



Accessibility Statement

Optime Ceremonies

15th January 2024

VERSION HISTORY

| VERSION | DESCRIPTION | AUTHOR | DATE |
|---------|--------------------------------------------|-------------------------|---------------|
| 1.0 | Initial document creation. | Michael Alexander | June 2019 |
| 2.0 | Document Reviewed and Updated | Tudo Scheibner | August 2022 |
| 3.0 | Last Reviewed | Tudo Scheibner | May 2023 |
| 4.0 | Document Reviewed and Updated | Mark McGucken | June 2023 |
| 5.0 | Document Updated in Light of v1.45 release | JP Lane / Mark McGucken | November 2023 |
| 5.1 | Minor revisions | JP Lane/Mike Alexander | January 2024 |

CONTENTS

| | |
|---------------------------------------------------------------|---|
| Version History | 2 |
| Using this website | 4 |
| Customising the Website..... | 4 |
| How accessible this website is..... | 4 |
| What to do if you can't access parts of this website..... | 4 |
| Reporting accessibility problems with this website..... | 4 |
| Enforcement procedure | 5 |
| Contacting us by phone or visiting us in person | 5 |
| Technical information about this website's accessibility..... | 5 |
| Issues with technology | 5 |
| How we tested this website | 5 |
| What we're doing to improve accessibility..... | 5 |

USING THIS WEBSITE

This website is run by EventMAP Limited. We want as many people as possible to be able to use this website. For example, that means you should be able to:

- zoom in up to 300% without the text spilling off the screen
- navigate most of the website using just a keyboard
- navigate most of the website using speech recognition software
- listen to most of the website using a screen reader (including the most recent versions of JAWS, NVDA and VoiceOver)

Customising the Website

AbilityNet has advice on making your device easier to use if you have a disability. This is an external site with suggestions to make your computer more accessible:

[AbilityNet - My Computer My Way](#)

How accessible this website is

Fully.

NOTE: in some cases we've observed "product branding colours" might not adhere to WCAG 2.1 AA depending on the client choices, this should not be the case for DWP.

What to do if you can't access parts of this website

If you need information on this website in a different format like accessible PDF, large print, easy read, audio recording or braille, email supportcentre@eventmapsolutions.com

In your message, include:

- the web address (URL) of the content
- your email address and name
- the format you need

We'll consider your request and get back to you in 3 days.

Reporting accessibility problems with this website

We're always looking to improve the accessibility of this website. If you find any problems that aren't listed on this page or think we're not meeting the requirements of the accessibility regulations, contact us by email supportcentre@eventmapsolutions.com

Enforcement procedure

The Equalities Commission for Northern Ireland (ECNI) is responsible for enforcing the accessibility regulations. If you're not happy with how we respond to your complaint, contact the [Equalities Commission for Northern Ireland \(ECNI\)](#).

CONTACTING US BY PHONE OR VISITING US IN PERSON

Find out how to contact us <https://www.eventmapsolutions.com/contact/>.

TECHNICAL INFORMATION ABOUT THIS WEBSITE'S ACCESSIBILITY

EventMAP Limited is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

This website is fully compliant with the Web Content Accessibility Guidelines version 2.1 AA standard.

Issues with technology

Please report any issues found.

HOW WE TESTED THIS WEBSITE

This website was last audited on 31/10/2023. The last test was carried out internally based on VPAT version 2.4 and applies to:

- Optime Ceremonies

WHAT WE'RE DOING TO IMPROVE ACCESSIBILITY

We constantly strive to improve the accessibility of our web applications. All feedback on how we can do a better job is welcome.

We plan to address and fix the issues to bring up to WCAG 2.2 AA in the next 6-12 months.

Please forward any relevant information to supportcentre@eventmapsolutions.com.

This statement was prepared on 03/06/2019. It was last updated on 15/01/2024.

