

Air Force Section 508 Accessibility Template - VPAT

The following links will provide assistance with filling out the template:

- [Link to ART Tool](#) - ART tool used to evaluate which criteria will be applicable
- [Link to WCAG Guidelines](#) – Provides details on the Web Content Accessibility Guidelines (WCAG 2.0)(Level A/AA)
- [Link to Revised Section 508 Standards](#) – Provides Section 508 Standards

Additionally, you can use the following tools to evaluate your system:

- ANDI – Manual tester using your keyboard to assess compliance (Install by adding to your toolbar as an extension to Internet Explorer): [Link to Install ANDI Tool](#)
- CCA – Color Contrast Analyzer tool to assess WCAG standards use of color for Section 508: [Link to Install Colour Contrast Analyser](#)

Name of Product/Version:	
Product Description: A brief description of the product	
Report Date and Contact Information: Date of report publication. At a minimum, provide the month and year of the report publication. Contact Information for follow-up questions. Listing an email is sufficient.	
Evaluation Methods Used: Include a description of what evaluation methods were used to complete the template for the product under test. Testing may include: testing with name, publisher and URL link, vendor proprietary test method or other test method.	
Was the ANDI Tool Used to Manually Test the Section 508 conformance standards?: Yes or No	
*Undue Burden Justification: Include justification for undue burden. (Skip to final page to complete, <i>IT System Program Manager Certification.</i>)	

***UNDUE BURDEN FINDING:** The requiring Program Manager must clearly explain why meeting one or more of the otherwise applicable technical criteria creates an undue burden, and for each criterion that creates an undue burden must describe:

- (1) The products or services required.
- (2) The dollar value of the acquisition.
- (3) The otherwise applicable technical provision that cannot be met.
- (4) The market research performed to locate commercial items that meet the applicable standards, and the specific reason(s) why the technical provision cannot be met.
- (5) The costs and how they were estimated if monetary expense is deemed prohibitive.
- (6) The alternative means by which the DoD Component will provide individuals with disabilities access to the data and information involved.

Air Force Section 508 Accessibility Template - VPAT

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.

Table 1: Success Criteria, Level A

Criteria	Conformance Level	Remarks and Explanations
1.1.1 Non-text Content		
1.2.1 Audio-only and Video-only (Prerecorded)		
1.2.2 Captions (Prerecorded)		
1.2.3 Audio Description or Media Alternative (Prerecorded)		
1.3.1 Info and Relationships		
1.3.2 Meaningful Sequence		
1.3.3 Sensory Characteristics		
1.4.1 Use of Color		
1.4.2 Audio Control		
2.1.1 Keyboard		
2.1.2 No Keyboard Trap		
2.2.1 Timing Adjustable		
2.2.2 Pause, Stop, Hide		
2.3.1 Three Flashes or Below Threshold		
2.4.1 Bypass Blocks		
2.4.2 Page Titled		
2.4.3 Focus Order		
2.4.4 Link Purpose (In Context)		
3.1.1 Language of Page		
3.2.1 On Focus		
3.2.2 On Input		
3.3.1 Error Identification		
3.3.2 Labels or Instructions		

Criteria	Conformance Level	Remarks and Explanations
4.1.1 Parsing		
4.1.2 Name, Role, Value		

Air Force Section 508 Accessibility Template - VPAT

Table 2: Success Criteria, Level AA

Criteria	Conformance Level	Remarks and Explanations
1.2.4 Captions (Live)		
1.2.5 Audio Description (Prerecorded)		
1.4.3 Contrast (Minimum)		
1.4.4 Resize text		
1.4.5 Images of Text		
2.4.5 Multiple Ways		
2.4.6 Headings and Labels		
2.4.7 Focus Visible		
3.1.2 Language of Parts		
3.2.3 Consistent Navigation		
3.2.4 Consistent Identification		
3.3.3 Error Suggestion		
3.3.4 Error Prevention (Legal, Financial, Data)		

Chapter 3: Functional Performance Criteria (FPC)

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision		
302.2 With Limited Vision		
302.3 Without Perception of Color		
302.4 Without Hearing		
302.5 With Limited Hearing		
302.6 Without Speech		
302.7 With Limited Manipulation		
302.8 With Limited Reach and Strength		
302.9 With Limited Language, Cognitive, and Learning Abilities		

Air Force Section 508 Accessibility Template - VPAT

Chapter 4: Hardware

Criteria	Conformance Level	Remarks and Explanations
402 Closed Functionality	-	-
402.1 General	-	-
402.2 Speech-Output Enabled	-	-
402.2.1 Information Displayed On-Screen		
402.2.2 Transactional Outputs		
402.2.3 Speech Delivery Type and Coordination		
402.2.4 User Control		
402.2.5 Braille Instructions		
402.3 Volume	-	-
402.3.1 Private Listening		
402.3.2 Non-private Listening		
402.4 Characters on Display Screens		
402.5 Characters on Variable Message Signs		
403 Biometrics	-	-
403.1 General		
404 Preservation of Information Provided for Accessibility	-	-
404.1 General 405 Privacy		
405 Privacy	-	-
405.1 General		
406 Standard Connections	-	-
406.1 General		
407 Operable Parts	-	-
407.2 Contrast		
407.3 Input Controls	-	-
407.3.1 Tactilely Discernible		
407.3.2 Alphabetic Keys		
407.3.3 Numeric Keys		
407.4 Key Repeat		
407.5 Timed Response		
407.6 Operation		
407.7 Tickets, Fare Cards, and Keycards		
407.8 Reach Height and Depth	-	-
407.8.1 Vertical Reference Plane		
407.8.1.1 Vertical Plane for Side Reach		

Air Force Section 508 Accessibility Template - VPAT

Criteria	Conformance Level	Remarks and Explanations
407.8.1.2 Vertical Plane for Forward Reach		
407.8.2 Side Reach		
407.8.2.1 Unobstructed Side Reach		
407.8.2.2 Obstructed Side Reach		
407.8.3 Forward Reach		
407.8.3.1 Unobstructed Forward Reach		
407.8.3.2 Obstructed Forward Reach		
407.8.3.2.1 Operable Part Height for ICT with Obstructed Forward Reach		
407.8.3.2.2 Knee and Toe Space under ICT with Obstructed Forward Reach		
408 Display Screens	-	-
408.2 Visibility		
408.3 Flashing		
409 Status Indicators	-	-
409.1 General		
410 Color Coding	-	-
410.1 General		
411 Audible Signals	-	-
411.1 General		
412 ICT with Two-Way Voice Communication	-	-
412.2 Volume Gain	-	-
412.2.1 Volume Gain for Wireline Telephones		
412.2.2 Volume Gain for Non-Wireline ICT		
412.3 Interference Reduction and Magnetic Coupling	-	-
412.3.1 Wireless Handsets		
412.3.2 Wireline Handsets		
412.4 Digital Encoding of Speech		
412.5 Real-Time Text Functionality		
412.6 Caller ID		
412.7 Video Communication		
412.8 Legacy TTY Support	-	-
412.8.1 TTY Connectability		
412.8.2 Voice and Hearing Carry Over		

Air Force Section 508 Accessibility Template - VPAT

Criteria	Conformance Level	Remarks and Explanations
412.8.3 Signal Compatibility		
412.8.4 Voice Mail and Other Messaging Systems		
413 Closed Caption Processing Technologies	-	-
413.1.2 Pass-Through of Closed Caption Data		
414 Audio Description Processing Technologies	-	-
414.1.2 Other ICT		
415 User Controls for Captions and Audio Descriptions	-	-
415.1.1 Caption Controls		
415.1.2 Audio Description Controls		

Chapter 5: Software

Criteria	Conformance Level	Remarks and Explanations
501.1 Scope – Incorporation of WCAG 2.0 AA 502.2.1 User Control of Accessibility Features		
502 Interoperability with Assistive Technology	-	-
502.2.2 No Disruption of Accessibility Features		
502.3 Accessibility Services	-	-
502.3.1 Object Information		
502.3.2 Modification of Object Information		
502.3.3 Row, Column, and Headers		
502.3.4 Values		
502.3.5 Modification of Values		
502.3.6 Label Relationships		
502.3.7 Hierarchical Relationships		
502.3.8 Text		
502.3.9 Modification of Text		
502.3.10 List of Actions		
502.3.11 Actions on Objects		
502.3.12 Focus Cursor		
502.3.13 Modification of Focus Cursor		

Air Force Section 508 Accessibility Template - VPAT

Criteria	Conformance Level	Remarks and Explanations
502.3.14 Event Notification		
502.4 Platform Accessibility Features		
503 Applications	-	-
503.2 User Preferences		
503.3 Alternative User Interfaces		
503.4 User Controls for Captions and Audio Description	-	-
503.4.1 Caption Controls		
503.4.2 Audio Description Controls		
504 Authoring Tools	-	-
504.2 Content Creation or Editing (if not authoring tool, enter “not applicable”)		
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion		
504.2.2 PDF Export		
504.3 Prompts		
504.4 Templates		

Chapter 6: Support Documentation and Services

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	-	-
602 Support Documentation	-	-
602.2 Accessibility and Compatibility Features		
602.3 Electronic Support Documentation		
602.4 Alternate Formats for Non-Electronic Support Documentation		
603 Support Services	-	-
603.2 Information on Accessibility and Compatibility Features		
603.3 Accommodation of Communication Needs		

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Signature Page

IT System Program Manager Certification:	
Name:	
Phone Number:	
Office Symbol:	
Section 508 Compliance included in contract language?	
Signature:	

MAJCOM or HAF/SAF Functional Review:	
Name:	
Phone Number:	
Office Symbol:	
Signature:	

Air Force Section 508 Approving Official:	
Name:	
Phone Number:	
Office Symbol:	SAF/CNZA
Signature:	

Air Force Section 508 Accessibility Template - VPAT

Undue Burden Request to be approved by the Air Force Section 508 Coordinator only.

Undue Burden Approving Official: I certify, to the best of my knowledge and belief, all of the information on this form is correct. I certify, to the best of my knowledge, that the stated IT system to become Section 508 complaint would cause Undue Burden. Exemption is not to exceed 1 year.	
Estimated Cost:	
Name:	Mia Day
Phone Number:	
Office Symbol:	SAF/CNZA
Signature:	
Exemption Expiration Date:	