CENTRE EUROPÉEN
DE LA NÉGOCIATION

ACCESSIBILITY POLICY

1. Commitment of the Training Organisation

Our training organisation is committed to ensuring equal access to training for all individuals, including those with disabilities. This commitment aligns with the French Act of 11 February 2005 on "equal rights and opportunities, participation and citizenship for persons with disabilities," as well as the National Quality Framework (Qualiopi). We consider accessibility to be an essential component of the quality of our services. Our objective is to enable every learner to undertake their training under the best possible conditions.

2. Objectives of the Accessibility Policy

This policy aims to:

- Ensure access to all training programmes without discrimination.
- Identify the specific needs of learners with disabilities from the initial point of contact. Implement appropriate organisational and logistical adjustments.
- Promote awareness among all staff members and trainers regarding accessibility requirements.
- Collaborate with specialised partners (AGEFIPH, FIPHFP, MDPH, Cap Emploi, etc.) to provide the most suitable solutions.

3. Admission Process and Learner Support

During the registration phase, an individual interview is conducted to identify any necessary adjustments to the training pathway. Depending on the situation, the following measures may be considered:

- Adjustments to the pace or duration of the training.
- Facilitated access to premises or the provision of remote learning options when required.
- Adaptation of assessment methods (oral, written, supported formats, etc.).

Each case is reviewed individually, following a collaborative approach involving the learner and the designated disability officer.

4. Resources and Partnerships

To ensure the effective implementation of this policy:

- Our teams receive training and awareness-raising on supporting learners with disabilities.
- We maintain close cooperation with specialised networks and stakeholders (AGEFIPH, FIPHFP, Cap Emploi) to mobilise appropriate resources.
- We ensure the regular updating of our facilities and digital tools to enhance their accessibility.

5. Disability Officer

A dedicated disability officer is appointed within our organisation. Their responsibilities include:

- Welcoming and listening to learners with disabilities.
- Assessing needs and coordinating necessary adjustments.
- Advising the pedagogical and administrative teams.
- Serving as a liaison with external partners.

Disability Officer : **Patrick BAAKLINI**

6. Continuous Improvement

Our accessibility policy forms part of our continuous improvement process. All feedback (from learners, trainers or partners) is analyzed and may lead to specific action plans when required. An annual review is conducted to update measures and the contact details of the disability officer.

7. Document Update

Version : 2.0
Last Updated : 10/2026
Next Scheduled Review : 10/2027

8. Contact

For any questions regarding accessibility or the implementation of specific adjustments, please contact our disability officer at:

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