



Temporary Exception for Accessibility (Revised November 2021)

Harvard is committed to procuring technology that is accessible and usable by all, including people with disabilities, in accordance with the [Accessible Technology Procurement and Development Policy \(ATPDP\)](#). Where it is not possible to procure fully accessible technology, a Temporary Exception for Accessibility form may be submitted, granting a **one-year exception**. To justify an Exception a vendor should provide a roadmap that describes accessibility improvements they will make over the next year.

Instructions

The form must be signed by the University CIO or School/Unit CIO. If the contract is being stored in Harvard's [Total Contract Manager \(TCM\)](#) system, please contact your Contract Manager for uploading.

Product/Vendor Name:

Audience/User Tasks

Describe this product's audience (Faculty, students, staff...etc) along with an approximate number of users. List the primary tasks these users will need to accomplish (logging in, submitting a form...etc).

Reason for Temporary Exception

Please provide a reason for the Temporary Exception request, with an explanation of why the standard Accessibility Rider could not be signed.

Accessibility Roadmap/Contingency Planning

What commitments will the vendor make to render their product more accessible in the next year? If a user requires accessibility for the product in the near term, how will equivalent access be provided?

Harvard Product Owner(s):

University or School/Unit CIO Signature _____

Questions and Support: HUIT Digital Accessibility Services (DAS)

Email: digitalaccessibility@harvard.edu | Website: accessibility.huit.harvard.edu