

Langage assistance provided by the Scottish Parliament

The Scottish Parliament wants to make sure that anybody in Scotland can take a hand in its work, whatever language they use.

The Public Speirings Service is your first point of contact for information and requests in any language. We will assess what is needed and help you to get your request to the right body.

What can I say in my own language?

You can write to or email the Scottish Parliament or your MSPs in any language. For example, you can send a petition or written evidence to a committee in any language. Seeing as our interpreting and subtitling services have to be trusted with outside agencies, we can more easily deal with your request in written or in recordable format e.g. DVDs or videos from people who use British Sign Language (BSL).

We can take telephone calls, textphone calls and text messages in English or Gaelic. If you don't speak English, we are happy for a friend or relative to give us a call on your behalf.

What information is already available in different languages?

Information is available on our website in English and 14 other languages (Arabic, Bengali, BSL, Chinese, French, Gaelic, German, Italian, Polish, Punjabi, Russian, Scots, Spanish and Urdu): <http://www.scottish.parliament.uk/vli/language/index.htm>.

You can order copies of leaflets or documents from the [Public Speirings Service](#).

What can I say?

When you engage with the Parliament, you can say information produced by the Scottish Parliament be set out in the language you use. For example, you can say an interpreter if you are invited to give evidence at a committee meeting or if you want help to engage with Parliamentary groups. We will assist with reasonable requests, bearing in mind what it is for, the timescale and the cost. These services are subject to availability and should be booked in advance of two weeks.

What should I do if I need an interpreter so that I can come to an event at the Parliament?

If you need an interpreter to support you through an event, please contact the event organiser or the group that has invited you as far ahead of the event as you can. Please bear in mind that two weeks' notice is usually the minimum needed to obtain the services of an interpreter.

What can I get in touch with my MSPs?

You can write to an MSP in any language. If you want to discuss a matter with an MSP, you can say to them to arrange interpreting services for a meeting.

How long will it take to arrange interpreting or subtitling?

Please give as much notice as you can if you need an interpreter. At least two weeks' notice is normally needed, though it might take longer to find interpreters for a particular language and if the services of a more experienced interpreter are needed.

The owersettin o correspondence can yaisially be arreenged wi'in five warkin days. Houaniver, lang documents (mair nor 3,000 words), BSL recordins or owersettins intae particular leids micht tak up tae 20 warkin days.

Will I hae tae pey for an owersettin or an interpreter?

The Scottish Pairlament disnae chaarge memmers o the public that has a reasonable need for an owersettin or that needs an interpreter for tae gie evidence tae a comatee, hae a meetin wi an MSP or engage in Pairlamentary ongauns. There nae additional chairges for BSL provision.

Whit wey can I find oot mair?

Ye can find the [Scottish Pairlament Langage Policy](#) on wir wabsite. Forby yon, ye can contact the Public Speirins Service tae discuss whit ye need.

Contact details

Public Information Service

The Scottish Parliament
Edinburgh
EH99 1SP

Tel: 0131 348 5000

0800 092 7500 (public speirins)

Folk that uises the textphone can contact us on 0800 092 7100.

Forby yon, we walcome caws uisin the RNID Typetalk service.

Fax: 0131 348 5601

Text: 07786 209888

Email: sp.info@scottish.parliament.uk