



Accessibility Plan – Progress Report

General

Simpson Seeds Inc. have prepared our progress report to meet your organization's obligations under the [Accessible Canada Act](#) (ACA) and the [Accessible Canada Regulations](#) (ACR).

Our progress report provides updates on the progress we have made in implementing our accessibility plan.

How to provide feedback:

The company welcomes any feedback from the public. Any feedback or questions regarding this plan or requests for copies of the (accessibility plan OR progress report) in an alternative format can be addressed to the following designated company representative:

Jarrold Jeanson, Human Resource Coordinator

306-694-7769

1170 North Service Road, Moose Jaw, SK, S6H 4P8

jarrod@simpsonseeds.com

Feedback can be provided anonymously if desired. Feedback can be received by email, telephone or mail.

How to request alternate formats

You can use the contact information listed below to ask us for a copy of our feedback process description, or our progress report in these **alternate formats**: print, large print, audio or an electronic format that is compatible with adaptive technology that is intended to assist persons with disabilities. We will provide the format you ask for as soon as possible. Audio formats may take up to 45 days. Print, large print and electronic formats may take up to 20 days.

Contact us:

Contact methods must include email, phone, mail and any other means that you use to communicate with the public (e.g., social media):

- Email: ssi@simpsonseeds.com
- Phone: 306-693-2132
- Mail: 1170 North Service Road, Moose Jaw, SK, S6H 4P8
- Video relay service (VRS): [Canada VRS](#)

Feedback

While Simpson Seeds has received no specific feedback on our Accessibility Plan, internally we have:

- Senior management reviewed the Accessibility Plan with the HR Coordinator to modify workspaces and adapt work practices to accommodate the suggestions laid out in the plan.
- HR coordinated with the Canadian Council on Rehabilitation and Work to interview more clients with barriers based on our labour needs.
- All supervisors and managers have completed Accessibility training.

Consultations

Simpson Seeds is committed to ensuring that persons with disabilities are involved in all decision-making regarding its policies, programs, practices, and service delivery. In preparation of this progress report, the company consulted with employees and representatives from the **Canadian Council on Rehabilitation and Work (CCRW)**, in the following manner:

- Surveys with our employees via our HRMS
- Email consultations with the CCRW
- Dates / time periods of consultations: Quarterly
- We asked participants the following questions:
 - We asked the CCRW to send us applicants to interview for our job vacancies
 - We asked the staff about how they prefer to receive information (verbal, written, visual) to better understand their comprehension needs

- We asked the staff if they needed any accommodations in regard to their physical, emotional, psychological needs

We made our consultations accessible by:

- ☐ Ensuring our venue was wheelchair-accessible
- ☐ Consultation documents were available in accessible formats

Who we consulted:

- We consulted:
 - ☐ Individuals with disabilities
 - ☐ Disability organizations

List the names of the organizations: Canadian Council of Rehabilitation and Work

- Total number of participants (not including members of our organization): 2
- Number of participants with disabilities: 3
- Types of disabilities represented: Mental health, Learning

Employment

We have made the following progress in removing the barriers identified in our accessibility plan:

- Barrier 1: Where necessary, accommodations are being made during the recruitment and selection stages, and throughout the employment lifecycle.

Progress Update: By the end of 2024 we had recruited two individuals with barriers and made accommodations (via cross training, work hour flexibility) to ensure they are successful in our workplace.

- Barrier 2: All training and development programs provided will consider an employee's barriers and abilities, and are provided in alternative formats, such as providing training options online or in-person or in different languages.

Progress Update: We have employed training software that allows our training to be provided in different languages. We also do in-person training for employees as required.

The Built Environment

We have made the following progress in removing the barriers identified in our accessibility plan:

- Barrier 1: Our head office is not wheelchair accessible (automatic doors)

Progress Update: We have received a quotation to implement automatic doors for our facility. We are evaluating our budget to see if this is feasible.

- Barrier 2: We do not have a designated handicapped parking space or handicapped parking signs in the front of our office.

Progress Update: We now have a designated handicapped parking space and sign in the front of our office.

- Barrier 3: Our counters are too high in the front office and in the sample room for someone in a wheelchair.

Progress Update: We have re-measured our workspaces in the front office and sample room and can make these accommodations if needed.

Information and Communication Technologies

We have made the following progress in removing the barriers identified in our accessibility plan:

- No barriers noted at this time.

Communication, other than ICT

- This area is irrelevant to our operations.

The Procurement of Goods

- No barriers noted at this time.

The Design and Delivery of Programs and Services

We have made the following progress in removing the barriers identified in our accessibility plan:

Barrier 1: Company website does not meet conformance set out in the Web Content Accessibility Guidelines

Progress Update: Our new website meets the requirements of the Web Content Accessibility Guidelines including text alternatives, keyboard accessibility and colour contrast.

Transportation

- This area is irrelevant to our operations.

Conclusion

- Simpson Seeds Inc. will continue to monitor and measure our progress to make sure we are meeting the remaining accessibility goals and removing or preventing the remaining barriers that were identified in our accessibility plan.
- We will continue to encourage feedback using our feedback process and that feedback will be used to help us to fully implement your accessibility plan
- All feedback will be reviewed and evaluated by Senior Management on a quarterly basis.
- We will publish another progress report in 2026 on the implementation of our current accessibility plan, following which a new accessibility plan will be published.