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| STATE OF VERMONT Agency of Administration | | |
| Department Of Information and Innovation | ORIGINAL POLICY ADOPTED | ORIGINAL POLICY NUMBER |
| | DATE January 13, 2006 Updated 8/1/2017 | N/A |
| | EFFECTIVE DATE January 13, 2006 | ASSOCIATED DOCUMENTATION: Web Accessibility Standard |

STATUTORY REFERENCE
OR OTHER AUTHORITY:

Existing Federal Accessibility Standards:

The Access Board: <http://www.access-board.gov/>

Federal "Section 508" Electronic and Information Technology Accessibility Standards for Web-based Intranet and Internet Information and Applications:(
<http://www.section508.gov/index.cfm>)

World Wide Web Consortium (W3C) Web Content Accessibility Guidelines (WCAG) 1.0
(<http://www.w3.org/TR/WAI-WEBCONTENT/>)

Americans with Disabilities Act, 42 U.S.C.A, Section 12101, et. seq. See also 28CFR 35.160.

APPROVAL DATE:

APPROVED BY: **Secretary of Administration**

POLICY TITLE: **Web Accessibility Requirements**

PURPOSE:

The purpose of this policy is to establish the State of Vermont's accessibility requirements for public access to web-based information available on websites of all three branches of Vermont State Government including all state agencies and departments and state sponsored organizations including all boards and councils.

POLICY STATEMENT:

It is the policy of the State of Vermont to ensure that people with hearing, visual and other disabilities have equal access to public information that has been made available by the state on the World Wide Web. It is the direct responsibility of the managing entities of all state web sites to be knowledgeable of the guidelines for achieving universal accessibility. These guidelines shall be reflected in the design and creation of all official State of Vermont web-based information resources.

SCOPE:

This policy is intended for use by all web authors, web application developers, content contributors and contractors creating or maintaining web pages for the State. The basic concepts should be understandable by anyone with a general familiarity with web technologies. Knowledge of Hypertext Markup Language (HTML) and related web languages will help in fully understanding the associated Standards and Guidelines. Exceptions to accessibility standards may be noted for internet mapping (GIS) and engineering design (CAD) web based applications.

Policy:

The State of Vermont has adopted Section 508 of the Rehabilitation Act and the World Wide Web Consortium's (W3C) Web Accessibility Initiative standards and guidelines as the benchmark to meet the objective of achieving universal accessibility for state web sites. All State of Vermont web sites shall be designed to meet or exceed all Section 508 requirements and all Web Content Accessibility Guideline (WCAG) Priority 1 checkpoints and Priority 2 and 3 checkpoints as needed .

Many of the WCAG Checklist of Checkpoints for Web Content Accessibility are incorporated into Section 508 of the Rehabilitation Act, which establishes accessibility standards for federal agencies. To comply with the intent of the Web Accessibility Policy, agencies should:

- Satisfy all Section 508 Electronic and Information Technology Accessibility Standards (Subpart B — Technical Standards: Sec. 1194.22 Web-based intranet and internet information and applications)
- Satisfy all Priority 1 WCAG checkpoints.
- Implement Priority 2 and 3 checkpoints as needed, especially if the Web site uses tables, frames, or form controls.
- Create a logical tab order for navigation.
- Test and modify as needed with an accessibility evaluation and repair tool.

All state sponsored web sites shall comply with these requirements for new web pages developed subsequent to the adoption of this policy. As existing web pages are updated, managing entities must ensure that the updated pages meet these requirements. Full compliance with this policy is anticipated with the implementation of a single state web portal or within three years of the effective date of this policy, whichever comes first.

All state sponsored web development performed under contract shall comply with this policy. All web development contracts shall include explicit provisions by which contractors will demonstrate compliance with this policy through the use of standard tools for testing and verifying accessibility according to Section 508 and WCAG guidelines.

Enforcement

Any state sponsored web site found not to be in compliance will be notified of the requirement to develop a plan for corrective action to bring their site into compliance including an agreed upon completion date for remedial action. The Office of the CIO shall review and approve agency plans for achieving compliance with this policy and standard and ensure that the agency or department meets the required goals.

APPROVED

_____ **Secretary of Administration**

_____ **Date**