# ITSM Vendor Management Workspace Accessibility Conformance Report

#### **International Edition**

Based on VPAT® Version 2.4

# **Report Details**

Field	Description
Name of Product	ServiceNow® IT Service Management's (ITSM) Vendor Management Workspace
Version	Washington DC
Report Date	November 07, 2024
Product Description	The Vendor Management product is a workspace and set of configurations that allows Vendor Managers to holistically view and manage vendor performance and risk in one single location.
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.



#### **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, VoiceOver, TalkBack, and ZoomText. Additionally, the keyboard was used exclusively 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 ITSM Vendor Management Workspace. 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)		ITSM Vendor Management Workspace provides
11.1.1.1.2 (Closed Functionality Software)	Supports	sufficient text alternatives for any instances of non-text
• 11.8.2 (Authoring Tool)		content.
• 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)		ITSM Vendor Management Workspace does not contain
• 11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software)	Not Applicable	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)  11.1.2.2 (Closed Software)  11.8.2 (Authoring Tool)  12.1.2 (Product Docs)  12.2.4 (Support Docs)  Revised Section 508  501 (Web) (Software)  602.3 (Support Docs)	Not Applicable	ITSM Vendor Management Workspace does not contain prerecorded synchronized media.



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)		ITSM Vendor Management
• 11.1.2.3.1 (Open Functionality Software)	Not Applicable	Workspace does not contain prerecorded video content
• 11.1.2.3.2 (Closed Software)	Noi Applicable	that would require audio description or a media alternative.
• 11.8.2 (Authoring Tool)		allemative.
• 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 ITSM Vendor Management Workspace are provided through object information or are available in text, with the following exception:  • The status icons for vendor scores do not receive focus by screen reader.



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 ITSM Vendor Management Workspace is
• 11.1.3.2.2 (Closed Software)	Supports	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)	Summanda	
11.1.3.3 (Open Functionality Software)		Instructions in ITSM Vendor Management Workspace do
• 11.1.3.3 (Closed Software)	Supports	not rely solely on sensory characteristics.
• 11.8.2 (Authoring Tool)		Characteristics.
• 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
1.4.2 Audio Control (Level A) Also applies to: EN 301 549 Criteria  9.1.4.2 (Web)  10.1.4.2 (Non-web document)  11.1.4.2 (Open Functionality Software)  11.1.4.2 (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)	Supports	ITSM Vendor Management Workspace does not contain audio that plays automatically.



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)		ITSM Vendor Management
• 11.2.1.1.2 (Closed Software)	Supports	Workspace functionality can be accessed and operated
• 11.8.2 (Authoring Tool)		using a keyboard.
• 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
2.1.2 No Keyboard Trap (Level A) Also applies to: EN 301 549 Criteria • 9.2.1.2 (Web) • 10.2.1.2 (Non-web	Conformance Level	Remarks and Explanations
document)  11.2.1.2 (Open Functionality Software)  11.2.1.2 (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)	Supports	ITSM Vendor Management Workspace does not include any known keyboard traps.
• 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)  • 12.2.4 (Support Docs)	Supports	ITSM Vendor Management Workspace does not use any single-key shortcuts, other than those restricted to a focused component.
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	ITSM Vendor Management Workspace allows users to
• 11.2.2.1 (Closed Software)		extend the session timeout as required.
• 11.8.2 (Authoring Tool)		as required.
• 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)  11.2.2.2 (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)	Not Applicable	ITSM Vendor Management Workspace does not include elements that move, blink, scroll, or auto-update.



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 Applicable	ITSM Vendor Management Workspace does not contain
• 11.2.3.1 (Closed Software)		any flashing or strobing content.
11.8.2 (Authoring Tool)		Comem.
• 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 nonweb software  • 504.2 (Authoring Tool)  • 602.3 (Support Docs) – Does not apply to nonweb docs	Supports	Pages in ITSM Vendor Management Workspace use HTML5 landmark regions, which will allow screen readers to meet this requirement.



Criteria	Conformance Level	Remarks and Explanations
2.4.2 Page Titled (Level A) Also applies to: EN 301 549 Criteria  9.2.4.2 (Web)  10.2.4.2 (Non-web document)  11.2.4.2 (Open Functionality Software) - Does not apply  11.2.4.2 (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	Pages in ITSM Vendor Management Workspace 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 ITSM Vendor Management Workspace receive focus in a meaningful order, with the following exception:  • The focus does not move to the newly opened column in the edit list modal.



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)  • 11.2.4.4 (Open Functionality Software)  • 11.2.4.4 (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)	Supports	The purpose of each link in ITSM Vendor Management Workspace can be determined from the link text alone or from the programmatic context of the link.



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 ITSM Vendor Management Workspace, 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 ITSM Vendor Management Workspace, 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 within ITSM Vendor
• 11.2.5.3.1 (Open Functionality Software)	Supports	Management Workspace match the text associated
• 11.2.5.3.2 (Closed Software)		with the programmatic 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  • 9.2.5.4 (Web)  • 10.2.5.4 (Non-web document)  • 11.2.5.4 (Open Functionality Software)  • 11.2.5.4 (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 ITSM Vendor Management Workspace, there is no functionality that can be operated by device motion or user motion.



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 ITSM Vendor Management Workspace is
• 11.3.1.1.2 (Closed Software)	Supports	identified using the LANG attribute in the HTML
• 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  501 (Web) (Software)  504.2 (Authoring Tool)  602.3 (Support Docs)	Supports	Components in ITSM Vendor Management Workspace do not initiate a change of context when in focus.





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 ITSM Vendor Management
• 11.3.3.1.2 (Closed Software)	Supports	Workspace, 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)	Summanda	A label is provided for each input field of ITSM Vendor
• 11.3.3.2 (Closed Software)	Supports	Management Workspace.
• 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	ITSM Vendor Management Workspace 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 ITSM Vendor Management Workspace provide programmatic name, role, and/or state information, with the following exception:  • The main table on the Vendor Performance page is unnamed when read with a screen reader.



## 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	ITSM Vendor Management Workspace 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	ITSM Vendor Management Workspace does not contain prerecorded video content
• 11.1.2.5 (Closed Software)	Noi Applicable	that would require audio
• 11.8.2 (Authoring Tool)		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)		ITSM Vendor Management
11.1.3.4 (Open Functionality Software)	Supports	Workspace does not contain fixed orientation for page displays.
• 11.1.3.4 (Closed Software)		displays.
• 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 ITSM Vendor Management Workspace, the purpose of
• 11.1.3.5.1 (Open Functionality Software)	Supports	each specifically identified input field collecting information about the user
• 11.1.3.5.2 (Closed Software)		can be 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 ITSM Vendor
• 11.1.4.3 (Open Functionality Software)	C	Management Workspace meets minimum contrast
• 11.1.4.3 (Closed Software)	Supports	requirements, including the text color on hover and
• 11.8.2 (Authoring Tool)		focus states.
• 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
1.4.4 Resize text (Level AA) Also applies to:		
EN 301 549 Criteria		
• 9.1.4.4 (Web)		
10.1.4.4 (Non-web document)		ITSM Vendor Management
• 11.1.4.4.1 (Open Functionality Software)		Workspace supports standard zoom capabilities built into modern web
• 11.1.4.4.2 (Closed Software)	Supports	browsers and operating systems. Content can be
• 11.8.2 (Authoring Tool)		increased up to 200 percent
• 12.1.2 (Product Docs)		without loss of content or functionality.
• 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
1.4.5 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)	Supports	ITSM Vendor Management Workspace uses text instead of 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)		ITSM Vendor Management Workspace content reflows
• 11.1.4.10 (Open Functionality Software)	Supports	at different screen widths without loss of information or functionality and without
• 11.1.4.10 (Closed Software)		requiring scrolling in two dimensions.
• 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
1.4.11 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	Supports	Components in ITSM Vendor Management Workspace meet minimum contrast requirements, including the text color on hover and focus states.



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	ITSM Vendor Management Workspace 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)		ITSM Vendor Management
• 11.1.4.13 (Open Functionality Software)	Supports	Workspace allows hover content to be manually
• 11.1.4.13 (Closed Software)		dismissed.
• 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
<ul> <li>2.4.5 Multiple Ways (Level AA)</li> <li>Also applies to:</li> <li>EN 301 549 Criteria</li> <li>9.2.4.5 (Web)</li> <li>10.2.4.5 (Non-web document) – Does not apply</li> <li>11.2.4.5 (Open Functionality Software) – Does not apply</li> <li>11.2.4.5 (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) – Does not apply to non-web software</li> <li>504.2 (Authoring Tool)</li> <li>602.3 (Support Docs) – Does not apply to non-web docs</li> </ul>	Supports	ITSM Vendor Management Workspace provides more than one way of finding content, including a navigation bar and search.



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



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)	Partially Supports	Focusable elements in ITSM Vendor Management Workspace have a visible keyboard focus indicator, with the following exception:  CI Health pagination does not have keyboard focus visible.



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 ITSM Vendor  Management Workspace  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	Supports	ITSM Vendor Management Workspace provides consistent and repeatable
<ul><li>11.3.2.3 (Closed Software)</li><li>Does not apply</li></ul>		
• 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		Components that have the
<ul><li>11.3.2.4 (Closed Software)</li><li>Does not apply</li></ul>	Supports	same functionality within ITSM Vendor Management
11.8.2 (Authoring Tool)		Workspace are 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		When an error is
• 9.3.3.3 (Web)		automatically detected
10.3.3.3 (Non-web document)		within a native data entry form in ITSM Vendor
11.3.3.3 (Open Functionality Software)	Partially Supports	Management Workspace, the resulting error message provides suggestions for
• 11.3.3.3 (Closed Software)	Tailiany Soppons	correction. Exception
11.8.2 (Authoring Tool)		includes:
• 12.1.2 (Product Docs)		There are no error suggestions for the
• 12.2.4 (Support Docs)		email field on the export
Revised Section 508		modal.
• 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 ITSM Vendor Management Workspace submit actions that cause
11.3.3.4 (Open Functionality Software)	Supports	legal commitments or financial transactions to
• 11.3.3.4 (Closed Software)		occur, nor do any forms
11.8.2 (Authoring Tool)		submit actions that modify or delete user-controllable
• 12.1.2 (Product Docs)		data in the data storage
• 12.2.4 (Support Docs)		system.
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)  • Does not apply  • 11.8.2 (Authoring Tool)  • 12.1.2 (Product Docs)  • 12.2.4 (Support Docs)  Revised Section 508 – Does not apply	Partially Supports	In ITSM Vendor Management Workspace, 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, with the following exceptions:  • There is no announcement of the change of content when users update the date range.  • There is no save alert after a successful save when creating a new record.

#### Table 3: Level AAA Success Criteria

Notes: Not Evaluated

# **Revised Section 508 Report**



## Chapter 3: <u>Functional Performance Criteria</u> (FPC)

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



Criteria	Conformance Level	Remarks and Explanations
302.8 With Limited Reach and Strength	Partially Supports	There is some functionality within ITSM Vendor Management Workspace that cannot be manipulated via the keyboard.
302.9 With Limited Language, Cognitive, and Learning Abilities	Partially Supports	Certain terms and descriptions of features necessary for the use of ITSM Vendor Management Workspace 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



Criteria	Conformance Level	Remarks and Explanations
504.2 Content Creation or Editing (if not authoring tool, enter "not applicable")	Not Applicable	See information in <u>WCAG 2.x</u> section.
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	Not Applicable	ITSM Vendor Management Workspace is not an authoring tool.
504.2.2 PDF Export	Not Applicable	ITSM Vendor Management Workspace is not an authoring tool.
504.3 Prompts	Not Applicable	ITSM Vendor Management Workspace is not an authoring tool.
504.4 Templates	Not Applicable	ITSM Vendor Management Workspace 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



Criteria	Conformance Level	Remarks and Explanations
602.2 Accessibility and Compatibility Features	Not Applicable	This report covers accessibility conformance for ITSM Vendor Management Workspace and does not address Support Documentation or Support Services.  For Product Documentation accessibility conformance, see the Product Documentation site ACR on the Accessibility Conformance Reports page of the Product Documentation site.
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 ITSM Vendor Management Workspace only and does not address Support Documentation or Support Services.
603 Support Services	Heading cell – no response required	Heading cell – no response required



Criteria	Conformance Level	Remarks and Explanations
603.2 Information on Accessibility and Compatibility Features	Not Applicable	This report covers accessibility conformance for ITSM Vendor Management Workspace only and does not address Support Documentation or Support Services.
603.3 Accommodation of Communication Needs	Not Applicable	This report covers accessibility conformance for ITSM Vendor Management Workspace 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 minor exceptions noted above, ITSM Vendor Management Workspace is functional to screen reading technology.
4.2.2 Usage with limited vision	Supports	ITSM Vendor Management Workspace supports text and screen enlargement.



Criteria	Conformance Level	Remarks and Explanations
4.2.3 Usage without perception of color	Supports	There is nothing within ITSM Vendor Management Workspace where color alone is being used to convey information.
4.2.4 Usage without hearing	Supports	There is nothing within ITSM Vendor Management Workspace that explicitly requires hearing.
4.2.5 Usage with limited hearing	Supports	There is nothing within ITSM Vendor Management Workspace that explicitly requires hearing.
4.2.6 Usage with no or limited vocal capability	Supports	There is nothing within ITSM Vendor Management Workspace that explicitly requires speech.
4.2.7 Usage with limited manipulation or strength	Partially Supports	There is some functionality within ITSM Vendor Management Workspace that cannot be manipulated via the keyboard.
4.2.8 Usage with limited reach	Partially Supports	There is some functionality within ITSM Vendor Management Workspace that cannot be manipulated via the keyboard.
4.2.9 Minimize photosensitive seizure triggers	Supports	There is nothing within ITSM Vendor Management Workspace that would act as a photosensitive seizure trigger.



Criteria	Conformance Level	Remarks and Explanations
4.2.10 Usage with limited cognition, language, or learning	Partially Supports	Certain terms and descriptions of features necessary for the use of ITSM Vendor Management Workspace use standard terms, which may not be understandable by users with limited language, cognitive, or learning abilities.
4.2.11 Privacy	Supports	ITSM Vendor Management Workspace has systems in place to protect the privacy of individual users.

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

Notes: Not Applicable – There is no closed functionality in ITSM Vendor Management Workspace.

### 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)



Chapter 10: Non-Web Software

Notes: Not Applicable

Chapter 11: <u>Software</u>

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	ITSM Vendor Management Workspace 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	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.5 Object information	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.6 Row, column, and headers	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.7 Values	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.8 Label relationships	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.9 Parent-child relationships	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.10 Text	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.11 List of available actions	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.



Criteria	Conformance Level	Remarks and Explanations
11.5.2.12 Execution of available actions	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.13 Tracking of focus and selection attributes	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.14 Modification of focus and selection attributes	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.15 Change notification	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.16 Modifications of states and properties	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.5.2.17 Modifications of values and text	Not Applicable	ITSM Vendor Management Workspace 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	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.



Criteria	Conformance Level	Remarks and Explanations
11.6.2 No disruption of accessibility features	Not Applicable	ITSM Vendor Management Workspace is a web-based application that relies on user- agent functionality.
11.7 User preferences	Not Applicable	ITSM Vendor Management Workspace 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.
11.8.3 Preservation of accessibility information in transformations	Not Applicable	ITSM Vendor Management Workspace is not an authoring tool.
11.8.4 Repair assistance	Not Applicable	ITSM Vendor Management Workspace is not an authoring tool.
11.8.5 Templates	Not Applicable	ITSM Vendor Management Workspace is not an authoring tool.



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

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 ITSM Vendor Management Workspace only and does not address Documentation or Support Services.
		For Product Documentation accessibility conformance, see the Product Documentation site ACR on the Accessibility  Conformance Reports 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
12.2.2 Information on accessibility and compatibility features	Not Applicable	This report covers accessibility conformance for ITSM Vendor Management Workspace only and does not address Documentation or Support Services.
12.2.3 Effective communication	Not Applicable	This report covers accessibility conformance for ITSM Vendor Management Workspace only and does not address Documentation or Support Services.



Criteria	Conformance Level	Remarks and Explanations
12.2.4 Accessible documentation		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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