# ServiceNow Vault Accessibility Conformance Report

#### International Edition

Based on VPAT® Version 2.4

# **Report Details**

Field	Description
Name of Product	ServiceNow® ServiceNow Vault
Version	Vancouver
Report Date	September 7, 2023
Product Description	Use the ServiceNow Vault product set of data security tools that protect sensitive information from unauthorized access, corruption, or theft throughout its entire life cycle.
Contact Information	accessibility@servicenow.com
Notes	This product is a web-only application. The information contained in this report only applies to this release of this application.
	Accessibility conformance details for other ServiceNow products are covered in separate reports. See <a href="Accessibility Conformance Reports">Accessibility Conformance Reports</a> on the Product Documentation site.
	Any customization of this application or the Now Platform may have an impact on the specifics in this report.
	This version of the report replaces the Utah ServiceNow Vault version dated June 1, 2023.



#### **Evaluation Methods Used**

- This application was evaluated using the most recent versions of multiple browsers (Chrome, Safari, and Edge Chromium).
- Assistive technologies used in this evaluation included NVDA, JAWS, and VoiceOver, as well as exclusive use of the keyboard to navigate and operate the product content and functionality.
- The evaluation process used a combination of independent 3<sup>rd</sup> party assessments and automated checks, as well as human testing/evaluation of specific workflows.
- This Accessibility Conformance Report is based on known conformance issues related to ServiceNow Vault. Other potential accessibility and usability issues may exist but are unknown at this time.

## **Applicable Standards/Guidelines**

This report covers the degree of conformance to the following accessibility standards/guidelines:

Standard/Guideline	Included in Report
Web Content Accessibility Guidelines 2.0	Level A (Yes)
	Level AA (Yes)
	Level AAA (No)
Web Content Accessibility Guidelines 2.1	Level A (Yes)
	Level AA (Yes)
	Level AAA (No)
Revised Section 508 standards published January 18, 2017, and corrected January 22, 2018	(Yes)
EN 301 549 Accessibility requirements suitable for public procurement of ICT products and services in Europe, - V3.1.1 (2019-11)	(Yes)



#### **Terms**

The terms used in the Conformance Level information are defined as follows:

- Supports: The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Partially Supports:** Some functionality of the product does not meet the criterion.
- Does Not Support: The majority of product functionality does not meet the criterion.
- Not Applicable: The criterion is not relevant to the product.
- **Not Evaluated:** The product has not been evaluated against the criterion. This can be used only in WCAG 2.0 Level AAA.

## **WCAG 2.x Report**

Tables 1 and 2 also document conformance with:

- EN 301 549: Chapter 9 Web, Sections 10.1-10.4 of Chapter 10 Non-Web documents, and Sections 11.1-11.4 and 11.8.2 of Chapter 11 Non-Web Software (open and closed functionality), and Sections 12.1.2 and 12.2.4 of Chapter 12 Documentation
- Revised Section 508: Chapter 5 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 – 602.3 Electronic Support Documentation.

Note: When reporting on conformance with the WCAG 2.x Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the <a href="WCAG 2.0 Conformance">WCAG 2.0 Conformance</a> Requirements.



## Table 1: Level A Success Criteria

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.1.1 (Web)		
10.1.1.1 (Non-web document)		
• 11.1.1.1 (Open Functionality Software)		ServiceNow Vault provides sufficient text alternatives for
11.1.1.1.2 (Closed Functionality Software)	Supports	any instances of non-text content.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.2.1 Audio-only and Video- only (Prerecorded) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.2.1 (Web)		
10.1.2.1 (Non-web document)		
11.1.2.1.1 (Open Functionality Software)		ServiceNow Vault does not
• 11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software)	Not Applicable	contain prerecorded audio- only or video-only media.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.2.2 Captions (Prerecorded) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.2.2 (Web)		
10.1.2.2 (Non-web document)		
11.1.2.2 (Open Functionality Software)		ServiceNow Vault does not
• 11.1.2.2 (Closed Software)	Not Applicable	contain prerecorded synchronized media.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.2.3 (Web)		
10.1.2.3 (Non-web document)		
• 11.1.2.3.1 (Open Functionality Software)	Not Applicable	ServiceNow Vault does not contain prerecorded video content that would require
• 11.1.2.3.2 (Closed Software)	Noi Applicable	audio description or a media alternative.
11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.3.1 Info and Relationships (Level A) Also applies to: EN 301 549 Criteria  • 9.1.3.1 (Web)  • 10.1.3.1 (Non-web document)  • 11.1.3.1.1 (Open Functionality Software)  • 11.1.3.1.2 (Closed Software)  • 11.8.2 (Authoring Tool)  • 12.1.2 (Product Docs)  • 12.2.4 (Support Docs)  Revised Section 508  • 501 (Web) (Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Partially Supports	Visual structure and relationship information for ServiceNow Vault are provided through object information or are available in text, with the following exception:  • There is no specification of the current page when in the wizard tool.



Criteria	Conformance Level	Remarks and Explanations
1.3.2 Meaningful Sequence (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.3.2 (Web)		
10.1.3.2 (Non-web document)		
11.1.3.2.1 (Open Functionality Software)		Content in ServiceNow Vault
• 11.1.3.2.2 (Closed Software)	Supports	is presented in a meaningful sequence.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.3.3 Sensory Characteristics (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.3.3 (Web)		
10.1.3.3 (Non-web document)		
• 11.1.3.3 (Open Functionality Software)	Supports	Instructions in ServiceNow Vault do not rely solely on
• 11.1.3.3 (Closed Software)	3000013	sensory characteristics.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.4.1 Use of Color (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.4.1 (Web)		
10.1.4.1 (Non-web document)		
11.1.4.1 (Open Functionality Software)		ServiceNow Vault site content and functionality do
• 11.1.4.1 (Closed Software)	Supports	not convey information
11.8.2 (Authoring Tool)		through color alone.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
<ul> <li>Criteria</li> <li>1.4.2 Audio Control (Level A)</li> <li>Also applies to:</li> <li>EN 301 549 Criteria</li> <li>9.1.4.2 (Web)</li> <li>10.1.4.2 (Non-web document)</li> <li>11.1.4.2 (Open Functionality Software)</li> <li>11.1.4.2 (Closed Software)</li> <li>11.8.2 (Authoring Tool)</li> <li>12.1.2 (Product Docs)</li> <li>12.2.4 (Support Docs)</li> <li>Revised Section 508</li> </ul>	Supports	ServiceNow Vault does not contain audio that plays automatically.
Revised Section 508  • 501 (Web)(Software)		
document)		
<ul><li>504.2 (Authoring Tool)</li><li>602.3 (Support Docs)</li></ul>		



Criteria	Conformance Level	Remarks and Explanations
2.1.1 Keyboard (Level A) Also applies to: EN 301 549 Criteria  9.2.1.1 (Web)  10.2.1.1 (Non-web document)  11.2.1.1.1 (Open Functionality Software)  11.2.1.1.2 (Closed Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508  501 (Web) (Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Partially Supports	ServiceNow Vault functionality can be accessed and operated using a keyboard, with the following exception:  • Cannot access the encryption notification when the encrypted icon is present.



Criteria	Conformance Level	Remarks and Explanations
2.1.2 No Keyboard Trap (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.1.2 (Web)		
10.2.1.2 (Non-web document)		
11.2.1.2 (Open Functionality Software)	Supports	ServiceNow Vault does not
• 11.2.1.2 (Closed Software)		include keyboard traps.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
2.1.4 Character Key Shortcuts (Level A 2.1 only) Also applies to: EN 301 549 Criteria  • 9.2.1.4 (Web)  • 10.2.1.4 (Non-web document)  • 11.2.1.4.1 (Open Functionality Software)  • 11.2.1.4.2 (Closed Software)  • 11.8.2 (Authoring Tool)  • 12.1.2 (Product Docs)	Supports	ServiceNow Vault does not use any single-key shortcuts, other than those restricted to a focused component.
• 12.2.4 (Support Docs) Revised Section 508 – Does not apply		



Criteria	Conformance Level	Remarks and Explanations
2.2.1 Timing Adjustable (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.2.1 (Web)		
10.2.2.1 (Non-web document)		
11.2.2.1 (Open Functionality Software)	Supports	ServiceNow Vault allows users to extend the session
• 11.2.2.1 (Closed Software)	3000013	timeout as required.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
2.2.2 Pause, Stop, Hide (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.2.2 (Web)		
10.2.2.2 (Non-web document)		
• 11.2.2.2 (Open Functionality Software)	Not Applicable	ServiceNow Vault does not include elements that move,
• 11.2.2.2 (Closed Software)	Noi Applicable	blink, scroll, or auto-update.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
2.3.1 Three Flashes or Below Threshold (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.3.1 (Web)		
10.2.3.1 (Non-web document)		
11.2.3.1 (Open Functionality Software)	Not Amales also	ServiceNow Vault does not contain any flashing or
• 11.2.3.1 (Closed Software)	Not Applicable	strobing content.
11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
2.4.1 Bypass Blocks (Level A) Also applies to: EN 301 549 Criteria  9.2.4.1 (Web)  10.2.4.1 (Non-web document) – Does not apply  11.2.4.1 (Open Functionality Software) – Does not apply  11.2.4.1 (Closed Software) – Does not apply  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs) Revised Section 508  501 (Web) (Software) – Does not apply to non-web software  504.2 (Authoring Tool)  602.3 (Support Docs) – Does not apply to non-web docs	Supports	Pages in ServiceNow Vault use HTML5 landmark regions, which will allow screen readers to meet this requirement.



Criteria	Conformance Level	Remarks and Explanations
<ul> <li>2.4.2 Page Titled (Level A)</li> <li>Also applies to:</li> <li>EN 301 549 Criteria</li> <li>9.2.4.2 (Web)</li> <li>10.2.4.2 (Non-web document)</li> <li>11.2.4.2 (Open Functionality Software) - Does not apply</li> <li>11.2.4.2 (Closed Software) - Does not apply</li> <li>11.8.2 (Authoring Tool)</li> <li>12.1.2 (Product Docs)</li> <li>12.2.4 (Support Docs)</li> <li>Revised Section 508</li> <li>501 (Web) (Software)</li> <li>504.2 (Authoring Tool)</li> </ul>	Supports	Pages in ServiceNow Vault have appropriate page titles.



Criteria	Conformance Level	Remarks and Explanations
2.4.3 Focus Order (Level A) Also applies to: EN 301 549 Criteria  9.2.4.3 (Web)  10.2.4.3 (Non-web document)  11.2.4.3 (Open Functionality Software)  11.2.4.3 (Closed Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508  501 (Web) (Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Partially Supports	Components in ServiceNow Vault receive focus in a meaningful order, with the following exception:  • The Specify Purpose checkbox is not in the correct place in the tab order.



Criteria	Conformance Level	Remarks and Explanations
2.4.4 Link Purpose (In Context) (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.4.4 (Web)		
10.2.4.4 (Non-web document)		The purpose of each link in
• 11.2.4.4 (Open Functionality Software)	Supports	ServiceNow Vault can be determined from the link text
• 11.2.4.4 (Closed Software		alone or from the
11.8.2 (Authoring Tool)		programmatic context of the link.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
2.5.1 Pointer Gestures (Level A 2.1 only) Also applies to: EN 301 549 Criteria  • 9.2.5.1 (Web)  • 10.2.5.1 (Non-web document)  • 11.2.5.1 (Open Functionality Software)  • 11.2.5.1 (Closed Software)  • 11.8.2 (Authoring Tool)  • 12.1.2 (Product Docs)  • 12.2.4 (Support Docs)  Revised Section 508 – Does not apply	Supports	In ServiceNow Vault, there is no functionality that uses multipoint or path-based gestures to operate.
2.5.2 Pointer Cancellation (Level A 2.1 only) Also applies to: EN 301 549 Criteria  • 9.2.5.2 (Web)  • 10.2.5.2 (Non-web document)  • 11.2.5.2 (Open Functionality Software)  • 11.2.5.2 (Closed Software)  • 11.8.2 (Authoring Tool)  • 12.1.2 (Product Docs)  • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	In ServiceNow Vault, the down-event of the pointer is not used to execute any part of the function.



Criteria	Conformance Level	Remarks and Explanations
2.5.3 Label in Name (Level A 2.1 only)		
Also applies to:		
EN 301 549 Criteria		
• 9.2.5.3 (Web)		
10.2.5.3 (Non-web document)		Visual labels of components
• 11.2.5.3.1 (Open Functionality Software)	Supports	within ServiceNow Vault match the text associated with the programmatic
• 11.2.5.3.2 (Closed Software)		names.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		



Criteria	Conformance Level	Remarks and Explanations
2.5.4 Motion Actuation (Level A 2.1 only) Also applies to: EN 301 549 Criteria		
<ul> <li>9.2.5.4 (Web)</li> <li>10.2.5.4 (Non-web document)</li> <li>11.2.5.4 (Open Functionality Software)</li> <li>11.2.5.4 (Closed Software)</li> </ul>	Supports	In ServiceNow Vault, there is no functionality that can be operated by device motion or user motion.
<ul> <li>11.8.2 (Authoring Tool)</li> <li>12.1.2 (Product Docs)</li> <li>12.2.4 (Support Docs)</li> <li>Revised Section 508 – Does not apply</li> </ul>		



Criteria	Conformance Level	Remarks and Explanations
3.1.1 Language of Page (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.1.1 (Web)		
10.3.1.1 (Non-web document)		
• 11.3.1.1.1 (Open Functionality Software)		The default language of each page in ServiceNow
• 11.3.1.1.2 (Closed Software)	Supports	Vault is identified using the LANG attribute in the HTML element.
• 11.8.2 (Authoring Tool)		element.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
3.2.1 On Focus (Level A) Also applies to: EN 301 549 Criteria  • 9.3.2.1 (Web)  • 10.3.2.1 (Non-web document)  • 11.3.2.1 (Open Functionality Software)  • 11.3.2.1 (Closed Software)  • 11.8.2 (Authoring Tool)  • 12.1.2 (Product Docs)  • 12.2.4 (Support Docs)  Revised Section 508	Supports	Components in ServiceNow Vault do not initiate a change of context when in focus.
<ul><li>501 (Web) (Software)</li><li>504.2 (Authoring Tool)</li><li>602.3 (Support Docs)</li></ul>		





Criteria	Conformance Level	Remarks and Explanations
3.3.1 Error Identification (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.3.1 (Web)		
10.3.3.1 (Non-web document)		
• 11.3.3.1.1 (Open Functionality Software)		Where errors are automatically detected in
• 11.3.3.1.2 (Closed Software)	Supports	ServiceNow Vault, the error is identified and an error
• 11.8.2 (Authoring Tool)		message is provided as text.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
3.3.2 Labels or Instructions (Level A)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.3.2 (Web)		
10.3.3.2 (Non-web document)		
11.3.3.2 (Open Functionality Software)	Supports	A label is provided for each of ServiceNow Vault's input
• 11.3.3.2 (Closed Software)	3000013	fields.
11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
4.1.1 Parsing (Level A) Also applies to: EN 301 549 Criteria  • 9.4.1.1 (Web)  • 10.4.1.1 (Non-web document)  • 11.4.1.1.1 (Open Functionality Software)  • 11.4.1.1.2 (Closed Software) – Does not apply  • 11.8.2 (Authoring Tool)  • 12.1.2 (Product Docs)  • 12.2.4 (Support Docs)  Revised Section 508  • 501 (Web) (Software)  • 504.2 (Authoring Tool)  • 602.3 (Support Docs)	Supports	ServiceNow Vault webpages use semantically correct markup for all interface elements and have complete start and end tags.



Criteria	Conformance Level	Remarks and Explanations
4.1.2 Name, Role, Value (Level A)  Also applies to: EN 301 549 Criteria  9.4.1.2 (Web)  10.4.1.2 (Non-web document)  11.4.1.2.1 (Open Functionality Software)  11.4.1.2.2 (Closed Software) – Not required  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508  501 (Web) (Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Partially Supports	User interface components in ServiceNow Vault provide programmatic name, role, and/or state information, with the following exceptions:  Disabled form fields look identical to editable fields.  Many buttons with the name "Schedule Job" exist on the same page.  The checkbox for dry run is missing a label.  Many buttons with the name "More information" exist on the same page.  Many buttons with the name "Learn More" exist on the same page.



## Table 2: Level AA Success Criteria

Notes:

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live) (Level AA) Also applies to: EN 301 549 Criteria  9.1.2.4 (Web)  10.1.2.4 (Non-web document)  11.1.2.4 (Open Functionality Software)  11.1.2.4 (Closed Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508  501 (Web) (Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Not Applicable	ServiceNow Vault does not contain live synchronized media.



Criteria	Conformance Level	Remarks and Explanations
1.2.5 Audio Description (Prerecorded) (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.2.5 (Web)		
10.1.2.5 (Non-web document)		
• 11.1.2.5 (Open Functionality Software)	Not Applicable	ServiceNow Vault does not contain prerecorded video
• 11.1.2.5 (Closed Software)	Not Applicable	content that would require
• 11.8.2 (Authoring Tool)		audio description.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
1.3.4 Orientation (Level AA 2.1 only)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.3.4 (Web)		
10.1.3.4 (Non-web document)		ServiceNow Vault does not
11.1.3.4 (Open Functionality Software)	Supports	contain fixed orientation for page displays.
• 11.1.3.4 (Closed Software)		
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		



Criteria	Conformance Level	Remarks and Explanations
1.3.5 Identify Input Purpose (Level AA 2.1 only)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.3.5 (Web)		
10.1.3.5 (Non-web document)		In ServiceNow Vault, the purpose of each specifically
• 11.1.3.5.1 (Open Functionality Software)	Supports	identified input field collecting information about the user can be
• 11.1.3.5.2 (Closed Software)		programmatically determined.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		



Criteria	Conformance Level	Remarks and Explanations
1.4.3 Contrast (Minimum) (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.4.3 (Web)		
10.1.4.3 (Non-web document)		Text in ServiceNow Vault meets minimum contrast
11.1.4.3 (Open Functionality Software)	Partially Supports	requirements, including the text color on hover and focus states, with the
• 11.1.4.3 (Closed Software)	Tarifally Sopports	following exception:
11.8.2 (Authoring Tool)		Data Privacy Overview
• 12.1.2 (Product Docs)		page's content has a low contrast ratio.
• 12.2.4 (Support Docs)		low cormastrano.
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		





Criteria	Conformance Level	Remarks and Explanations
1.4.5 Images of Text (Level AA) Also applies to: EN 301 549 Criteria  9.1.4.5 (Web)  10.1.4.5 (Non-web document)  11.1.4.5.1 (Open Functionality Software)  11.1.4.5.2 (Closed Software) – Does not apply  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508  501 (Web) (Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Partially Supports	ServiceNow Vault uses text instead of images of text, with the following exception:  • Data Privacy Overview pages all contain images of text.



Criteria	Conformance Level	Remarks and Explanations
1.4.10 Reflow (Level AA 2.1 only)		
Also applies to: EN 301 549 Criteria  9.1.4.10 (Web)  10.1.4.10 (Non-web document)  11.1.4.10 (Open Functionality Software)  11.1.4.10 (Closed	Does Not Support	Content in ServiceNow Vault cannot be presented without loss of information or functionality and without requiring scrolling in two dimensions, for a width equivalent to 320 CSS pixels
Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508 – Does not apply		or a height equivalent to 256 CSS pixels.



Criteria	Conformance Level	Remarks and Explanations
1.4.11 Non-text Contrast (Level AA 2.1 only) Also applies to: EN 301 549 Criteria  9.1.4.11 (Web)  10.1.4.11 (Non-web document)  11.1.4.11 (Open Functionality Software)  11.1.4.11 (Closed Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508 – Does not apply	Partially Supports	Components in ServiceNow Vault meet minimum contrast requirements, including the text color on hover and focus states, with the following exceptions:  Cloud encryption's Rotate Key button has no boundaries and does not look like a button.  Cloud encryption's Upload Managed Key button has no boundaries and does not look like a button.



Criteria	Conformance Level	Remarks and Explanations
1.4.12 Text Spacing (Level AA 2.1 only)  Also applies to: EN 301 549 Criteria  9.1.4.12 (Web)  10.1.4.12 (Non-web document)  11.1.4.12 (Open Functionality Software)  11.1.4.12 (Closed Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508 – Does not apply	Supports	ServiceNow Vault allows text style adjustments to meet the minimum thresholds for text spacing.



Criteria	Conformance Level	Remarks and Explanations
1.4.13 Content on Hover or Focus (Level AA 2.1 only)		
Also applies to:		
EN 301 549 Criteria		
• 9.1.4.13 (Web)		
10.1.4.13 (Non-web document)	Supports	
11.1.4.13 (Open Functionality Software)		ServiceNow Vault allows hover content to be manually dismissed.
• 11.1.4.13 (Closed Software)		Thanbaily distribused.
• 11.8.2 (Authoring Tool)		
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508 – Does not apply		





Criteria	Conformance Level	Remarks and Explanations
2.4.6 Headings and Labels (Level AA) Also applies to: EN 301 549 Criteria • 9.2.4.6 (Web) • 10.2.4.6 (Non-web document) • 11.2.4.6 (Open Functionality Software)		ServiceNow Vault uses meaningful semantic headings to label content
<ul> <li>11.2.4.6 (Closed Software)</li> <li>11.8.2 (Authoring Tool)</li> <li>12.1.2 (Product Docs)</li> <li>12.2.4 (Support Docs)</li> </ul>	Supports	blocks. Form input labels are associated with their inputs and provide a useful label to those inputs.
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
2.4.7 Focus Visible (Level AA) Also applies to: EN 301 549 Criteria  9.2.4.7 (Web)  10.2.4.7 (Non-web document)  11.2.4.7 (Open Functionality Software)  11.2.4.7 (Closed Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508  501 (Web) (Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Partially Supports	Focusable elements in ServiceNow Vault have a visible keyboard focus indicator, with the following exceptions:  Update button does not gain visible input focus.  Related list "Current" tab is not visually identified.  Rotate Key button does not show input focus.  Missing focus indicator on top navigation.



Criteria	Conformance Level	Remarks and Explanations
3.1.2 Language of Parts (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.1.2 (Web)		
10.3.1.2 (Non-web document)		
11.3.1.2 (Open Functionality Software) – Does not apply	Supports	Within ServiceNow Vault default webpages, the language of each portion of
<ul> <li>11.3.1.2 (Closed Software)</li> <li>Does not apply</li> </ul>	Supports	the page is programmatically
• 11.8.2 (Authoring Tool)		determinable.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
3.2.3 Consistent Navigation (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.2.3 (Web)		
10.3.2.3 (Non-web document) – Does not apply		
11.3.2.3 (Open Functionality Software) – Does not apply		
<ul><li>11.3.2.3 (Closed Software)</li><li>Does not apply</li></ul>	Supports	ServiceNow Vault provides consistent and repeatable
11.8.2 (Authoring Tool)		navigation.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software) – Does not apply to non- web software		
• 504.2 (Authoring Tool)		
602.3 (Support Docs) – Does not apply to non- web docs		



Criteria	Conformance Level	Remarks and Explanations
3.2.4 Consistent Identification (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.2.4 (Web)		
10.3.2.4 (Non-web document) – Does not apply		
11.3.2.4 (Open Functionality Software) – Does not apply	Supports	Components that have the same functionality within ServiceNow Vault are
<ul><li>11.3.2.4 (Closed Software)</li><li>Does not apply</li></ul>		
11.8.2 (Authoring Tool)		identified consistently.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
501 (Web)(Software) – Does not apply to non- web software		
• 504.2 (Authoring Tool)		
602.3 (Support Docs) – Does not apply to non- web docs		



Criteria	Conformance Level	Remarks and Explanations
3.3.3 Error Suggestion (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.3.3 (Web)		
10.3.3.3 (Non-web document)		When an error is
• 11.3.3.3 (Open Functionality Software)	Supports	automatically detected within a native data entry form in ServiceNow Vault,
• 11.3.3.3 (Closed Software)	3000013	the resulting error message
• 11.8.2 (Authoring Tool)		provides suggestions for
• 12.1.2 (Product Docs)		correction.
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA)		
Also applies to:		
EN 301 549 Criteria		
• 9.3.3.4 (Web)		
10.3.3.4 (Non-web document)		No forms within ServiceNow Vault submit actions that
11.3.3.4 (Open Functionality Software)	Supports	cause legal commitments or financial transactions to occur, nor do any forms
• 11.3.3.4 (Closed Software)	30000113	submit actions that modify or
• 11.8.2 (Authoring Tool)		delete user-controllable
• 12.1.2 (Product Docs)		data in the data storage system.
• 12.2.4 (Support Docs)		,
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



Criteria	Conformance Level	Remarks and Explanations
4.1.3 Status Messages (Level AA 2.1 only) Also applies to: EN 301 549 Criteria  • 9.4.1.3 (Web)  • 10.4.1.3 (Non-web document)  • 11.4.1.3 (Open Functionality Software)  • 11.4.1.3 (Closed Software)  • 10.4.1.3 (Closed Software)  • 11.4.1.3 (Closed Software)  • 10.4.1.3 (Closed Software)  • 10.4.1.3 (Closed Software)  • 10.4.1.3 (Closed Software)  • 10.4.1.3 (Product Docs)  • 12.1.2 (Product Docs)  Revised Section 508 – Does not apply	Supports	In ServiceNow Vault, status messages can be programmatically determined through roles or properties so that they can be presented to the user by assistive technologies without receiving focus.

#### Table 3: Level AAA Success Criteria

Notes: Not Evaluated

# **Revised Section 508 Report**



# Chapter 3: Functional Performance Criteria (FPC)

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Partially Supports	With some exceptions noted above, ServiceNow Vault is functional to screen reading technology.
302.2 With Limited Vision	Partially supports	With some exceptions noted above, ServiceNow Vault supports text and screen enlargement.
302.3 Without Perception of Color	Supports	There is nothing within ServiceNow Vault where color alone is being used to convey information.
302.4 Without Hearing	Supports	There is nothing within ServiceNow Vault that explicitly requires hearing.
302.5 With Limited Hearing	Supports	There is nothing within ServiceNow Vault that explicitly requires hearing.
302.6 Without Speech	Supports	There is nothing within ServiceNow Vault that explicitly requires speech.
302.7 With Limited Manipulation	Partially Supports	There is some functionality within ServiceNow Vault that cannot be manipulated via the keyboard.
302.8 With Limited Reach and Strength	Partially Supports	There is some functionality within ServiceNow Vault that cannot be manipulated via the keyboard.



Criteria	Conformance Level	Remarks and Explanations
302.9 With Limited Language, Cognitive, and Learning Abilities	Partially Supports	Certain terms and descriptions of features necessary for the use of ServiceNow Vault use standard terms, which may not be understandable by users with limited language, cognitive, or learning abilities.

Chapter 4: Hardware

Notes: Not Applicable

Chapter 5: <u>Software</u>

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.
502 Interoperability with Assistive Technology	Heading cell – no response required	Does not apply to a web-only application.
503 Applications	Heading cell – no response required	Does not apply to a web-only application.
504 Authoring Tools	Heading cell – no response required	Heading cell – no response required
504.2 Content Creation or Editing (if not authoring tool, enter "not applicable")	Not Applicable	See information in <u>WCAG 2.x</u> section.



Criteria	Conformance Level	Remarks and Explanations
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	Not Applicable	ServiceNow Vault is not an authoring tool.
504.2.2 PDF Export	Not Applicable	ServiceNow Vault is not an authoring tool.
504.3 Prompts	Not Applicable	ServiceNow Vault is not an authoring tool.
504.4 Templates	Not Applicable	ServiceNow Vault is not an authoring tool.

## **Chapter 6: Support Documentation and Services**

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	Heading cell – no response required	Heading cell – no response required
602 Support  Documentation	Heading cell – no response required	Heading cell – no response required
402.2 Accordibility and	Not Applicable	This report covers accessibility conformance for ServiceNow Vault and does not address Support Documentation or Support Services.
602.2 Accessibility and Compatibility Features		For Product Documentation accessibility conformance, see the Product Documentation site ACR on the Accessibility  Conformance Reports page of the Product Documentation site.



Criteria	Conformance Level	Remarks and Explanations
602.3 Electronic Support Documentation	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.
602.4 Alternate Formats for Non-Electronic Support Documentation	Not Applicable	This report covers accessibility conformance for ServiceNow Vault only and does not address Support Documentation or Support Services.
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Not Applicable	This report covers accessibility conformance for ServiceNow Vault only and does not address Support Documentation or Support Services.
603.3 Accommodation of Communication Needs	Not Applicable	This report covers accessibility conformance for ServiceNow Vault only and does not address Support Documentation or Support Services.

# **EN 301 549 Report**



Notes:

# Chapter 4: Functional Performance Statements (FPS)

Criteria	Conformance Level	Remarks and Explanations
4.2.1 Usage without vision	Partially Supports	With some exceptions noted above, ServiceNow Vault is functional to screen reading technology.
4.2.2 Usage with limited vision	Does Not Support	ServiceNow Vault does not support text and screen enlargement.
4.2.3 Usage without perception of color	Supports	There is nothing within ServiceNow Vault where color alone is being used to convey information.
4.2.4 Usage without hearing	Supports	There is nothing within ServiceNow Vault that explicitly requires hearing.
4.2.5 Usage with limited hearing	Supports	There is nothing within ServiceNow Vault that explicitly requires hearing.
4.2.6 Usage with no or limited vocal capability	Supports	There is nothing within ServiceNow Vault that explicitly requires speech.
4.2.7 Usage with limited manipulation or strength	Partially Supports	There is some functionality within ServiceNow Vault that cannot be manipulated via the keyboard.



Criteria	Conformance Level	Remarks and Explanations
4.2.8 Usage with limited reach	Partially Supports	There is some functionality within ServiceNow Vault that cannot be manipulated via the keyboard.
4.2.9 Minimize photosensitive seizure triggers	Supports	There is nothing within ServiceNow Vault that would act as a photosensitive seizure trigger.
4.2.10 Usage with limited cognition, language, or learning	Partially Supports	Certain terms and descriptions of features necessary for the use of ServiceNow Vault use standard terms, which may not be understandable by users with limited language, cognitive, or learning abilities.
4.2.11 Privacy	Supports	ServiceNow Vault has systems in place to protect the privacy of individual users.

### **Chapter 5: Generic Requirements**

Notes: Not Applicable – There is no closed functionality in ServiceNow Vault.

#### **Chapter 6: ICT with Two-Way Voice Communication**

Notes: Not Applicable

## **Chapter 7: ICT with Video Capabilities**

Notes: Not Applicable

Chapter 8: Hardware

Notes: Not Applicable



Chapter 9: Web (See WCAG 2.x section)

Notes:

Chapter 10: Non-Web Software

Notes: Not Applicable

Chapter 11: Software

Criteria	Conformance Level	Remarks and Explanations
11.0 General (informative)	Heading cell – no response required	Heading cell – no response required
11.1.1.1 through 11.4.1.3	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.
11.5 Interoperability with assistive technology	Heading cell – no response required	Heading cell – no response required
11.5.1 Closed functionality	Heading cell – no response required	Heading cell – no response required
11.5.2 Accessibility services	Heading cell – no response required	Heading cell – no response required
11.5.2.1 Platform accessibility service support for software that provides a user interface	See 11.5.2.5 through 11.5.2.17	See information in 11.5.2.5 through 11.5.2.17.
11.5.2.2 Platform accessibility service support for assistive technologies	See 11.5.2.5 through 11.5.2.17	See information in 11.5.2.5 through 11.5.2.17.
11.5.2.3 Use of accessibility services	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.



Criteria	Conformance Level	Remarks and Explanations
11.5.2.4 Assistive technology	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.5 Object information	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.6 Row, column, and headers	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.7 Values	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.8 Label relationships	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.9 Parent-child relationships	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.10 Text	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.11 List of available actions	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.12 Execution of available actions	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.13 Tracking of focus and selection attributes	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.



Criteria	Conformance Level	Remarks and Explanations
11.5.2.14 Modification of focus and selection attributes	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.15 Change notification	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.16 Modifications of states and properties	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.5.2.17 Modifications of values and text	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.6 Documented accessibility usage	Heading cell – no response required	Heading cell – no response required
11.6.1 User control of accessibility features	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.6.2 No disruption of accessibility features	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.7 User preferences	Not Applicable	ServiceNow Vault is a web- based application that relies on user-agent functionality.
11.8 Authoring tools	Heading cell – no response required	Heading cell – no response required
11.8.1 Content technology	Heading cell – no response required	Heading cell – no response required
11.8.2 Accessible content creation	Not Applicable	See information in <u>WCAG 2.x</u> section.



Criteria	Conformance Level	Remarks and Explanations
11.8.3 Preservation of accessibility information in transformations	Not Applicable	ServiceNow Vault is not an authoring tool.
11.8.4 Repair assistance	Not Applicable	ServiceNow Vault is not an authoring tool.
11.8.5 Templates	Not Applicable	ServiceNow Vault is not an authoring tool.

## Chapter 12: <u>Documentation and Support Services</u>

Notes:

Criteria	Conformance Level	Remarks and Explanations
12.1 Product documentation	Heading cell – no response required	Heading cell – no response required
12.1.1 Accessibility and compatibility features	Not Applicable	This report covers accessibility conformance for ServiceNow Vault only and does not address Documentation or Support Services.
		For Product Documentation accessibility conformance, see the Product Documentation site ACR on the <u>Accessibility</u> <u>Conformance Reports</u> page of the Product Documentation site.
12.1.2 Accessible documentation	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.
12.2 Support Services	Heading cell – no response required	Heading cell – no response required

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Criteria	Conformance Level	Remarks and Explanations
12.2.2 Information on accessibility and compatibility features	Not Applicable	This report covers accessibility conformance for ServiceNow Vault only and does not address Documentation or Support Services.
12.2.3 Effective communication	Not Applicable	This report covers accessibility conformance for ServiceNow Vault only and does not address Documentation or Support Services.
12.2.4 Accessible documentation	See WCAG 2.x section	See information in WCAG 2.x section.

# Chapter 13: <u>ICT Providing Relay or Emergency Service</u> <u>Access</u>

Notes: Not Applicable



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