

The Dymally-Alatorre Bilingual Services Act (Act) requires State agencies to effectively communicate with the public they serve. Each agency is required to conduct a language survey every two years, followed by the development of an implementation plan every odd-numbered year thereafter.

However, an agency may request an exemption from the language survey and implementation plan from the California Department of Human Resources (CalHR), if it meets one or both of the criteria stated below. Agencies will be notified by CalHR whether the exemption request(s) has been approved. Please note exemption approvals may be provided for up to five survey cycles.

Agency Name

Pursuant to the Act, the agency requests exemption from participation in the (check any that apply)

Language Survey (insert even years)

Implementation Plan (insert odd years)

The agency meets the following criteria (check any that apply):

The agency's primary mission does not include responsibility for furnishing information or rendering services to the public. A copy of agency's mission statement is attached.

The agency has consistently received such limited public contact with the non-English speaking public that it has not been required to employ bilingual staff under Government Code § 7292 and the agency employs fewer than the equivalent of 25 full-time employees in public contact positions.

Please complete the information below and return this exemption request form to CalHR as soon as possible, but no later than July 1 of the year for which the exemption is requested.

Director or Designee: First Name

Last Name

Title

Signature of Director or Designee Certifying Criteria is Met

Date

Language Survey Coordinator: First Name

Last Name

Phone Number

Email Address

Questions regarding this form may be directed to CalHR's Bilingual Services Program, bilingual@calhr.ca.gov or (916) 324-0970.