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Voluntary Product Accessibility Template®

Version 1.3

The purpose of the **Voluntary Product Accessibility Template**, or **VPAT**™, is to assist Federal contracting officials and other buyers in making preliminary assessments regarding the availability of commercial "Electronic and Information Technology" products and services with features that support accessibility. It is assumed and recommended that offerers will provide additional contact information to facilitate more detailed inquiries.

The first table of the Template provides a summary view of the Section 508 Standards. The subsequent tables provide more detailed views of each subsection. There are three columns in each table. Column one of the Summary Table describes the subsections of subparts B and C of the Standards. The second column describes the supporting features of the product or refers you to the corresponding detailed table, e.g., "equivalent facilitation." The third column contains any additional remarks and explanations regarding the product. In the subsequent tables, the first column contains the lettered paragraphs of the subsections. The second column describes the supporting features of the product with regard to that paragraph. The third column contains any additional remarks and explanations regarding the product.

Date: September 13, 2016
Name of Product: PolicyMap
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Summary Table

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Criteria	Supporting Features	Remarks and

		explanations
Section 1194.21 Software Applications and Operating Systems	Generally supports (see remarks and explanations)	PolicyMap is a Section 508 compliant tool and may be used with Assistive Technology (except as noted below)
Section 1194.22 Web-based Internet Information and Applications	Generally supports (see remarks and explanations)	PolicyMap is a Section 508 compliant tools and may be used with Assistive Technology
Section 1194.23 Telecommunications Products	Not applicable	
Section 1194.24 Video and Multi-media Products	Not applicable	
Section 1194.25 Self-Contained, Closed Products	Not applicable	
Section 1194.26 Desktop and Portable Computers	Not applicable	
Section 1194.31 Functional Performance Criteria	Generally supports	See remarks and explanations below
Section 1194.41 Information, Documentation and Support	Supports	

Section 1194.21 Software Applications and Operating Systems – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) 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.	Supports with exceptions.	PolicyMap users can create maps, tables and reports using keyboard. The interactive map in the application cannot be panned via the keyboard, however the map location can be specified by typing a geography in the Set Location Bar. All data for any specific location can be retrieved via a combination of the Map and Tables interface. All other features are accessible through simple keyboard commands. Accessibility testing was conducted through two sources: 1) Web Accessibility Checker http://achecker.ca/checker/index.php, and 2) Cynthia Says http://cynthiasays.com/
(b) Applications shall not disrupt or disable activated features of other products that are identified as accessibility features, where those features are developed and documented according to industry standards. Applications also shall not disrupt or disable activated features of any operating system that are identified as accessibility features where the application programming interface for those accessibility features has been documented by the manufacturer of the operating system and is available to the product developer.	Supports	PolicyMap does not interfere or deactivate the accessibility features of the operating system

(c) 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.	Supports with exceptions	A thin grey highlight shows around the item currently selected. It is on the PolicyMap Accessibility Roadmap to increase the width of the highlight and make the color brighter..
(d) 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.	Supports with exceptions.	There are nine icons in PolicyMap that have text-based descriptions that are triggered on mouseover. All other labels are html-based, and are available to Assistive Technology.
(e) When bitmap images are used to identify controls, status indicators, or other programmatic elements, the meaning assigned to those images shall be consistent throughout an application's performance.	Supports	PolicyMap includes no bitmap images. However, all images that are used in PolicyMap to identify controls, status indicators have consistent meaning throughout the application
(f) Textual information shall be provided through operating system functions for displaying text. The minimum information that shall be made available is text content, text input caret location, and text attributes.	Supports with exceptions.	There are no images of text in the PolicyMap application, and therefore all labels are readable through NVDA technology. At the moment, images of text cannot be enlarged other than through the browser. It is on the PolicyMap Accessibility Roadmap to include the ability to enlarge text images.

(g) Applications shall not override user selected contrast and color selections and other individual display attributes.	Supports with exceptions	PolicyMap allows the user to change color and contrast settings on its interactive maps. It is on the PolicyMap Accessibility Roadmap to include the ability to change colors in the remainder of the application.
(h) When animation is displayed, the information shall be displayable in at least one non-animated presentation mode at the option of the user.	Not applicable	No animation exists
(i) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Supports with exceptions.	PolicyMap's interactive maps use color-coding to depict categories of data. However the same data can be retrieved through the PolicyMap Tables feature, which has no use of color.
(j) When a product permits a user to adjust color and contrast settings, a variety of color selections capable of producing a range of contrast levels shall be provided.	Supports	PolicyMap's interactive maps include a variety of color palettes that users can select. The color palettes were chosen to address different types of color blindness.
(k) Software shall not use flashing or blinking text, objects, or other elements having a flash or blink frequency greater than 2 Hz and lower than 55 Hz.	Not applicable	PolicyMap does not use flashing or blinking text or objects.
(l) When electronic forms are used, the form shall allow people using Assistive Technology to access the information, field elements, and functionality required for completion and	Supports with exceptions.	PolicyMap supports with equivalent facilitation. It is on the PolicyMap Accessibility Roadmap to make fields be programmatically related to the labels.

submission of the form, including all directions and cues.		

.../AppData/Local/Microsoft/Windows/Temporary Internet Files/Content.Outlook/Library/Local Settings/Temporary Internet Files/OLK42/VPAT.html

Section 1194.22 Web-based Internet information and applications – Detail

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Criteria	**Supporting Features**	**Remarks and explanations**
(a) A text equivalent for every non-text element shall be provided (e.g., via "alt", "longdesc", or in element content).	Supports with exceptions.	There are nine icons in PolicyMap that have text-based description on that is triggered on mouse-over. All other labels are html-based, and are available to Assistive Technology. It is on the PolicyMap Accessibility Roadmap to make the icons have text equivalents (e.g., via "alt", "longdesc", or in element content
(b) Equivalent alternatives for any multimedia presentation shall be synchronized with the presentation.	Not applicable.	There are no multimedia presentations in the application.
(c) Web pages shall be designed so that all information conveyed with color is also available without color, for example from context or markup.	Supports with exceptio	PolicyMap's interactive maps use color-coding to depict categories of data. However the same data can be retrieved through the PolicyMap Tables feature, which has no use of color.

(d) Documents shall be organized so they are readable without requiring an associated style sheet.	Does not support.	It is on the PolicyMap Accessibility Roadmap to have a functional version of the application that does not require style sheets.
(e) Redundant text links shall be provided for each active region of a server-side image map.	Not applicable.	PolicyMap includes no server side image maps. .
(f) 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.	Not applicable.	PolicyMap includes no client side image maps.
(g) Row and column headers shall be identified for data tables.	Supports	Row and column headers are provided for data tables. This applies to the Tables feature. When users select "See List" or "See Value" in that feature, the resultant table of data includes column and row headers for users to understand the data.
(h) 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.	Not applicable	
(i) Frames shall be titled with text that facilitates frame identification and navigation	Not applicable	
(j) Pages shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Supports	Pages have been designed to designed to avoid causing the screen to flicker, with a frequency greater than 2 Hz and lower than 55 Hz.
(k) A text-only page, with equivalent information or functionality, shall be provided to make a web site comply with the provisions of this part, when compliance cannot be accomplished in any other way. The content of the text-only page shall	Not applicable.	PolicyMap does not include any text-only pages.

be updated whenever the primary page changes.		
(l) 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.	Supports	Assistive technology can be used to read text elements on the frames surrounding and within the dynamic map. Test was conducted with NVDA software, which is able to read the functional text elements on the screen upon mouse-over.
(m) 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 §1194.21(a) through (l).	Not applicable	No applet or plug in is required. It does not require any other product or software to view the content, for example it does not require third party apps such as PDF view, MS Word, MS Excel, Adobe Flash, etc.
(n) 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.	Supports	PolicyMap electronic forms may be completed online with Assistive Technology.
(o) A method shall be provided that permits users to skip repetitive navigation links.	Supports with exceptions.	Navigation can be limited to most frequently used sections after the user has defined the geography data variables they wish to view. Users may jump directly to the data menus and navigate among the data tabs.
(p) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not applicable	

Note to 1194.22: The Board interprets paragraphs (a) through (k) of this section as consistent with the following priority 1 Checkpoints of the Web Content

Accessibility Guidelines 1.0 (WCAG 1.0) (May 5 1999) published by the Web Accessibility Initiative of the World Wide Web Consortium: Paragraph (a) - 1.1, (b) - 1.4, (c) - 2.1, (d) - 6.1, (e) - 1.2, (f) - 9.1, (g) - 5.1, (h) - 5.2, (i) - 12.1, (j) - 7.1, (k) - 11.4.

Section 1194.23 Telecommunications Products – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) Telecommunications products or systems which provide a function allowing voice communication and which do not themselves provide a TTY functionality shall provide a standard non-acoustic connection point for TTYs. Microphones shall be capable of being turned on and off to allow the user to intermix speech with TTY use.	Not applicable	
(b) Telecommunications products which include voice communication functionality shall support all commonly used cross-manufacturer non-proprietary standard TTY signal protocols.	Not applicable	
(c) Voice mail, auto-attendant, and interactive voice response telecommunications systems shall be usable by TTY users with their TTYs.	Not applicable	
(d) Voice mail, messaging, auto-	Not applicable	

attendant, and interactive voice response telecommunications systems that require a response from a user within a time interval, shall give an alert when the time interval is about to run out, and shall provide sufficient time for the user to indicate more time is required.		
(e) Where provided, caller identification and similar telecommunications functions shall also be available for users of TTYs, and for users who cannot see displays.	Not applicable	
(f) For transmitted voice signals, telecommunications products shall provide a gain adjustable up to a minimum of 20 dB. For incremental volume control, at least one intermediate step of 12 dB of gain shall be provided.	Not applicable	
(g) If the telecommunications product allows a user to adjust the receive volume, a function shall be provided to automatically reset the volume to the default level after every use.	Not applicable	
(h) Where a telecommunications product delivers output by an audio transducer which is normally held up to the ear, a means for effective magnetic wireless coupling to hearing technologies shall be provided.	Not applicable	
(i) Interference to hearing technologies (including hearing aids, cochlear implants, and assistive listening devices) shall be reduced to the lowest possible level that allows a user of hearing technologies to utilize the telecommunications product.	Not applicable	
(j) Products that transmit or conduct information or communication, shall	Not applicable	

pass through cross-manufacturer, non-proprietary, industry-standard codes, translation protocols, formats or other information necessary to provide the information or communication in a usable format. Technologies which use encoding, signal compression, format transformation, or similar techniques shall not remove information needed for access or shall restore it upon delivery.		
(k)(1) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be tactilely discernible without activating the controls or keys.	Not applicable	
(k)(2) Products which have mechanically operated controls or keys shall comply with the following: Controls and Keys shall be operable with one hand and shall not require tight grasping, pinching, twisting of the wrist. The force required to activate controls and keys shall be 5 lbs. (22.2N) maximum.	Not applicable	
(k)(3) Products which have mechanically operated controls or keys shall comply with the following: If key repeat is supported, the delay before repeat shall be adjustable to at least 2 seconds. Key repeat rate shall be adjustable to 2 seconds per character.	Not applicable	
(k)(4) Products which have mechanically operated controls or keys shall comply with the following: The status of all locking or toggle controls or keys shall be visually discernible, and discernible either through touch or sound.	Not applicable	

Section 1194.24 Video and Multi-media Products – Detail

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Criteria	Supporting Features	Remarks and explanations
a) All analog television displays 13 inches and larger, and computer equipment that includes analog television receiver or display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals. As soon as practicable, but not later than July 1, 2002, widescreen digital television (DTV) displays measuring at least 7.8 inches vertically, DTV sets with conventional displays measuring at least 13 inches vertically, and stand-alone DTV tuners, whether or not they are marketed with display screens, and computer equipment that includes DTV receiver or	Not applicable	

display circuitry, shall be equipped with caption decoder circuitry which appropriately receives, decodes, and displays closed captions from broadcast, cable, videotape, and DVD signals.		
(b) Television tuners, including tuner cards for use in computers, shall be equipped with secondary audio program playback circuitry.	Not applicable	
(c) 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.	Not applicable	
(d) 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.	Not applicable	
(e) Display or presentation of alternate text presentation or audio descriptions shall be user-selectable unless permanent.	Not applicable	

Section 1194.25 Self-Contained, Closed Products – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) Self contained products shall be usable by people with disabilities without requiring an end-user to attach Assistive Technology to the product. Personal headsets for private listening are not Assistive Technology.	Not applicable	
(b) When a timed response is required, the user shall be alerted and given sufficient time to indicate more time is required.	Not applicable	
(c) Where a product utilizes touchscreens or contact-sensitive controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Not applicable	
(d) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does	Not applicable	

not require the user to possess particular biological characteristics, shall also be provided.		
(e) When products provide auditory output, the audio signal shall be provided at a standard signal level through an industry standard connector that will allow for private listening. The product must provide the ability to interrupt, pause, and restart the audio at anytime.	Not applicable	
(f) When products deliver voice output in a public area, incremental volume control shall be provided with output amplification up to a level of at least 65 dB. Where the ambient noise level of the environment is above 45 dB, a volume gain of at least 20 dB above the ambient level shall be user selectable. A function shall be provided to automatically reset the volume to the default level after every use.	Not applicable	
(g) Color coding shall not be used as the only means of conveying information, indicating an action, prompting a response, or distinguishing a visual element.	Not applicable	
(h) When a product permits a user to adjust color and contrast settings, a range of color	Not applicable	

selections capable of producing a variety of contrast levels shall be provided.		
(i) Products shall be designed to avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz.	Not applicable	
(j) (1) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: The position of any operable control shall be determined with respect to a vertical plane, which is 48 inches in length, centered on the operable control, and at the maximum protrusion of the product within the 48 inch length on products which are freestanding, non-portable, and intended to be used in one location and which have operable controls.	Not applicable	
(j)(2) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is 10 inches or less behind the reference plane, the height shall be 54 inches maximum and 15 inches minimum above the floor.	Not applicable	

(j)(3) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Where any operable control is more than 10 inches and not more than 24 inches behind the reference plane, the height shall be 46 inches maximum and 15 inches minimum above the floor.	Not applicable	
(j)(4) Products which are freestanding, non-portable, and intended to be used in one location and which have operable controls shall comply with the following: Operable controls shall not be more than 24 inches behind the reference plane.	Not applicable	

Section 1194.26 Desktop and Portable Computers – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) All mechanically	Not applicable	

operated controls and keys shall comply with §1194.23 (k) (1) through (4).		
(b) If a product utilizes touchscreens or touch-operated controls, an input method shall be provided that complies with §1194.23 (k) (1) through (4).	Not applicable	
(c) When biometric forms of user identification or control are used, an alternative form of identification or activation, which does not require the user to possess particular biological characteristics, shall also be provided.	Not applicable	
(d) Where provided, at least one of each type of expansion slots, ports and connectors shall comply with publicly available industry standards	Not applicable	

Section 1194.31 Functional Performance Criteria – Detail

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Criteria	**Supporting Features**	**Remarks and**

		explanations
(a) At least one mode of operation and information retrieval that does not require user vision shall be provided, or support for Assistive Technology used by people who are blind or visually impaired shall be provided.	Supports with exceptions.	PolicyMap can be used with NVDA software, which supports people who are blind or visually impaired.
(b) At least one mode of operation and information retrieval that does not require visual acuity greater than 20/70 shall be provided in audio and enlarged print output working together or independently, or support for Assistive Technology used by people who are visually impaired shall be provided.	Supports with exceptions.	PolicyMap can be used with NVDA software, which supports people who are blind or visually impaired. At the moment, images of text cannot be enlarged other than through the browser. It is on the PolicyMap Accessibility Roadmap to include the ability to enlarge text images.
(c) At least one mode of operation and information retrieval that does not require user hearing shall be provided, or support for Assistive Technology used by people who are deaf or hard of hearing shall be provided	Not applicable.	No audio exists in PolicyMap and is not required for use.
(d) Where audio information is important for the use of a product, at least one mode of operation and information retrieval shall be provided in an enhanced auditory fashion, or support for assistive hearing devices shall be provided.	Not applicable	No audio exists in PolicyMap and is not required for use.
(e) At least one mode of	Not applicable.	All features within

operation and information retrieval that does not require user speech shall be provided, or support for Assistive Technology used by people with disabilities shall be provided.		PolicyMap can be used without speech input.
(f) At least one mode of operation and information retrieval that does not require fine motor control or simultaneous actions and that is operable with limited reach and strength shall be provided.	Not applicable.	PolicyMap does not require fine motor control or simultaneous actions..

Section 1194.41 Information, Documentation and Support – Detail

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Criteria	Supporting Features	Remarks and explanations
(a) Product support documentation provided to end-users shall be made available in alternate formats upon request, at no additional charge	Supports	Product support documentation can be provided upon request via the Support icon at the top of the screen. Documentation is available at www.policymap.com/support and info@policymap.com and questions can be answered at -866-923-MAPS

		Accessibility Statements provided at www.policymap.com/accessibility
(b) End-users shall have access to a description of the accessibility and compatibility features of products in alternate formats or alternate methods upon request, at no additional charge.	Supports	Descriptions of the accessibility and compatibility features of PolicyMap can be provided in alternate formats or alternate methods upon request. Users must specify which alternative format is desired, and it will be provided. Users may make these requests through the Support icon at the top of the screen, which links to www.policymap.com/support. They may also contact support at info@policymap.com and 866-923-MAPS. Accessibility Statements provided at www.policymap.com/accessibility
(c) Support services for products shall accommodate the communication needs of end-users with disabilities.	Supports with exceptions.	Support services for PolicyMap can accommodate the communication needs of end-users with disabilities through telephone, e-mail, fax and online documentation. PolicyMap support staff has not received specific training on how to respond to accessibility questions by end users, and it is on the PolicyMap Accessibility Roadmap to complete this training.

Return to the top of the page.