

Multi-Year Accessibility Plan 2026-2031

Organization: Voltera Inc.

Date created: April 6, 2026

Date of next review: April 5, 2031

Statement of Commitment

Voltera Inc. ("Voltera") is committed to providing a barrier-free environment for all employees, job applicants, customers, contractors, and other individuals who interact with our organization. We are dedicated to treating people with disabilities in a way that respects their dignity and independence, supports integration, and ensures equal opportunity.

Voltera is committed to meeting the requirements of the *Accessibility for Ontarians with Disabilities Act, 2005* ("AODA") and its accessibility standards, and to identifying, removing, and preventing barriers to accessibility on an ongoing basis.

Nothing in this plan limits Voltera's obligations under the *Ontario Human Rights Code* ("the Code") or any other applicable legislation.

Introduction

Voltera is a private, provincially regulated business operating in Waterloo, Ontario that makes rapid prototyping platforms for printed electronics.

Our workplace includes:

- An office environment
- A small on-site production area

Voltera is not a public-facing organization. Visitors come to our office with prior arrangement only (e.g., interviews, in-person meetings, demonstrations, and contractors).

Voltera strives to meet the needs of its employees and customers with disabilities and is working hard to remove and prevent barriers to accessibility.

Voltera is committed to fulfilling our requirements under the AODA. This accessibility plan outlines the steps we are taking to meet those requirements and to improve opportunities for people with disabilities.

Our plan shows how we will play our role in making Ontario an accessible province for all Ontarians.

The plan is reviewed and updated at least once every five (5) years, or earlier when there is a change to the AODA, the *Integrated Accessibility Standards Regulation* ("IASR"), or Voltera's practices, policies, and/or procedures to ensure the plan is up to date and all AODA requirements are integrated.

Past Achievements to Remove and Prevent Barriers

Customer service

Current practices

- Accommodations are provided upon request for interviews, meetings, and on-site visits.
- Assistive devices, service animals, and support persons are permitted, as required by law.
- Ensure employees are trained on accessible customer service during onboarding.

Information and communications

Current Practices

- Internal communications are digital.
- Recruitment and employment-related communications include notice of accommodation availability.

Employment

Current practices

- Voltera notifies job applicants that accommodations are available during recruitment.
- Individual accommodation needs are addressed on a case-by-case basis.

Procurement

The procurement standard does not apply to Voltera, as the organization does not provide procurement services.

Self-service kiosks

The self-service kiosks standard does not apply to Voltera, as the organization does not provide services using a self-service kiosk.

Training

Current practices

- All employees of Voltera are required to complete accessible customer service training as part of their onboarding.
- Training records are maintained in Voltera's HRIS.

Design of public spaces

Current state

- Voltera's workplace is not open to the public.
- Shared areas (e.g., parking, common washrooms, building entrances) are under landlord control.

Our premises are located in a leased facility. While Voltera may make accessibility improvements within areas under its control, certain shared spaces (including parking areas, building entrances, and common washrooms) are managed by the landlord.

Transportation

The transportation standard does not apply to Voltera, as the organization does not provide transportation services.

Strategies and Actions

Customer service

Voltera is committed to providing accessibility customer service to people with disabilities. This means that we will provide goods, services, and facilities to people with disabilities with the same high quality and timeliness as others.

Planned actions (2026–2031)

- Maintain accessible customer service practices aligned with Voltera's Accessibility Policy.
- Provide notice of temporary disruptions to employees and visitors when applicable.

Information and communications

Voltera is committed to making our information and communications accessible to people with disabilities.

Planned actions (2026-2031)

- Provide information in accessible formats and communication supports upon request.
- Ensure the Accessibility Policy and Multi-Year Accessibility Plan remain publicly available on Voltera's website.
- Periodically review public-facing website content for basic accessibility considerations (e.g., clear language, readable formatting).
- Ensure all updates to Voltera's public-facing website are compliant with WCAG 2.0.
- Voltera welcomes feedback on the accessibility of its workplace, policies, and practices. Feedback will be reviewed by a member of Voltera's Operations team and addressed in a timely manner.

Employment

Voltera is committed to fair and accessible employment practices.

Planned actions (2026-2031)

- Continue to provide accommodations throughout the employment lifecycle, including recruitment, onboarding, performance management, and return-to-work processes.
- Maintain documented individual accommodation plans where required.
- Review employment-related accessibility practices.
- Review HR policies for accessibility practices.

Procurement

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Self-service kiosks

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Training

Voltera is committed to providing training in the requirements of Ontario's accessibility laws and the Ontario Human Rights Code as it applies to people with disabilities.

Planned actions (2026-2031)

- Review current training records and have employees re-trained where training records don't exist.
- Have all employees complete training on the Human Rights Code as it relates to the AODA.
- Review and update current onboarding training.
- Educate recruiters and interviewers by participating in appropriate training.

Design of public spaces

Voltera will meet accessibility laws when building or making major changes to public spaces.

Planned actions (2026-2031)

- Ensure any renovations or modifications within Voltera-controlled areas consider accessibility.
- Raise accessibility-related concerns with the landlord when issues are identified in shared spaces.

Transportation

The Transportation Standard does not apply to Voltera, as the organization does not provide transportation services.

For More Information

For more information on this accessibility plan, or to request standard and accessible formats of this document, please contact Voltera's Operations team at:

- Mail or In-person: Voltera Inc., attn.: Operations Department, 180 Northfield Drive West, Unit 2, Waterloo, ON, N2L 0C7
- Email: accessibility@voltera.io
- Phone: 1-888-381-3332

Voltera's accessibility plan is publicly posted at: <https://www.voltera.io/legal/accessibility>.