

Office of Labor Relations

Notice of Opportunity to Comment on Proposed 5-Year Accessibility Plan

What is being proposed and why?

[Local Law 12 of 2023](#), codified as NYC Administrative Code § 23-1004, requires every agency to develop and implement a plan that includes the steps it is currently taking and will be taking over the next 5 years to ensure that the agency's workplace, services, programs, and activities are accessible to and accommodating and inclusive of persons with disabilities. The accompanying plan is the Office of Labor Relations proposed 5-year accessibility plan under Local Law 12. We encourage you to provide feedback that we will consider as we work to finalize the plan over the next several months.

How do I comment on the proposed plan?

Anyone can comment on the proposed plan by:

- **Email.** You can email comments to ContactAccessibility@olr.nyc.gov. Please include "Accessibility Plan" in the subject line.
- **Website.** You can submit comments via the Agency Accessibility Plan website at nyc.gov/accessibilityplans.
- **Mail.** You can mail comments to:

Office of Labor Relations
Attn: 5-Year Accessibility Plan/Administration
22 Cortlandt Street
14th Floor
New York, NY 10007

Please make clear that you are commenting on the 5-year accessibility plan.

Is there a deadline to submit comments?

Yes. The deadline to submit comments is **March 14, 2025**. If sending your comments by mail, they must be postmarked no later than March 14, 2025.

What if I need a copy of the plan in an alternative format or I need an alternative way to comment on the plan as an accommodation for my disability?

You may request a copy of the proposed plan in an alternative format, such as Braille or an audio recording, or an alternative means of commenting on the proposed plan, by contacting Monalisa Mathieu disability service facilitator at ContactAccessibility@olr.nyc.gov or 212.306.7270.

Can I review the comments made on the proposed plan?

You can review the comments made online on the proposed plan by going to nyc.gov/accessibilityplans. Other comments received will also be part of the public record.

Will I receive a response to my comments?

You will not receive a response to your comments. However, we will consider all comments we receive by the deadline as we finalize our plan.