



## Accessibility Statement

### Objective

The Board aspires to provide services that are universally accessible.

### Making an Accommodation Request

Once your application is submitted, the Board will contact you to provide information about the process. Any accessibility requests that you have can be discussed at that time including requests for language translation and any other accommodation that may be required.

Requests for accommodation should be submitted as early as possible in the process. To submit a request please contact the Board via email, or if a request arises during the hearing, then communicate it to the Chair.

### Privacy Considerations

The Board upholds privacy considerations, ensuring that only necessary information is provided when making accommodation requests. Details of medical conditions are not required unless essential for the accommodation process and the Board will request them if they are needed.

### Accessibility and Supports

Accommodations may include:

- (a) **Support Services:** The Board supports individuals with mobility, personal care, or medical needs, but it does not directly provide these services.
- (b) **Translation Services:** Translation Services can be provided if they are needed, this includes interpreter services, including sign language interpretation.
- (c) **Service Animals:** Service animals are permitted to attend Board processes, but advance notice is requested.
- (d) **Assisted Devices:** Devices are permitted and encouraged for use at the Board to facilitate accessibility. For example, mobility aids or microphones/voice amplifiers.

## Scented Products

The Board maintains a scent-free operation and attendees are required to refrain from using scented products.

## Reasonable Efforts

The Board will make reasonable efforts to accommodate requests to the point of undue hardship. The Labour Board is structured to expedite decision-making and ensure timely resolutions. Some accommodation measures may be unavailable, and alternatives may be explored. The Board will provide information to parties in a timely manner.

## Inquiries

Board staff can assist you through the process of requesting accommodation, however Board staff do not provide legal advice. You may want to contact the Legal Information Society of Nova Scotia for legal assistance.

For general inquiries or to submit accommodation requests, please email:

[labourboard@gov.ns.ca](mailto:labourboard@gov.ns.ca).