

## **Accessibility Customer Service Policy**

It is Mecon policy to provide the same level of service to all our clients regardless of their ability.

That means being aware of people with disabilities and being prepared to make allowances for those disabilities.

We will endeavour to learn about the special needs of our clients and accommodate them to the best of our ability.

They include but are not limited to; holding doors open for people, having meetings on the ground floor of our facility, making people aware that much of our written material is available in print or via computer screen and in some cases can be printed over size.

Mecon will accommodate Support persons, service animals, and assistive devices as long as their use does not pose a safety hazard in our manufacturing facility.

If there are comments or concerns regarding our services they can be accepted verbally, written or submitted via the comments page on our web site. Complaints or comments will be reviewed at the next management meeting.

David Foscarini - President

Reviewed January 25, 2016