operations. While CHHC does not directly design or deliver programs or services for public use, accessibility principles are incorporated into internal policy development and office procedures. The organization ensures that any internal initiatives are reviewed with accessibility in mind.

Barriers to Accessibility

Given the limited scope of CHHC's programs and services, and the nature of its business operations, no service specific accessibility barriers were identified through consultations, feedback, or review.

Action to Improve Accessibility

1. CHHC will continue to apply accessibility principles, as appropriate, to ensure that the organization remains inclusive and accessible for persons with disabilities.
2. CHHC will continue to remain alert to any feedback received from its employees or the public through its accessibility feedback process.

5.7 The Procurement of Goods, Services, and Facilities

The procurement of goods, services and facilities priority area relates to all goods, services, and buildings purchased or leased by CHHC.

Accessibility Achievements

CHHC considers accessibility when purchasing office supplies, furniture, technology, and other supports. Employee can request ergonomic or accessibility-related equipment as needed, and accessibility is also considered when selecting service providers.

Barriers to Accessibility

No significant barriers were identified in this area. Accessibility is already considered in day-to-day purchasing, and CHHC will continue to integrate accessibility into procurement practices to support consistency and awareness.

Action to Improve Accessibility

1. CHHC will continue to ensure that accessibility is considered in purchasing decisions.

5.8 Transportation

The transportation priority area relates to the accessibility of travel and transportation arranged by CHHC, including business travel and work-related events. While CHHC does not operate transportation services, accessibility is integrated into travel, hospitality, and event planning to help reduce barriers so that everyone can fully participate.

Accessibility Achievements

CHHC demonstrates its commitment to accessibility by considering and accommodating requests from employees and other parties to ensure that travel, hospitality, and events are accessible.

Barriers to Accessibility

This priority area has limited application for CHHC, as CHHC does not provide transportation services and typically does not arrange transportation for employees or host public events. No transportation-related barriers were identified.

Action to Improve Accessibility

1. **By December 2027**, CHHC will comply with amendments to CDEV's Travel, Hospitality, Conference and Event Guideline that address accessibility requirements, as described in CDEV's 2026-2028 Accessibility Plan. CHHC will also leverage support more generally from CDEV's Human Resources Team to assist employees who require accommodations for work travel or staff events, ensuring full participation.

6. Reporting and Implementation

This Accessibility Plan is an important step for CHHC in building a more accessible and inclusive workplace. In compliance with the *Accessible Canada Act*, CHHC will continue to publish a new Accessibility Plan every three years, and annual Progress Reports in the years between plans. All reports will be published to CDEV's website. These reports will track progress on the Plan's actions, incorporate feedback received, and be prepared in consultation with persons with disabilities.

7. Glossary

Accessibility: Accessibility refers to how services, technology, locations, devices, environments, and products are designed to accommodate persons with disabilities. Accessibility means giving people of all abilities equal opportunities to take part in life activities. The term implies conscious planning, design, and/or effort to make sure something is barrier-free to persons with disabilities. Accessibility also benefits the general population by making everything more usable and practical for all people.

Alternate Formats: Alternate formats refer to print, audio, or video materials that have been modified from their original format. Alternative formats present information in other ways so that everyone has equal access to the information. This can be very beneficial to persons with disabilities. Some common types of alternative formats are audio recordings, captions, braille, descriptive video, and large print. Alternative formats are sometimes referred to as accessible formats.

Barrier: The *Accessible Canada Act* defines a **barrier** as anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice; ("obstacle").

Disability: The *Accessible Canada Act* defines a **disability** as any impairment, including a physical, mental, intellectual, cognitive, learning, communication, or sensory impairment- or functional limitation – whether permanent, temporary, or episodic in nature, or evident or not, that, in interaction with a barrier, hinders a person’s full and equal participation in society.