Annex 2 to the guidelines on the accessibility of information technology tools

Self-assessment template

The accessibility self-assessment template has been created in accordance with the Law "Provisions to promote and simplify user access, particularly for people with disabilities, to information technology tools."

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Self-assessment template [V. 02]
Data:
Brief product description:
Evaluation methodology:
Applicable standards and guidelines:
Person responsible for completion:

Filling terminology

The terms used for the conformity analysis are defined as:

- **Satisfied:** all ICT functionalities meet the criterion.
- **Not satisfied:** most ICT functionalities do not meet the criterion (specify in the "Notes" field).
- **Not applicable**: the criterion does not apply to the ICT functionalities (specify in the "Notes" field).

Web

Technical requirements
Web Content Accessibility Guidelines (WCAG) 2.1 https://www.w3.org/Translations/WCAG21-it/

Minimum requirements for Level A and AA content (mandatory)

Note: For documents included within web pages (including downloadable documents and forms), refer to the checkpoints listed in the "Non-Web Documents" table.

Criterion	Compliance	Notes
1.1.1 Non-text content (Level A) 9.1.1.1 Non-text content	Satisfied	
1.2.1 Audio-only and video-only (pre-recorded) (Level A) 9.1.2.1 Audio-only and video-only (pre-recorded)	Not applicable	
1.2.2 Captions (pre-recorded) (Level A) 9.1.2.2 Captions (pre-recorded)	Not applicable	
1.2.3 Audio description or alternative media (pre-recorded) (Level A) 1.2.3 Audio description or alternative media (pre-recorded)	Not applicable	
1.2.4 Live captions (Level AA) 9.1.2.4 Live captions (real-time)	Not applicable	
1.2.5 Audio description (pre-recorded) (Level AA) 9.1.2.5 Audio description (pre-recorded)	Not applicable	

Criterion	Compliance	Notes
1.3.1 Information and relationships (Level A) 9.1.3.1 Information and relationships	Not applicable	
1.3.2 Meaningful sequence (Level A) 9.1.3.2 Meaningful sequence	Satisfied	
1.3.3 Sensory characteristics (Level A) 9.1.3.3 Sensory characteristics	Not applicable	
1.3.4 Orientation (Level AA – WCAG 2.1) 9.1.3.4 Orientation	Satisfied	
1.3.5 Identify input purpose (Level AA – WCAG 2.1) 9.1.3.5 Identify input purpose	Satisfied	
1.4.1 Use of color (Level A) 9.1.4.1 Use of color	Satisfied	
1.4.2 Audio control (level A) 9.1.4.2 Audio control	Not applicable	
1.4.3 Minimum contrast (Level AA) 9.1.4.3 Minimum contrast	Satisfied	
1.4.4 Text resizing (Level AA) 9.1.4.4 Text resizing	Satisfied	
1.4.5 Text images (Level AA) 9.1.4.5 Text images	Satisfied	
1.4.10 Reflow (Level AA – WCAG 2.1) 9.1.4.10 Reflow	Satisfied	
1.4.11 Non-text content contrast (Level AA – WCAG 2.1) 9.1.4.11 Non-text content contrast	Satisfied	

Criterion	Compliance	Notes
1.4.12 Text spacing (Level AA – WCAG 2.1) 9.1.4.12 Text spacing	Satisfied	By increasing letter spacing or adjusting line height, in the main menu, the text overflows from the navbar and overlaps each other.
1.4.13 Content with hover or focus (Level AA – WCAG 2.1) 9.1.4.13 Content with hover or focus	Satisfied	
2.1.1 Keyboard (Level A) 9.2.1.1 Keyboard	Satisfied	
2.1.2 No keyboard usage barriers (Level A) 9.2.1.2 No keyboard usage barriers	Satisfied	
2.1.4 Keyboard shortcuts (Level AA – WCAG 2.1) 9.2.1.4 Keyboard shortcuts	Not applicable	
2.2.1 Adjustable timing (Level A) 9.2.2.1 Adjustable timing	Not applicable	
2.2.2 Pause, Stop, Hide (Level A) 9.2.2.2 Pause, Stop, Hide	Satisfied	
2.3.1 Three flashes or below threshold (Level A) 9.2.3.1 Three flashes or below threshold	Not applicable	
2.4.1 Jumping blocks (Level A) 9.2.4.1 Jumping blocks	Not Satisfied	Non è presente un meccanismo per il salto dei blocchi nella pagina.
2.4.2 Page title (Level A) 9.2.4.2 Page title	Satisfied	
2.4.3 Focus order (Level A) 9.2.4.3 Focus order	Satisfied	

Criterion	Compliance	Notes
2.4.4 Purpose of the link (in context) (Level A) 9.2.4.4 Purpose of the link (in context)	Satisfied	
2.4.5 Differenti modalità (Level AA) 9.2.4.5 Differenti modalità	Satisfied	
2.4.6 Headers and labels (Level AA) 9.2.4.6 Headers and labels	Satisfied	
2.4.7 Visible focus (Level AA) 9.2.4.7 Visible focus	Satisfied	
2.5.1 Pointer movements (Level A – WCAG 2.1) 9.2.5.1 Pointer movements	Satisfied	
2.5.2 Clearing pointer actions (Level A – WCAG 2.1) 9.2.5.2 Clearing pointer actions	Satisfied	
2.5.3 Label in the name (Level A – WCAG 2.1) 9.2.5.3 Label in the name	Satisfied	
2.5.4 Motion activation (Level A – WCAG 2.1) 9.2.5.4 Motion activation	Not applicable	
3.1.1 Page language (Level A) 9.3.1.1 Page language	Satisfied	
3.1.2 Parts in language (Level AA) 9.3.1.2 Parts in language	Satisfied	
3.2.1 To focus (Level A) 9.3.2.1 To focus	Satisfied	

Criterion	Compliance	Notes
3.2.2 At the input (Level A) 9.3.2.2 At the input	Satisfied	
3.2.3 Consistent navigation (Level AA) 9.3.2.3 Consistent navigation	Satisfied	
3.2.4 Consistent identification (Level AA) 9.3.2.4 Consistent identification	Satisfied	
3.3.1 Consistent identification (Level A) 9.3.3.1 Consistent identification	Satisfied	
3.3.2 Labels or instructions (Level A) 9.3.3.2 Labels or instructions	Satisfied	
3.3.3 Tips for errors (Level AA) 9.3.3.3 Tips for errors	Satisfied	
3.3.4 Error prevention (legal, financial, data) (Level AA) 9.3.3.4 Error prevention (legal, financial, data)	Not applicable	
4.1.1 Syntactic analysis (parsing) (Level A) 9.4.1.1 Syntactic analysis (parsing)	Satisfied	
4.1.2 Name, role, value (Level A) 9.4.1.2 Name, role, value	Satisfied	
4.1.3 Status messages (Level AA - WCAG 2.1) 9.4.1.3 Status messages	Satisfied	
5.2 Requisiti di conformità 9.6 WCAG Compliance Requirements	Satisfied	

Non-web documents (e.g. downloadable pdfs)

Nota: these criteria also apply to documents published on the web (sites, apps, etc.).

Criterion	Compliance	Notes
10.1.1.1 Non-Text Content		
10.1.2.1 Audio only and video only (pre-recorded)		
10.1.2.2 Captions (pre-recorded)		
10.1.2.3 Audio description or alternative media type (pre-recorded)		
10.1.2.4 Subtitles (real time)		
10.1.2.5 Audio description (pre-recorded)		
10.1.3.1 Information and correlations		
10.1.3.2 Significant sequence		
10.1.3.3 Sensory characteristics		
10.1.3.4 Orientation		
10.1.3.5 Identify the purpose of the inputs		
10.1.4.1 Use of color		

Criterion	Compliance	Notes
10.1.4.2 Sound control		
10.1.4.3 Contrast (minimum)		
10.1.4.4 Resizing text		
10.1.4.5 Text images		
10.1.4.10 Flow recalculation		
10.1.4.11 Contrast in non-textual content		
10.1.4.12 Text spacing		
10.1.4.13 Content with Hover or Focus		
10.2.1.1 Keyboard		
10.2.1.2 No impediment to the use of the keyboard		
10.2.1.4 Hotkeys		
10.2.2.1 Adjustment of execution times		
10.2.2.2 Pause, stop, hide		
10.2.3.1 Three flashes or less than threshold		

Criterion	Compliance	Notes
10.2.4.2 Document titling		
10.2.4.3 Focus order		
10.2.4.4 Purpose of link (in context)		
10.2.4.6 Headers and labels		
10.2.4.7 Focus visible		
10.2.5.1 Pointer movements		
10.2.5.2 Canceling pointer actions		
10.2.5.3 Tags in the name		
10.2.5.4 Motion activation		
10.3.1.1 Document language		
10.3.1.2 Parts in language		
10.3.2.1 To focus		
10.3.2.2 At input		
10.3.3.1 Identification of errors		

Criterion	Compliance	Notes
10.3.3.2 Labels or instructions		
10.3.3.3 Error Tips		
10.3.3.4 Error prevention (legal, financial, data)		
10.4.1.1 Syntactic analysis (parsing)		
10.4.1.2 Name, role, value		
10.4.1.3 Status messages		
10.5 Positioning of subtitles		
10.6 Timing of audio description		

Mobile applications

Nota: for documents inserted within mobile applications (including downloadable documents and forms), refer to the control points in the "Non-web documents" and "Documentation and supporting services" tables.

Criterion	Compliance	Notes
5.2 Enabling accessibility features		
5.3 Biometrics		
5.4 Preserving accessibility information during conversion		
5.5.1 Instructions for use		
5.5.2 Discernibility of usable parts		
5.6.1 Tactile or auditory state		
5.6.2 Visual status		
5.7 Key repetition		
5.8 Acceptance of the double key		
5.9 Simultaneous user actions		
6.1 Audio bandwidth for speech		

Criterion	Compliance	Notes
6.2.1.1 Real-time text (RTT) communication		
6.2.1.2 Concomitant voice and text		
6.2.2.1 Visually distinguishable display		
6.2.2.2 Sending and receiving direction programmatically determinable		
6.2.2.3 Speaker identification		
6.2.2.4 Visual indicator of audio with real-time text (RTT)		
6.2.3 Interoperability element a)		
6.2.3 Interoperability element b)		
6.2.3 Interoperability element c)		
6.2.3 Interoperability element d)		
6.2.4 Real-time text (RTT) responsiveness		
6.3 Caller identification		
6.4 Alternatives to Voice-Based Services		

Criterion	Compliance	Notes
6.5.2 Resolution - element a)		
6.5.3 Frame rate - item a)		
6.5.4 Synchronization between audio and video		
6.5.5 Visual indicator of audio with video		
6.5.6 Speaker indicator with video communication (sign language)		
7.1.1 Playing subtitles		
7.1.2 Subtitle synchronization		
7.1.3 Preservation of subtitles		
7.1.4 Subtitle features		
7.1.5 Spoken subtitles		
7.2.1 Playback of audio description		
7.2.2 Audio description synchronization		
7.2.3 Preservation of audio description		

Criterion	Compliance	Notes
7.3 User controls for captions and audio descriptions		
11.1.1.1 Non-textual content (open functionality)		
11.1.1.2 Non-textual content (closed functionality)		
11.1.2.1.1 Audio only and video only (pre-recorded – open functionality)		
11.1.2.1.2 Audio only and video only (pre-recorded – functionality closed)		
11.1.2.2 Subtitles (pre-recorded)		
11.1.2.3.1 Audio description or alternative media type (pre-recorded – open functionality)		
11.1.2.3.2 Audio description or alternative media type (pre-recorded – feature closed)		
11.1.2.5 Audio description (pre-recorded)		
11.1.3.1.1 Information and correlations (open functionality)		
11.1.3.2.1 Significant sequence (open functionality)		
11.1.3.3 Sensory characteristics		

Criterion	Compliance	Notes
11.1.3.4 Orientation		
11.1.3.5.1 Identify the purpose of inputs (open functionality)		
11.1.3.5.2 Identify the purpose of inputs (closed functionality)		
11.1.4.1 Use of color		
11.1.4.2 Sound control		
11.1.4.3 Contrast (minimum)		
11.1.4.4.1 Resizing text (open feature)		
11.1.4.4.2 Resizing text (closed features)		
11.1.4.5.1 Text images (open feature)		
11.1.4.5.2 Text images (closed feature)		
11.1.4.10 Flow recalculation		
11.1.4.11 Contrast in non-textual content		
11.1.4.12 Text spacing		

Criterion	Compliance	Notes
11.1.4.13 Content with Hover or Focus		
11.2.1.1.1 Keyboard (open functionality)		
11.2.1.1.2 Keyboard (closed functionality)		
11.2.1.2 No impediment to the use of the keyboard		
11.2.1.4.1 Hotkeys (open functionality)		
11.2.1.4.2 Hotkeys (functionality closed)		
11.2.2.1 Adjustment of execution times		
11.2.2.2 Pause, stop, hide		
11.2.3.1 Three flashes or below threshold		
11.2.4.3 Focus order		
11.2.4.4 Purpose of link (in context)		
11.2.4.6 Headers and labels		
11.2.4.7 Focus visible		

Criterion	Compliance	Notes
11.2.5.1 Pointer movements		
11.2.5.2 Canceling pointer actions		
11.2.5.3.1 Label in name (open feature)		
11.2.5.4 Motion activation		
11.3.1.1.1 Software language (open functionality)		
11.3.1.1.2 Software language (closed functionality)		
11.3.2.1 To focus		
11.3.2.2 At input		
11.3.3.1.1 Error identification (open functionality)		
11.3.3.1.2 Error identification (closed functionality)		
11.3.3.2 Labels or instructions		
11.3.3.3 Error Tips		
11.3.3.4 Error prevention (legal, financial, data)		

Criterion	Compliance	Notes
11.4.1.1.1 Syntax analysis - parsing (open functionality)		
11.4.1.2.1 Name, role, value (open functionality)		
11.4.1.3.1 Status messages (open functionality)		
11.5.2.3 Use of accessibility services		
11.5.2.5 Object information		
11.5.2.6 Row, column and headings		
11.5.2.7 Values		
11.5.2.8 Label relationships		
11.5.2.9 Parent-child relationships		
11.5.2.10 Text		
11.5.2.11 List of available actions		
11.5.2.12 Execution of available actions		
11.5.2.13 Tracking focus and selection attributes		

Criterion	Compliance	Notes
11.5.2.14 Changing focus and selection attributes		
11.5.2.15 Notification of Changes		
11.5.2.16 Changing states and properties		
11.5.2.17 Changing values and text		
11.6.2 No disruption to accessibility features		
11.7 User Preferences		
11.8.1 Content Technology		
11.8.2 Creating accessible content		
11.8.3 Conservation in transformations of accessibility information		
11.8.4 Repair suggestions		
11.8.5 Templates		

Generic

Criterion	Compliance	Notes	Conditions
5.2 Enabling accessibility features			Where ICT has documented accessibility characteristics
5.3 Biometrics			Where ICT uses biological characteristics
5.4 Preserving accessibility information during conversion			Where ICT converts information or communications
5.5.1 Instructions for use			Where ICT has usable parts
5.5.2 Discernibility of usable parts			Where ICT has usable parts
5.6.1 Tactile or auditory state			Where the ICT has a blocking or activation control
5.6.2 Visual status			Where the ICT has a blocking or activation control
5.7 Key repetition			Where ICT has a key repeat function that cannot be deactivated
5.8 Acceptance of the double key			Where ICT has a keyboard or numeric keypad
5.9 Simultaneous user actions			Where ICT uses simultaneous user actions for its operation

ICT with two-way communication

Criterion	Compliance	Notes
6.1 Audio bandwidth for speech		Where the ICT provides two-way voice communication
6.2 Real-time text (RTT) functionality		Where the ICT provides two-way voice communication
6.3 Caller identification		Where the ICT provides two-way voice communication
6.4 Alternatives to Voice-Based Services		Where the ICT provides two-way voice communication
6.5 Video Communications		Where the ICT provides two-way voice communication
6.6 Alternatives to Video-Based Services		Where the ICT provides two-way voice communication

ICT with Video Capabilities

Criterion	Compliance	Notes
7.1.1 Subtitle Playback		Where the ICT has video capability
7.1.2 Subtitle Synchronization		Where the ICT has video capability
7.1.3 Preservation of Subtitles		Where the ICT has video capability
7.2.1 Audio description playback		Where the ICT has video capability
7.2.2 Audio description synchronization		Where the ICT has video capability
7.2.3 Retention of audio description		Where the ICT has video capability
7.3 User controls for captions and audio description		Where the ICT has video capability

Documentation and support services

Criterion	Compliance	Notes
12.1.1 Accessibility and compatibility features		
12.1.2 Accessible documentation		
12.2.2 Information on accessibility and compatibility features		
12.2.3 Effective communication		
12.2.4 Accessible documentation		

Hardware

Nota: for documents provided with the hardware (including user manuals), refer to the checkpoints listed in the "Non-Web Documents" and "Documentation and Support Services" tables.

Criterion	Compliance	Notes
8.1.1 General requirements		
8.1.2 Standard connections		
8.1.3 Color		
8.2.1.1 Speech volume range		
8.2.1.2 Incremental volume control		
8.2.2.1 Fixed-line devices		
8.2.2.2 Wireless communication systems		
8.3.2.1 High front access without obstacles		
8.3.2 Low front access without obstacles		
8.3.2.3.1 Clear floor/ground space		
8.3.2.3.2 Front access with obstacles (< 510 mm)		

Criterion	Compliance	Notes
8.3.2.3.3 Front access with obstacles (< 635 mm)		
8.3.2.4 Knee and toe space width		
8.3.2.5 Toe clearance		
8.3.2.6 Knee clearance		
8.3.3.1 High side access without obstacles		
8.3.3.2 Low side access without obstacles		
8.3.3.3.1 Side access with obstacles (≤ 255 mm)		
8.3.3.3.2 Side access with obstacles (≤ 610 mm)		
8.3.4.1 Level change		
8.3.4.2 Clear floor or ground space / operating area		
8.3.4.3.1 Approach – General		
8.3.4.3.2 Frontal approach		
8.3.4.3.3 Lateral approach		

Criterion	Compliance	Notes
8.3.5 Visibility		
8.3.6 Installation instructions		
8.4.1 Numeric keys		
8.4.2.1 Operating methods of mechanical parts		
8.4.2.2 Operating force of mechanical parts		
8.4.3 Keys, tickets, and fare cards		
8.5 Tactile indication of speech mode		

Software

Note: For documents provided with the hardware (including user manuals), refer to the checkpoints listed in the "Non-Web Documents" and "Documentation and Support Services" tables.

Criterion	Compliance	Notes
11.1.1.1.1 Non-text content (open functionality)		
11.1.1.1.2 Non-text content (closed functionality)		
11.1.2.1.1 Audio-only and video-only (pre-recorded – open functionality)		
11.1.2.1.2.1 Pre-recorded audio only (closed functionality)		
11.1.2.1.2.2 Pre-recorded video only (closed functionality)		
11.1.2.2 Captions (pre-recorded)		
11.1.2.3.1 Audio description or alternative media (pre-recorded – open functionality)		
11.1.2.3.2 Audio description or alternative media (pre-recorded – closed functionality)		
11.1.2.4 Captions (real-time)		
11.1.2.5 Audio description (pre-recorded)		
11.1.3.1.1 Information and relationships (open functionality)		

Criterion	Compliance	Notes
11.1.3.1.2 Information and relationships (closed functionality)		
11.1.3.2.1 Meaningful sequence (open functionality)		
11.1.3.2.2 Meaningful sequence (closed functionality)		
11.1.3.3 Sensory characteristics		
11.1.3.4 Orientation		
11.1.3.5 Identify input purpose		
11.1.4.1 Use of color		
11.1.4.2 Audio control		
11.1.4.3 Contrast (minimum)		
11.1.4.4.1 Text resizing (open functionality)		
11.1.4.4.2 Text resizing (closed functionality)		
11.1.4.5.1 Text images (open functionality)		
11.1.4.5.2 Text images (closed functionality)		
11.1.4.10 Reflow		
11.1.4.11 Non-text content contrast		

Criterion	Compliance	Notes
11.1.4.12 Text spacing		
11.1.4.13 Content with hover or focus		
11.2.1.1.1 Keyboard (open functionality)		
11.2.1.1.2 Keyboard (closed functionality)		
11.2.1.2 No barriers to keyboard use		
11.2.1.4.1 Keyboard shortcuts (open functionality)		
11.2.1.4.2 Keyboard shortcuts (closed functionality)		
11.2.2.1 Adjustable timing		
11.2.2.2 Pause, stop, hide		
11.2.3.1 Three flashes or below the threshold		
11.2.4.3 Focus order		
11.2.4.4 Link purpose (in context)		
11.2.4.6 Headings and labels		

Criterion	Compliance	Notes
11.2.4.7 Visible focus		
11.2.5.1 Pointer movements		
11.2.5.2 Pointer action cancellation		
11.2.5.3 Label in name		
11.2.5.4 Motion actuation		
11.3.1.1.1 Software language (open functionality)		
11.3.1.1.2 Software language (closed functionality)		
11.3.2.1 On focus		
11.3.2.2 On input		
11.3.3.1.1 Error identification (open functionality)		
11.3.3.1.2 Error identification (closed functionality)		
11.3.3.2 Labels or instructions		
11.3.3.3 Error suggestions		
11.3.3.4 Error prevention (legal, financial, data)		

Criterion	Compliance	Notes
11.4.1.1.1 Parsing analysis (open functionality)		
11.4.1.1.2 Parsing analysis (closed functionality)		
11.4.1.2.1 Name, role, value (open functionality)		
11.4.1.2.2 Name, role, value (closed functionality)		
11.5.1 Closed functionality		
11.5.2.1 Platform accessibility service support for software providing a user interface		
11.5.2.2 Platform accessibility service support for assistive technologies		
11.5.2.3 Use of accessibility services		
11.5.2.4 Assistive technology		
11.5.2.5 Object information		
11.5.2.6 Row, column, and headers		
11.5.2.7 Values		
11.5.2.8 Label relationships		
11.5.2.9 Parent-child relationships		

Criterion	Compliance	Notes
11.5.2.10 Text		
11.5.2.11 List of available actions		
11.5.2.12 Executing available actions		
11.5.2.13 Tracking focus and selection attributes		
11.5.2.14 Editing focus and selection attributes		
11.5.2.15 Change notification		
11.5.2.16 Editing states and properties		
11.5.2.17 Editing values and text		
11.6.1 User control of accessibility features		
11.6.2 No interruption of accessibility functionalities		
11.7 User preferences		
11.8.1 Content technology		
11.8.2 Creation of accessible content		
11.8.3 Preservation of accessibility information during data transformations		

Criterion	Compliance	Notes
11.8.4 Repair suggestions		
11.8.5 Templates		