**United States Department of Justice**

**Section 508 Survey Questions**

**FY 2010**

# TABLE OF CONTENTS

# SECTION I -    GENERAL PROCESSES FOR IMPLEMENTING SECTION 508

We would like to know about the general policies, processes, and procedures your agency and/or component, which is a subdivision of an agency, has in place to ensure your compliance with the requirements of Section 508.

## A)  Agency's Section 508 Policy

We would like to know about your agency's policy in implementing and complying with Section 508.  This section asks questions about the agency and not about the component, which is a subdivision of an agency.  For example, the U.S. Department of Justice is an agency with various components.  The Civil Rights Division is one component of the U.S. Department of Justice.

1)    Has your agency established a formal, written policy to implement and comply with Section 508 agency-wide?
   a)   YES
   b)   NO, but we have established a timetable for doing so (If no, proceed to Section 1B)
   c)   NO, and we have no such plans (If no, proceed to Section 1B)
   d)   Don't Know (If don't know, proceed to Section 1B)

2)    Identify the highest office within your agency that established your agency's formal, written policy to implement and comply with Section 508.
   a)   Head of the Agency
   b)   Agency's CIO Office
   c)   Agency's Civil Rights Office
   d)   Agency's Section 508 Office or Coordinator
   e)   Other

3)    Does your agency's formal, written policy identify the office or person who has the responsibility for implementing and complying with Section 508?
   a)   YES
   b)   NO, but we have established a timetable for doing so
   c)   NO, and we have no such plans

4) Does your agency's formal, written policy define roles and responsibilities for Section 508 coordinators, requiring officials, contracting officers, application developers, web content managers/authors?

    a) YES

    b) YES and NO, we have defined some roles and responsibilities

    c) NO, but we have established a timetable for doing so

    d) NO, and we have no such plans

## B) Agency's Section 508 Office or Program

We would like to know about your agency's Section 508 office or program. This section asks questions about the agency and not about the component, which is a subdivision of an agency. For example, the U.S. Department of Justice is an agency with various components. The Civil Rights Division is one component of the U.S. Department of Justice.

1) Does your agency have a Section 508 coordinator?

    a) YES

    b) NO, but we have established a timetable for doing so

    c) NO, and we have no such plans

    d) Don't Know

2) Has your agency established an office or a program to ensure its compliance with Section 508?

    a) YES

    b) NO, but we have a established a timetable for doing so (If no, proceed to Section 1C)

    c) NO, and we have no such plans (If no, proceed to Section 1C)

    d) Don't Know (If don't know, proceed to Section 1C)

3) In FY 2010, how many full time equivalents (FTEs) does your agency have in its Section 508 office or program? Specify a number of FTEs (expressed in whole or fraction of numbers of FTEs; e.g., 1.0 FTEs, 2.5 FTEs, etc.)

4) In FY2010, what was your agency's budget for its Section 508 office or program? Specify a dollar amount (rounded to the nearest whole dollar; e.g., $150,201)

5) What services does your agency's Section 508 office or program offer to ensure compliance with Section 508?  (Choose all that apply)

    a) Assist acquisition officials prepare Section 508 language in EIT contracts

    b) Assist developers to design software that complies with Section 508

    c) Create or repair electronic documents to comply with Section 508

    d) Evaluate websites

    e) Evaluate software

    f) Evaluate hardware

    g) Provide training

    h) Provide alternate formats

## C) Agency's Spending on IT and Section 508

We would like to know about your agency's information technology (IT) investments for FY2010.  This section asks questions about the agency and not about the component, which is a subdivision of an agency.  For example, the U.S. Department of Justice is an agency with various components.  The Civil Rights Division is one component of the U.S. Department of Justice.

Agency's IT investment information may be found in Exhibit 53.  OMB Circular No. A-11 (2008) requires federal agencies to report their IT investments annually to the Office of Management and Budget (OMB) via an Exhibit 53.  Exhibit 53 provides budget or spending estimates for all IT investments by federal government agencies and identifies those that are major investments.  Exhibit 53, among other things, also helps the agency and OMB to ensure "spending on IT supports agency compliance with the requirements of Section 508…."  (OMB Circular No. A-11 (2008)).  If your agency's IT investments are classified, then select the not applicable option below.

- Not applicable to this agency.  This agency cannot provide this information because it is classified.

1) In FY2010, what was your agency's total IT budget or spending?  Specify a dollar amount (rounded to the nearest whole dollar; e.g., $150,201)

2) Does your agency track its spending for implementing and complying with Section 508?

    a) YES

    b) NO, but we have a established a timetable for doing so (If no, proceed to Section 1C, Question 4)

    c) NO, and we have no such plans (If no, proceed to Section 1C, Question 4)

    d) Don't Know (If don't know, proceed to Section 1C, Question 4)

3) In FY2010, what was your agency's total budget or spending to implement and comply with Section 508?  Specify a dollar amount (rounded to the nearest whole dollar; e.g., $150,201).  (Proceed to Section 1C, Question 5)

4) In FY2010, did your agency allocate or use resources (funds and/or FTEs) to implement and comply with Section 508?
   a) YES
   b) NO, but we have a established a timetable for doing so (If no, proceed to Section 1D)
   c) NO, and we have no such plans (If no, proceed to Section 1D)
   d) Don't Know (If don't know, proceed to Section 1D)

5) Does your agency's FY2010 total budget or spending to implement and comply with Section 508 include spending to comply with Section 504?
   a) YES
   b) NO
   c) Don't Know

6) In FY2010, how did your agency use its resources to implement and comply with Section 508?  (Choose all that apply)
   a) Assist acquisition officials to prepare Section 508 language in EIT contracts
   b) Assist developers to design software that complies with Section 508
   c) Create or repair electronic documents to comply with Section 508
   d) Evaluate websites
   e) Evaluate software
   f) Evaluate hardware
   g) Provide training
   h) Provide alternate formats

## D) Component's Section 508 Policy

We would like to know about your component's policy in implementing and complying with Section 508.  This section asks questions about the component, which is a subdivision of an agency, and not about the entire agency.  For example, the U.S. Department of Justice is an agency with various components.  The Civil Rights Division is one component of the U.S. Department of Justice.

1) Has your component established a formal, written policy to implement and comply with Section 508?

   a) YES, we have established component's own Section 508 policy

   b) YES, but we follow the agency's Section 508 policy

   c) NO, but we have established a timetable for doing so (If no, proceed to Section 1E)

   d) NO, and we have no such plans (If no, proceed to Section 1E)

2) Identify the highest office within your component that established your component's formal, written policy to implement and comply with Section 508.

   a) Head of the Component

   b) Component's CIO Office

   c) Component's Civil Rights Office

   d) Component's Section 508 Office or Coordinator

   e) Other

3) Does your component's formal, written policy identify the office or person who has the responsibility for implementing and complying with Section 508?

   a) YES

   b) NO, but we have established a timetable for doing so

   c) NO, and we have no such plans

4) Does your component's formal, written policy define roles and responsibilities for Section 508 coordinators, acquisition officers, application developers, web content managers/authors?

   a) YES

   b) YES and NO, we have defined some roles and responsibilities

   c) NO, but we have established a timetable for doing so

   d) NO, and we have no such plans

## E) Component's Section 508 Office or Program

We would like to know about your component's Section 508 office or program. This section asks questions about the component, which is a subdivision of an agency, and not about the entire agency. For example, the U.S. Department of Justice is an agency with various components. The Civil Rights Division is one component of the U.S. Department of Justice.

1) Does your component have a Section 508 coordinator?

    a) YES

    b) NO, but we have established a timetable for doing so

    c) NO, and we have no such plans

2) Has your component established an office or a program to ensure its compliance with Section 508?

    a) YES

    b) NO, but we utilize our agency's Section 508 office or program (If no, proceed to Section 1F)

    c) NO, but we have established a timetable for doing so (If no, proceed to Section 1F)

    d) NO, and we have no such plans (If no, proceed to Section 1F)

3) In FY2010, how many full time equivalents (FTEs) does your component have in its Section 508 office or program?  Specify a number of FTEs (expressed in whole or fraction of numbers of FTEs; e.g., 1.0 FTEs, 2.5 FTEs, etc.)

4) In FY2010, what was your component's budget for its Section 508 office or program?  Specify a dollar amount (rounded to the nearest whole dollar; e.g., $150,201)

5) What services does your component's Section 508 office or program offer to ensure compliance with Section 508?  (Choose all that apply)

    a) Assist acquisition officials to prepare Section 508 language in EIT contracts

    b) Assist developers to design software that complies with Section 508

    c) Create or repair electronic documents to comply with Section 508

    d) Evaluate websites

    e) Evaluate software

    f) Evaluate hardware

    g) Provide training

    h) Provide alternate formats

## F) Component's Spending on IT and Section 508

We would like to know about your component's information technology (IT) investments for FY2010.  This section asks questions about the component, which is a subdivision of an agency, and not about the entire agency.  For example, the U.S. Department of Justice is an agency with various components.  The Civil Rights Division is one component of the U.S. Department of Justice.

Component's IT investment information may be found in Exhibit 53.  OMB Circular No. A-11 (2008) requires federal agencies to report their IT investments annually to the Office of Management and Budget (OMB) via an Exhibit 53.  Exhibit 53 provides budget or spending estimates for all IT investments by federal government agencies and identifies those that are major investments.  Exhibit 53, among other things, also helps the agency and OMB to ensure "spending on IT supports agency compliance with the requirements of Section 508…" (OMB Circular No. A-11 (2008)).  If your component's IT investments are classified, then select the not applicable option below.

- Not applicable to this component.  This component cannot provide this information because it is classified.

1) In FY2010, what was your component's total IT budget or spending?  Specify a dollar amount (rounded to the nearest whole dollar; e.g., $150,201)

2) Does your component track its spending for implementing and complying with Section 508?
   a) YES
   b) NO, but we have a established a timetable for doing so (If no, proceed to Section 1F, Question 4)
   c) NO, and we have no such plans (If no, proceed to Section 1F, Question 4)
   d) Don't Know (If don't know, proceed to Section 1F, Question 4)

3) In FY2010, what was your component's total budget to implement and comply with Section 508?  Specify a dollar amount (rounded to the nearest whole dollar; e.g., $150,201).  (Proceed to Section 1F, Question 5)

4) In FY2010, did your component allocate or use resources (funds and/or FTEs) to implement and comply with Section 508?
   a) YES
   b) NO, but we have a established a timetable for doing so (If no, proceed to Section 1G)
   c) NO, and we have no such plans (If no, proceed to Section 1G)
   d) Don't Know (If don't know, proceed to Section 1G)

5) Does your component's FY2010 total budget or spending to implement and comply with Section 508 include spending to comply with Section 504?

   a) YES

   b) NO

   c) Don't Know

6) In FY2010, how did your component use its resources to implement and comply with Section 508?  (Choose all that apply)

   a) Assist acquisition officials to prepare Section 508 language in EIT contracts

   b) Assist developers to design software that complies with Section 508

   c) Create or repair electronic documents to comply with Section 508

   d) Evaluate websites

   e) Evaluate software

   f) Evaluate hardware

   g) Provide training

   h) Provide alternate formats

## G) Software and Other EIT

1) Does your component develop its own software or web applications (other than informational web pages)?

   a) YES

   b) YES, but our development is limited to development by contractors

   c) NO (If no, proceed to Section 1H)

2) Has your component established formal, written policies and/or procedures to ensure that your software or web applications developed by you or your contractors comply with Section 508 Standards?

   a) YES

   b) YES and NO, parts of our component have done this but others have not

   c) NO, but we have established a timetable for doing so (If no, proceed to Section 1G, Question 4)

   d) NO, and we have no such plans (If no, proceed to Section 1G, Question 4))

3) Does your component's formal, written policies and/or procedures include a process to review or evaluate developed software or web applications for Section 508 compliance?

   a) YES

   b) YES and NO, parts of our component have done this but others have not

   c) NO, but we have established a timetable for doing so

   d) NO, and we have no such plans

4) Does your component create its own training or informational video or multimedia productions?

   a) YES

   b) YES, but all our productions are created by contractors

   c) NO, all productions are procured or we don't create any video or multimedia productions (If no, proceed to Section 1H)

5) Has your component established formal, written policies and/or procedures to ensure that your video or multimedia productions created by you or your contractors comply with Section 508 Standards?

   a) YES

   b) YES and NO, parts of our component have done this but others have not

   c) NO, but we have established a timetable for doing so (If no, proceed to Section 1H)

   d) NO, and we have no such plans (If no, proceed to Section 1H)

6) Does your component's formal, written policies and/or procedures include a process to review or evaluate created video or multimedia productions for Section 508 compliance?

   a) YES

   b) YES and NO, parts of our component have done this but others have not

   c) NO, but we have established a timetable for doing so

   d) NO, and we have no such plans

## H)  Section 508 Standards:  Subpart B - Technical Standards

We would like to know whether your component has established formal, written policies and/or procedures to comply with the specific requirements in Subpart B-Technical Standards of the Section 508 EIT Accessibility Standards, which address the required functionality and performance of specific technologies and product categories.

1) Has your component established formal, written policies and/or procedures to ensure that your EIT procurements or EIT projects (developed, maintained, or used) comply with the specific requirements in Subpart B-Technical Standards of the Section 508 EIT Accessibility Standards?

a) Section 1194.21 Software applications and operating systems
   a) YES
   b) YES and NO, parts of our component have done this but others have not
   c) NO, but we have established a timetable for doing so
   d) NO, and we have no such plans
   e) N/A, we don't buy or develop software

b) Section 1194.22 Web-based intranet and internet information applications
   a) YES
   b) YES and NO, parts of our component have done this but others have not
   c) NO, but we have established a timetable for doing so
   d) NO, and we have no such plans
   e) N/A, we don't buy, create or maintain websites

c) Section 1194.23 Telecommunications products
   a) YES
   b) YES and NO, parts of our component have done this but others have not
   c) NO, but we have established a timetable for doing so
   d) NO, and we have no such plans
   e) N/A, we don't buy or develop telecommunications products

d) Section 1194.24 Video and multimedia products
   a) YES
   b) YES and NO, parts of our component have done this but others have not
   c) NO, but we have established a timetable for doing so
   d) NO, and we have no such plans
   e) N/A, we don't buy or create video/multimedia products

e) Section 1194.25 Self contained, closed products

    a) YES

    b) YES and NO, parts of our component have done this but others have not

    c) NO, but we have established a timetable for doing so

    d) NO, and we have no such plans

    e) N/A, we don't buy or develop self contained, closed products

f) Section 1194.26 Desktop and portable computers

    a) YES

    b) YES and NO, parts of our component have done this but others have not

    c) NO, but we have established a timetable for doing so

    d) NO, and we have no such plans

    e) N/A, we don't buy or develop computers

## I) Section 508 Standards:  Subpart C - Functional Performance Criteria

We would like to know whether your component has established formal, written policies and/or procedures to comply with the specific requirements in Subpart C-Functional Performance Criteria of the Section 508 EIT Accessibility Standards, which identify broader functional performance criteria to cover technologies or components for which there is no specific provision in Subpart B-Technical Standards.

1) Has your component established formal, written policies and/or procedures to ensure that your EIT procurements or EIT projects (developed, maintained, or used) comply with the specific requirements in Subpart C-Functional Performance Criteria of the Section 508 EIT Accessibility Standards?

    a) YES

    b) YES and NO, parts of our component have done this but others have not

    c) NO, but we have established a timetable for doing so

    d) NO, and we have no such plans

## J) Section 508 Standards:  Subpart D - Information Documentation and Support

We would like to know whether your component has established formal, written policies and/or procedures to comply with the specific requirements in Subpart D-Information Documentation and Support of the Section 508 EIT Accessibility Standards, which include requirements for accessible information, documentation, and support for EIT.

1) Section 1194.41(a) in Subpart D-Information Documentation and Support of the Section 508 EIT Accessibility Standards requires components to provide product support documentation for EIT products to end users in alternate formats upon request.  What alternate formats of product support documentation were provided by your component in FY2010?  (Choose all that apply)

   a) Braille

   b) ASCII Text

   c) Large Print

   d) Web

   e) Email

   f) CD-ROM/DVD

   g) Recorded Audio

   h) Other

   i) We did not receive any requests

   j) We currently don't track this data

   k) N/A, we are not responsible for our own EIT product support

2) Section 1194.41(b) in Subpart D-Information Documentation and Support of the Section 508 EIT Accessibility Standards requires components to provide descriptions of the accessibility and compatibility features of EIT products to end users in alternate formats or alternate methods upon request.  What alternate formats or alternate methods of descriptions of the accessibility and compatibility features were provided by your component in FY2010?

a) Alternate Formats (Choose all that apply)

   i) Braille

   ii) ASCII Text

   iii) Large Print

   iv) Web

   v) Email

   vi) CD-ROM/DVD

   vii) Recorded Audio

   viii) Other

   ix) We did not receive any requests

   x) We currently don't track this data

   xi) N/A, we are not responsible for our own EIT product support

b) Alternate Methods (Choose all that apply)

    i) Voice

    ii) Fax

    iii) Relay Service

    iv) TTY

    v) Web

    vi) Email

    vii) Sign Language

    viii) Instant Messaging

    ix) Mobile Texting

    x) Captioning

    xi) Audio Description

    xii) Text to speech synthesis

    xiii) Other

    xiv) We did not receive any requests

    xv) We currently don't track this data

    xvi) N/A, we are not responsible for our own EIT product support

3) Section 1194.41(c) in Subpart D-Information Documentation and Support of the Section 508 EIT Accessibility Standards requires components to accommodate the communication needs of end users with disabilities.  How does your component communicate with end users with disabilities with regard to EIT product support services?  (Choose all that apply)

    a) Voice

    b) Fax

    c) Relay Service

    d) TTY

    e) Web

    f) Email

    g) Sign Language

    h) Instant Messaging

    i) Mobile Texting

    j) Captioning

    k) Audio Description

    l) Text to speech synthesis

    m) Other

    n) We did not receive any requests

    o) We currently don't track this data

p) N/A, we are not responsible for our own EIT product support

## K) Training

1) Does your component offer Section 508 training to your employees?
    a) YES
    b) NO (If no, proceed to Section 1L)

2) Is Section 508 training mandatory for any of the following employees? (Choose all that apply)
    a) Section 508 Coordinators
    b) Requiring Officials
    c) Program Managers
    d) COTR/COR
    e) Contracting Officers
    f) Purchase Card Holders
    g) Software Developers
    h) Web Developers
    i) Video/Multimedia Developers
    j) IT Help Desk Staff
    k) Other Employees
    l) All Employees
    m) No Employees

3) How many hours of Section 508 training does each of your Section 508 coordinators receive annually?
    a) None
    b) 1 hour
    c) 2 hours
    d) 3 hours
    e) 4 hours
    f) 5 hours
    g) 6 hours
    h) More than 6 hours

4) How many hours of Section 508 training does each of your requiring officials (program managers, COTR/COR, etc.) receive annually?

 a) None
 b) 1 hour
 c) 2 hours
 d) 3 hours
 e) 4 hours
 f) 5 hours
 g) 6 hours
 h) More than 6 hours

5) How many hours of Section 508 training does each person in your acquisition workforce (contracting officers, contract specialists, etc.) receive annually?

 a) None
 b) 1 hour
 c) 2 hours
 d) 3 hours
 e) 4 hours
 f) 5 hours
 g) 6 hours
 h) More than 6 hours

6) How many hours of Section 508 training does each of your purchase card holders receive annually?

 a) None
 b) 1 hour
 c) 2 hours
 d) 3 hours
 e) 4 hours
 f) 5 hours
 g) 6 hours
 h) More than 6 hours

7) How many hours of Section 508 training does each of your web developers receive annually?
   a) None
   b) 1 hour
   c) 2 hours
   d) 3 hours
   e) 4 hours
   f) 5 hours
   g) 6 hours
   h) More than 6 hours

8) How many hours of Section 508 training does each of your video and multimedia product developers receive annually?
   a) None
   b) 1 hour
   c) 2 hours
   d) 3 hours
   e) 4 hours
   f) 5 hours
   g) 6 hours
   h) More than 6 hours

9) How many hours of Section 508 training does each of your IT help desk staff receive annually?
   a) None
   b) 1 hour
   c) 2 hours
   d) 3 hours
   e) 4 hours
   f) 5 hours
   g) 6 hours
   h) More than 6 hours

10) How many hours of Section 508 training do other employees receive annually? (Don't include hours of Section 508 training for employees who are Section 508 coordinators, requiring officials, program managers, COTR/COR, purchase card holders, software developers, web developers, video/multimedia developers, and IT help desk staff).

    a) None

    b) 1 hour

    c) 2 hours

    d) 3 hours

    e) 4 hours

    f) 5 hours

    g) 6 hours

    h) More than 6 hours

11) How does your component provide this Section 508 training? (Choose all that apply)

    a) Section 508 Universe (www.section508.gov)

    b) Other online training

    c) Classroom

    d) Conferences/Seminars

    e) Other

12) What topics does your component include in its Section 508 training? (Choose all that apply)

    a) Section 508 law

    b) Section 508 EIT Accessibility Standards

    c) How to buy accessible EIT

    d) How to create accessible software

    e) How to create accessible website

    f) How to create accessible electronic forms

    g) How to create accessible electronic documents

    h) How to create accessible .pdfs

    i) How to caption video or multimedia

    j) How to evaluate software, websites, or documents for accessibility

    k) Other

## L) Section 508 Challenges

1) What are your component's challenges in implementing and complying with Section 508?  (Choose all that apply)

    a) Lack of support from management

    b) Lack of resources

    c) Weak Section 508 policy and/or procedure

    d) Lack of general awareness

    e) Lack of or inadequate training

    f) Lack of or inadequate authoring, development, and/or testing tools

    g) Lack of or inadequate considerations at the early stage of the EIT life cycle management process

    h) Lack of or inadequate knowledge by acquisition officials

    i) Lack of or inadequate knowledge by web content managers

    j) Lack of or inadequate knowledge by developers

    k) Lack of or inadequate knowledge by vendors

    l) Poor quality of vendor's VPATs

    m) Other

    n) No challenges

## M) Other Rehabilitation Act Issues

Section 504 of the Rehabilitation Act (Section 504) prohibits discrimination on the basis of disability in any program or activity that receives financial assistance from any Federal agency.  This means recipients of Federal financial assistance must provide individuals with disabilities an opportunity to participate in and benefit from aids, benefits and services that are equal to and as effective as that provided to individuals without disabilities.  Today, due to advances in technology, recipients of Federal financial assistance may provide its benefits and services via websites and/or other electronic information technologies (EITs).  We would like to know about your component's efforts in requiring recipients of Federal financial assistance to ensure accessibility of its websites and/or other EITs.

- Not applicable to this component.  This component does not provide Federal financial assistance to recipients, such as private or public (State or local government) entities.

1) Does your component require recipients that receive Federal financial assistance to ensure accessibility of its websites and/or other EITs?

   a) YES

   b) YES and NO, parts of our component have done this but others have not

   c) NO, but we have established a timetable for doing so (If no, proceed to Section 2)

   d) NO, and we have no such plans (If no, proceed to Section 2)

   e) Don't Know (If don't know, proceed to Section 2)

2) What EIT standards or guidelines does your component require recipients of Federal financial assistance to follow when ensuring accessibility of its websites and/or other EITs?

   a) Section 508 EIT Accessibility Standards

   b) Web Content Accessibility Guidelines

   c) Other

   d) None

   e) Don't Know

3) Has your component established formal, written policies and/or procedures to require recipients that receive Federal financial assistance to ensure accessibility of its websites and/or other EITs?

   a) YES

   b) YES and NO, parts of our component have done this but others have not

   c) NO, but we have established a timetable for doing so

   d) NO, and we have no such plans

   e) Don't Know

# SECTION II -   PROCUREMENT

Section 508(a) requires that federal agencies, including the United States Postal Service, ensure the accessibility of their EIT when they "develop, procure, maintain, or use" EIT.  Section 508(f) authorizes civil actions and administrative complaints by persons with disabilities for violations of Section 508(a).

This portion of the survey should be completed by each component that is either:

- Individually or separately responsible for issuance of any EIT solicitations, whether RFQs or RFPs, or

- Can be identified as a separate component within the Federal Procurement Data System (if this system is used).

If the component does not meet either of the above criteria, then it should check the box below and continue to Section 3, Administrative Complaints and Civil Actions.

- Not applicable to this component.  This component is not responsible for procurements that contain EIT related deliverables.


## A)  Contract Requirements

1)   How does your component incorporate Section 508 requirements into its procurements that contain EIT related deliverables?  (Choose all that apply)

   a)   Uses specific applicable requirements from Section 508 EIT Accessibility Standards

   b)   Uses general language stating comply with Section 508

   c)   Uses GSA Buy Accessible Wizard

   d)   Uses VPAT

   e)   Other

   f)   Does not incorporate Section 508 requirements (Proceed to Section 2B)

2)   Does your component include Section 508 requirements into its source selection criteria for procurements that contain EIT related deliverables?

   a)   YES

   b)   NO

3)   What methods does your component use to identify contract requirements for test and acceptance of EIT related deliverables?  (Choose all that apply)

   a)   Testing done in-house

   b)   Testing done by a third party

   c)   Review of materials submitted

   d)   Special acceptance provisions

   e)   No evaluation

   f)   Other

## B) Market Research

1) How does your component perform market research for procurements that contain EIT related deliverables?  (Choose all that apply)

   a) GSA Buy Accessible Wizard

   b) Internet research

   c) Internal database of products

   d) Vendor Information (e.g., VPAT or GPAT)

   e) Other agencies

   f) Other

   g) We do not perform market research

## C) Decision Documentation

1) How do requiring officials in your component document decisions made regarding Section 508 applicability and/or exceptions on a particular EIT procurement? (Choose all that apply)

   a) By written notice (specific form required)

   b) By written notice (form not required)

   c) By oral communication

   d) Other

   e) We do not document decisions (If selected, proceed to Section 2D)

2) Is your component required to document decisions made regarding Section 508 applicability and/or exceptions for EIT Micro-Purchases (i.e., purchases of $3,000 or less)?

   a) YES

   b) NO

3) Does your component track document decisions regarding Section 508 applicability and/or exceptions for procurements that contain EIT related deliverables?

   a) YES

   b) NO (If no, proceed to Section 2D)

4) Does your component use an automated system for tracking and documenting decisions regarding Section 508 applicability and/or exceptions for procurements that contain EIT related deliverables?

   a) YES

   b) NO

## D) Exceptions and Commercial Non-Availability Determinations

1) Has your component established a formal, written policy and/or procedures to document Section 508 exceptions?
   a) YES
   b) NO (If no, proceed to Section 3)

2) Did your component claim any Section 508 exceptions for procurements that contained EIT related deliverables for FY2010?  (Choose all that apply)
   a) Undue Burden
   b) Commercial non-availability
   c) National Security
   d) Product acquired incidental to a contract
   e) Fundamental Alteration
   f) Product to be located in space frequented only by service personnel
   g) No exception used
   h) Don't Know

3) What is the minimal level at which use of an Undue Burden exception receives its final approval?
   a) Approving official or board at agency level
   b) Approving official or board at component level
   c) Approving official or board below component level
   d) Requiring or procurement official
   e) Section 508 coordinator
   f) Other

4) What is the minimum level at which use of all other Section 508 exceptions (other than the Undue Burden exception) receives its final approval?
   a) Approving official or board at agency level
   b) Approving official or board at component level
   c) Approving official or board below component level
   d) Requiring or procurement official
   e) Section 508 coordinator
   f) Other

## E) Pre or Post Award Protests

1) During FY2010, did your component receive any procurement protests claiming that your component did not properly follow the requirements of Section 508? (Do not include administrative complaints or civil actions)
   a) YES
   b) NO (If no, proceed to Section 3)

2) How many procurement protests were filed? Specify number of protests.

3) Were any of the procurement protests sustained because of Section 508 related issues?
   a) YES
   b) NO (If no, proceed to Section 3)

4) How many procurement protests were sustained? Specify number of sustained protests.

## SECTION III -    ADMINISTRATIVE COMPLAINTS AND CIVIL ACTIONS

This portion of the survey must be completed by each component that receives and processes its own administrative complaints under the Rehabilitation Act of 1973.  If your component DOES NOT receives and processes its own administrative complaints under the Rehabilitation Act of 1973, then check the "Not Applicable" box below and proceed to Section 4, Website Compliance.

• Not applicable to this component.  This component does not receive and does not process its own administrative complaints under the Rehabilitation Act of 1973.

## A)  Policies and Procedures for Processing Section 508 Complaints

1) Has your component reviewed its existing Section 504 complaint process, and established formal, written policies and/or procedure to process complaints filed under Section 508?

   a) YES, we have established specific policies and/or procedures to process Section 508 complaints

   b) NO, but we have a timetable to establish specific policies and/or procedures to process Section 508 complaints

   c) NO, we are using existing Section 504 complaint process

   d) Other

2) Has your component incorporated Alternative Dispute Resolution (ADR), such as mediation or arbitration, into your existing administrative complaint resolution processes?

   a) YES

   b) YES and NO, parts of our component have done this but others have not

   c) NO, but we have established a timetable for doing so

   d) NO, and we have no such plans

3) Has your component disseminated, on its website, instructions to the public and to employees regarding how to file complaints under Section 508?

   a) YES, instructions are available on our website for the public and employees

   b) YES and NO, instructions are available for the public but not employees

   c) YES and NO, instructions are available for employees but not for the public

   d) NO, but we have established a timetable for doing so

   e) NO, and we have no such plans

## B) Number of Complaints and Civil Actions

We would like to know about any administrative complaints or civil actions filed against your component alleging a violation of Section 508. Please answer the following questions using information since June 21, 2001, the effective date of the Section 508 EIT Accessibility Standards.

1) How many administrative complaints did your component receive alleging a violation of Section 508? Specify a number. (If zero, proceed to Section 3B, Question 4)

2) Of these administrative complaints, how many complaints did your component determine were NOT Section 508 complaints? Specify a number.

3) How many of the remaining Section 508 administrative complaints have been resolved to date? Specify a number.

4) How many civil actions have been filed against your component alleging a violation of Section 508? Specify a number. (If zero, proceed to Section 4)

5) Of these civil actions, how many have been resolved to date? Specify a number.

# SECTION IV -    WEBSITE COMPLIANCE

This portion of the Section 508 survey is designed to help components evaluate whether their web pages, web-based forms, and web-based applications are accessible to people with disabilities.  To meet this goal, this portion of the survey is divided into two parts:

A)    Web Policies and Practices:  This portion of the survey asks about general policies established within your component for website design.

B)    Four Representative Web Pages:  The web pages listed below are to be used for your submission.

- Component's EXTERNAL Internet homepage

- Component's INTERNAL Intranet homepage

- Component's Web-Based Form (e.g., soliciting feedback, contact information search, or ordering a product, etc.)

- Component's Web-Based Application (e.g., training, travel site, time and attendance, etc.)

**NOTE:**  You MUST choose highly visited examples for your submissions as this will provide the best data in evaluating your component's website compliance.

We realize that an agency may have web pages, web-based forms, and web-based applications at multiple levels within your organization (e.g., Department of Justice (DOJ) is an agency, and the Federal Bureau of Investigation is a component of DOJ).  You will need to make sure that each separate component evaluates a set of four web pages (internet, intranet, web-based form, web-based application) as each set will be tracked and submitted individually at the component level until used for your overall agency submission.

## A) Web Policies and Practices

1) Does your component have a website?

    a) YES

    b) NO (If no, then survey is completed)

2) Does your component create and/or maintain its own web pages?

    a) YES, we create and post our web pages

    b) YES and NO, we create our web pages but another entity maintains them

    c) YES and NO, another entity creates our web pages but we maintain them

    d) YES and NO, parts of our component create and maintain its web pages, while others have a different practice

    e) NO, we supervise but another entity creates and maintains our web pages (if selected, choose one below):

        i) Independent Contractor

        ii) Other Federal Agency

        iii) Other

3) Does your component use any of the following items on its web pages? (Choose all that apply)
   a) Portable document files (.pdfs)
   b) Multimedia content (video and audio)
   c) Flash content
   d) Word processing files
   e) Microsoft PowerPoint files
   f) Data tables
   g) Spreadsheet files
   h) JavaScript or other Scripts
   i) Java applets
   j) Blogs (web logs)
   k) Facebook
   l) MySpace
   m) Twitter
   n) YouTube
   o) Flickr

4) Has your component established formal, written web accessibility policies and/or procedures to ensure compliance with Section 508?
   a) YES
   b) NO, but we have established a timetable for doing so (If no, proceed to Section 4A, Question 8)
   c) NO, and we have no such plans (If no, proceed to Section 4A, Question 8)
   d) YES and NO, parts of our component have done this but others have not
   e) YES and NO, our component has not established web accessibility polices and/or procedures but we follow our agency's web accessibility polices and/or procedures

5) Does your web accessibility policies and/or procedures include a process to ensure that people who have the responsibility for the content of your website are complying with the component's web accessibility policies and/or procedures?

a) YES, those who are responsible for web content follow the web accessibility policies and/or procedures

b) NO, while some in our component follow the web accessibility policies and/or procedures, there is no process to ensure that those with responsibility for web content do so

c) NO, but we have established a timetable for doing so

d) NO, and we have no such plans

6) Does your web accessibility policies and/or procedures address the use and/or accessibility of any of the following items? (Choose all that apply)

a) Portable document files (.pdfs)

b) Multimedia content (video and audio)

c) Flash content

d) Word processing files

e) Microsoft PowerPoint files

f) Data tables

g) Spreadsheet files

h) JavaScript or other Scripts

i) Java applets

j) Blogs (web logs)

k) Facebook

l) MySpace

m) Twitter

n) YouTube

o) Flickr

7) Does your web accessibility policies and/or procedures include a process to routinely evaluate and remediate your websites for Section 508 compliance?

    a) YES, we conduct routine automated and manual web accessibility evaluations and remediate problems

    b) YES, we conduct routine automated web accessibility evaluations and remediate problems

    c) YES, we conduct routine manual web accessibility evaluations and remediate problems

    d) YES, but we evaluate and remediate only when notified of accessibility problems

    e) NO, but we have established a timetable to include a process for routine web accessibility evaluations and remediation

    f) NO, and we have no such plans to include a process for routine web accessibility evaluations and remediation

8) Has your component designated and advertised a contact e-mail address, and instructions for its use, on your website to allow people with disabilities to inform you of accessibility problems encountered on your website?

    a) YES, email address and instructions are posted on the website

    b) NO, but voice and TTY numbers are posted on the website

    c) NO, but we have established a timetable for doing so

    d) NO, and we have no such plans

    e) YES and NO, parts of our component have done this but others have not

## B) Four Representative Web Pages

Indicate whether each web page, web-based form, and web-based application listed below is in conformance with sections 1194.21, 1194.22, and 1194.24 of the Section 508 EIT Accessibility Standards.  (Not all provisions of the Section 508 EIT Accessibility Standards may apply)

- Component's EXTERNAL Internet homepage
- Component's INTERNAL Intranet homepage
- Component's Web-Based Form (e.g., soliciting feedback, contact information search, or ordering a product, etc.)
- Component's Web-Based Application (e.g., training, travel site, time and attendance, etc.)

1) External Internet Home Page

Indicate whether your web page is in conformance with sections 1194.21, 1194.22, and 1194.24 of the Section 508 EIT Accessibility Standards.  (Not all provisions of the EIT Accessibility Standards may apply)

- Not applicable to this component.  This component does not have an external internet home page.

a) What is your Page URL?  (If you can't provide this information because it is either not publicly available or is classified, you may use a generic label)

b) How would you best describe the purpose of the web page
    ii) Description of component's mission/activities
    iii) Information about programs/benefits
    iv) Information about products/services
    v) Publication of resources
    vi) Employment postings
    vii) Other

c) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).
    i) Yes
    ii) No
    iii) N/A

d)  Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.

    i) Yes

    ii) No

    iii) N/A

e)  Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.

    i) Yes

    ii) No

    iii) N/A

f)  Documents shall be organized so they are readable without requiring an associated style sheet.

    i) Yes

    ii) No

    iii) N/A

g)  Redundant text links shall be provided for each active region of a server-side image map.

    i) Yes

    ii) No

    iii) N/A

h)  Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.

    i) Yes

    ii) No

    iii) N/A

i)  Row and column headers shall be identified for data tables.

    i) Yes

    ii) No

    iii) N/A

j)　Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.

   i)　Yes

   ii)　No

   iii)　N/A

k)　Frames shall be titled with text that facilitates frame identification and navigation.

   i)　Yes

   ii)　No

   iii)　N/A

l)　Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.

   i)　Yes

   ii)　No

   iii)　N/A

m)　A text-only page, with equivalent information or functionality, shall be provided to make a website comply with the provisions of this part, when compliance cannot be accomplished in any other way.  The content of the text-only page shall be updated whenever the primary page changes.

   i)　Yes

   ii)　No

   iii)　N/A

n)　When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by assistive technology.

   i)　Yes

   ii)　No

   iii)　N/A

o) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with section 1194.21(a) through (l).

    i) Yes

    ii) No

    iii) N/A

p) When electronic forms are designed to be completed on-line, the form shall allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.

    i) Yes

    ii) No

    iii) N/A

q) A method shall be provided that permits users to skip repetitive navigation links.

    i) Yes

    ii) No

    iii) N/A

r) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.

    i) Yes

    ii) No

    iii) N/A

s) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.

    i) Yes

    ii) No

    iii) N/A

t) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes.  The focus shall be programmatically exposed so that assistive technology can track focus and focus changes.

   i) Yes

   ii) No

   iii) N/A

u) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to assistive technology.  When an image represents a program element, the information conveyed by the image must also be available in text.

   i) Yes

   ii) No

   iii) N/A

v) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.

   i) Yes

   ii) No

   iii) N/A

w) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.

   i) Yes

   ii) No

   iii) N/A

2) Internal Intranet Homepage

Indicate whether your web page is in conformance with sections 1194.21, 1194.22, and 1194.24 of the Section 508 EIT Accessibility Standards.  (Not all provisions of the EIT Accessibility Standards may apply)

- Not applicable to this component.  This component does not have an internal intranet home page.

a) What is your Page URL?  (If you can't provide this information because it is either not publicly available or is classified, you may use a generic label)

b) How would you best describe the purpose of the web page?
   i) Description of component's mission/activities
   ii) Information about programs/benefits
   iii) Information about products/services
   iv) Publication of resources
   v) Employment postings
   vi) Other

c) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).
   i) Yes
   ii) No
   iii) N/A

d) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.
   i) Yes
   ii) No
   iii) N/A

e) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.
   i) Yes
   ii) No
   iii) N/A

f)  Documents shall be organized so they are readable without requiring an associated style sheet.

    i)  Yes

    ii)  No

    iii)  N/A

g)  Redundant text links shall be provided for each active region of a server-side image map.

    i)  Yes

    ii)  No

    iii)  N/A

h)  Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.

    i)  Yes

    ii)  No

    iii)  N/A

i)  Row and column headers shall be identified for data tables.

    i)  Yes

    ii)  No

    iii)  N/A

j)  Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.

    i)  Yes

    ii)  No

    iii)  N/A

k)  Frames shall be titled with text that facilitates frame identification and navigation.

    i)  Yes

    ii)  No

    iii)  N/A

l)    Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.

    i)    Yes

    ii)   No

    iii)  N/A

m)    A text-only page, with equivalent information or functionality, shall be provided to make a website comply with the provisions of this part, when compliance cannot be accomplished in any other way.  The content of the text-only page shall be updated whenever the primary page changes.

    i)    Yes

    ii)   No

    iii)  N/A

n)    When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by assistive technology.

    i)    Yes

    ii)   No

    iii)  N/A

o)    When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with section 1194.21(a) through (l).

    i)    Yes

    ii)   No

    iii)  N/A

p)    When electronic forms are designed to be completed on-line, the form shall allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.

q)  A method shall be provided that permits users to skip repetitive navigation links.

   i)   Yes

   ii)  No

   iii) N/A

r)  When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.

   i)   Yes

   ii)  No

   iii) N/A

s)  When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.

   i)   Yes

   ii)  No

   iii) N/A

t)  A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes.  The focus shall be programmatically exposed so that assistive technology can track focus and focus changes.

   i)   Yes

   ii)  No

   iii) N/A

u)  Sufficient information about a user interface element including the identity, operation and state of the element shall be available to assistive technology.  When an image represents a program element, the information conveyed by the image must also be available in text.

   i)   Yes

   ii)  No

   iii) N/A

v) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.

    i) Yes

    ii) No

    iii) N/A

w) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.

    i) Yes

    ii) No

    iii) N/A

3) Web-Based Form

Indicate whether your web form is in conformance with sections 1194.21, 1194.22, and 1194.24 of the Section 508 EIT Accessibility Standards. (Not all provisions of the EIT Accessibility Standards may apply)

- Not applicable to this component. This component does not have a web-based form.

a) What is your Page URL? (If you can't provide this information because it is either not publicly available or is classified, you may use a generic label)

b) How would you best describe the purpose of the web page?
   i) Applying for programs/benefits
   ii) Ordering products/services
   iii) Feedback
   iv) Contact information search
   v) Publication resource search
   vi) Filing a complaint
   vii) Employment search
   viii) Other

c) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).
   i) Yes
   ii) No
   iii) N/A

d) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.
   i) Yes
   ii) No
   iii) N/A

e) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.
   i) Yes
   ii) No
   iii) N/A

f) Documents shall be organized so they are readable without requiring an associated style sheet.

    i) Yes

    ii) No

    iii) N/A

g) Redundant text links shall be provided for each active region of a server-side image map.

    i) Yes

    ii) No

    iii) N/A

h) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.

    i) Yes

    ii) No

    iii) N/A

i) Row and column headers shall be identified for data tables.

    i) Yes

    ii) No

    iii) N/A

j) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.

    i) Yes

    ii) No

    iii) N/A

k) Frames shall be titled with text that facilitates frame identification and navigation.

    i) Yes

    ii) No

    iii) N/A

l) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.

    i) Yes

    ii) No

    iii) N/A

m) A text-only page, with equivalent information or functionality, shall be provided to make a website comply with the provisions of this part, when compliance cannot be accomplished in any other way.  The content of the text-only page shall be updated whenever the primary page changes.

    i) Yes

    ii) No

    iii) N/A

n) When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by assistive technology.

    i) Yes

    ii) No

    iii) N/A

o) When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with section 1194.21(a) through (l).

    i) Yes

    ii) No

    iii) N/A

p) When electronic forms are designed to be completed on-line, the form shall allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.

    i) Yes

    ii) No

    iii) N/A

q) A method shall be provided that permits users to skip repetitive navigation links.

    i) Yes

    ii) No

    iii) N/A

r) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.

    i) Yes

    ii) No

    iii) N/A

s) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.

    i) Yes

    ii) No

    iii) N/A

t) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes.  The focus shall be programmatically exposed so that assistive technology can track focus and focus changes.

    i) Yes

    ii) No

    iii) N/A

u) Sufficient information about a user interface element including the identity, operation and state of the element shall be available to assistive technology.  When an image represents a program element, the information conveyed by the image must also be available in text.

    i) Yes

    ii) No

    iii) N/A

v) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.

    i) Yes

    ii) No

    iii) N/A

w) All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.

    i) Yes

    ii) No

    iii) N/A

4) Web-Based Application

Indicate whether your web application is in conformance with sections 1194.21, 1194.22, and 1194.24 of the Section 508 EIT Accessibility Standards. (Not all provisions of the EIT Accessibility Standards may apply)

- Not applicable to this component. This component does not have a web-based application.

a) What is your Page URL? (If you can't provide this information because it is either not publicly available or is classified, you may use a generic label)

b) How would you best describe the purpose of the web page?
   i) Applying for programs/benefits
   ii) Ordering products/services
   iii) Training/learning
   iv) Travel reservation
   v) Time and attendance
   vi) Record keeping/tracking
   vii) Survey
   viii) Employment
   ix) Other

c) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).
   i) Yes
   ii) No
   iii) N/A

d) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.
   i) Yes
   ii) No
   iii) N/A

e) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.

    i) Yes

    ii) No

    iii) N/A

f) Documents shall be organized so they are readable without requiring an associated style sheet.

    i) Yes

    ii) No

    iii) N/A

g) Redundant text links shall be provided for each active region of a server-side image map.

    i) Yes

    ii) No

    iii) N/A

h) Client-side image maps shall be provided instead of server-side image maps except where the regions cannot be defined with an available geometric shape.

    i) Yes

    ii) No

    iii) N/A

i) Row and column headers shall be identified for data tables.

    i) Yes

    ii) No

    iii) N/A

j) Markup shall be used to associate data cells and header cells for data tables that have two or more logical levels of row or column headers.

    i) Yes

    ii) No

    iii) N/A

k)  Frames shall be titled with text that facilitates frame identification and navigation.

    i)   Yes

    ii)  No

    iii) N/A

l)  Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.

    i)   Yes

    ii)  No

    iii) N/A

m)  A text-only page, with equivalent information or functionality, shall be provided to make a website comply with the provisions of this part, when compliance cannot be accomplished in any other way.  The content of the text-only page shall be updated whenever the primary page changes.

    i)   Yes

    ii)  No

    iii) N/A

n)  When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script shall be identified with functional text that can be read by assistive technology.

    i)   Yes

    ii)  No

    iii) N/A

o)  When a web page requires that an applet, plug-in or other application be present on the client system to interpret page content, the page must provide a link to a plug-in or applet that complies with section 1194.21(a) through (l).

    i)   Yes

    ii)  No

    iii) N/A

p) When electronic forms are designed to be completed on-line, the form shall allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.

    i) Yes

    ii) No

    iii) N/A

q) A method shall be provided that permits users to skip repetitive navigation links.

    i) Yes

    ii) No

    iii) N/A

r) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.

    i) Yes

    ii) No

    iii) N/A

s) When software is designed to run on a system that has a keyboard, product functions shall be executable from a keyboard where the function itself or the result of performing a function can be discerned textually.

    i) Yes

    ii) No

    iii) N/A

t) A well-defined on-screen indication of the current focus shall be provided that moves among interactive interface elements as the input focus changes. The focus shall be programmatically exposed so that assistive technology can track focus and focus changes.

    i) Yes

    ii) No

    iii) N/A

u)   Sufficient information about a user interface element including the identity, operation and state of the element shall be available to assistive technology.  When an image represents a program element, the information conveyed by the image must also be available in text.

   i)   Yes

   ii)  No

   iii) N/A

v)   All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain speech or other audio information necessary for the comprehension of the content, shall be open or closed captioned.

   i)   Yes

   ii)  No

   iii) N/A

w)   All training and informational video and multimedia productions which support the agency's mission, regardless of format, that contain visual information necessary for the comprehension of the content, shall be audio described.

   i)   Yes

   ii)  No

   iii) N/A