

Human Resources Service Delivery Accessibility Conformance Report

International Edition

Based on VPAT® Version 2.4

Report Details

Field	Description
Name of Product	ServiceNow® Human Resources (HR) Service Delivery
Version	Xanadu
Report Date	November 07, 2024
Product Description	Unlock enterprise productivity and give your employees the service experience they deserve with ServiceNow® HR Service Delivery. By providing employees with a single place to manage their work needs while shielding them from back-end complexity, you can deliver a great experience to meet the demands of a modern-day workforce.
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 <u>Accessibility Conformance Reports</u> 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 Vancouver HR Service Delivery version dated May 7, 2024.



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 3rd 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 HR Service Delivery. 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 WCAG 2.0 Conformance 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)		HR Service Delivery 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)		HR Service Delivery 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) 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) 504.2 (Authoring Tool) 602.3 (Support Docs) 	Not Applicable	HR Service Delivery 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)		
• 11.1.2.3.1 (Open Functionality Software)	Not Applicable	HR Service Delivery 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)		Visual structure and relationship information for HR Service Delivery are
• 11.1.3.1.2 (Closed Software)	Supports	provided through object information or are available
• 11.8.2 (Authoring Tool)		in 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
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 HR Service
• 11.1.3.2.2 (Closed Software)	Supports	Delivery 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 HR Service Delivery 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)		HR Service Delivery 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
 Criteria 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) 	Conformance Level Supports	HR Service Delivery does not contain audio that plays automatically.
 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
2.1.1 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)		HR Service Delivery
• 11.2.1.1.2 (Closed Software)	Supports	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 document)		
11.2.1.2 (Open Functionality Software)	Supports	HR Service Delivery does not include any known
• 11.2.1.2 (Closed Software)		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) 	Supports	HR Service Delivery does not use any single-key shortcuts, other than those restricted to a focused component.
• 12.1.2 (Product Docs)		
12.1.2 (Product Docs)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	HR Service Delivery 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	HR Service Delivery does not include elements that move,
• 11.2.2.2 (Closed Software)	Not 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 Applicable	HR Service Delivery does not contain any flashing or
• 11.2.3.1 (Closed Software)	Noi 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- 	Conformance Level Supports	Pages in HR Service Delivery use HTML5 landmark regions, which will allow screen readers to meet this requirement.
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504.2 (Authoring Tool)		
602.3 (Support Docs) – Does not apply to non- web docs		



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 HR Service Delivery 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) 	Supports	Components in HR Service Delivery receive focus in a meaningful order.
 Revised Section 508 501 (Web) (Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		



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	HR Service Delivery 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 HR Service Delivery, 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 HR Service Delivery, 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)	Supports	Visual labels of components within HR Service Delivery match the text associated with the programmatic
11.2.5.3.1 (Open Functionality Software)		
• 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		
• 9.2.5.4 (Web)		
10.2.5.4 (Non-web document)		In HR Service Delivery, there
• 11.2.5.4 (Open Functionality Software)	Supports	is no functionality that can be operated by device motion or user motion.
• 11.2.5.4 (Closed Software)		The nerver es esermener.
• 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
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 HR Service
• 11.3.1.1.2 (Closed Software)	Supports	Delivery is 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)	Supports	Components in HR Service Delivery do not initiate a change of context when in focus.



Criteria	Conformance Level	Remarks and Explanations
3.2.2 On Input (Level A) Also applies to: EN 301 549 Criteria 9.3.2.2 (Web) 10.3.2.2 (Non-web document) 11.3.2.2 (Open Functionality Software) 11.3.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508	Supports	In HR Service Delivery, changes in context do not occur automatically on user input.
501 (Web) (Software)504.2 (Authoring Tool)602.3 (Support Docs)		



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	HR Service Delivery, 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 HR Service Delivery input
• 11.3.3.2 (Closed Software)	3000013	field.
• 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	HR Service Delivery 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)		User interface components in HR Service Delivery
11.4.1.2.2 (Closed Software) – Not required	Supports	provide programmatic name, role, and/or state information.
• 11.8.2 (Authoring Tool)		information.
• 12.1.2 (Product Docs)		
• 12.2.4 (Support Docs)		
Revised Section 508		
• 501 (Web)(Software)		
• 504.2 (Authoring Tool)		
602.3 (Support Docs)		



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	HR Service Delivery 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 Amplionale	HR Service Delivery 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)		HR Service Delivery 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 HR Service Delivery, 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)		
• 11.1.4.3 (Open Functionality Software)	Supports	Text in HR Service Delivery meets minimum contrast requirements, including the
• 11.1.4.3 (Closed Software)	3000013	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) 11.1.4.4.1 (Open	Conformance Level	HR Service Delivery supports standard zoom capabilities
 Functionality Software) 11.1.4.4.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 	Supports	built into modern web browsers and operating systems. Content can be increased up to 200 percent without loss of content or functionality.
 12.1.2 (Nedset Bees) 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) 602.3 (Support Docs)	Supports	HR Service Delivery 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)		HR Service Delivery content reflows at different screen
• 11.1.4.10 (Open Functionality Software)	Supports	widths without loss of information or functionality,
• 11.1.4.10 (Closed Software)		and without 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
 Criteria 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) 	Supports	Components in HR Service Delivery meet minimum contrast requirements, including the text color on hover and focus states.
Revised Section 508 – Does not apply		



1.4.12 Text Spacing (Level AA 2.1 only) Also applies to: EN 301 549 Criteria	ons
 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) Revised Section 508 – Does not apply 	ws)



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) 11.1.4.13 (Open Functionality Software) 11.1.4.13 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs)	Supports	HR Service Delivery allows hover content to be manually dismissed.
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)		HR Service Delivery uses
11.2.4.6 (Open Functionality Software)	Supports	meaningful semantic headings to label content blocks. Form input labels are
• 11.2.4.6 (Closed Software)	3000013	associated with their inputs
• 11.8.2 (Authoring Tool)		and provide a useful label to
• 12.1.2 (Product Docs)		those inputs.
• 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
 Criteria 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) 	Supports	Focusable elements in HR Service Delivery have a visible keyboard focus indicator.
 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
3.1.2 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 HR Service Delivery default webpages, the language of each portion of
 11.3.1.2 (Closed Software) Does not apply 	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 		
11.3.2.3 (Closed Software)Does not apply	Supports	HR Service Delivery 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 HR Service Delivery are
11.3.2.4 (Closed Software)Does not apply		
• 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 HR Service Delivery,
• 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 HR Service Delivery 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) - Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	In HR Service Delivery, 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	Supports	HR Service Delivery is functional to screen reading technology.
302.2 With Limited Vision	Supports	HR Service Delivery supports text and screen enlargement.
302.3 Without Perception of Color	Supports	There is nothing within HR Service Delivery where color alone is being used to convey information.
302.4 Without Hearing	Supports	There is nothing within HR Service Delivery that explicitly requires hearing.
302.5 With Limited Hearing	Supports	There is nothing within HR Service Delivery that explicitly requires hearing.
302.6 Without Speech	Supports	There is nothing within HR Service Delivery that explicitly requires speech.
302.7 With Limited Manipulation	Supports	Features and functions within HR Service Delivery can be manipulated via the keyboard.
302.8 With Limited Reach and Strength	Supports	Features and functions within HR Service Delivery can be manipulated via the keyboard.
302.9 With Limited Language, Cognitive, and Learning Abilities	Supports	HR Service Delivery uses standard terms, which are understandable by users with limited language, cognitive, or learning abilities.



Chapter 4: <u>Hardware</u>

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.
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	Not Applicable	HR Service Delivery is not an authoring tool.
504.2.2 PDF Export	Not Applicable	HR Service Delivery is not an authoring tool.
504.3 Prompts	Not Applicable	HR Service Delivery is not an authoring tool.
504.4 Templates	Not Applicable	HR Service Delivery 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
	Not Applicable	This report covers accessibility conformance for HR Service Delivery 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.
602.3 Electronic Support Documentation	See WCAG 2.x section	See information in <u>WCAG 2.x</u> section.



Criteria	Conformance Level	Remarks and Explanations
602.4 Alternate Formats for Non-Electronic Support Documentation	Not Applicable	This report covers accessibility conformance for HR Service Delivery 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 HR Service Delivery only and does not address Support Documentation or Support Services.
603.3 Accommodation of Communication Needs	Not Applicable	This report covers accessibility conformance for HR Service Delivery 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	Supports	HR Service Delivery is functional to screen reading technology.
4.2.2 Usage with limited vision	Supports	HR Service Delivery supports text and screen enlargement.
4.2.3 Usage without perception of color	Supports	There is nothing within HR Service Delivery where color alone is being used to convey information.
4.2.4 Usage without hearing	Supports	There is nothing within HR Service Delivery that explicitly requires hearing.
4.2.5 Usage with limited hearing	Supports	There is nothing within HR Service Delivery that explicitly requires hearing.
4.2.6 Usage with no or limited vocal capability	Supports	There is nothing within HR Service Delivery that explicitly requires speech.
4.2.7 Usage with limited manipulation or strength	Supports	Features and functions within HR Service Delivery can be manipulated via the keyboard.
4.2.8 Usage with limited reach	Supports	Features and functions within HR Service Delivery can be manipulated via the keyboard.



Criteria	Conformance Level	Remarks and Explanations
4.2.9 Minimize photosensitive seizure triggers	Supports	There is nothing within HR Service Delivery that would act as a photosensitive seizure trigger.
4.2.10 Usage with limited cognition, language, or learning	Supports	HR Service Delivery uses standard terms, which are understandable by users with limited language, cognitive, or learning abilities.
4.2.11 Privacy	Supports	HR Service Delivery has systems in place to protect the privacy of individual users.

Chapter 5: Generic Requirements

Notes: Not Applicable – There is no closed functionality in HR Service Delivery.

Chapter 6: ICT with Two-Way Voice Communication

Notes: Not Applicable

Chapter 7: ICT with Video Capabilities

Notes: Not Applicable

Chapter 8: <u>Hardware</u>

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	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.4 Assistive technology	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.5 Object information	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.



Criteria	Conformance Level	Remarks and Explanations
11.5.2.6 Row, column, and headers	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.7 Values	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.8 Label relationships	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.9 Parent-child relationships	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.10 Text	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.11 List of available actions	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.12 Execution of available actions	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.13 Tracking of focus and selection attributes	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.14 Modification of focus and selection attributes	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.15 Change notification	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.



Criteria	Conformance Level	Remarks and Explanations
11.5.2.16 Modifications of states and properties	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.5.2.17 Modifications of values and text	Not Applicable	HR Service Delivery 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	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.6.2 No disruption of accessibility features	Not Applicable	HR Service Delivery is a web- based application that relies on user-agent functionality.
11.7 User preferences	Not Applicable	HR Service Delivery 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	HR Service Delivery is not an authoring tool.
11.8.4 Repair assistance	Not Applicable	HR Service Delivery is not an authoring tool.
11.8.5 Templates	Not Applicable	HR Service Delivery 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 HR Service Delivery 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 HR Service Delivery only and does not address Documentation or Support Services.
12.2.3 Effective communication	Not Applicable	This report covers accessibility conformance for HR Service Delivery 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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