Google Accessibility Conformance Report

International edition, based on VPAT® Version 2.4Rev1

Name of product/version:	Google Vault
Report date:	20 December 2023
Product description:	Google Vault is a retention and eDiscovery tool for Google Workspace. It allows organizations to retain, hold, search and export user's Google Work.
Contact information:	vpat-questions@google.com
Evaluation methods used:	The W3C Website Accessibility Conformance Evaluation Methodology (WCAG-EM) was followed for conducting the accessibility audit. The testing included manual accessibility testing, automated accessibility tools, and testing with assistive technology across multiple platforms and browsers. The following applications were used as part of the audit to identify potential accessibility issues: Desktop browsers: Chrome (NVDA) Assistive technologies: NVDA Accessibility testing tools: Deque DevTools Pro, Deque Auditor, Color Contrast Analyser
Applicable standards/guidelines:	This report covers the degree of conformance for the following accessibility standards/guidelines: • Web Content Accessibility Guidelines (WCAG) 2.0 Level A and AA • Web Content Accessibility Guidelines (WCAG) 2.1 Level A and AA • Revised Section 508 standards published January 18, 2017, and corrected January 22, 2018 • EN 301 549 Accessibility requirements for ICT products and services - V3.1.1 (2019-11) and EN 301 549 Accessibility requirements for ICT products and services - V3.2.1 (2021-03)

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Tested Pages

- Add Account to Hold Modal
- Audit
- Close Matter Modal
- Create Custom Retention Rule
- Create Export Modal
- Create Hold
- Create Matter Modal
- Custom Rules
- Default Rules
- Edit Custom Retention Rule
- Edit Default Retention Rule
- Edit Default Retention Rule Confirmation Modal
- Edit Hold
- Matter Details Holds
- Matter Details Search (Choose Service)
- Matters Home
- Remove Account Confirmation Modal
- Share Settings Modal

As well as two components that appear on multiple pages

- Header
- Calendar Widget

Terms

The terms used in the conformance level information are defined as follows:

Supports: The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.

Partially supports: Some functionality of the product does not meet the criterion.

Does not support: The majority of product functionality does not meet the criterion.

Not applicable: The criterion is not relevant to the product.

Not evaluated: The product has not been evaluated against the criterion. This can be used only in WCAG Level AAA criteria.

WCAG 2.1 Report

Tables 1 and 2 also document conformance with:

- EN 301 549: Chapter 9 Web, Sections 10.1–10.4 of Chapter 10 Non-Web
 Documents, Sections 11.1–11.4 and 11.8.2 of Chapter 11 Software (open and closed
 functionality), and Sections 12.1.2 and 12.2.4 of Chapter 12 Documentation and
 Support Services
- Revised Section 508: Chapter 5 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 — 602.3 Electronic Support Documentation

Note: When reporting on conformance with the WCAG 2.1 Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the <u>WCAG 2.1 Conformance Requirements</u>.

Table 1: Success Criteria, Level A

Criteria	Conformance level	Remarks and explanations
1.1.1 Non-text Content A) Also applies to: EN 301 549 Criteria 9.1.1.1 (Web) 10.1.1.1 (Non-web document) 11.1.1.1.1 (Open Functionality Software) 11.1.1.1.2 (Closed Functionality Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Partially Supports	Most non-text content has text alternatives or a text alternate that serves an equivalent purpose. The following exceptions exist: • Some images do not have a text alternative, so people who are blind and/or use a screen reader will not be able to access the information available in the image and if it is an active image, will not understand its function. This occurs on the following pages: Edit Hold; Create Custom Retention Rule; Create Hold; Edit Custom Retention Rule. • A decorative image is not hidden from screen readers, so people who are blind and/or use a screen reader will have to navigate through unnecessary and duplicative text. This occurs on the following page: Matters Home.

Criteria	Conformance level	Remarks and explanations
1.2.1 Audio-only and Video-only (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria 9.1.2.1 (Web) 10.1.2.1 (Non-web document) 11.1.2.1.1 (Open Functionality Software) 11.1.2.1.2.1 and 11.1.2.1.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Not Applicable	Prerecorded audio-only files are not present.
1.2.2 Captions (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria 9.1.2.2 (Web) 10.1.2.2 (Non-web document) 11.1.2.2 (Open Functionality Software) 11.1.2.2 (Closed Software)	Not Applicable	Prerecorded videos are not present.

Criteria	Conformance level	Remarks and explanations
 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
1.2.3 Audio Description or Media Alternative (Prerecorded) (Level A) Also applies to: EN 301 549 Criteria 9.1.2.3 (Web) 10.1.2.3 (Non-web document) 11.1.2.3.1 (Open Functionality Software) 11.1.2.3.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool)	Not Applicable	Prerecorded videos are not present, so audio description is not required.

Criteria	Conformance level	Remarks and explanations
• 602.3 (Support Docs)		
1.3.1 Info and Relationships (Level A) Also applies to: EN 301 549 Criteria 9.1.3.1 (Web) 10.1.3.1 (Non-web document) 11.1.3.1.1 (Open Functionality Software) 11.1.3.1.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Does Not Support	Most if not all information, structure, and relationships conveyed through presentation cannot be programmatically determined or are not available in text. The following issues exist: • Some sets of checkboxes are not programmatically grouped, so the group label for each set of checkboxes will not be conveyed to people who are blind and/or use a screen reader and they will not understand the purpose of the individual checkboxes. This occurs on the following pages: Matter Details - Search (Choose Service); Audit. • Some sets of radio buttons are not programmatically grouped, so the group label for each set of radio buttons will not be conveyed to people who are blind and/or use a screen reader and they will not understand the purpose of the individual radio buttons. This occurs on the following pages: Edit Default Retention Rule; Edit Custom Retention Rule.

Criteria	Conformance level	Remarks and explanations
		 A block of text is marked up as a heading but is not a heading, so the structure of the content is misrepresented to assistive technologies and people who are blind and/or use a screen reader. This occurs for multiple blocks of text project wide. Some text that visually functions as a heading is not marked up as a heading, so the structure of the content is not properly conveyed to assistive technologies and people who are blind and/or use a screen reader. This occurs on the following pages: Matter Details - Search (Choose Service); Edit Hold; Create Custom Retention Rule; Create Hold; Edit Custom Retention Rule; Share Settings Modal. Data is arranged visually like a data table, but the programmatic table header markup is missing or incomplete. People who are blind and/or use a screen reader will not be aware of the association between the table headers and their related data. This occurs on

Criteria	Conformance level	Remarks and explanations
		the following page: Default Rules. Some blocks of content have inappropriate semantic markup, so each block's meaning, structure, or relationships is misrepresented to people who are blind and/or use a screen reader. This occurs on the following pages: Edit Hold; Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Custom Retention Rule. One or more data cells is incorrectly marked up as a header cell in some tables, so the table structure and the header/data relationship between the cell(s) and other cells in those tables will be incorrectly conveyed to people who are blind and/or use a screen reader. This occurs on the following pages: Matters Home; Edit Hold; Matter Details - Holds; Custom Rules.
1.3.2 Meaningful Sequence (Level A) Also applies to: EN 301 549 Criteria • 9.1.3.2 (Web)	Partially Supports	The reading and navigation order of most content is logical and intuitive. The following exceptions exist: • The screen reader skips and does not announce informative static content

Criteria	Conformance level	Remarks and explanations
 10.1.3.2 (Non-web document) 11.1.3.2.1 (Open Functionality Software) 11.1.3.2.2 (Closed Software) – Informative only 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		 (text or images), so the intended meaning of the content will be lost or changed for people who are blind and/or use a screen reader. This occurs on the following page: Default Rules. The correct reading order of dynamically changing content is not programmatically determinable by screen readers, so people who are blind and/or use a screen reader may not be made aware of new or changed content that is dynamically added to a page. This occurs on the following pages: Matter Details - Search (Choose Service); Create Export Modal; Create Custom Retention Rule; Edit Default Retention Rule; Edit Custom Retention Rule.
1.3.3 Sensory Characteristics (Level A) Also applies to: EN 301 549 Criteria 9.1.3.3 (Web) 10.1.3.3 (Non-web document) 11.1.3.3 (Open Functionality Software) 11.1.3.3 (Closed Software)	Supports	Instructions to operate and/or understand content do not rely on sensory characteristics of components such as shape, color, size, visual location.

Criteria	Conformance level	Remarks and explanations
 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
1.4.1 Use of Color (Level A) Also applies to: EN 301 549 Criteria 9.1.4.1 (Web) 10.1.4.1 (Non-web document) 11.1.4.1 (Open Functionality Software) 11.4.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Partially Supports	For most content, color is not used as the only method to convey information, indicate an action, prompt a response, or distinguish visual elements. The following exceptions exist: • Color is used as the only method to convey information, so that information will not be available to people who are colorblind and people who are blind and/or use a screen reader. This occurs on the following pages: Matter Details - Search (Choose Service); Create Export Modal; Edit Hold; Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Custom Retention Rule.

Criteria	Conformance level	Remarks and explanations
		 Color is the only visual method used to identify a link, and a link text's contrast ratio with the color of the surrounding text is less than 3:1, so people who are colorblind or have low vision may not be able to identify the link. This occurs on the following page: Edit Custom Retention Rule. Links must be distinguishable without relying on color. This occurs on the following pages: Create Export Modal; Default Rules; Share Settings Modal; Custom Rules.
1.4.2 Audio Control (Level A) Also applies to: EN 301 549 Criteria 9.1.4.2 (Web) 10.1.4.2 (Non-web document) 11.1.4.2 (Open Functionality Software) 11.1.4.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software)	Supports	A mechanism is provided to stop, pause, mute, or adjust volume for audio that automatically plays for more than 3 seconds.

Criteria	Conformance level	Remarks and explanations
 504.2 (Authoring Tool) 602.3 (Support Docs) 		
2.1.1 Keyboard (Level A) Also applies to: EN 301 549 Criteria 9.2.1.1 (Web) 10.2.1.1 (Non-web document) 11.2.1.1.1 (Open Functionality Software) 11.2.1.1.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Supports	Functionality is available using only the keyboard (unless that functionality cannot be accomplished in any known way using a keyboard), If shortcut keys and accesskeys are present, they do not conflict with existing browser and screen reader shortcuts, and functionality based on custom gestures is available when a screen reader is turned on.
2.1.2 No Keyboard Trap (Level A) Also applies to: EN 301 549 Criteria 9.2.1.2 (Web) 10.2.1.2 (Non-web document)	Supports	Keyboard focus is never locked or trapped in a particular area, and the user can navigate to and from all navigable elements using only a keyboard.

Criteria	Conformance level	Remarks and explanations
 11.2.1.2 (Open Functionality Software) 11.2.1.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
2.1.4 Character Key Shortcuts (Level A 2.1 only) Also applies to: EN 301 549 Criteria • 9.2.1.4 (Web) • 10.2.1.4 (Non-web document) • 11.2.1.4.1 (Open Functionality Software) • 11.2.1.4.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	If a single character key shortcut exists, then the single character key shortcut can be turned off or remapped, or it is only active when the relevant user interface component is in focus.

Criteria	Conformance level	Remarks and explanations
2.2.1 Timing Adjustable (Level A) Also applies to: EN 301 549 Criteria 9.2.2.1 (Web) 10.2.2.1 (Non-web document) 11.2.2.1 (Open Functionality Software) 11.2.2.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Supports	If a time limit exists, the user is given options to turn off, adjust, or extend that time limit.
2.2.2 Pause, Stop, Hide (Level A) Also applies to: EN 301 549 Criteria 9.2.2.2 (Web) 10.2.2.2 (Non-web document) 11.2.2.2 (Open Functionality Software) 11.2.2.2 (Closed Software)	Partially Supports	On most pages where moving, blinking, scrolling, or auto-updating information is present, that information can be paused, stopped, hidden, or otherwise controlled by the user. The following exceptions exist: • The user cannot pause, stop, or hide content that automatically moves, blinks, or scrolls, so people who cannot read text quickly, have attention deficit disorders or

Criteria	Conformance level	Remarks and explanations
 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		other cognitive disabilities, or use a screen reader may not be able to read or understand the content. This occurs for multiple instances project wide.
2.3.1 Three Flashes or Below Threshold (Level A) Also applies to: EN 301 549 Criteria • 9.2.3.1 (Web) • 10.2.3.1 (Non-web document) • 11.2.3.1 (Open Functionality Software) • 11.2.3.1 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Not Applicable	The tested application does not contain flashing content.

Criteria	Conformance level	Remarks and explanations
2.4.1 Bypass Blocks (Level A) Also applies to: EN 301 549 Criteria 9.2.4.1 (Web) 10.2.4.1 (Non-web document) – Does not apply 11.2.4.1 (Open Functionality Software) – Does not apply 11.2.4.1 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) – Does not apply to non-web software 504.2 (Authoring Tool) 602.3 (Support Docs) – Does not apply to non-web docs	Supports	A method is provided to skip navigation and other page elements that are repeated across web pages.
2.4.2 Page Titled (Level A) Also applies to: EN 301 549 Criteria 9.2.4.2 (Web) 10.2.4.2 (Non-web document)	Supports	Pages have descriptive and informative titles.

Criteria	Conformance level	Remarks and explanations
 11.2.4.2 (Open Functionality Software) - Does not apply 11.2.4.2 (Closed Software) - Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
2.4.3 Focus Order (Level A) Also applies to: EN 301 549 Criteria 9.2.4.3 (Web) 10.2.4.3 (Non-web document) 11.2.4.3 (Open Functionality Software) 11.2.4.3 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508	Partially Supports	The navigation order of most interactive elements (such as links, buttons, or form elements) is logical and preserves meaning and operability. The following exceptions exist: • Keyboard focus order is not logical. This occurs for one element across all pages.

Criteria	Conformance level	Remarks and explanations
 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
2.4.4 Link Purpose (In Context) (Level A) Also applies to: EN 301 549 Criteria • 9.2.4.4 (Web) • 10.2.4.4 (Non-web document) • 11.2.4.4 (Open Functionality Software) • 11.2.4.4 (Closed Software • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)	Supports	The purpose of the link(s) can be determined from the link text alone or from the link text and its programmatic context.
2.5.1 Pointer Gestures (Level A 2.1 only) Also applies to: EN 301 549 Criteria • 9.2.5.1 (Web)	Supports	All functionality that can be operated with a pointer can be operated with single-point actions.

Criteria	Conformance level	Remarks and explanations
 10.2.5.1 (Non-web document) 11.2.5.1 (Open Functionality Software) 11.2.5.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 		
2.5.2 Pointer Cancellation (Level A 2.1 only) Also applies to: EN 301 549 Criteria • 9.2.5.2 (Web) • 10.2.5.2 (Non-web document) • 11.2.5.2 (Open Functionality Software) • 11.2.5.2 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	For functionality that can be operated using a single pointer, at least one of the following is true: • The action is not triggered on the down event. • The action triggers on the up event, and a mechanism is available to abort the function before completion or to undo the function after completion. • The up-event reverses any outcome of the preceding down-event. • Completing the function on the down-event is essential.
2.5.3 Label in Name (Level A 2.1 only)	Partially Supports	For most user interface components that include visible text labels, the

Criteria	Conformance level	Remarks and explanations
Also applies to: EN 301 549 Criteria 9.2.5.3 (Web) 10.2.5.3 (Non-web document) 11.2.5.3.1 (Open Functionality Software) 11.2.5.3.2 (Closed Software) – Informative only 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply		accessible name matches (or includes) the visible text in the label. The following exceptions exist: • The accessible name of multiple interactive elements (such as links, buttons, or form inputs) does not contain the visible label, so people who use speech input to navigate and operate content will not be able to access those elements. This occurs on the following pages: Matters Home; Matter Details - Search (Choose Service); Edit Hold; Create Custom Retention Rule; Create Hold; Edit Custom Retention Rule; Audit; Share Settings Modal; Matter Details - Holds; Custom Rules; Add Account to Hold Modal. • Multiple interactive elements (such as links, buttons, or form inputs) do not have an accessible name because their visible labels are not programmatically associated with the elements, so people who use speech input to navigate and operate content will not be able to access those elements. This occurs on the following pages: Matter Details - Search (Choose Service); Create

Criteria	Conformance level	Remarks and explanations
		Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Custom Retention Rule.
2.5.4 Motion Actuation (Level A 2.1 only) Also applies to: EN 301 549 Criteria 9.2.5.4 (Web) 10.2.5.4 (Non-web document) 11.2.5.4 (Open Functionality Software) 11.2.5.4 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	Functionality that can be triggered by device motion or user motion detected by a device can be disabled, and the functionality can be operated without using motion.
3.1.1 Language of Page (Level A) Also applies to: EN 301 549 Criteria 9.3.1.1 (Web) 10.3.1.1 (Non-web document) 11.3.1.1.1 (Open Functionality Software) 11.3.1.1.2 (Closed Software)	Supports	The language of each page is correct and can be determined programmatically.

Criteria	Conformance level	Remarks and explanations
 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
3.2.1 On Focus (Level A) Also applies to: EN 301 549 Criteria 9.3.2.1 (Web) 10.3.2.1 (Non-web document) 11.3.2.1 (Open Functionality Software) 11.3.2.1 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Supports	When an element receives focus, a change in context (such as a substantial change to the page, the spawning of a pop-up window, or a change in focus) that may disorient the user does not occur.

Criteria	Conformance level	Remarks and explanations
3.2.2 On Input (Level A) Also applies to: EN 301 549 Criteria 9.3.2.2 (Web) 10.3.2.2 (Non-web document) 11.3.2.2 (Open Functionality Software) 11.3.2.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Supports	When a user inputs information or interacts with a control, it does not result in a substantial change to the page that could disorient the user unless the user is informed about the change ahead of time.
3.3.1 Error Identification (Level A) Also applies to: EN 301 549 Criteria • 9.3.3.1 (Web) • 10.3.3.1 (Non-web document) • 11.3.3.1.1 (Open Functionality Software) • 11.3.3.1.2 (Closed Software) • 11.8.2 (Authoring Tool)	Supports	For form controls where an input error is automatically detected, a text message or alert is provided that identifies the field/control where the error was detected and describes the error.

Criteria	Conformance level	Remarks and explanations
 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
3.3.2 Labels or Instructions (Level A) Also applies to: EN 301 549 Criteria 9.3.3.2 (Web) 10.3.3.2 (Non-web document) 11.3.3.2 (Open Functionality Software) 11.3.3.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Partially Supports	For most form controls/input fields requiring user input, labels, instructions, and/or error messages are provided to identify the controls/input fields in the form so that users know what input data is expected. The following exceptions exist: • Some labels of elements are not persistent (always visible on the page), so each element's purpose may be difficult to discover. This occurs on the following pages: Matter Details - Search (Choose Service); Create Hold; Share Settings Modal; Add Account to Hold Modal. • The labels for some form fields are missing, so each field's purpose is not clear. This occurs on the following pages: Matters Home; Edit

Criteria	Conformance level	Remarks and explanations
		Hold; Matter Details - Holds; Custom Rules. Some required fields are not identified as required by each field's labels, in its form's general instructions, or by an error message that indicates that the field is not completed, so people cannot determine that each field is required. This occurs on the following pages: Create Export Modal; Edit Hold; Create Custom Retention Rule; Create Hold; Edit Default Retention Rule Confirmation Modal; Share Settings Modal; Create Matter Modal. A group of elements is missing a visible group label, so the purpose of the elements in the group cannot be understood. This occurs on the following pages: Matter Details - Search (Choose Service).
4.1.1 Parsing (Level A) Also applies to: EN 301 549 Criteria • 9.4.1.1 (Web) • 10.4.1.1 (Non-web document) • 11.4.1.1.1 (Open Functionality Software)	Supports	For WCAG 2.0, 2.1, EN 301 549, and Revised 508 Standards, the September 2023 errata update indicates this criterion is always supported. See the WCAG 2.0 Editorial Errata and the WCAG 2.1 Editorial Errata.

Criteria	Conformance level	Remarks and explanations
 11.4.1.1.2 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
4.1.2 Name, Role, Value (Level A) Also applies to: EN 301 549 Criteria 9.4.1.2 (Web) 10.4.1.2 (Non-web document) 11.4.1.2.1 (Open Functionality Software) 11.4.1.2.2 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software)	Partially Supports	The name, role, and/or value of user interface components can be programmatically determined. However, the following issues exist: ARIA attributes must conform to valid values. This occurs on the following pages: Matter Details - Search (Choose Service); Audit; Matter Details - Holds. ARIA input fields must have an accessible name. This occurs on the following pages: Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Custom Retention Rule. A breadcrumb region is missing one or more required attributes in its HTML code that provides its

Criteria	Conformance level	Remarks and explanations
 504.2 (Authoring Tool) 602.3 (Support Docs) 		programmatic role, name, state, or another property to assistive technology, so people who are blind and/or use a screen reader or other assistive technology may not be able to understand the name, purpose, or current state of the region and its contents or how to interact with the region and contents. This occurs for multiple breadcrumb regions project wide. • When a button is disabled, its disabled state is not conveyed programmatically, so people who are blind and/or use a screen reader or other assistive technology will not be informed that the button is disabled. This occurs on the following page: Edit Hold. • Multiple buttons do not have a programmatic role, so each button's role (usually button, but sometimes link or something else) is not conveyed to screen readers and other assistive technologies and will not be available to people who use those technologies. This occurs on the following pages:

Criteria	Conformance level	Remarks and explanations
		Create Custom Retention Rule; Edit Custom Retention Rule. • An element that appears and functions like a modal dialog does not have the required attributes in its HTML code needed to provide its programmatic role, name, state, and other properties to assistive technology, so people who are blind and/or use a screen reader or other assistive technology may not be able to understand the name, purpose, or content of the element or how to interact with it. This occurs for one element across multiple pages. • Multiple elements do not have an attribute in their HTML code that will provide its programmatic role to assistive technology, or the role assigned is not correct (like assigning a button the role of "checkbox"), so people who are blind and/or use a screen reader or other assistive technology may not be able to understand the name, purpose, or content of the element or how to interact with it. This occurs on the following pages:

Criteria	Conformance level	Remarks and explanations
		Edit Hold; Create Custom Retention Rule; Create Hold; Edit Custom Retention Rule. State: Expand/collapse state of the element is missing or incorrect. This occurs for one element across all pages. For an element that allows a user either to select or not select a single option (like a checkbox or radio buttons) or to select from among 2 or more options (like a select dropdown), the state (such as checked/unchecked or selected/not selected) is not conveyed to assistive technology, so people who are blind and/or use a screen reader or other assistive technology may not be able to understand the purpose of the element, the options available, and whether the element or an option is currently checked. This occurs for one element across multiple pages. Multiple form fields are missing a programmatic name, so people who are blind and/or use a screen reader or other assistive technology may not be able to understand the purpose of

Criteria	Conformance level	Remarks and explanations
		it requires. This occurs on the following screen(s): Matter Details - Search (Choose Service). Elements must only use supported ARIA attributes. This occurs on the following pages: Matter Details - Search (Choose Service); Audit; Share Settings Modal; Add Account to Hold Modal. Multiple elements that appear and function like a tree view widget that presents a hierarchical list do not have the required attributes in its HTML code needed to provide its programmatic role, name, state, and other properties to assistive technology, so people who are blind and/or use a screen reader or other assistive technology may not be able to understand name, purpose, structure, or content of each list or how to interact with it. This occurs on the following pages: Create Custom Retention Rule; Edit Custom Retention Rule.

Table 2: Success Criteria, Level AA

Criteria	Conformance level	Remarks and explanations
1.2.4 Captions (Live) (Level AA) Also applies to: EN 301 549 Criteria 9.1.2.4 (Web) 10.1.2.4 (Non-web document) 11.1.2.4 (Open Functionality Software) 11.1.2.4 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Not Applicable	Live multimedia files with audio are not present, so synchronized captions are not required.
1.2.5 Audio Description (Prerecorded) (Level AA) Also applies to: EN 301 549 Criteria • 9.1.2.5 (Web) • 10.1.2.5 (Non-web document) • 11.1.2.5 (Open Functionality Software) • 11.1.2.5 (Closed Software)	Not Applicable	Prerecorded multimedia files are not present, so audio descriptions are not required.

Criteria	Conformance level	Remarks and explanations
 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
1.3.4 Orientation (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.1.3.4 (Web) 10.1.3.4 (Non-web document) 11.1.3.4 (Open Functionality Software) 11.1.3.4 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	Orientation of the content is not locked to either landscape or portrait unless a specific orientation is essential for the functionality.
1.3.5 Identify Input Purpose (Level AA 2.1 only) Also applies to: EN 301 549 Criteria	Supports	The purpose for each input field that collects an individual's personal data is programmatically defined based

Criteria	Conformance level	Remarks and explanations
 9.1.3.5 (Web) 10.1.3.5 (Non-web document) 11.1.3.5.1 (Open Functionality Software) 11.1.3.5.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 		on the WCAG list of Input Purposes for User Interface Components.
1.4.3 Contrast (Minimum) (Level AA) Also applies to: EN 301 549 Criteria • 9.1.4.3 (Web) • 10.1.4.3 (Non-web document) • 11.1.4.3 (Open Functionality Software) • 11.1.4.3 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 • 501 (Web)(Software)	Partially Supports	Most text and images of regular text have the required color contrast ratio with their backgrounds. The following exceptions exist: • The color contrast ratios on hover or focus between the text labels of some controls and their background are less than 4.5:1, so people who are colorblind or have low vision may have difficulty reading the text label of each control. This occurs on the following pages: Matter Details - Search (Choose Service); Edit Hold; Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Custom Retention Rule; Audit; and for one element across all pages, as well as

Criteria	Conformance level	Remarks and explanations
 504.2 (Authoring Tool) 602.3 (Support Docs) 		multiple instances of color contrast project wide. The color contrast ratio between placeholder text in multiple inputs and each input's background is less than 4.5:1, so people who are colorblind or have low vision may have difficulty reading the placeholder text. This occurs on the following pages: Matter Details - Search (Choose Service); Create Export Modal; Edit Hold; Create Custom Retention Rule; Create Hold; Edit Custom Retention Rule; Audit; Share Settings Modal; Create Matter Modal; Add Account to Hold Modal. The color contrast ratio between text and its background is less than 4.5:1, so people who are colorblind or have low vision may have difficulty reading the text. This occurs on the following pages: Matter Details - Search (Choose Service); Edit Hold; Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Custom Retention Rule; Create Hold; Edit Custom Retention Rule; Audit; Share Settings Modal;

Criteria	Conformance level	Remarks and explanations
		Add Account to Hold Modal; and for one element across multiple pages, as well as multiple instances of color contrast project wide. • Elements must meet minimum color contrast ratio thresholds. This occurs on the following pages: Matters Home; Matter Details - Search (Choose Service); Create Export Modal; Edit Hold; Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Default Rules; Edit Custom Retention Rule; Audit; Share Settings Modal; Matter Details - Holds; Create Matter Modal; Custom Rules; Close Matter Modal; Remove Account Confirmation Modal; and for one element across all pages.
1.4.4 Resize text (Level AA) Also applies to: EN 301 549 Criteria 9.1.4.4 (Web) 10.1.4.4 (Non-web document) 11.1.4.4.1 (Open Functionality Software) 11.1.4.4.2 (Closed Software)	Supports	Content is readable and functional when browser zoom is set to 200% of its initial size.

Criteria	Conformance level	Remarks and explanations
 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
1.4.5 Images of Text (Level AA) Also applies to: EN 301 549 Criteria 9.1.4.5 (Web) 10.1.4.5 (Non-web document) 11.1.4.5.1 (Open Functionality Software) 11.1.4.5.2 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)	Supports	When content can be presented visually using only text, an image of text is not used to present that text.

Criteria	Conformance level	Remarks and explanations
1.4.10 Reflow (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.1.4.10 (Web) 10.1.4.10 (Non-web document) 11.1.4.10 (Open Functionality Software) 11.1.4.10 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Does Not Support	Most content on pages is viewable without scrolling horizontally when the viewport is set to 320 CSS pixels wide. However, key functionality is lost when the pages are resized. The following issues exist: • Info or functionality is lost due to overlapping content at 320px equivalent. This occurs on the following pages: Create Export Modal; Add Account to Hold Modal. • Info or functionality is unavailable at 320px width equivalent. This occurs on the following pages: Edit Default Retention Rule Confirmation Modal; Share Settings Modal.
1.4.11 Non-text Contrast (Level AA 2.1 only) Also applies to: EN 301 549 Criteria • 9.1.4.11 (Web) • 10.1.4.11 (Non-web document) • 11.1.4.11 (Open Functionality Software) • 11.1.4.11 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs)	Partially Supports	Most of the boundaries and indicators of the visual state(s) of each active user component and any graphics required to understand content have a 3:1 color contrast ratio with adjacent color(s) or their background. The following exceptions exist: • The visual boundaries of some interactive elements (like a radio button or input fields) do not have a 3:1 color contrast ratio with the background, so people who are colorblind or have low vision may have difficulty perceiving the boundaries of the interactive element. This

Criteria	Conformance level	Remarks and explanations
Revised Section 508 – Does not apply		occurs on the following pages: Matter Details - Search (Choose Service); Create Export Modal; Edit Hold; Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Custom Retention Rule; Audit; Share Settings Modal; Create Matter Modal. Some icons (or parts of an icon required to understand its content) do not have a 3:1 color contrast ratio with the background or adjacent colors, so people who are colorblind or have low vision may not be able understand the information presented by each icon. This occurs on the following pages: Create Custom Retention Rule; Edit Custom Retention Rule; Edit Custom Retention Rule. The indicators for the state of some interactive elements (like checkboxes or radio buttons) do not have a 3:1 color contrast ratio with the background, so people who are colorblind or have low vision may have difficulty perceiving the state of the interactive elements. This occurs on the following pages: Matter Details - Search (Choose Service); Create

Criteria	Conformance level	Remarks and explanations
		Export Modal; Edit Custom Retention Rule; Share Settings Modal. The focus indicators of some interactive elements (like buttons or input fields) do not have a 3:1 color contrast ratio with the background, so people who are colorblind or have low vision may have difficulty perceiving when each interactive element is receiving focus. This occurs on the following pages: Matters Home; Matter Details - Search (Choose Service); Create Export Modal; Edit Hold; Create Custom Retention Rule; Edit Default Retention Rule; Create Hold; Edit Default Retention Rule; Create Hold; Edit Default Retention Rule; Audit; Matter Details - Holds; Custom Retention Rule; Audit; Matter Details - Holds; Custom Rules; and for one element across all pages, and another element across multiple pages, as well as multiple focus indicators project wide.
1.4.12 Text Spacing (Level AA 2.1 only) Also applies to: EN 301 549 Criteria 9.1.4.12 (Web) 10.1.4.12 (Non-web document)	Supports	The spacing between letters, words, lines of text and paragraphs can be adjusted with no loss of content or functionality.

Criteria	Conformance level	Remarks and explanations
 11.1.4.12 (Open Functionality Software) 11.1.4.12 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 – Does not apply 		
1.4.13 Content on Hover or Focus (Level AA 2.1 only) Also applies to: EN 301 549 Criteria • 9.1.4.13 (Web) • 10.1.4.13 (Non-web document) • 11.1.4.13 (Open Functionality Software) • 11.1.4.13 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Supports	When additional content is triggered by pointer hover or keyboard focus, that additional content can be dismissed and hovered over, and the content persists until the user dismisses it.
2.4.5 Multiple Ways (Level AA) Also applies to: EN 301 549 Criteria • 9.2.4.5 (Web)	Supports	Multiple ways are available to find other pages on the site.

Criteria	Conformance level	Remarks and explanations
 10.2.4.5 (Non-web document) – Does not apply 11.2.4.5 (Open Functionality Software) – Does not apply 11.2.4.5 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) – Does not apply to non-web software 504.2 (Authoring Tool) 602.3 (Support Docs) – Does not apply to non-web docs 		
2.4.6 Headings and Labels (Level AA) Also applies to: EN 301 549 Criteria • 9.2.4.6 (Web) • 10.2.4.6 (Non-web document) • 11.2.4.6 (Open Functionality Software)	Partially Supports	Most headings and labels for form and interactive controls are informative. The following exceptions exist: • Multiple buttons have identical programmatic labels but different functionality, and there is no programmatic context, so people who are blind and/or use a screen

Criteria	Conformance level	Remarks and explanations
 11.2.4.6 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		reader will not know or may be confused or misled about what each button does. This occurs on the following pages: Matters Home; Matter Details - Search (Choose Service); Edit Hold; Create Custom Retention Rule; Create Hold; Default Rules; Audit. • Multiple programmatic labels for controls or form input fields do not convey the purpose of the control or input, so people who are blind and/or use a screen reader may not understand what a control does or what data to enter. This occurs on the following pages: Matters Home; Edit Hold; Create Custom Retention Rule; Audit; Share Settings Modal; Matter Details - Holds; Custom Rules; Add Account to Hold Modal.
2.4.7 Focus Visible (Level AA) Also applies to: EN 301 549 Criteria • 9.2.4.7 (Web) • 10.2.4.7 (Non-web document)	Partially Supports	In most cases, it is visually apparent which page element is currently receiving keyboard focus. The following issues exist: • An interactive element (such as a link, button, or form input) does not have a visual

Criteria	Conformance level	Remarks and explanations
 11.2.4.7 (Open Functionality Software) 11.2.4.7 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		focus indicator, so sighted people who use a keyboard to navigate content will not know when that element is receiving focus. This occurs for one element across multiple pages.
3.1.2 Language of Parts (Level AA) Also applies to: EN 301 549 Criteria • 9.3.1.2 (Web) • 10.3.1.2 (Non-web document) • 11.3.1.2 (Open Functionality Software) – Does not apply • 11.3.1.2 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs)	Supports	The language of each section of content that is different from the default language of the page is correctly identified and can be determined programmatically.

Criteria	Conformance level	Remarks and explanations
Revised Section 508 • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs)		
3.2.3 Consistent Navigation (Level AA) Also applies to: EN 301 549 Criteria 9.3.2.3 (Web) 10.3.2.3 (Non-web document) – Does not apply 11.3.2.3 (Open Functionality Software) – Does not apply 11.3.2.3 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) – Does not apply to non-web software 504.2 (Authoring Tool) 602.3 (Support Docs) – Does not	Supports	Navigation patterns that are repeated on web pages are presented in the same relative order each time they appear and do not change order when navigating through the site.

Criteria	Conformance level	Remarks and explanations
apply to non-web docs		
3.2.4 Consistent Identification (Level AA) Also applies to: EN 301 549 Criteria 9.3.2.4 (Web) 10.3.2.4 (Non-web document) – Does not apply 11.3.2.4 (Open Functionality Software) – Does not apply 11.3.2.4 (Closed Software) – Does not apply 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) – Does not apply to non-web software 504.2 (Authoring Tool) 602.3 (Support Docs) – Does not apply to non-web docs	Supports	Labels, names, and text alternatives for content that have the same functionality across multiple web pages are consistently identified.
3.3.3 Error Suggestion (Level AA) Also applies to:	Supports	If input errors are automatically detected, suggestions are provided in text for correcting the input in a

Criteria	Conformance level	Remarks and explanations
EN 301 549 Criteria 9.3.3.3 (Web) 10.3.3.3 (Non-web document) 11.3.3.3 (Open Functionality Software) 11.3.3.3 (Closed Software) 11.8.2 (Authoring Tool) 12.1.2 (Product Docs) 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs)		timely and accessible manner before the data is submitted to the server.
3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) Also applies to: EN 301 549 Criteria • 9.3.3.4 (Web) • 10.3.3.4 (Non-web document) • 11.3.3.4 (Open Functionality Software) • 11.3.3.4 (Closed Software) • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs)	Supports	If the user can change or delete legal transactions, financial transactions, student exam responses, or data transactions that are unrecoverable or unintentionally modify or delete data, the changes and/or deletions are reversible, verified, or confirmed.

Criteria	Conformance level	Remarks and explanations
 12.2.4 (Support Docs) Revised Section 508 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 		
4.1.3 Status Messages (Level AA 2.1 only) Also applies to: EN 301 549 Criteria • 9.4.1.3 (Web) • 10.4.1.3 (Non-web document) • 11.4.1.3 (Open Functionality Software) • 11.4.1.3 (Closed Software) – Does not apply • 11.8.2 (Authoring Tool) • 12.1.2 (Product Docs) • 12.2.4 (Support Docs) Revised Section 508 – Does not apply	Partially Supports	In most cases, status messages can be programmatically determined and presented by assistive technologies without receiving focus. The following exceptions exist: • Some status messages are not automatically announced by the screen reader, so people who are blind and/or use a screen reader or other assistive technology may completely miss the status messages or they may not hear them in a timely fashion. This occurs on the following pages: Matter Details - Search (Choose Service); Edit Hold; Create Hold; Audit; Add Account to Hold Modal.

Table 3: Success Criteria, Level AAA

Notes: Not evaluated

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Chapter 3: Functional Performance Criteria (FPC)

Criteria	Conformance level	Remarks and explanations
302.1 Without Vision	Web: Partially Supports	Web: Most functionality is usable without vision. Exceptions are noted in: 1.1.1 Non-Text Content 1.3.1 Info and Relationships 1.3.2 Meaningful Sequence 1.4.1 Use of Color 2.4.3 Focus Order
		2.4.6 Headings and Labels4.1.2 Name, Role, Value
302.2 With Limited Vision	Web: Partially Supports	Web: Most functionality is usable with limited vision. Exceptions are noted in: 1.1.1 Non-Text Content 1.3.1 Info and Relationships 1.3.2 Meaningful Sequence 1.4.1 Use of Color 1.4.3 Contrast (minimum) 2.4.3 Focus Order 2.4.6 Headings and Labels 2.4.7 Focus Visible 3.3.2 Labels or Instructions 4.1.2 Name, Role, Value
302.3 Without Perception of Color	Web: Partially Supports	Web: Most functionality is usable without perception of color.

Criteria	Conformance level	Remarks and explanations
		Exceptions are noted in: 1.4.1 Use of Color 1.4.3 Contrast (minimum)
302.4 Without Hearing	Web: Partially Supports	Web: Most functionality is usable without hearing.
		Exceptions are noted in: • 1.1.1 Non-Text Content
302.5 With Limited Hearing	Web: Partially Supports	Web: Most functionality is usable with limited hearing.
		Exceptions are noted in: • 1.1.1 Non-Text Content
302.6 Without Speech	Web: Not Applicable	Web: The product does not require the use of speech.
302.7 With Limited Manipulation	Web: Partially Supports	Web: Most functionality is usable with limited manipulation and does not require fine motor control or simultaneous manual operations.
		Exceptions are noted in: 2.4.3 Focus Order 2.4.6 Headings and Labels 2.4.7 Focus Visible 4.1.2 Name, Role, Value
302.8 With Limited Reach and Strength	Web: Supports	Web: All functionality is usable with limited reach and strength.
302.9 With Limited Language, Cognitive, and Learning Abilities	Web: Partially Supports	Web: Most functionality is usable by people with limited language, cognitive, and learning abilities. People with cognitive disabilities have varying needs for features

Criteria	Conformance level	Remarks and explanations
		that allow them to adapt content and work with assistive technology. Exceptions are noted in: 1.1.1 Non-Text Content 1.3.1 Info and Relationships 1.3.2 Meaningful Sequence 1.4.1 Use of Color 2.2.2 Pause, Stop, Hide 2.4.3 Focus Order 2.4.6 Headings and Labels 2.4.7 Focus Visible 3.3.2 Labels or Instructions 4.1.2 Name, Role, Value

Chapter 4: Hardware

Notes: Not applicable. The product is not a hardware product.

Chapter 5: Software

Notes: Google Vault is a web application, so its compliance with some of this chapter's criteria is dependent on the accessibility features available in the browser and operating system used to access this application.

Criteria	Conformance level	Remarks and explanations
501.1 Scope – Incorporation of WCAG 2.0 AA	See WCAG 2.1 section	See information in WCAG 2.1 section
502 Interoperability with Assistive Technology	Heading cell – no response required	Heading cell – no response required
502.2.1 User Control of Accessibility Features	Supports	
502.2.2 No Disruption of Accessibility Features	Supports	
502.3 Accessibility Services	Heading cell – no response required	Heading cell – no response required
502.3.1 Object Information	Does Not Support	The name, role, and/or value of user interface components cannot be programmatically determined for many of the elements.
502.3.2 Modification of Object Information	Supports	Most states and properties that can be set by the user are capable of being set programmatically, including through assistive technology.
502.3.3 Row, Column, and Headers	Does Not Support	For many objects in data tables, the occupied rows and columns, and any headers associated with those rows or columns, are not

Criteria	Conformance level	Remarks and explanations
		programmatically determinable.
502.3.4 Values	Partially Supports	Most current values, and any set or range of allowable values associated with an object, are programmatically determinable.
502.3.5 Modification of Values	Supports	Values that can be set by the user are capable of being set programmatically, including through assistive technology.
502.3.6 Label Relationships	Partially Supports	Most relationships where a component that has as a label for another component, or of being labeled by another component, are programmatically determinable.
502.3.7 Hierarchical Relationships	Partially Supports	Most hierarchical (parent-child) relationships that a component has as a container for, or being contained by, another component are programmatically determinable.
502.3.8 Text	Supports	The content of text objects, text attributes, and the boundary of text rendered to the screen, are

Criteria	Conformance level	Remarks and explanations
		programmatically determinable.
502.3.9 Modification of Text	Supports	All text that can be set by the user is capable of being set programmatically, including through assistive technology.
502.3.10 List of Actions	Supports	For objects, a list of all actions that can be executed on that object are programmatically determinable.
502.3.11 Actions on Objects	Supports	The application allows assistive technology to programmatically execute all available actions on objects.
502.3.12 Focus Cursor	Partially Supports	The application exposes information and mechanisms necessary to track focus, text insertion point, and selection attributes of most user interface components.
502.3.13 Modification of Focus Cursor	Supports	All focus, text insertion point, and selection attributes that can be set by the user can be set programmatically, including using assistive technology.

Criteria	Conformance level	Remarks and explanations
502.3.14 Event Notification	Partially Supports	Most automatic updates and status messages are automatically announced by assistive technologies.
502.4 Platform Accessibility Features	Supports	The application does not have independent accessibility features. It utilizes the accessibility features of the browser and operating system used to access it.
503 Applications	Heading cell – no response required	Heading cell – no response required
503.2 User Preferences	Supports	The application permits user preferences from platform settings for color, contrast, font type, font size, and focus cursor.
503.3 Alternative User Interfaces	Not Applicable	
503.4 User Controls for Captions and Audio Description	Heading cell – no response required	Heading cell – no response required
503.4.1 Caption Controls	Not Applicable	
503.4.2 Audio Description Controls	Not Applicable	
504 Authoring Tools	Heading cell – no response required	Heading cell – no response required
504.2 Content Creation or Editing (if not authoring tool, enter "not applicable")	Not Applicable	See information in WCAG 2.1 section

Criteria	Conformance level	Remarks and explanations
504.2.1 Preservation of Information Provided for Accessibility in Format Conversion	Not Applicable	
504.2.2 PDF Export	Not Applicable	
504.3 Prompts	Not Applicable	
504.4 Templates	Not Applicable	

Chapter 6: Support Documentation and Services

Notes: Not evaluated. Pending evaluation of the shared documentation website and shared support services for Google products.

Criteria	Conformance level	Remarks and explanations
601.1 Scope		
602 Support Documentation		
602.2 Accessibility and Compatibility Features	Not Applicable	Support documentation for this product exists but is verified in another Accessibility Conformance Report.
602.3 Electronic Support Documentation	Not applicable	Support documentation for this product exists but is verified in another Accessibility Conformance Report.
602.4 Alternate Formats for Non-Electronic Support Documentation	Not applicable	

Criteria	Conformance level	Remarks and explanations
603 Support Services		
603.2 Information on Accessibility and Compatibility Features	Not applicable	
603.3 Accommodation of Communication Needs	Not applicable	

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Chapter 4: Functional Performance Statements (FPS)

Criteria	Conformance Level	Remarks and Explanations
4.2.1 Usage without vision	Web: Partially Supports	Web: Most functionality is usable without vision. Exceptions are noted in: 1.1.1 Non-Text Content 1.3.1 Info and Relationships 1.3.2 Meaningful Sequence 1.4.1 Use of Color 2.4.3 Focus Order 2.4.6 Headings and Labels 4.1.2 Name, Role, Value 4.1.3 Status Messages
4.2.2 Usage with limited vision	Web: Partially Supports	Web: Most functionality is usable with limited vision. Exceptions are noted in: 1.1.1 Non-Text Content 1.3.1 Info and Relationships 1.3.2 Meaningful Sequence 1.4.1 Use of Color

Criteria	Conformance Level	Remarks and Explanations
		 1.4.3 Contrast (minimum) 1.4.10 Non-Text Contrast 1.4.11 Non-Text Contrast 2.4.3 Focus Order 2.4.6 Headings and Labels 2.4.7 Focus Visible 3.3.2 Labels or Instructions 4.1.2 Name, Role, Value
4.2.3 Usage without perception of colour	Web: Partially Supports	Web: Most functionality is usable without perception of color. Exceptions are noted in: 1.4.1 Use of Color 1.4.3 Contrast (minimum)
4.2.4 Usage without hearing	Web: Partially Supports	 1.4.11 Non-Text Contrast Web: Most functionality is usable without hearing. Exceptions are noted in: 1.1.1 Non-Text Content
4.2.5 Usage with limited hearing	Web: Partially Supports	Web: Most functionality is usable with limited hearing. Exceptions are noted in: 1.1.1 Non-Text Content
4.2.6 Usage without vocal capability	Web: Not Applicable	Web: The product does not require the use of speech or other vocal output.
4.2.7 Usage with limited manipulation or strength	Web: Partially Supports	Web: Most functionality is usable by people with limited manipulation and does not require manipulation, simultaneous action, or hand strength.
		Exceptions are noted in: 2.4.3 Focus Order 2.4.6 Headings and Labels 2.4.7 Focus Visible 2.5.3 Label in Name 4.1.2 Name, Role, Value

Criteria	Conformance Level	Remarks and Explanations
4.2.8 Usage with limited reach	Web: Supports	Web: All functionality is usable by people with limited reach.
4.2.9 Minimize photosensitive seizure triggers	Web: Supports	Web: All functionality may be operated in a mode that minimizes the potential for triggering photosensitive seizures.
4.2.10 Usage with limited cognition	Web: Partially Supports	Web: Most functionality is usable by people with limited language, cognitive, and learning abilities. People with cognitive disabilities have varying needs for features that allow them to adapt content and work with assistive technology. Exceptions are noted in: 1.1.1 Non-Text Content 1.3.1 Info and Relationships 1.3.2 Meaningful Sequence 1.4.1 Use of Color 1.4.10 Non-Text Contrast 2.2.2 Pause, Stop, Hide 2.4.3 Focus Order 2.4.6 Headings and Labels 2.4.7 Focus Visible 2.5.3 Label in Name 3.3.2 Labels or Instructions 4.1.2 Name, Role, Value 4.1.3 Status Messages
4.2.11 Privacy	Web: Supports	The Google Vault webpages do not provide any privacy features.

Chapter 5: Generic Requirements

Criteria	Conformance Level	Remarks and Explanations
5.1 Closed functionality	Heading cell – no response required	Heading cell – no response required
5.1.2 General	Heading cell – no response required	Heading cell – no response required
5.1.2.1 Closed functionality	See 5.2 through 13	See information in 5.2 through 13
5.1.2.2 Assistive technology	See 5.1.3 through 5.1.6	See information in 5.1.3 through 5.1.6
5.1.3 Non-visual access	Heading cell – no response required	Heading cell – no response required
5.1.3.1 General	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.2 Auditory output delivery including speech	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.3 Auditory output correlation	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.4 Speech output user control	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.

Criteria	Conformance Level	Remarks and Explanations
5.1.3.5 Speech output automatic interruption	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.6 Speech output for non-text content	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.7 Speech output for video information	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.8 Masked entry	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.9 Private access to personal data	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.10 Non-interfering audio output	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.11 Private listening	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.12 Speaker volume	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.

Criteria	Conformance Level	Remarks and Explanations
5.1.3.13 Volume reset	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.14 Spoken languages	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.15 Non-visual error identification	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.3.16 Receipts, tickets, and transactional outputs	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from attaching, installing, or using assistive technology.
5.1.4 Functionality closed to text enlargement	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from enlarging text.
5.1.5 Visual output for auditory information	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.1.5 Visual output for auditory information.
5.1.6 Operation without keyboard interface	Heading cell – no response required	Heading cell – no response required
5.1.6.1 Closed functionality	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from operating a keyboard interface.

Criteria	Conformance Level	Remarks and Explanations
5.1.6.2 Input focus	Not applicable	The product does not contain functionality limited by characteristics that prevent a user from operating a keyboard interface.
5.2 Activation of accessibility features	Not applicable	The product does not have specific documented accessibility features.
5.3 Biometrics	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.3 Biometrics.
5.4 Preservation of accessibility information during conversion	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.4 Preservation of accessibility information during conversion.
5.5 Operable parts	Heading cell – no response required	Heading cell – no response required
5.5.1 Means of operation	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.5 Operable parts – 5.5.1 Means of operation.
5.5.2 Operable parts discernibility	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.5 Operable parts – 5.5.1 Means of operation.
5.6 Locking or toggle controls	Heading cell – no response required	Heading cell – no response required
5.6.1 Tactile or auditory status	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.6 Locking or toggle controls – 5.6.1 Tactile or auditory status.

Criteria	Conformance Level	Remarks and Explanations
5.6.2 Visual status	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.6 Locking or toggle controls – 5.6.2 Visual status.
5.7 Key repeat	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.7 Key repeat.
5.8 Double-strike key acceptance	Not applicable	The criterion is not relevant to the product. The product does not have a feature relevant to 5.8 Double-strike key acceptance.
5.9 Simultaneous user actions	Supports	The product does not require simultaneous user actions. The product is compatible with system settings for sequential key presses, such as Sticky Keys.

Chapter 6: ICT with Two-Way Voice Communication

Notes: Not applicable. The product does not contain functionality relating to, nor does it require/rely on, two-way voice communication.

Chapter 7: ICT with Video Capabilities

Notes: Not Applicable. This product does not contain any multimedia.

Chapter 8: <u>Hardware</u>

Notes: Not applicable. The product is not a hardware product.

Chapter 9: Web

See the WCAG 2.1 Report section.

Chapter 10: Non-Web Documents

Notes: Not applicable. The product does not include non-web documents.

Chapter 11: Software

Notes: Not applicable. The product is a web application under EN 301 549 definitions.

Chapter 12: Documentation and Support Services

Notes: Not evaluated. Pending evaluation of the shared documentation website and shared support services for Google Vault products.

Criteria	Conformance Level	Remarks and Explanations
12.1 Product documentation	Heading cell – no response required	Heading cell – no response required
12.1.1 Accessibility and compatibility features	Not Applicable	Support documentation for this product exists but is verified in another Accessibility Conformance Report.
12.1.2 Accessible documentation	Not applicable	Support documentation for this product exists but is verified in another Accessibility Conformance Report.
12.2 Support Services	Heading cell – no response required	Heading cell – no response required
12.2.2 Information on accessibility and compatibility features	Not applicable	
12.2.3 Effective communication	Not applicable	
12.2.4 Accessible documentation	Not applicable	

Chapter 13: ICT Providing Relay or Emergency Service Access

Notes: Not applicable. The product does not provide relay or emergency service access.

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