

Accessible Employment Standard Regulation

The Accessible Employment Standard Regulation builds on the existing requirements of the Human Rights Code (Manitoba). This standard applies to paid employees who are full-time, part-time, apprentices and seasonal workers. It addresses practices relating to employee-employer relationships, including measures, policies and practices related to the recruitment, hiring and retention of employees.

Requirements:

- **Workplace Emergency Response Information:** Create emergency response information to help employees stay safe during emergencies.
- **Workplace Emergency Assistance:** Ask employees who require assistance for permission to share information with individuals who agree to help.
- **Recruitment:** Offer reasonable agreed upon accommodations when recruiting new employees.
- **Hiring:** Inform applicants about workplace accommodation policies and practices when making an offer of employment.
- **Inform employees:** Let employees know about accessible employment policies and practices, including updates.
- **Communication of Information:** Offer accessible formats and communication supports to employees, upon request.
- **Accommodation:** Develop and implement individual accommodation plans for employees upon request.
- **Management Responsibilities:** Empower management to consider workplace accommodations to remove a barrier affecting an employee's performance.
- **Training and Advancement Opportunities:** Consider workplace accommodations to remove a barrier that may affect an employee's opportunities for training and advancement.
- **Return to Work:** Have a policy and process to determine reasonable workplace accommodations when an employee is returning to work.
- **Accessibility Training:** Train management and staff with human resource responsibilities about accessible employment and related legislation.

Public sector organizations and large private sector organizations with 50 or more employees are also required to document their accessible employment policies and provide public notice that these are available on request.

Compliance Dates

The Accessible Employment Standard was enacted **May 2019**. All Manitoba organizations with one or more employees were required to comply by **May 2022**.

This resource is not legal advice. It does not replace the content of the Accessible Employment Standard Regulation or the Accessibility for Manitobans Act. If there is any conflict between this training resource and the regulation or the act, the latter two shall prevail.

Learn more about the Accessible Employment Standard and access resources by visiting [AccessibilityMB.ca](https://www.accessibilitymb.ca)

