

## **TAKEAWAYS FOR WEBSITE ACCESSIBILITY IN CANADA**

1. Starting January 1, 2021, Designated Public Sector Organization and Organizations with over 50 Ontarian employees are required to make their websites and web content comply with the Website Content Accessibility Guidelines (WCAG) 2.0 Level AA, except for live captions and pre-recorded described video.
2. Ensure all public facing documents are accessible too. Documents on your website, such as Word and PDF files, are also considered web content and comply with WCAG 2.0 Level AA.
3. Establish baselines as to your organization's compliance with the website accessibility requirements of AODA by working with outside experts and take efforts to improve.
4. Establish an accessibility committee comprised of stakeholders with different abilities inside and outside of your organization to assist with maintaining compliance and developing accessibility practices and policies.
5. Build accessibility into your internal processes (such as web development or marketing) with guidance of the accessibility committee, for instance, include WCAG 2.0 compliance as part of your Quality Assurance testing process.
6. Build accessibility into your procurement practices by adding website accessibility to your RFPs and vendor due diligence requirements for vendors.
7. Do not submit your Accessibility Report on June 1, 2021 before determining your compliance with WCAG 2.0 Level AA (if you are a Designated Public Sector Organization and Organizations with over 50 Ontarian employees). Both the organization and its directors can be liable for fines up to \$100,000 per day for a corporation and \$50,000 per day for an individual for furnishing false or misleading information in an accessibility report.

8. Ontario has no private action for non-compliance with the AODA, but the Accessibility for Ontarians Disability Division's Director can order non-compliant organizations to comply with the requirements or issue Administrative Monetary Penalties.
9. [Subscribe to Accessibility Ontario's Accessibility Toolbox](#) to receive announcements from Accessibility Ontario and Accessibility Laws.
10. Website accessibility allows people with different abilities to learn about and purchase your products and services.

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