Message from the Owner

Our Commitment to Inclusion and Accessibility

Dear Paragon Security Team,

Today, I want to reaffirm our unwavering commitment to fostering an inclusive and accessible environment at Paragon Security.

Inclusion and accessibility are not just buzzwords for us; they are fundamental principles that shape our identity as an organization. We believe that every individual, regardless of their background, abilities, or differences, deserves respect, equal opportunities, and the chance to thrive.

We recognize that diversity is our strength. It sparks innovation, fuels creativity, and empowers us to better understand and serve the diverse needs of our customers and partners. Embracing diversity in all its forms is how we will continue to excel and lead in our industry.

Accessibility is a core value for us. We are committed to making our training, services, and offices accessible to everyone. This means providing reasonable accommodations, implementing assistive technologies, and continually improving our processes to eliminate barriers. We want to ensure that every interaction with Paragon Security is seamless and inclusive.

We understand the importance of complying with accessibility laws and regulations and are fully committed to doing so. However, our commitment goes beyond compliance. We aim to set the standard for accessibility in our industry, setting an example for others to follow.

Our commitment to inclusion extends to our workforce. We are dedicated to creating a workplace where all employees can thrive, grow, and contribute their unique talents. We will continue to promote diversity in hiring, development, and leadership positions.

To achieve these goals, we invest in education and awareness programs. We want to ensure that every member of our team understands the importance of inclusion and accessibility, and we will provide the tools and resources to make it a reality.

Our responsibility doesn't end at our office doors. We are actively engaged in initiatives that promote inclusion and accessibility in the communities we serve. We believe in giving back and making a positive impact beyond our business.

Our vision is simple: to be a company known not only for our training and services but also for our commitment to inclusion and accessibility. We want to be leaders in creating a more inclusive and accessible world, where everyone has the opportunity to succeed.

I encourage each and every one of you to join us in this journey. Share your ideas, experiences, and feedback. Together, we can build a workplace and a company that reflects the values of inclusion and accessibility.

Thank you for your dedication to our mission and for making Paragon a truly inclusive and accessible place.

Warm regards,

Ron France
CEO, Paragon Security

INTRODUCTION

At Paragon, we believe that Diversity, Equity, and Inclusion (DEI) are not just moral imperatives, but catalysts for innovation and growth. Our leaders function as role models, and their diverse voices and perspectives empower us to embrace challenges, foster creative problem solving, and turn obstacles into opportunities. By cultivating a workplace culture that is welcoming, respectful, and collaborative, we provide our employees with the freedom to question the status quo and drive positive change.

In line with our core values, Paragon is committed to treating everyone with dignity and respect. We acknowledge that fostering equity in the workplace can be complex, as fair treatment can vary based on each employee's unique experiences. Consequently, we are dedicated to equipping each individual with the specific tools they need to access opportunities and thrive within our organization.

We strive to be an equal opportunity employer that values and respects diversity, upholds the dignity and worth of every individual, and fosters a culture of understanding and mutual respect for human rights. In alignment with the Ontario Human Rights Code, we are committed to creating a workplace free from discrimination and harassment. Our goal is to identify, reduce, or mitigate the adverse effects of any barriers as we work towards establishing a more equitable business environment.

ACCESSIBILITY AND INCLUSION PLAN

Our Commitment:

Paragon Security is committed to creating a diverse and inclusive workplace and ensuring that our products and services are accessible to all individuals, regardless of their abilities or backgrounds. We believe that diversity and inclusion drive innovation and creativity, and we are dedicated to fostering an environment where all employees and customers feel valued and respected.

All reasonable efforts shall be made to provide communications that are available in multiple formats (e.g., verbal, written, or electronic) as required. Special requests regarding any accessible format shall not be unreasonably declined.

Key Objectives:

1. Workplace Inclusion**:**

- Ensure a diverse workforce through inclusive hiring practices.

- Provide regular diversity and inclusion training for all employees.

- Create an accessible and inclusive office environment.

- Establish Employee Resource Groups (ERGs) to support underrepresented groups.

2. Accessible Products and Services**:**

- Conduct regular accessibility audits of our digital products and websites.

- Incorporate Universal Design principles into product development.

- Provide accessible customer support and assistance options.

3. Employee Accommodations**:**

- Develop a clear process for requesting and providing reasonable accommodations.

- Ensure all employees are aware of accommodation options.

- Monitor accommodation effectiveness and make necessary adjustments.

4. Supplier and Vendor Inclusion**:**

- Encourage diverse suppliers and vendors through our procurement process.

- Evaluate suppliers' diversity and inclusion practices.

Implementation Strategies:

1. Diversity Recruitment**:**

- Partner with diverse job boards and organizations.

- Offer unconscious bias training to hiring teams.

- Establish mentorship programs for underrepresented employees.

Inclusive Workspace**:**

- Conduct accessibility assessments and make necessary modifications.

- Provide accessible technology tools and assistive devices.

- Create quiet spaces and ergonomic workstations for all employees.

2. Accessible Digital Products:

- Implement WCAG (Web Content Accessibility Guidelines) standards.

- Conduct regular accessibility testing and user feedback sessions.

- Appoint an Accessibility Officer responsible for product accessibility.

3. Education and Training**:**

- Offer ongoing diversity and inclusion training.

- Promote a culture of inclusion through internal communications.

- Encourage employees to participate in ERGs.

4. Supplier Diversity**:**

- Evaluate suppliers based on diversity and inclusion criteria.

- Develop partnerships with minority-owned businesses.

- Set supplier diversity goals and track progress.

5. Accountability and Reporting**:**

- Establish regular reporting mechanisms to track progress on diversity, inclusion, and accessibility goals.

- Conduct annual diversity and inclusion surveys to gather employee feedback.

- Publish an annual accessibility and inclusion report for stakeholders.

MULTI-YEAR ACCESSIBILITY AND INCLUSION PLAN (2023-2027)

Our Vision:

Paragon Security envisions a workplace and customer experience that is inclusive, accessible, and respectful of the unique abilities and backgrounds of all individuals. Through this multi-year plan, we commit to fostering a diverse and inclusive culture while consistently improving accessibility across all facets of our organization.

Year 1 (2024): Laying the Foundation:

Accessibility Initiatives:

1. Conduct a comprehensive accessibility audit of our physical offices, digital platforms, and communication materials.

2. Appoint an Accessibility and Inclusion Steering Committee responsible for guiding and overseeing initiatives.

3. Develop an accessibility policy outlining our commitment and principles.

4. Initiate employee training on diversity, inclusion, and accessibility awareness. Address any training gaps by having Patrol Supervisors attend client locations to provide in person training, printed materials including a sign-off sheet will be distributed and collected for our records. Our Return-to-Work process will address training requirements to be met upon an employees return. *(To be completed by September 1, 2024)*

5. Establish a baseline for supplier diversity and create targets for improvement.

Year 2 (2025): Building Awareness and Capacity:

Accessibility Initiatives:

1. Expand diversity recruitment efforts through partnerships with organizations promoting underrepresented talent.

2. Implement accessibility improvements based on the findings of the 2023 audit.

3. Launch an internal campaign promoting diversity and inclusion awareness.

4. Offer mandatory diversity, equity, and inclusion training for all employees.

5. Begin tracking supplier diversity metrics and address any disparities.

Year 3 (2026): Enhancing Accessibility and Inclusion:

Accessibility Initiatives:

1. Introduce a mentorship program to support underrepresented employees.

2. Continue accessibility improvements based on the ongoing audit process.

3. Expand Employee Resource Groups (ERGs) to create a sense of belonging for various affinity groups.

4. Develop an accessibility roadmap for our digital products and services.

5. Engage with diverse suppliers and consider their inclusion in long-term contracts.

Year 4 (2027): Institutionalizing Inclusion:

Accessibility Initiatives:

1. Achieve defined accessibility targets for our digital products and services.

2. Assess the effectiveness of diversity and inclusion programs through employee surveys.

3. Enhance ERG initiatives by providing resources and recognition.

4. Explore opportunities for community engagement and partnerships with disability advocacy organizations.

5. Develop a comprehensive supplier diversity program with specific goals and reporting mechanisms.

Year 5 (2028): Sustaining Progress and Accountability:

Accessibility Initiatives:

1. Continue accessibility audits and improvements as part of an ongoing process.

2. Implement a diversity and inclusion scorecard to measure progress.

3. Celebrate successes and recognize champions of inclusion.

4. Share best practices with industry peers and contribute to collective learning.

5. Publish an annual Accessibility and Inclusion Report for transparency and accountability.

Review and Adaptation:

Regularly review and adapt this multi-year plan to align with emerging best practices, changes in legislation, and evolving organizational needs.

Through our multi-year Accessibility and Inclusion Plan, Paragon Security is committed to fostering an environment where every individual feels valued, respected, and included, while ensuring that accessibility is a fundamental aspect of our products, services, and facilities.