**2025 Canadian Network Installations**

**Accessibility Progress Report**

**2025 Progress report on accessibility**

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13. ***About Canadian Network Installations (CNI)****:*

CNI is a medium size company with a mix of full time, part time and casual workers. A large portion of the company is made up of workers who are contracted out to other Telcos who work in conjunction with CNI’s accessibilities policy to ensure our workers with disabilities are working in safe spaces. The Accessible Canada Act (“ACA”) requires that Canadian Network Installations Inc. (“CNI”) establishes, publishes and regularly updates an Accessibility progress report, which outlines CNI’s strategy for identifying, preventing and removing barriers for persons with disabilities and its feedback process. The Accessibility Progress Report is available in an accessible format upon request and will also be posted on our website. The Accessibility Progress Report will be reviewed, updated, and published annually.

1. **Contact information**:

To request a copy of this Accessibility Progress Report in an accessible format, or to provide feedback, please contact Chris Watson, Administrative Support & Human Resources Associate, by email at chris.watson@cninet.ca or by phone at 819-216-6163, or by writing to the following address:1351 Rodick Road, Unit 6
 Attention: Chris Watson RE: Accessibility Progress Report

**2**. **Our Commitment**

CNI is committed to fostering an inclusive work environment for all workers with disabilities by removing barriers, both physical and stereotypical, that prevent our team members from performing tasks to their full potential. CNI is committed to providing the tools and programs, such as adequate equipment, so that our office workers can adapt it to their needs. We will remove barriers in our common areas to better accommodate our workers. Regarding our workers that are contracted out, we put an emphasis on companies that have their own policies regarding peoples with disabilities and ensuring they offer our workers a safe environment to work in. CNI is also committed to offering awareness training to our employees. During the onboarding of new employees, we are looking at incorporating an annual training capsule emphasizing the important contributions that our employees with disabilities provide the company and a reminder of their rights and our commitment to ensuring a safe workspace. By creating a committee that is solely focused on the concerns of our disabled workforce, we will be creating an employee resource group in 2026 and people with disabilities will be represented in the group.

**3. FeedBack**

By using feedback from our resource group as well as the accessibility committee, we will be able to form policies and make changes to current policies as events change within the organization. CNI will always strive to keep up with current demands as well as look at feedback from other organizations. We have formed an accessibility committee that meets on a monthly basis to go over issues of the day. In conjunction with our accessibility committee, we also have a safety committee to help enforce many of our accessibility initiatives. Today feedback is received in the following ways;

***By the team member :***

* + Meetings with direct supervisor

***2025/2026 team members will have the opportunity to be part of a resource group:***

* + Monthly or bi-monthly meetings in 2026 CNI will encourage team members with disabilities to participate in our newly formed Diversity, Equity & Inclusion resource group. They will have the opportunity to gather information from their peers and relay it back to the Diversity, Equity & Inclusion resource group, which will relay it back to the executive team so that adjustments can be made if required to do so.

***Reporting:***

* By reviewing incident reports CNI is able to gain critical feedback. Incident reports are reviewed by the safety committee, as well as the accessibility committee to determine whether or not a physical barrier caused the incident to a team member.

**4. Progress - ongoing / achieved**

In past years CNI has made a few changes to our accessibility plans that are progressive and meet the needs of our team members. Priorities for the next two years are to roll out training priorities. We will also emphasize working with vendors that have similar goals and respecting the ACA. In 2026 we are hoping to have our website updated finalized and we will have an accessibility component added to it. We now have an Accessibility committee formed and are meeting on a monthly basis working alongside our safety committee, by 2026 the HR team will be forming a resource group within CNI in which our team members with disabilities will be encouraged to join. Today we have in place team members made up of employees across Canada which makes up our accessibility committee.

1. **Delivery and services**

CNI has always had an accessibility competent to our delivery and services, and going forward we will put more emphasis on our training and sourcing out to vendors who adhere to the ACA regulations.

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| --- | --- | --- | --- |
| Priority | Progress | Details | Time Frame |
| Training | On going | training is given during the onboarding of new employees and next steps to be included in refresher training  | 2026 |
| Vendors | On going | Prioritizing vendors who have adopted a policy that deals with persons with disabilities  | 2027 |

1. **IT services**

We are currently updating our website with an accessibility component. In the past year, we have been looking into ways that we can improve the company’s website regarding disability initiatives. We're now in the process of working with a third party vendor to update the site. With the creation of the disability committee, we will be able to ensure the appropriate content will be included and updated. On the present website access is possible for all our team members.

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| Priority | Progress | Details | Time Frame |
| Website | On going  | Website will have a section dedicated accessibility  | 2026 |

1. **Resource groups / Committees**

Within CNI there are resource groups and committees that play an integral role in awareness and progression. In 2001 The safety committee was formed with the intent to ensure all our workers were working in a safe environment including our team members with disabilities. After a time we realized that a focus on accessibility was needed and the accessibility committee was formed in 2023. This team meets on a monthly basis. Going forward our Diversity, Equity & Inclusion resource group will continue to work together with our Accessibility committee to ensure the best initiatives are put forth for the better of our employees. Following up on programs already established and new incentives and best practices used by other organizations such as our clientele, are also great resource assets in brainstorming ways we can address accessibility concerns.

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| Priority | Progress | Details | Time Frame |
| Safety committee | On going  | Meets monthly meetings looking into any issues regarding safety overall. Will include a period to discuss any accessibility issues  | Ongoing |
| Accessibility committee | ongoing | Meets once a month to go over any issues regarding physical barriers  | Ongoing |
| Diversity, Equity & Inclusion resource group | In Progress | Meets once a month to go over any issues regarding diversity, equity and inclusion initiatives  | Ongoing |

1. Team members

The following team members are part of the accessibility committee and meet on a monthly basis to discuss issues directly dealing with accessibility. The committee is made up of team members from across the country who report back to the executive team on matters that affect or maintain policies. The executive team will report new demands from our clients or government body to the committee to ensure that they are compliant with the ACA. In the past few years, we have worked on removing physical barriers in our buildings. A large portion of our work spaces are leased and we are working with landlords to try and work out agreements whereas the accessibility costs can be shared in order to better the premises as well as the personnel accessing the facilities.

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| --- | --- | --- | --- |
| Name | Last name | Position | Location |
| Chris  | Watson | Admin support / HR Associate  | Quebec |
| Modestino | Pellecchia | Project Manager | Ontario |
| Jommar | N De Vera | Manager | Alberta |
| Nick | Mariani | Project Manager | British Columbia |

**5. Employment**

During our recruitment procedures, potential team members are invited to apply and be part of a fair recruitment process. CNI has put in place incentives for the disability community to feel safe in the recruitment process through the following initiatives;

* Job fares
* Safety Committee
* DEI (Diversity, Equity and Inclusion committee)
* Human Resources
* Training

**Job Fares:** working within the industry, CNI works with organizations that promote jobs for workers with disabilities and participate in organized events.

**Safety committee:** have a diverse group of team members from across the company with the priority of having few team members from our disability community.

**DEI (Diversity, Equity & Inclusion Committee):** similar to tasks of the safety committee in which this group looks at the company as whole to identifies barriers and reviews best practices to become a more diverse, equal, and inclusive company.

**Human Resources:** the HR department sets policies based on the feedback received from the Safety, DEI, Accessibility committees and governing bodies. The HR department sets policies that will be strictly adhered to throughout the organization without expectation.

**Training:**  training is a key component to the overall success of implementing any policy regarding the ACA (Accessible Canada Act). New employees will be onboarded and informed regarding CNI’s policies and existing employees will be given refresh training.

**2026/2027**

CNI will continue to encourage the development of our policies and training programs. Our safety committee and our resource groups will be encouraged to give feedback on the daily tasks that are being executed each day, and ensure that there are no barriers which can impede our team members with disabilities to perform their work. Going forward, best practices within our organization will be looked into and how they we are achieving our goals regarding accessibility concerns. Publicly we will continue to show that we are an inclusive company when it comes to hiring personal with disabilities. This will be achieved by being present in local job fairs, by updating our website and making it accessible to those with disabilities, as well as our hiring and onboarding processes.

**Conclusion**

CNI will always be respectful of the needs of our employees with disabilities and we will ensure that when possible all physical barriers will be removed so employees are able to perform their duties in a safe and comfortable environment. Through our committees and resource groups and through best practices, we will be kept updated on new initiatives being implemented in other organizations similar to ours as a company that believes in inclusiveness. We strive to ensure the safety and well being of all our employees.