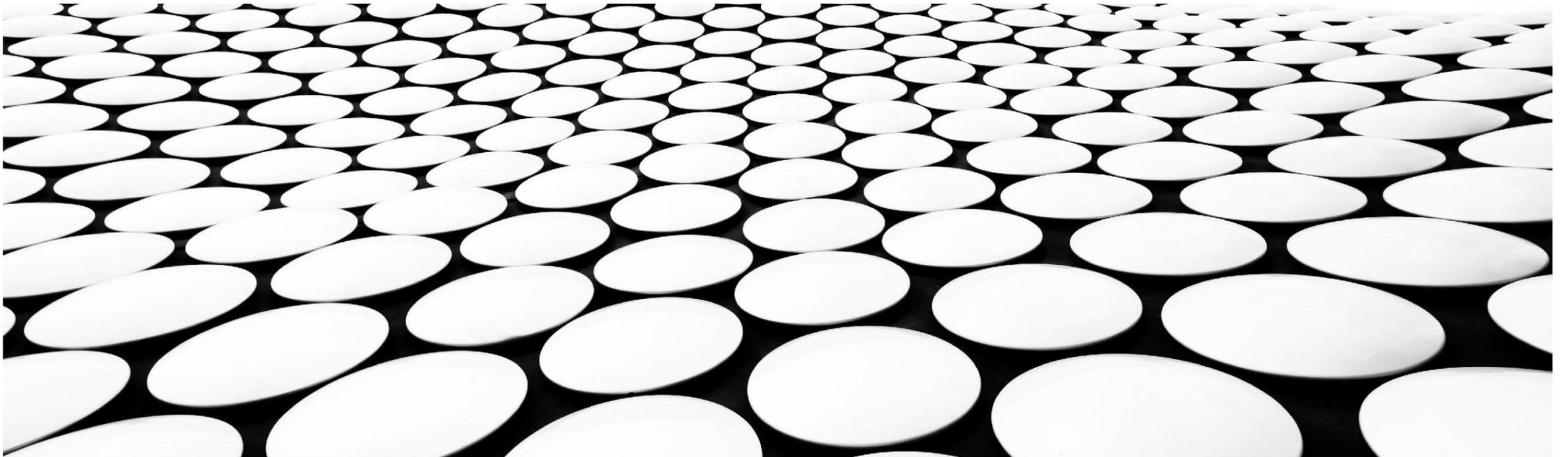
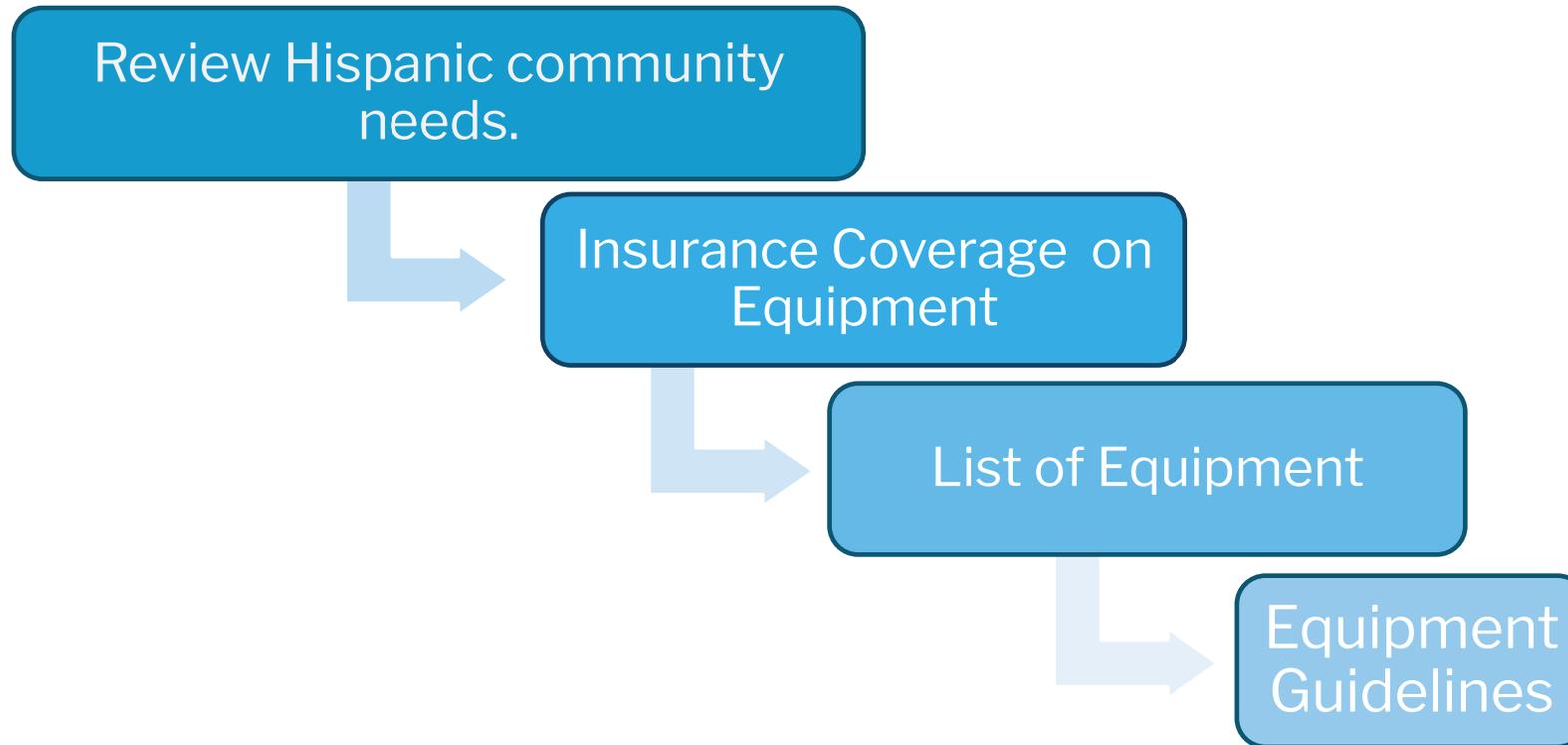

SPANISH TRANSLATION EQUIPMENT TASK FORCE



4 TASKS QUESTIONS



- Review Hispanic community needs

Fatima had discussions with members of the Hispanic community and at the time there are no known equipment needs beyond what we have.

- Insurance Coverage on Equipment

Ernie researched cost of equipment insurance. He came up with the same conclusion as did Jack the past IT Coordinator, that insurance for a year is cost prohibitive. That the cost of insurance for a year is equivalent to the original equipment. This conclusion was also verified by contact with several surrounding areas that do not carry insurance on their equipment.

- List of Equipment

- 1 Transmitter
 - 10 Receivers
 - 1 Carry Case

□ Equipment Guidelines

The primary use and availability of the translation equipment owned by the Colorado AFG is for Area Assemblies and Area World Service Committee Meetings.

Care and Use Policies

Who may borrow Equipment?

- The translation equipment may be borrowed by any District, or Intergroup in the Colorado Area that expresses a need and at any Area held event or convention.

Requirements for Use of Equipment

- It must remain in the custody of a District Representative, Area Coordinator or previously trained Translator who is familiar with its care and operation.
- The member receiving the equipment will sign a form containing name, address, and telephone number, assuming responsibility for the equipment
- The signing member will be responsible for picking up and returning the equipment to the Spanish Coordinator and/or IT/Media Coordinator.

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- They will be given a price sheet with the cost of replacing each piece and a sign-in-sheet for the headphones to help keep track of them.
 - The equipment must be returned with the batteries removed from the receivers.
 - The equipment must be returned no later than 5-days after checking it out, unless there is an agreement made between the borrower and the lender to a different time frame.

Interpreters for events other than Assembly Meetings

- Each borrower will be responsible for finding their own interpreter from a list of qualified interpreters and previously trained on proper use of the equipment by the Spanish Coordinator

Equipment deposit and cost

- A \$200 refundable deposit fee will be required. The deposit will be held until the equipment is returned. If the equipment is not returned on said date, the check will be cashed. When the equipment is returned, if all the pieces are included and in the same condition, the deposit will be returned.



The Spanish Translation Equipment Task Force formally recommends at this time

- ❖ That there is no need to purchase more equipment
- ❖ That insurance is cost prohibitive and is not necessary
- ❖ That the body adopt the Equipment Guidelines