

WEB SITE ACCESSIBILITY STANDARDS

Purpose: To establish a common and uniform standard for all State of New Hampshire agencies that will enable and complement the Web Site Accessibility Policy.

Standard: Construction of agency Web pages will conform to Section 508 (of the Rehabilitation Act of 1973) standards. To meet Section 508 provisions, an agency's Web site must conform to the following:

- Providing a text equivalent for every non-text element (e.g., via "alt", "longdesc", or in element content) is required.
- Equivalent alternatives for any multimedia presentation must be synchronized with the presentation.
- Web page design requires that all information conveyed with color is also available without color - from context or markup, for example.
- Server-side image maps require redundant text links for each active region.
- Providing client-side image maps instead of server-side image maps is required except in situations where the regions cannot be defined with an available geometric shape.
- Row and column headers for data tables must be identified.
- Associate data and header cells for data tables that have two or more logical levels of row or column headers must utilize markup.
- Frame identification and navigation will be facilitated with titled frames.
- Design of pages must avoid causing the screen to flicker with a frequency greater than 2 Hz and lower than 55 Hz (between 2Hz and 55Hz).
- If a web site cannot comply with the provisions of these standards, utilize a text-only page with equivalent information or functionality to make a site in compliance. Updating the content of the text-only page must occur whenever the primary page changes.
- When pages utilize scripting languages to display content, or to create interface elements, the information provided by the script will identify with functional text that assistive technology can read.
- When a 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 the provisions of this standard.
- Electronic forms designed for completion on-line must 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.
- Providing a method that permits users to skip repetitive navigation links is required.
- When a timed response is required, the user receives a signal/alert and the sufficient time allocated to the user to indicate more time is required.

Accountability: All State of New Hampshire agency sites including static content, interactive and transactional applications shall comply with this standard. It is the responsibility of each Agency/Department/Division/Bureau Chief or their designee to enforce these standards. Employees who do not comply with this policy shall be subject to disciplinary action as outlined in the Administrative Rules of the Division of Personnel.

Description: The standards required under federal Section 508 of the Rehabilitation Act deal with a very basic level of accessibility needs while leaving out other issues facing users. In addition to the requirements set forth by Section 508, State agencies are encouraged to use the Priority Checklist within the [Web Content Accessibility Guidelines v.1.0](http://www.w3.org/TR/1999/WAI-WEBCONTENT-19990505/) developed by the W3C to

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increase accessibility to users with disabilities. These guidelines require that all content must meet Priority 1 checkpoints in the following areas:

- Provide equivalent alternatives to auditory and visual content.
- Do not rely on color alone.
- Use markup and style sheets.
- Clarify natural language usage.
- Create tables that transform gracefully.
- Ensure that pages featuring new technologies transform gracefully.
- Ensure user control of time sensitive content changes.
- Ensure direct accessibility of embedded user interfaces.
- Design for device dependent.
- Use interim solutions.
- Use W3C technologies and guidelines.
- Provide context and orientation information.
- Provide clear navigation mechanisms.
- Ensure documents are clear and simple.

In addition to the Priority 1 checkpoints, agencies should consider meeting Priority 2 and 3 checkpoints, as needed, especially if the site incorporates tables, frames, or form controls.

Additional Information

Section 508 of the Rehabilitation Act: Electronic and Information Technology Accessibility Standards. The Access Board <http://www.access-board.gov/508.htm>

Web Accessibility Initiative W3C <http://www.w3.org/WAI/>

Evaluation, Repair, and Transformation Tools for Web Content Accessibility W3C <http://www.w3.org/WAI/ER/existingtools.html>