



ACCESSIBILITY IN THE DEVELOPMENT LIFECYCLE POLICY

Effective 11.25.25; Updated 2.20.26

1. Purpose

This policy describes how accessibility is incorporated into Ethics Suite's software development lifecycle to ensure that its web-based applications are usable by individuals with disabilities. The objective of this policy is to promote inclusive design practices and to align Ethics Suite's products with recognized accessibility standards throughout development, testing, and ongoing maintenance.

2. Scope

This policy applies to all product design, development, testing, deployment, and maintenance activities related to Ethics Suite's web-based applications. It covers new features, enhancements, bug fixes, and remediation efforts that may impact the usability or accessibility of the application.

3. Accessibility Standard

Ethics Suite aligns its accessibility practices with the Web Content Accessibility Guidelines (WCAG) 2.2 Level AA. Accessibility considerations are integrated into product updates, enhancements, and remediation activities as part of Ethics Suite's ongoing development and maintenance processes. Accessibility conformance is assessed on a continuous basis, recognizing that accessibility standards and technologies evolve over time.

4. Development Lifecycle Integration

Accessibility is addressed throughout the development lifecycle to ensure that accessibility considerations are incorporated from initial design through deployment and ongoing maintenance. During the design and planning stage, accessibility requirements are considered as part of feature definition and UI/UX decisions, including keyboard navigation, color contrast, semantic structure, and compatibility with assistive technologies. During development, developers follow industry best practices for accessible web development, including the use of proper HTML semantics, appropriate ARIA attributes where necessary, and the avoidance of known accessibility anti-patterns.

Accessibility is evaluated during testing and validation through a combination of automated scanning tools, manual review as part of quality assurance activities, and regression testing following significant changes. Identified accessibility issues are documented, prioritized based on impact and severity, and remediated as part of the standard development workflow. Accessibility considerations are also included in release reviews, and ongoing monitoring is performed to address new accessibility requirements or issues identified after deployment.



5. Roles and Responsibilities

The development team is responsible for implementing accessible code and remediating identified accessibility issues in accordance with established standards and best practices. The Director of IT oversees accessibility implementation efforts, including coordination of testing activities and prioritization of remediation work. Management supports accessibility initiatives by providing appropriate oversight, resources, and prioritization to enable continued progress toward accessibility goals.

6. Training and Awareness

Developers are expected to remain current with applicable accessibility standards and best practices through ongoing professional development, industry guidance, and practical application during development activities. Accessibility awareness is reinforced through regular development practices and integration into day-to-day engineering workflows.

7. Continuous Improvement

Accessibility practices are reviewed periodically and updated as standards evolve, technology changes, or new accessibility needs are identified. Ethics Suite is committed to continuous improvement and to incorporating feedback, lessons learned, and regulatory or standards-based updates into its accessibility approach over time.

8. Policy Governance and Oversight

This policy is owned by the Director of IT and is reviewed periodically to ensure continued alignment with applicable accessibility standards, development practices, and business requirements. Updates to this policy may be made as standards evolve or as accessibility practices mature.

9. Limitations and Ongoing Commitment

While Ethics Suite is committed to aligning with WCAG 2.2 Level AA, accessibility conformance is assessed on an ongoing basis and may vary depending on platform capabilities, third-party components, or technical constraints. Identified accessibility issues are prioritized and addressed in accordance with Ethics Suite's standard development and remediation processes.

10. Documentation and Review

Supporting documentation related to accessibility testing, remediation efforts, and development practices is maintained internally and reviewed periodically. This policy is reviewed at least annually and updated as necessary to reflect changes in accessibility standards, technology, or regulatory expectations.