Environmental Protection Agency

EIT Procurement Checklist
for Section 508

Product to be procured:			
	YES	NO	
1. Is it Electronic Information Technology (EIT)?	☒	☒	
2. Do any Section 508 Exemptions apply? (Requires approval of the IMO or delegated authority) * Attach documentation of market research.			
2.1 Commercial Non-Availability*	☐	☐	
2.2 Fundamental Alteration*	☐	☐	
2.3 EIT located in maintenance space	☐	☐	
2.4 Incidental to a contract	☐	☐	
2.5 National Security	☐	☐	
3. Will the EIT pose an Undue Burden to the Agency? ***Undue burden and undue burden class determination must be approved by the SIO and the required documentation must be attached***	☐	☐	

4. Which standards under Subpart B - Technical categories of standards apply?(more than 1 set of standards may apply)	Fully Meets	Best Meets	Does not Comply
4.1 Software applications and operating systems (36 CFR § 1194.21)	☐	☐	☐
4.2 Web-based internet and intranet information and application (36 CFR § 1194.22)	☐	☐	☐
4.3 Telecommunication products (36 CFR § 1194.23)	☐	☐	☐
4.4 Video and multi-media products (36 CFR § 1194.24)	☐	☐	☐
4.5 Self-contained, closed products (36 CFR § 1194.25)	☐	☐	☐
4.6 Desktop and portable computers (36 CFR § 1194.26)	☐	☐	☐
Subpart C - Functional performance criteria (Only when Subpart B does not apply)	☐	☐	☐
Subpart D - Information, documentation, and support	☐	☐	☐

Submitted By: Date:
               Printed Name   Signature

Approving Official: Date:
               Printed Name   Signature