

Accessibility maturity questions

1. Documentation

- 1.1: Does your organisation have any sort of commitment to accessibility/inclusion?
- 1.2: Does your organisation have a public accessibility statement?
- 1.3: Does your organisation have a definition of "Supported technologies"?

2. Knowledge / Skills

- 2.1: Are all roles aware of the importance of accessibility? PM's, PO's, BA's, IM's, QA's, Designers, Engineers
- 2.2: Have designers, engineers and QA's received role-specific accessibility training?
- 2.3: Have all key roles been trained in how to test for accessibility?
- 2.4: Have accessibility champions have been established within teams?

3. Processes

- 3.1: Do you have processes for accessibility-related complaints from the public?
- 3.2: Have accessibility responsibilities been defined for all key roles?
- 3.3: Are regular accessibility design reviews in place?
- 3.4: Are accessibility requirements included as part of: Sprint planning? User stories? Estimates? Definitions of done?
- 3.5: Have disability profiles or personas been established, and are they in use?

4. Testing

- 4.1: Is accessibility testing conducted by: External experts, Inhouse experts, QAs, Key roles within teams
- 4.2: Do teams have automated accessibility testing tools in place?
- 4.3: Are regular accessibility audits conducted on products before and after launch?
- 4.4: Are people with disabilities included in key processes?

5. Procurement and hiring

- 5.1: Does your organisation have accessibility guidelines for digital product procurement?
- 5.2: Is accessibility skills/knowledge considered as part of recruitment?

6. Different mediums

- 6.1: Are there processes in place to make sure internal and external Word documents re accessible?
- 6.2: Are there processes in place to make sure internal and external PDF documents re accessible?
- 6.3: Are all email communications accessible
- 6.4: Are all social media communications accessible? (Alt text, captions / transcripts etc)

7. Some questions for you, as managers

- 7.1: Are all digital managers aware of standards and requirements that you need to comply with for your digital products?
- 7.2: Do all digital managers have the remit to stop something from going live if it is not accessible?