



John S. Richard
Director

Brad Henry
Governor

STATE OF OKLAHOMA
DEPARTMENT OF CENTRAL SERVICES

MEMORANDUM

DATE: July 9, 2010

TO: All Appointing Authorities

FROM: John Richard, Director, Department of Central Services
Michael Clingman, Director, Office of State Finance

RE: State Agency Accessibility Compliance Representative

Pursuant to 62 O.S. §34.28, the Department of Central Services (DCS) and Office of State (OSF) have worked together since 2004 to assure state compliance regarding accessibility of information technology for individuals with disabilities. Both agencies have promulgated administrative rules to implement provisions of the statute.

●AC 260:15-1-5, effective September 11, 2006, requires each appointing authority to designate an agency Accessibility Compliance Representative and provides a list of responsibilities for the Representative. Additionally, each appointing authority must file and update, as necessary, the name and contact information of the Accessibility Compliance Representative with the Department of Central Services, Office of State Finance and Oklahoma ABLE Tech.

The purpose of this memo is to request the current name and contact information for your agency Accessibility Compliance Representative. A recent review by DCS, OSF and Oklahoma ABLE Tech revealed incomplete or no information for agency representatives. We must maintain accurate contact information for each representative in order to share resources, training opportunities and notice of important developments related to accessibility compliance.

Accessibility Compliance Representatives are a valuable network throughout state government whose contributions are critical to the success of all agencies and our state as we provide services to our citizens. In order to satisfy rule requirements, please go to the following web page and submit your agency's information:

https://www.ok.gov/triton/modules/formbuilder/form.php?form_id=a9872f7e894b5895fba936b1264a5d970dd44d8cc066eb3222d736144333b5af

Your time and prompt response to this request are greatly appreciated. Questions may be directed to the OSF Service Desk at helpdesk@osf.ok.gov. Thank you.

"SERVICE, QUALITY, INTEGRITY"