

Service Portal Accessibility Conformance Report

International Edition

Based on VPAT® Version 2.5

Report Details

Field	Description
Name of Product	ServiceNow® Service Portal
Version	Zurich
Report Date	February 5, 2026
Product Description	Service Portal allows you to build a mobile-friendly self-service portal experience for your employees or customers.
Contact Information	accessibility@servicenow.com
Notes	<ul style="list-style-type: none"> • 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 Accessibility Conformance Reports on the Product Documentation site. • Any customization of this application or the ServiceNow AI Platform may have an impact on the specifics in this report. • This version of the report replaces the Xanadu Service Portal version dated April 3, 2025. • This version of the report replaces the Zurich Service Portal version dated November 6, 2025.

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 Service Portal. 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)
Web Content Accessibility Guidelines 2.2	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 for ICT products and services - V3.2.1 (2021-03)	(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 only be used in WCAG Level AAA criteria.

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: Success Criteria, Level A

Notes:

Criteria	Conformance Level	Remarks and Explanations
<p>1.1.1 Non-text Content (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.1.1 (Web) • 10.1.1.1 (Non-web document) • 11.1.1.1.1 (Open Functionality Software) • 11.1.1.1.2 (Closed Functionality Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Service Portal provides sufficient text alternatives for any instances of non-text content, with the following exceptions:</p> <ul style="list-style-type: none"> • The images present in the Suggested result do not have alt text. • The images present in the search results do not have defined names. • The Action menu button on request pages will have the decorative image included in the name label. • Non-text content (Cloud icon) receives focus with screen reader in the Add attachment section on the catalog page.

Criteria	Conformance Level	Remarks and Explanations
<p>1.2.1 Audio-only and Video-only (Prerecorded) (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.2.1 (Web) • 10.1.2.1 (Non-web document) • 11.1.2.1.1 (Open Functionality Software) • 11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Not Applicable</p>	<p>Service Portal does not contain prerecorded audio-only or video-only media.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>1.2.2 Captions (Prerecorded)</u> (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Not Applicable</p>	<p>Service Portal does not contain prerecorded synchronized media.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.2.3 (Web) • 10.1.2.3 (Non-web document) • 11.1.2.3.1 (Open Functionality Software) • 11.1.2.3.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Not Applicable</p>	<p>Service Portal does not contain prerecorded video content that would require audio description or a media alternative.</p>

<p><u>1.3.1 Info and Relationships</u> (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Does Not Support</p>	<p>Visual structure and relationship information for Service Portal are provided through object information or are available in text, with the following exceptions:</p> <ul style="list-style-type: none"> • Heading level 1 is defined for the heading of the “Remove from Wishlist” dialog. • The radio group in the “Thanks for letting us know!” dialog lacks association to the posed question. • Required fields on catalog item records lack a required attribute. • All headings on the “Service status” page are level 4s. • There is a verbose and convoluted description for the add attachment button on the RITM Activity tab page. • Listed steps in the Reset Password flow lack list formatting. • On the service status bond trading page, the “?” and green checkmark names are announced twice. • The heading text for the legend section on the system status page lacks heading markup. <p>Continued on the next page...</p>
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		<p>Continued from previous page.</p> <ul style="list-style-type: none"> • The Date/time text grouping of an article causes it to be announced thrice. • Unnecessary list formatting is exposed on the attachment button of the activity tab of a record page. • Tooltip text in articles is not getting announced for time of creation. • Dismiss button "X" on announcement banners is announced twice. • Record IPT0020009 link name referenced multiple times in one focus stop. • The "Search" icon button is announced thrice and "How can we help" input field is announced twice on the homepage. • Article metadata section is not announced in a meaningful manner in KB Category page. • The screen reader completely bypasses the article metadata once it has been navigated in either the forward or backward direction. • "Open chat window", "Open performance analyzer" and "Open analytics window" button names are referenced multiple times per component. <p>Continued on the next page...</p>
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		<p>Continued from previous page.</p> <ul style="list-style-type: none"> • On catalog item record pages, the radio button labels are referenced twice per component. • The heading hierarchy for the catalog browser page is illogical. • The “Close notification” button name is referenced twice on the button in the copy permalink success dialog. • The context of masked mobile number in the 2-step verification flow is not clear to screen reader user. • The time value for a bond trade record is referenced many times in one object label. • The heading tag is defined for all list items available in the My Saved Bundles section. • The close button in the My Saved Bundles modal has a heading attribute. • Heading level structures are not defined correctly in the Create New Bundle dialog. • Table formatting is applied to list objects in the About section of the user profile. <p>Continued on the next page...</p>
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		<p>Continued from previous page.</p> <ul style="list-style-type: none"> • Under "Status History" table, link names are announced twice by the screen reader. • When a Filter's button is in the collapsed state, the screen reader announces, "collapsed Expand section." • The screen reader is announcing the "Main landmark Knowledge Base heading level 1" after selecting the Wish List button. • Screen reader announces "ServiceNow Home Page" after ServiceNow image on the password reset flow. • "Show password" button is announced twice on the login page. • Multiple "Hide" buttons are provided in the system message banner. • Screen readers announce heading information for both the Search Results Disclaimer (i) and the "Most Relevant" button. • The wish list button gives multiple values for wish list count. • Screen reader is not announcing the heading "Welcome to the Service Portal" in one string of text. <p>Continued on the next page...</p>
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		<p>Continued from previous page.</p> <ul style="list-style-type: none">• "Welcome to the Service Portal" and "Log in to order things, get help or report an issue" headings lack heading markup.• Time and tooltip with details time on the My Requests widget of the home page are not announced.• When the focus is on the "Enter verification Code" input field, a long message of "Verification code has been sent..." is announced thrice.• Many buttons in the user profile page are announced twice.• The offscreen text "This article was updated" is not associated with the time 3 years ago.• The "y" in year durations are not described as years.• VoiceOver announces the "About" and User preferences" headings as "2 items."• The <h1> heading tag is provided twice on the password reset page. <p>Continued on the next page...</p>
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Criteria	Conformance Level	Remarks and Explanations
		<p>Continued from previous page.</p> <ul style="list-style-type: none"> • For a catalog item that requires specific uploads, the upload and delete buttons fail to identify what is being updated or deleted. • An asterisk is provided for required input fields, but the instruction for the same is not provided for keyboard-only visual users. • “Helpful” and “Rate this article?” components are not contained by landmarks in the article page. • An incorrect heading is used in the “Solve my Issue?” dialog. • The KB article pages have content outside of any landmark. • Two hidden h1 and h2 headings are provided on Catalog homepage. • Data present under My Saved Bundles heading is a normal text but screen reader announces it as heading level 3. • The context of the steps progress bar in the password reset flow is not clear.

Criteria	Conformance Level	Remarks and Explanations
<p><u>1.3.2 Meaningful Sequence</u> (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.3.2 (Web) • 10.1.3.2 (Non-web document) • 11.1.3.2.1 (Open Functionality Software) • 11.1.3.2.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Content in Service Portal is presented in a meaningful sequence.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>1.3.3 Sensory Characteristics</u> (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.3.3 (Web) • 10.1.3.3 (Non-web document) • 11.1.3.3 (Open Functionality Software) • 11.1.3.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Instructions in Service Portal do not rely solely on sensory characteristics.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.1 Use of Color (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.4.1 (Web) • 10.1.4.1 (Non-web document) • 11.1.4.1 (Open Functionality Software) • 11.1.4.1 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Service Portal site content and functionality do not convey information through color alone, with the following exceptions:</p> <ul style="list-style-type: none"> • An underline is not provided to the breadcrumb links. • Links on the “Operating Systems – MAC OS X – How To” article lack underlines. • Underline is not provided to the links "Forgot password" and "Use external login". • Selected category item in the Categories menu is indicated by color alone.

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.2 Audio Control (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Service Portal does not contain audio that plays automatically.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.1.1 Keyboard (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Service Portal functionality can be accessed and operated using a keyboard, with the following exceptions:</p> <ul style="list-style-type: none"> • For color indicators present under the Legend section, the tooltip appears on mouse hover but is not getting dismissed on pressing ESC key. • The context menu is not accessible through the keyboard for the Avatar profile button. • When the tab focus is on the link in the AI search section and the "Enter" key is pressed, the link does not open. • In a Catalog item with an order guide, the pages are represented as tabs, but it is not possible to navigate between the tabs. • Tooltip text "Service Portal" (which conveys additional information) does not appear on keyboard tab focus.

Criteria	Conformance Level	Remarks and Explanations
<p>2.1.2 No Keyboard Trap (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.2.1.2 (Web) • 10.2.1.2 (Non-web 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Service Portal does not include any known keyboard traps.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.1.4 Character Key Shortcuts (Level A 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>Service Portal does not use any single-key shortcuts, other than those restricted to a focused component.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.2.1 Timing Adjustable (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.2.2.1 (Web) • 10.2.2.1 (Non-web document) • 11.2.2.1 (Open Functionality Software) • 11.2.2.1 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Service Portal allows users to extend the session timeout as required.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.2.2 Pause, Stop, Hide (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Service Portal does not include elements that move, blink, scroll, or auto-update.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>2.3.1 Three Flashes or Below Threshold</u> (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.2.3.1 (Web) • 10.2.3.1 (Non-web document) • 11.2.3.1 (Open Functionality Software) • 11.2.3.1 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Service Portal does not contain any flashing or strobing content.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.4.1 Bypass Blocks (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 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 	<p>Partially Supports</p>	<p>Pages in Service Portal use HTML5 landmark regions, which will allow screen readers to meet this requirement, with the following exception:</p> <ul style="list-style-type: none"> • Skip links lead to breadcrumb links instead of the first object after the navigation block.

Criteria	Conformance Level	Remarks and Explanations
<p>2.4.2 Page Titled (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Pages in Service Portal have appropriate page titles, with the following exceptions:</p> <ul style="list-style-type: none"> • Inappropriate page title "Service Portal - Service Portal" is provided on the Login page. • Page title is not descriptive for the keyword search page.

<p>2.4.3 Focus Order (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Does Not Support</p>	<p>Components in Service Portal receive focus in a meaningful order, with the following exceptions:</p> <ul style="list-style-type: none"> • "Card View" and "Table view" buttons receive focus twice. • Source filter checkboxes "Knowledge" and "Catalog item" receive focus twice. • Screen reader focus lands twice on the radio buttons on the "Thanks for letting us know" response modals. • Add Attachments is not accessible using screen reader on a catalog item record page. • Non-interactive object receives focus on the new hire page. • The Items added to cart modal focus order is not logical. • Keyboard focus gets lost after selecting the Cart button when it is empty. • The keyboard focus is lost after selecting the Clear button in the AI search, and pressing the Tab key, focus returns to the top of the page. • After selecting the Hide filters on the AI search page, keyboard focus is lost, and pressing the Tab key, focus returns to the Info icon. <p>Continued on the next page...</p>
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		<p>Continued from previous page.</p> <ul style="list-style-type: none"> • The keyboard focus navigation on the Recent Searches list is not functioning logically. • Keyboard focus navigates to an inoperable filter pill on the search page. • When user selects "X"—the Dismiss announcement button—In the announcement banner, keyboard focus becomes lost. • User focus in the wish list page will return to the top of the page after selecting to close a notification. • Keyboard focus renavigates to the top of the search page after activating a filter. • Keyboard focus becomes lost on the AI search page after selecting Most recent/Most relevant button. • After selecting Yes (Thumbs up) button on any search results page, the keyboard focus is lost, and pressing the Tab key moves the focus to the top of the page. • On the AI search results page, after clicking the "Remove filter" button on the selected filter pill, the keyboard focus order becomes illogical. • The Add Attachments section is completely skipped by the
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Criteria	Conformance Level	Remarks and Explanations
		<p>screen reader in the catalog item records.</p> <ul style="list-style-type: none"> • The screen reader focus moves twice to each step in the password reset flow. • The expanded state of the stage column in the request summary forms is described as collapsed. • Search suggestions for the AI search have aria-selected attributes. • For articles where no rating is provided, the screen reader just announces, "Article rating hyphen." • Remove buttons in the wish list lack product names.

Criteria	Conformance Level	Remarks and Explanations
<p><u>2.4.4 Link Purpose (In Context)</u> (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>The purpose of each link in Service Portal can be determined from the link text alone or from the programmatic context of the link.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.5.1 Pointer Gestures (Level A 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>In Service Portal, there is no functionality that uses multipoint or path-based gestures to operate.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.5.2 Pointer Cancellation (Level A 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>In Service Portal, the down-event of the pointer is not used to execute any part of the function.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.5.3 Label in Name (Level A 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.2.5.3 (Web) • 10.2.5.3 (Non-web document) • 11.2.5.3.1 (Open Functionality Software) • 11.2.5.3.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508 – Does not apply</p>	<p>Partially Supports</p>	<p>Visual labels of components within Service Portal match the text associated with the programmatic names, with the following exception:</p> <ul style="list-style-type: none"> • The accessible name does not start with the visible label on the Knowledge Bases filter combo box.

Criteria	Conformance Level	Remarks and Explanations
<p>2.5.4 Motion Actuation (Level A 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>In Service Portal, there is no functionality that can be operated by device motion or user motion.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>3.1.1 Language of Page (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.3.1.1 (Web) • 10.3.1.1 (Non-web document) • 11.3.1.1.1 (Open Functionality Software) • 11.3.1.1.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>The default language of each page in Service Portal is identified using the LANG attribute in the HTML element.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>3.2.1 On Focus (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Components in Service Portal do not initiate a change of context when in focus, with the following exceptions:</p> <ul style="list-style-type: none"> • The “Search results” information button tooltip automatically appears when the button receives focus. • Tooltip appears on focus for the “?” button on the Bond trading page.

Criteria	Conformance Level	Remarks and Explanations
<p>3.2.2 On Input (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>In Service Portal, changes in context do not occur automatically on user input, with the following exceptions:</p> <ul style="list-style-type: none"> • Users are not made aware of search result changes on the page. • The link "Learn More about Employee Center" opens in new tab but is not conveyed to all users. • "Open performance analyzer" button opens in a new tab but the same is not conveyed to the screen reader user.
<p>3.2.6 Consistent Help (Level A 2.2 only)</p> <p>EN 301 549 Criteria – Does not apply</p> <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>Service Portal provides help mechanisms on all applicable pages to assist users in completing forms and other tasks requiring input.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>3.3.1 Error Identification (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.3.3.1 (Web) • 10.3.3.1 (Non-web document) • 11.3.3.1.1 (Open Functionality Software) • 11.3.3.1.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Where errors are automatically detected in Service Portal, the error is identified, and an error message is provided as text, with the following exception:</p> <ul style="list-style-type: none"> • Error is not identified, and an error message and a suggestion are not provided for entering incorrect Email, Business phone, or Mobile phone number.

Criteria	Conformance Level	Remarks and Explanations
<p>3.3.2 Labels or Instructions (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.3.3.2 (Web) • 10.3.3.2 (Non-web document) • 11.3.3.2 (Open Functionality Software) • 11.3.3.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>A label is provided for each input field in Service Portal, with the following exceptions:</p> <ul style="list-style-type: none"> • The screen reader doesn't announce how to navigate the search results list. • The Clear (x) icon button in the "Who are you requesting this sticker for?" combo box lacks a visible label. • The "?" button instructions on the Bond Trading page gives the user incorrect directions. • A visual label is not provided for the 'Select a provider' input field and masked mobile number. • Email format and mobile number format is not provided to the user on the user profile page. • The asterisk symbol is provided to indicate all the required fields, but visual description for the same is not provided on catalog item forms.
<p>3.3.7 Redundant Entry (Level A 2.2 only)</p> <p>EN 301 549 Criteria – Does not apply</p> <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>In Service Portal, fields are automatically populated when a user has previously entered this information during the same session.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>4.1.1 Parsing (Level A)</p> <p>Applies to:</p> <p>WCAG 2.0 and 2.1 – Always answer ‘Supports’</p> <p>WCAG 2.2 (obsolete and removed) - Does not apply</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>For WCAG 2.0, 2.1, EN 301 549, and Revised 508 Standards, the September 2023 errata update indicates this criterion is always supported. See the WCAG 2.0 Editorial Errata and the WCAG 2.1 Editorial Errata.</p>

<p>4.1.2 Name, Role, Value (Level A)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Does Not Support</p>	<p>User interface components in Service Portal provide programmatic name, role, and/or state information, with the following exceptions:</p> <ul style="list-style-type: none"> • The name is not defined for the Breadcrumb and Search results list. • List items are defined as undefined lists in the search results. • Unwanted full stop "." is provided in offscreen text for button and article metadata on Knowledge Articles, and screen reader also announces it. • Duplicate labels are present in the KB Comments sections. • The New email button in the New hire form has an unsupported aria-expanded attribute. • The Search history elements have aria attributes incorrectly nested in code. • The Search catalog field elements have aria attributes incorrectly nested in code. • The Remove button in the view cart page lacks a name. • The incorrect role "Button" is provided for Biography in the user profile page. <p>Continued on the next page...</p>
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Criteria	Conformance Level	Remarks and Explanations
		<p>Continued from previous page.</p> <ul style="list-style-type: none"> • The name of column 4 is not defined in the Drafts table of Request page. • VoiceOver announces "Bullet" for periods (.). • Name and Role are not defined for the suggested AI search results cards. • The Wish List link is incorrectly defined with the role button. • The role as "button" is defined twice within the show filters component. • Currently selected state of the password reset flow steps is not identified by the screen reader. • The Open Now Assist button is unlabeled.

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
<p>1.2.4 Captions (Live) (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Not Applicable</p>	<p>Service Portal does not contain live synchronized media.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>1.2.5 Audio Description</u> (Prerecorded) (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.2.5 (Web) • 10.1.2.5 (Non-web document) • 11.1.2.5 (Open Functionality Software) • 11.1.2.5 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) • Revised Section 508 <p>501 (Web)(Software)</p> <ul style="list-style-type: none"> • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Not Applicable</p>	<p>Service Portal does not contain prerecorded video content that would require audio description.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>1.3.4 Orientation (Level AA 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.3.4 (Web) • 10.1.3.4 (Non-web document) • 11.1.3.4 (Open Functionality Software) • 11.1.3.4 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>Service Portal does not contain fixed orientation for page displays.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>1.3.5 Identify Input Purpose (Level AA 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.3.5 (Web) • 10.1.3.5 (Non-web document) • 11.1.3.5.1 (Open Functionality Software) • 11.1.3.5.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>In Service Portal, the purpose of each specifically identified input field collecting information about the user can be programmatically determined.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>1.4.3 Contrast (Minimum)</u> (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.4.3 (Web) • 10.1.4.3 (Non-web document) • 11.1.4.3 (Open Functionality Software) • 11.1.4.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Text in Service Portal meets minimum contrast requirements, including the text color on hover and focus states, with the following exceptions:</p> <ul style="list-style-type: none"> • Color contrast ratio of "Planned maintenance....." link with the surrounding text is less than 3:1. • Color contrast ratio of the breadcrumb link with adjacent normal text is less than 3:1. • Color contrast ratio of the focused Actions button text with respect to background ratio is 3.6:1.

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.4 Resize text (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.4.4 (Web) • 10.1.4.4 (Non-web document) • 11.1.4.4.1 (Open Functionality Software) • 11.1.4.4.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Service Portal supports standard zoom capabilities built into modern web browsers and operating systems. Content can be increased up to 200 percent without loss of content or functionality, with the following exceptions:</p> <ul style="list-style-type: none"> • "Log in with ServiceNow Okta" button text overlaps with the surrounding interface objects. • "Total: \$0.00" at the end of the Request Summary table is missing starting from 150% zoom on the Parking Sticker Request summary page.

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.5 Images of Text (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Service Portal uses text instead of images of text.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.10 Reflow (Level AA 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.1.4.10 (Web) • 10.1.4.10 (Non-web document) • 11.1.4.10 (Open Functionality Software) • 11.1.4.10 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508 – Does not apply</p>	<p>Partially Supports</p>	<p>Service Portal content reflows at different screen widths without loss of information or functionality and without requiring scrolling in two dimensions, with the following exceptions:</p> <ul style="list-style-type: none"> • Two-dimensional scrolling is required on the login page at 400% zoom. • The submenu category list content is lost on the Request something page. • The “How can we help” page does not adapt to a 400% zoom. • The “Open chat window” button on the “My request” page is not adapting 400% zoom. • The “Add attachment” button on the “My request” page is not adapting 400% zoom.

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.11 Non-text Contrast (Level AA 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508 – Does not apply</p>	<p>Partially Supports</p>	<p>Components in Service Portal meet minimum contrast requirements, including the text color on hover and focus states, with the following exceptions:</p> <ul style="list-style-type: none"> • Coral theme-Keyboard focus highlight for Knowledge Bases Category dropdown options contrast ratio is less than 3:1. • Coral Theme-Keyboard focus highlight for 'Quantity' dropdown options on the catalog items page has a contrast ratio that is less than 3:1. • The color contrast ratio of green keyboard focus indicator for Expand, Hide, Learn More buttons on the announcement banner is less than 3:1. • Color contrast is below 3:1 when Delete/Edit buttons are in focus on the create incident form and it has an attachment. • Selected state of category item in Categories menu has a contrast ratio less than 3:1.

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.12 Text Spacing (Level AA 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508 – Does not apply</p>	<p>Partially Supports</p>	<p>Service Portal allows text style adjustments to meet the minimum thresholds for text spacing, with the following exceptions:</p> <ul style="list-style-type: none"> • The Catalog page widgets have text that disappears after spacing is applied. • Search text on the Submitted Request Summary page does not adhere to text spacing alterations. • Text spacing is not applied on expanded Catalog options. • An incomplete text string in the search results is created after text spacing is applied. • Text spacing property is not getting applied on the expanded providers dropdown options on the SMS verification screen.

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.13 Content on Hover or Focus (Level AA 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) • 12.2.4 (Support Docs) <p>Revised Section 508 – Does not apply</p>	<p>Partially Supports</p>	<p>Service Portal allows hover content to be manually dismissed, with the following exceptions:</p> <ul style="list-style-type: none"> • User is unable to move the mouse pointer on the tooltip text "Refresh captcha" and "Speak the captcha" on the password reset page. • Additional hover content on the Search open request in My Request page disappears when the mouse pointer moves. • User is unable to mouse hover on Star ratings, Search, and How can we help input field tooltip text on the homepage. • Tooltip texts on the user profile such as Send an email to this address, Biography tooltip text, Clear field, and Preview are not persistent. • Tooltips on the Bond Trading page disappear when the mouse pointer moves to them. • Tooltips in the Status History table on the System Status page disappear when the pointer hovers them. • The Show password tooltip on the login page disappear when the pointer hovers over it.

Criteria	Conformance Level	Remarks and Explanations
<p>2.4.5 Multiple Ways (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.2.4.5 (Web) • 10.2.4.5 (Non-web document) – Does not apply • 11.2.4.5 (Open Functionality Software) – Does not apply • 11.2.4.5 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 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 	<p>Supports</p>	<p>Service Portal provides more than one way of finding content, including a navigation bar and search.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.4.6 Headings and Labels (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.2.4.6 (Web) • 10.2.4.6 (Non-web document) • 11.2.4.6 (Open Functionality Software) • 11.2.4.6 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Service Portal uses meaningful semantic headings to label content blocks. Form input labels are associated with their inputs and provide a useful label to those inputs, with the following exception:</p> <ul style="list-style-type: none"> • Asterisks on the “Catalog item record” pages are described incorrectly as a “required filled.”

Criteria	Conformance Level	Remarks and Explanations
<p>2.4.7 Focus Visible (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Partially Supports</p>	<p>Focusable elements in Service Portal have a visible keyboard focus indicator, with the following exceptions:</p> <ul style="list-style-type: none"> • Keyboard tab focus indicator is not provided for the "X" Dismiss button in the announcement banner. • Keyboard tab focus indicator for "Log in with ServiceNow Okta" link is not visible. • Keyboard tab focus indicator is not visible from all 4 sides for the Expand button on the announcement banner. • When the "Next" button is selected on the "Forgot password" page, the keyboard focus is getting lost and is not visible on the SMS Verification page. • Keyboard tab focus indicator is not visible from all 4 sides for "Show password" button. • The keyboard focus is not visible on the links of the returned results that were previously opened with the mouse on the AI search page.

Criteria	Conformance Level	Remarks and Explanations
<p>2.4.11 Focus Not Obscured (Minimum) (Level AA 2.2 only)</p> <p>EN 301 549 Criteria – Does not apply</p> <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>In Service Portal, the focus indicator is consistently displayed around interactive elements without being obscured by overlapping content or other UI components.</p>
<p>2.5.7 Dragging Movements (Level AA 2.2 only)</p> <p>EN 301 549 Criteria – Does not apply</p> <p>Revised Section 508 – Does not apply</p>	<p>Not Applicable</p>	<p>Service Portal does not require movements that require dragging motions to operate.</p>
<p>2.5.8 Target Size (Minimum) (Level AA 2.2 only)</p> <p>EN 301 549 Criteria – Does not apply</p> <p>Revised Section 508 – Does not apply</p>	<p>Supports</p>	<p>Service Portal includes interactive elements such as buttons, icons, and links, that are designed with a minimum target size of 24 by 24 CSS pixels except in cases where this would conflict with design or content flow.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>3.1.2 Language of Parts (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.3.1.2 (Web) • 10.3.1.2 (Non-web document) • 11.3.1.2 (Open Functionality Software) – Does not apply • 11.3.1.2 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>Within Service Portal default webpages, the language of each portion of the page is programmatically determinable.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>3.2.3 Consistent Navigation</u> (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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 • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 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 	<p>Supports</p>	<p>Service Portal provides consistent and repeatable navigation.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>3.2.4 Consistent Identification</u> (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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 • 11.3.2.4 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 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 	<p>Supports</p>	<p>Components that have the same functionality within Service Portal are identified consistently.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>3.3.3 Error Suggestion (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.3.3.3 (Web) • 10.3.3.3 (Non-web document) • 11.3.3.3 (Open Functionality Software) • 11.3.3.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>When an error is automatically detected within a native data entry form in Service Portal, the resulting error message provides suggestions for correction.</p>

Criteria	Conformance Level	Remarks and Explanations
<p><u>3.3.4 Error Prevention (Legal, Financial, Data)</u> (Level AA)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 9.3.3.4 (Web) • 10.3.3.4 (Non-web document) • 11.3.3.4 (Open Functionality Software) • 11.3.3.4 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) <p>Revised Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Supports</p>	<p>No forms within Service Portal submit actions that cause legal commitments or financial transactions to occur, nor do any forms submit actions that modify or delete user-controllable data in the data storage system.</p>
<p><u>3.3.8 Accessible Authentication (Minimum)</u> (Level AA 2.2 only)</p> <p>EN 301 549 Criteria – Does not apply</p> <p>Revised Section 508 – Does not apply</p>	<p>Not Applicable</p>	<p>Service Portal does not require cognitive testing during authentication processes.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>4.1.3 Status Messages (Level AA 2.1 and 2.2)</p> <p>Also applies to:</p> <p>EN 301 549 Criteria</p> <ul style="list-style-type: none"> • 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) <p>Revised Section 508 – Does not apply</p>	<p>Partially Supports</p>	<p>In Service Portal, 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:</p> <ul style="list-style-type: none"> • Number of results is not announced in the Draft tab when any item is searched or removed. • On selecting "Subscribe to updates" button, a status message is not provided for visual users. • The screen reader announces an incorrect count of search results when genius results are available. • The screen reader announces an incorrect count of search results after a filter is applied. • Screen reader remains silent after selecting the Yes (Thumbs up) button in the Suggested result. • No confirmation message displayed or announced after approving/rejecting a request from the My Approvals widget.

Table 3: Success Criteria, Level AAA

Notes: Not Evaluated

Revised Section 508 Report

Notes:

Chapter 3: [Functional Performance Criteria \(FPC\)](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision	Does Not Support	Service Portal is not fully functional to screen reading technology.
302.2 With Limited Vision	Partially Supports	With some exceptions noted above, Service Portal supports text and screen enlargement.
302.3 Without Perception of Color	Partially Supports	There are a few instances in Service Portal where color is being used to convey information.
302.4 Without Hearing	Supports	There is nothing within Service Portal that explicitly requires hearing.
302.5 With Limited Hearing	Supports	There is nothing within Service Portal that explicitly requires hearing.
302.6 Without Speech	Supports	There is nothing within Service Portal that explicitly requires speech.
302.7 With Limited Manipulation	Does Not Support	There is functionality within Service Portal that cannot be manipulated via the keyboard.
302.8 With Limited Reach and Strength	Does Not Support	There is functionality within Service Portal 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 Service Portal 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: [Software](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See WCAG 2.x section	See information in WCAG 2.x 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”)	See WCAG 2.x section	See information in WCAG 2.x section
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	Not Applicable	Service Portal is not an authoring tool.

Criteria	Conformance Level	Remarks and Explanations
504.2.2 PDF Export	Not Applicable	Service Portal is not an authoring tool.
504.3 Prompts	Not Applicable	Service Portal is not an authoring tool.
504.4 Templates	Not Applicable	Service Portal is not an authoring tool.

Chapter 6: [Support Documentation and Services](#)

Notes:

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
602.2 Accessibility and Compatibility Features	Not Applicable	This report covers accessibility conformance for Service Portal and does not address Support Documentation or Support Services.
602.3 Electronic Support Documentation	See WCAG 2.x section	See information in WCAG 2.x section
602.4 Alternate Formats for Non-Electronic Support Documentation	Not Applicable	This report covers accessibility conformance for Service Portal only and does not address Support Documentation or Support Services

Criteria	Conformance Level	Remarks and Explanations
<u>603 Support Services</u>	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 Service Portal only and does not address Support Documentation or Support Services.
603.3 Accommodation of Communication Needs	Not Applicable	This report covers accessibility conformance for Service Portal only and does not address Support Documentation or Support Services.

EN 301 549 Report

Notes:

Chapter [4: Functional Performance Statements \(FPS\)](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
4.2.1 Usage without vision	Does Not Support	Service Portal is not fully functional to screen reading technology.
4.2.2 Usage with limited vision	Partially Supports	With some exceptions noted above, Service Portal supports text and screen enlargement.
4.2.3 Usage without perception of colour	Partially Supports	There are a few instances in Service Portal where color is being used to convey information.
4.2.4 Usage without hearing	Supports	There is nothing within Service Portal that explicitly requires hearing.

Criteria	Conformance Level	Remarks and Explanations
4.2.5 Usage with limited hearing	Supports	There is nothing within Service Portal that explicitly requires hearing.
4.2.6 Usage with no or limited vocal capability	Supports	There is nothing within Service Portal that explicitly requires speech.
4.2.7 Usage with limited manipulation or strength	Does Not Support	There is functionality within Service Portal that cannot be manipulated via the keyboard.
4.2.8 Usage with limited reach	Does Not Support	There is functionality within Service Portal that cannot be manipulated via the keyboard.
4.2.9 Minimize photosensitive seizure triggers	Supports	There is nothing within Service Portal 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 Service Portal use standard terms, which may not be understandable by users with limited language, cognitive, or learning abilities.
4.2.11 Privacy	Supports	Service Portal has systems in place to protect the privacy of individual users.

Chapter 5: [Generic Requirements](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
5.1 Closed functionality	Heading cell – no response required	Heading cell – no response required
5.1.2 General	Heading cell – no response required	Heading cell – no response required
5.1.2.1 Closed functionality	See 5.2 through 13	See information in 5.2 through 13
5.1.2.2 Assistive technology	See 5.1.3 through 5.1.6	See information in 5.1.3 through 5.1.6
5.1.3 Non-visual access	Heading cell – no response required	Heading cell – no response required
5.1.3.1 Audio output of visual information	Not Applicable	Service Portal does not have closed functionality.
5.1.3.2 Auditory output delivery including speech	Not Applicable	Service Portal does not have closed functionality.
5.1.3.3 Auditory output correlation	Not Applicable	Service Portal does not have closed functionality.
5.1.3.4 Speech output user control	Not Applicable	Service Portal does not have closed functionality.
5.1.3.5 Speech output automatic interruption	Not Applicable	Service Portal does not have closed functionality.
5.1.3.6 Speech output for non-text content	Not Applicable	Service Portal does not have closed functionality.
5.1.3.7 Speech output for video information	Not Applicable	Service Portal does not have closed functionality.
5.1.3.8 Masked entry	Not Applicable	Service Portal does not have closed functionality.
5.1.3.9 Private access to personal data	Not Applicable	Service Portal does not have closed functionality.

Criteria	Conformance Level	Remarks and Explanations
5.1.3.10 Non-interfering audio output	Not Applicable	Service Portal does not have closed functionality.
5.1.3.11 Private listening volume	Not Applicable	Service Portal does not have closed functionality.
5.1.3.12 Speaker volume	Not Applicable	Service Portal does not have closed functionality.
5.1.3.13 Volume reset	Not Applicable	Service Portal does not have closed functionality.
5.1.3.14 Spoken languages	Not Applicable	Service Portal does not have closed functionality.
5.1.3.15 Non-visual error identification	Not Applicable	Service Portal does not have closed functionality.
5.1.3.16 Receipts, tickets, and transactional outputs	Not Applicable	Service Portal does not have closed functionality.
5.1.4 Functionality closed to text enlargement	Not Applicable	Service Portal does not have closed functionality.
5.1.5 Visual output for auditory information	Not Applicable	Service Portal does not have closed functionality.
5.1.6 Operation without keyboard interface	Heading cell – no response required	Heading cell – no response required
5.1.6.1 Closed functionality	See 5.1.3.1 through 5.1.3.16	See information in 5.1.3.1 through 5.1.3.16
5.1.6.2 Input focus	Not Applicable	Service Portal does not have closed functionality.
5.1.7 Access without speech	Not Applicable	Service Portal does not have closed functionality.

Criteria	Conformance Level	Remarks and Explanations
5.2 Activation of accessibility features	Not Applicable	Service Portal does not have closed functionality.
5.3 Biometrics	Not Applicable	Service Portal does not have closed functionality.
5.4 Preservation of accessibility information during conversion	Not Applicable	Service Portal does not have closed functionality.
5.5 Operable parts	Heading cell – no response required	Heading cell – no response required
5.5.1 Means of operation	Not Applicable	Service Portal does not have closed functionality.
5.5.2 Operable parts discernibility	Not Applicable	Service Portal does not have closed functionality.
5.6 Locking or toggle controls	Heading cell – no response required	Heading cell – no response required
5.6.1 Tactile or auditory status	Not Applicable	Service Portal does not have closed functionality.
5.6.2 Visual status	Not Applicable	Service Portal does not have closed functionality.
5.7 Key repeat	Not Applicable	Service Portal does not have closed functionality.
5.8 Double-strike key acceptance	Not Applicable	Service Portal does not have closed functionality.
5.9 Simultaneous user actions	Not Applicable	Service Portal does not have closed functionality.

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 Documents](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
10.0 General (informative)	Heading cell – no response required	Heading cell – no response required
10.1.1.1 through 10.4.1.3	See WCAG 2.x section	See information in WCAG 2.x section
10.5 Caption positioning	Not Applicable	Service Portal does not have non-web documents that contain synchronized media.
10.6 Audio description timing	Not Applicable	Service Portal does not have non-web documents that contain synchronized media.

Chapter [11: Software](#)

Notes:

Criteria	Conformance Level	Remarks and Explanations
11.0 General (informative)	Heading cell – no response required	Heading cell – no response required

Criteria	Conformance Level	Remarks and Explanations
11.1.1.1 through 11.4.1.3	See WCAG 2.x section	See information in WCAG 2.x 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	See information in 11.5.2.5 through 11.5.2.17	See information in 11.5.2.5 through 11.5.2.17
11.5.2.4 Assistive technology	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.5 Object information	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.6 Row, column, and headers	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.7 Values	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.

Criteria	Conformance Level	Remarks and Explanations
11.5.2.8 Label relationships	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.9 Parent-child relationships	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.10 Text	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.11 List of available actions	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.12 Execution of available actions	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.13 Tracking of focus and selection attributes	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.14 Modification of focus and selection attributes	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.15 Change notification	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.16 Modifications of states and properties	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.5.2.17 Modifications of values and text	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.

Criteria	Conformance Level	Remarks and Explanations
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	Service Portal is a web-based application that relies on user-agent functionality.
11.6.2 No disruption of accessibility features	Not Applicable	Service Portal is a web-based application that relies on user-agent functionality.
11.7 User preferences	Not Applicable	Service Portal 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 WCAG 2.x section
11.8.3 Preservation of accessibility information in transformations	Not Applicable	Service Portal is not an authoring tool.
11.8.4 Repair assistance	Not Applicable	Service Portal is not an authoring tool.
11.8.5 Templates	Not Applicable	Service Portal is not an authoring tool.

Chapter [12: Documentation and Support Services](#)

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 Service Portal only and does not address Documentation or Support Services.
12.1.2 Accessible documentation	See WCAG 2.x section	See information in WCAG 2.x 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 Service Portal only and does not address Documentation or Support Services.
12.2.3 Effective communication	Not Applicable	This report covers accessibility conformance for Service Portal 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: ICT Providing Relay or Emergency Service Access](#)

Notes: Not applicable

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