# 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?