

LIMITED ENGLISH PROFICIENCY POLICY

The City of Vicksburg, Mississippi will take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in our services, activities, programs and other benefits. The policy also provides for communication of information contained in documents provided by the City. All interpreters, translators and other aids needed to comply with this policy shall be provided without cost to the person being served.

Language assistance will be provided through the use of contracts or formal arrangements with organizations providing interpretation or translation services, technology and telephone interpretation services and/or use of a family member or friend of the LEP.

Procedures:

1. IDENTIFYING LEP PERSONS AND THEIR LANGUAGE:

The City of Vicksburg will promptly identify the language and communication needs of the LEP person. If necessary, staff will use a language identification card (or "I speak" cards) or posters to determine the language.

2. OBTAINING A QUALIFIED INTERPRETER:

Some LEP persons may prefer or request to use a family member or friend as an interpreter and that is acceptable unless the situation requires sworn testimony or confidential information.

The City Clerk's office will maintain an accurate and current list showing the name, language, phone number and hours of availability of bilingual staff and contractors.

3. PROVIDING WRITTEN TRANSLATIONS:

When translation of documents is needed, each department of the City of Vicksburg will submit documents for translation into frequently-encountered languages to the City Clerk. Original documents being submitted for translation will be in final, approved form with updated and accurate legal and medical information.

City Departments will provide translation of other written materials, if needed, as well as written notice of the availability of translation, free of charge, for LEP individuals.

The City of Vicksburg will set benchmarks for translation of vital documents into additional languages over time.

4. PROVIDING NOTICE TO LEP PERSONS

The City of Vicksburg will inform LEP persons of the availability of language assistance, free of charge, by providing written notice in languages LEP persons will understand. At a minimum,

notices and signs will be posted in each public building. Notification will also be provided through one or more of the following: outreach documents, telephone voice mail menus, local newspapers, radio and television stations, and/or community-based organizations.

5. MONITORING LANGUAGE NEEDS AND IMPLEMENTATION

On an ongoing basis, the City of Vicksburg will assess changes in demographics, types of services or other needs that may require reevaluation of this policy and its procedures. In addition, the City of Vicksburg will periodically assess the efficacy of these procedures, including but not limited to mechanisms for securing interpreter services, equipment used for the delivery of language assistance, complaints filed by LEP persons, feedback from residents and community organizations, etc.

Approved this the ____ day of May, 2017.

The Mayor and Aldermen of the City of Vicksburg, MS

BY: George Flaggs, Jr., Mayor

A
Amharic
 አኔ አማራጽ ነው ምናንረው
Arabic
 أنا اتحدث اللغة العربية
Armenian
 Ես խոսում եմ հայերեն

B
Bengali
 আমি বাংলা কথা বলতে পারি
Bosnian
 Ja govorim bosanski
Bulgarian
 Аз говоря български
Burmese
 ကွန်ဆော်/ကျွန်မ မြန်မာ ဝို ခဉ်တတဝ် ဝဟယ်

C
Cambodian
 ខ្ញុំនិយាយភាសាខ្មែរ

Cantonese
 我講廣東話 (Traditional)
 我讲广东话 (Simplified)

Catalan
 Parlo català
Croatian
 Govorim hrvatski
Czech
 Mluvim česky

D
Danish
 Jeg taler dansk

Dari
 من دری حرف می زنم

Dutch
 Ik spreek het Nederlands

E
Estonian
 Ma räägin eesti keelt

F
Finnish
 Puhun suomea

French
 Je parle français

G
German
 Ich spreche Deutsch

Greek
 Μιλώ τα ελληνικά

Gujarati
 હુ ગુજરાતી બોલુ છુ

H
Haitian Creole
 M pale kreyòl ayisyen
Hebrew
 אני מדבר עברית

Hindi
 मैं हिंदी बोलता हूँ ।

Hmong
 Kuv has lug Moob
Hungarian
 Beszéllek magyarul

I Speak...

Language Identification Guide

I
Icelandic
 Ég tala íslensku
Illocano
 Agaonak ti Ilokano
Indonesian
 saya bisa berbahasa Indonesia
Italian
 Parlo italiano

J
Japanese
 私は日本語を話す

K
Kachchiquel
 Qutin chá gñic 'ká chá ba'í ruin' í
Korean
 한국어 합니다
Kurdish
 min Kurdî zaniye
Kurmanji
 min Kurmanjî zaniye

L
Laotian
 ຂອບເກມພາສາລາວ
Latvian
 Es runāju latviski
Lithuanian
 Aš kalbu lietuviškai

M
Mam
 Bân chhiyolá tuj kiyol mam
Mandarin
 我講國語 (Traditional)
 我讲国语/普通话 (Simplified)
Mon
 အဲဟိုဒ်အဂျင်ဇာဒ်

N
Norwegian
 Jeg snakker norsk

P
Persian
 من فارسی صحبت می کنم
Polish
 Mówię po polsku
Portuguese
 Eu falo português do Brasil (for Brazil)
 Eu falo português de Portugal (for Portugal)
Punjabi
 ਮੈ ਪੰਜਾਬੀ ਬੋਲਦਾ/ਬੋਲਦੀ ਹਾਂ।

Q
Qanjobal
 Ayin ú chí wál q' anjob' al
Quiche
 In kinch'aw k'uiin ch'e quiche

R
Romanian
 Vorbesc românește
Russian
 Я говорю по-русски

S
Serbian
 Ja говорим српски
Sign Language



Slovak
 Hovorim po slovensky
Slovenian
 Govorim slovensko
Somali
 Waxaan ku hadlaa af-Soomaali
Spanish
 Yo hablo español
Swahili
 Ninaongea Kiswahili
Swedish
 Jag talar svenska

T
Tagalog
 Marunong akong mag-Tagalog
Tamil
 நான் தமிழ் பேசுவேன்
Thai
 พูดภาษาไทย
Turkish
 Türkçe konuşurum

U
Ukrainian
 Я розмовляю українською мовою
Urdu
 میں اردو بولتا ہوں

V
Vietnamese
 Tôi nói tiếng Việt

W
Welsh
 Dwi'n siarad

X
Xhosa
 Ndiithetha isiXhosa

Y
Yiddish
 איך רעד יידיש
Yoruba
 Mo nso Yooba

Z
Zulu
 Ngiyasikluluma isiZulu

Executive Order 13166 requires DHS to take reasonable steps to provide meaningful access to its programs and activities for persons with limited English proficiency and - as also required by Title VI of the Civil Rights Act of 1964 - to ensure that recipients of federal financial assistance do the same.

I Speak is provided by the Department of Homeland Security Office for Civil Rights and Civil Liberties (CRCL). Other resources at www.lep.gov

Contact the DHS Office for Civil Rights and Civil Liberties' CRCL Institute at CRCLTraining@dhs.gov for digital copies of this poster or a "I Speak" booklet.

Download copies of the DHS LEP plan and guidance to recipients of financial assistance at www.dhs.gov/crcl



Interpreter Services

You have the right to an interpreter at no cost to you. Please point to your language. An interpreter will be called. Please wait.

Albanian

Shqip

Keni të drejtën për përkthyes falas gjatë vizitës mjeksore. Ju lutem tregoni më gisht gjuhën që flisni. Ju lutem prisni, do t'ju gjejmë një përkthyes për vizitën mjekësore.

Amharic

አማርኛ

የለሽነጻዎ ጤና አስተርጓሚ የማንኛውን ሙሳት አለዎት :: የሚናገሩትን የሚረዱበትን ቋንቋ በመጠቀም ያመልክቱ :: አስተርጓሚ አስተረፈ ድረስ አባክዎ ይገባሉ ::

Arabic

عربي

يحق لك الحصول على خدمات الترجمة فورية دون أي مقابل.
يرجى منك أن تشير بإصبعك إلى اللغة التي تستخدمها. المترجم الفني
يرجى منك الانتظار لمدة استدعاء المترجم.

Armenian

Հայերեն

Դուք ունիք արդիւնաւոր ազատօրէն խորհուրդ ստանալու իրաւ:
Վերջին: Ինքնուր ձեռք ցուցանելու ձեր լեզուն և բաղադրանքը:
Գնահատելու: Վերջինը ենթադրելու:

Bengali

বাংলা

আপনার অধিকার রয়েছে বিনামূল্যে একজন ডাক্তারী পরামর্শ
প্রদান করে আপনার ভাষা নির্দেশনা অ নথিভুক্ত করা
প্রয়োজ্যে অথবা অগ্রাহ্য করে অপেক্ষা করুন।

Cape Verdean Creole

Criolu di Cabu Verdi

Nhós tem direito a um intérprete gratuito di nhôa língua.
Mostra quel qui nhôa língua pa nó podi tchoma intérprete.
Nhós aguarda um momento, por favor.

Chinese

中文

Chinese (Mainland) | Akvechich | Tshimshian | Tshimshian (Tshimshian) | Aho
大陆话 | 阿瓦 | 台语 | 台湾话 | 台湾话 | 台湾话 | 台湾话

你有权利要求一位免费的传译员。
请指出你的语言。传译员将为你服务。请稍候。

French

Français

Vous avez droit gratuitement aux services d'un interprète.
Veuillez indiquer votre langue. Nous allons contacter un
interprète. Veuillez patienter s'il vous plaît!

German

Deutsch

Sie haben kostenlosen Anspruch auf eine/n Dolmetscher/in.
Bitte deuten Sie auf Ihre Sprache. Eine Dolmetscherin
wird gerufen. Bitte warten Sie.

Greek

Ελληνικά

Είστε δικαιωμένοι σας να χρησιμοποιήσετε δωρεάν
χρηρίς καμία χρηματική επιβάρυνση. Σας παρακαλούμε,
υποδείξετε τη γλώσσα που μιλάτε. Θα ειδοποιηθείτε ένα
δωρεάν. Παρακαλώ περιμένετε.

Haitian Creole

Kreyòl Ayisyen

Ou gen dwa a yon entèprèt gratis. Tanpri montre nou lang
pa w la. N ap rele yon entèprèt pou ou. Tanpri rete la.

Hebrew

עברית

יש לך זכות להשתמש בשירותיו של מתורגמן ללא
תשלום. אנא הצבע על השפה שלך. מיד ייצור קשר
עם מתורגמן. אנא המתן.

Hindi

हिन्दी

आपको नि:शुल्क दुभाषिया (अनुवादक) प्राप्त करने का अधिकार है।
। कृपया अपनी भाषा की ओर इशारा करें। एक दुभाषिया
(अनुवादक) को बुलाया जाएगा। कृपया प्रतीक्षा करें।

Hmong

Hmoob

Koj muaj cai txais kev pab txhais lus dawb tsis tham nyuaj.
Thov law tes rau koj hom lus nov. Mam hu lus txhais lus.
Thov nyob los.

Italian

Italiano

Avete diritto ad un interprete. Il servizio è gratuito. Indicate
la vostra lingua e attendete; un interprete sarà chiamato al
più presto.

Japanese

日本語

通訳を無料でご利用になれます。該当する言語を指示し
て下さい。通訳を手配いたしますのでお待ち下さい。

Khmer

ខ្មែរ

លោក-អ្នកមានសិទ្ធិប្រើប្រាស់សេវាបកប្រែឥតគិតថ្លៃ
សូមបញ្ជាក់ពីភាសាដែលអ្នកប្រើប្រាស់-អ្នក
រង់ចាំអ្នកបកប្រែសូមបញ្ជាក់ពីភាសា សូមរង់ចាំ

Korean

언어

이러한 권리로 인해 통역사의 도움을 받을 권리가 있습니다. 원하
는 언어를 선택하십시오. 통역사가 도착할 때까지 기다리십시오.
통역 서비스를 기다리는 동안 기다리십시오.

Laotian

ລາວ

ທ່ານມີສິດທິໃຊ້ບໍລິການປ່ຽນພາສາໂດຍບໍ່ເສຍຄ່າ.
ກະລຸນາຢືນຢັນພາສາຂອງທ່ານ. ພາສາຂອງທ່ານຈະຖືກເອົາມາ.
ກະລຸນາລໍຖ້າ.

Polish

Język polski

Masz prawo do korzystania z usług polskiego tłumacza.
Usługa ta jest na nasz koszt. Proszę wskazać swój język.
Proszę czekać. Łączymy z tłumaczem.

Portuguese

Português

Você tem o direito a um intérprete de graça. Por favor
aponte para a língua que você fala. Um intérprete será
chamado. Por favor espere.

Russian

Русский

Вы имеете право на услуги бесплатного
переводчика. Назовите, пожалуйста, свой
язык. Медицинский переводчик будет вызван.
Пожалуйста, подождите.

Serbo-Croatian

Srpsko-Hrvatski jezik

Vi imate pravo na besplatnog prevodioca. Molimo vas da
pokazete na vas govorni jezik. Lagalan prevodilac će biti
pozvan. Hvala i molimo vas da sačekate.

Somali

Soomaali

Waxaad xaq u leedahay in tarjumaan lacag la'aan ah
laguugu yeero. Fadlan farta ku fiq luqaddaad. Tarju-
maan aya laguugu wacayaa. Ee fadlan sugi.

Spanish

Español

Usted tiene derecho a un intérprete gratis. Por favor,
señale su idioma y llamaremos a un intérprete. Por favor,
espere.

Swahili

Swahili

Ni hakiki yako kuwa na mafasiri bila malipo yoyote
Tafadhali chagua lugha yako kati ya hizi.
Mafasiri ataitwa. Tafadhali ngoja.

Tagalog

Tagalog

Ikaw ay may karapatan na magkaroon ng tagapagsalin na
walang bayad. Iluto ang iyong wika. Ang tagapagsalin
ay tatawagin. Maghintay.

Thai

ไทย

ท่านมีสิทธิที่จะใช้บริการการแปลโดยไม่เสียค่าใช้จ่ายใด ๆ
กรุณาชี้แจงภาษาที่ต้องการ หรือภาษาที่ท่านใช้
เราจะไปหาค้นหาค้นหาผู้แปลให้ท่าน

Ukrainian

Українська

У Вас є право на безплатного перекладача. Будь
ласка, вкажіть на Вашу мову, і Вам покличуть
перекладача. Зачекайте, будь ласка.

Urdu

اردو

آپ مفت ترجمانی کی خدمات کے مستحق ہیں۔
براہ کرم اپنی زبان کی طرف اشارہ کیجئے
آپ کے لئے ایک ترجمان کا انتظام کیا جائیگا
براہ کرم انتظار کیجئے

Vietnamese

Tiếng Việt

Quý vị có quyền được một thông dịch viên miễn phí.
Xin chỉ vào ngôn ngữ của quý vị. Chúng tôi sẽ gọi một
thông dịch viên. Vui lòng chờ trong giây lát.



JSU GLOBAL

Translation Services

JSU Global provides translation and interpretation services to Jackson State University® students, faculty, staff, Mississippi and out-of-state-based businesses, and non-US citizens.

Translation services are provided for almost any document, including birth certificates, marriage licenses, high school certificates, high school transcripts, college/university transcripts, diplomas, divorce papers from court, and divorce certificates. These documents are usually translated within five days, but upon request, birth certificates can be translated the same day. Additionally, JSU Global has the capacity to provide translations to English from Spanish, Chinese, French, German, Portuguese, Italian, Russian, Ukrainian, Byelorussian, Hungarian, Bulgarian, Vietnamese and Arabic.

Similarly, translations to English from Korean, Japanese, Turkish, Persian, Punjabi, Hindi, Bengali, Urdu, Nepalese, Gujarati, Indonesian, Malaysian, Armenian, Greek, Hebrew, Romanian, and Polish are also done here.

In addition to the translation services, JSU Global assists the courts, lawyers, police, hospitals, service agencies, and other organizations and agencies with interpretation services.

Contact:

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