

# **AODA Employment Standard**

H&R Block's employment policies and practices foster diversity, inclusiveness, and accessibility.

#### Recruitment

H&R Block makes every reasonable effort to accommodate selected job applicants who have disabilities. Selected applicants are informed that these accommodations are available for the interview process. If accommodation is requested, H&R Block will consult with the applicant and arrange for the provision of suitable accommodation that considers the applicant's needs.

All job postings include the following statement:

H&R Block fosters a workplace in which individual differences are recognized, appreciated, and respected. Accommodations are available upon request for candidates taking part in all aspects of the recruitment and selection process.

### **Accessible Formats and Communication Support**

In the onboarding process, Associates are advised of H&R Block's provision of job accommodations that consider an Associate's accessibility needs.

H&R Block makes every reasonable effort to provide or arrange for the provision of accessible formats and communication supports for information needed to perform their job duties.

## **Workplace Emergency Response Information**

H&R Block provides workplace emergency response information in the Company's onboarding of new Associate process. Where an Associate requires individualized workplace emergency response support, and with the Associate's consent, H&R Block will designate a person to provide emergency assistance to the Associate.

#### Performance Management, Career Development and Advancement

H&R Block considers the accessibility needs of Associates with disabilities when conducting performance management, or providing career development and advancement to Associates.

Please contact Human Resources, at <u>Humanresourcesinquiries@hrblock.ca</u> for additional information.