**Justification on the inclusion of accessibility criteria in procurement (goods or services)**

**Instructions**

The following template may be used for documenting a justification when, after meaningful consideration of accessibility, a department decides that it is not appropriate to include accessibility criteria as part of commodity specification or it is unable to obtain goods or services that comply. This model is offered as a courtesy. If the justification is documented in another format or a procurement system, it may not be necessary to use this template.

After consideration, I conclude that the accessibility criteria do not have to be included in the project for the following reason:

□ **Not Applicable** (accessibility does not apply to this commodity)

□ **Not Available** (accessible goods or services are not available on the market)

□ **Other** (insert mandatory justification below)

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**Signature (Technical Authority) Date**