

Poll Interpreter Advanced Training

Sponsored by

City Commissioners

City of Philadelphia

County Board of Election

Developed by

Health Federation of Philadelphia

Claire C. Jones, M.Ed., Consultant

**Updated by Laura Hinds MSW, LCSW,
Consultant**

Fall, 2020

تصويت

투표

votar

投票



การโหวต



bỏ phiếu

You are Important!



Why does the city have Interpreters at the Polls?

It's the Law!

Title VI of the Civil Rights Act of 1964
Executive Order 13166 issued in 2000

**It's the right thing
to do!**



You are responsible for:

- “Live Interpreting” - using your language skills to help voters
- “Language Help” = helping voters who do not speak English be understood by voting staff
 - By finding language needed
 - By linking voter to live interpreter
 - By linking voter to “Language Line”

Without Interpreters . . .

- People's rights are violated
- People may not understand
- People may be intimidated
- Some people will not vote



- Some people will be vulnerable to illegal practices around voting

What Went Wrong?

“In Philadelphia, PA, at ----- poll site, an elderly Chinese American voter unsuccessfully attempted to vote. The Judge of Elections and another poll worker held the curtains to his voting machine wide open as the voter cast his vote, violating his right to privacy. Then the Judge of Elections instructed the voter to push certain buttons and vote for certain candidates. The poll worker then instructed him to vote for additional candidates. The voter had intended only to vote for the presidential candidate. No Chinese interpreter was present at this poll site...”

“...Had an interpreter been present, the non-English speaking voter would have been able to vote for whomever he wished.”



...hopefully

Doing the Right Things

The Right Way



All the Time

Ethics

Reasonable, solid standards about the right and wrong way to behave or perform a job



FAQs

about assisting “LEP” voters

- What is “LEP”?
- Who must be helped?
- How do you help “LEP” voters?



Limited English Proficient (“LEP”)

- does not speak English as **primary language**
- has a **limited ability to read, speak, write, or understand** English
- entitled to language assistance for a particular type of service, benefit, or encounter

Who is “LEP”???



Signs of being LEP

Speaks in a language other than English

Asks for someone who can speak “...”

Has someone else talk for him/her

Indicates *I don't understand* (words or w/signs)

Has difficulty talking in English

Repeats words over and over

Looks or sounds confused

Asks for interpreter



Situational LEP



The Interpreter Must



Make the first move

Tell the “LEP” Voter

- Who you are ... the *INTERPRETER*
- What services you can offer the voter with:
 - Help before voting
 - Conversations with Election Officials
 - Sight translation of documents
(depends on your reading skills)
 - Assistance in the Voting Booth
(with signed Declaration of Assistance)

Writing



Speaking



INTERPRETATION

Our political system can be confusing



...to anyone!

Direct Help by Poll Interpreter

You may help waiting “LEP” voters

- Determine correct Polling Place
- Make sure 1st time voters have proper Voter ID
- Complete a Declaration of Assistance

**Live Interpreting help is
when you talk to them
in their language**



Language Help

- Language Help is when you help someone who does not speak English, and who does not speak your other language
 - By finding a Live Interpreter on site who does speak their language
 - By linking that person to the “Language Line”





IF YOU NEED AN INTERPRETER, PLEASE POINT TO YOUR LANGUAGE

<p>Albanian: Shqip Nëse keni nevojë për përkthyes, tregoni gjuhën tuaj.</p>	<p>Arabic: إنجليزي عربي إذا كنت في حاجة إلى مترجم، أشر إلى اللغة المطلوبة</p>
<p>Bosnian: Bosanski Ako vam je potreban prevodilac, označite vas jezik.</p>	<p>Cambodian: ខ្មែរ បើអស់លោកត្រូវការអ្នកបកប្រែ សូមចង្អុលទៅកាន់ភាសារបស់ខ្លួន</p>
<p>Croatian: Hrvatski Ako vam je potreban prevodilac, označite vas jezik.</p>	<p>Finnish: Suomi Jos tarvitset tulkin, näpäytä haluamaasi kielivalintaa.</p>
<p>French: Français Si vous avez besoin d'un interprète, indiquez votre langue.</p>	<p>German: Deutsch Falls Sie einen Dolmetscher benötigen, zeigen Sie auf Ihre Sprache.</p>
<p>Greek: Ελληνικά Εάν χρειάζεστε διερμηνέα, παρακαλώ δείξτε τη γλώσσα σας.</p>	<p>Gujarati: ગુજરાતી જો તમારે ભાષાંતરકર્તાની જરૂરત હોય તો તમારી ભાષા તરફ ચીંધો.</p>
<p>Haitian Creole: Kreyòl Ayisyen Si w bezwen yon entèprèt, montre ki lang ou pale.</p>	<p>Hindi: हिन्दी यदि आपको भाषा अनुवादक की आवश्यकता हो तो अपनी भाषा की ओर इशारा करें।</p>
<p>Hmong: Hmoob Yog koj xav tau tus neeg pes lus, taw tes rau koj yam lus.</p>	<p>Hungarian: Magyar Ha tolmácsra van szüksége, mutasson anyanyelvére.</p>
<p>Italian: Italiano Se avete bisogno di un interprete, puntate alla vostra lingua.</p>	<p>Japanese: 日本語 通訳をお捜しの場合は、必要な言語を指し示してください。</p>
<p>Korean: 한국어 통역서비스가 필요한 언어를 선택하십시오</p>	<p>Laotian: ພາສາລາວ ຖ້າທ່ານຕ້ອງການນາຍພາສາ, ຈົ່ງຊີ້ໃສ່ພາສາທີ່ທ່ານຕ້ອງການ.</p>
<p>Latvian: Latviešu Ja Jums ir vajadzīgs tulks, norādiet Jūsu valodu.</p>	<p>Norwegian: Norsk Pek på ditt språk hvis du trenger hjelp av en oversetter.</p>
<p>Polish: Jeśli Jeśli potrzebują Państwo tłumacza, proszę wskazać na swój język.</p>	<p>Portuguese: Português Se você necessitar de um intérprete, aponte para o seu idioma.</p>
<p>Russian: Русский Если вам нужен переводчик, укажите свой язык.</p>	<p>Serbian: Српски Ако Вам је потребан преводилац, означите Ваш језик.</p>
<p>Somali: Soomaali Hadda uu baahan tahay naf kuu turjuma, tilmaamo luuqadaada</p>	<p>Spanish: Español Si necesita un intérprete, señale su idioma</p>

“Language Help” form

- After today’s presentation, you will be asked to sign a “Language Help” form that indicates that you understand your role and the tasks in helping someone who does not speak English or your language.

Urban Myths affecting “LEP” Voters

Voter ID is NOT the law in PA
Unless...

1st time voter

1st time at new district

VOTER ID

The requirement to produce photo ID at the polls is not in effect at this time. The material below is for educational purposes only and briefly describes the Voter ID law and includes information on how to learn more.

What You Should Know

Whether and when the Voter ID law will be fully in effect for future elections is not certain and is currently the subject of litigation.

PA's Voter ID law requires all voters to present photo ID when voting at the polls, but those photo ID requirements are NOT currently in effect. All voters will be asked to present photo ID when they appear at the polls to vote, but they will be allowed to cast a regular ballot without a photo ID. Voters who are voting for the first time in a polling place are still required under existing law to present a form of ID.

If you are a registered voter and do not have one of the IDs listed, and you need one for voting purposes, you are entitled to get either a secure PennDOT non-driver's license photo ID or a DOS ID FREE OF CHARGE at a PennDOT Driver License Center (DLC).

A DOS ID is available even if you were unable to get a secure PennDOT ID in the past. To obtain a DOS ID, all you need to provide is your name, date of birth, address and your Social Security number, if you have one. A secure PennDOT photo ID requires supporting documentation, but a DOS ID does not.

To find the DLC nearest you, what is needed to get a photo ID, how to vote if you have a religious objection to

What IDs the Voter ID Law Includes

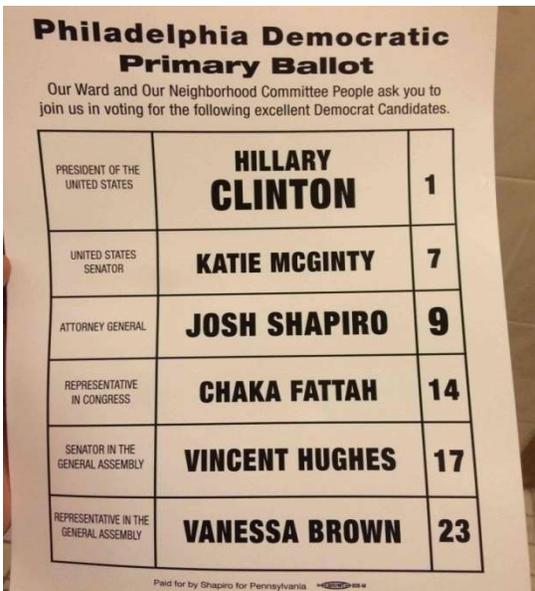
All IDs must contain a name, photo and an expiration date that is current, unless noted otherwise.

- ✓ Photo IDs issued by the Commonwealth of PA or the U.S. Government (including a U.S. Passport)
- ✓ PA driver's license or non-driver's license photo ID (IDs are valid for voting purposes 12 months past expiration date)
- ✓ PA Department of State Voter ID Card (DOS ID) available at a DLC

Photo ID from an accredited PA public or private college, university or seminary

Photo ID issued by a PA care facility, including long-term care facilities, assisted living residences and personal care homes

U.S. military ID - active duty and retired military (a military or veteran's ID must designate an expiration date or designate that the expiration date is indefinite)



Such “Sample” or
“Suggested” Ballots
ARE NOT BALLOTS

Poll Interpreters may

NEVER

**Express opinion,
Give advice, or
Otherwise discuss**



Candidates, Ballot Propositions,

or

ANY Political Issue

Poll Interpretation happens

whenever the “LEP” Voter is talking to an official who speaks only English

- Judge of Elections**
- Majority Inspector**
- Minority Inspector**
- Machine Inspector**
- Clerk**
- Other designated staff (e.g. security)**
- Emergency personnel (e.g. medics)**

Interpret so all parties involved can hear



“Community Interpretation”

Consecutive Interpretation



- Speak one at a time
- Speakers take turns

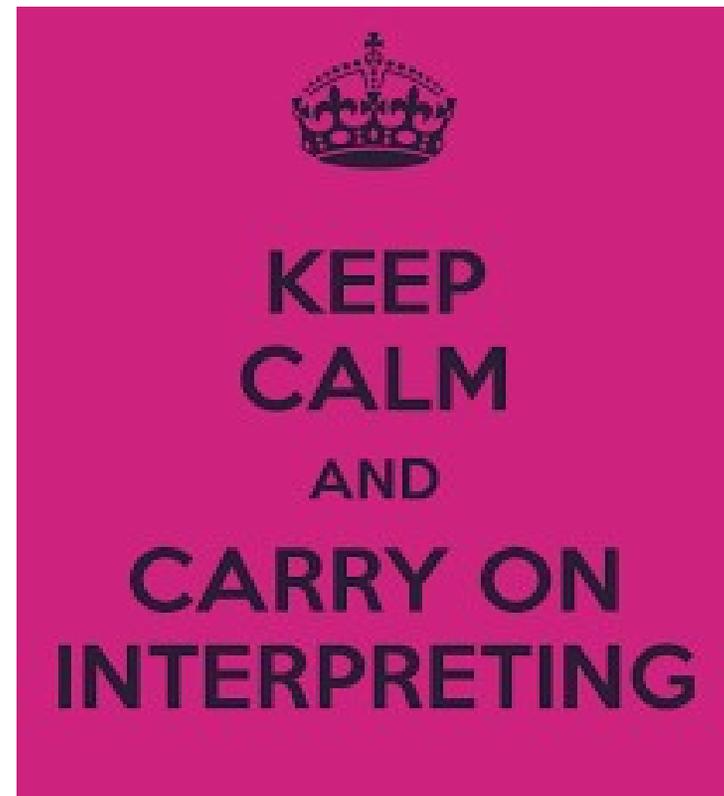
Interpreter Code of Ethics

- Correct
- Complete
- Confidential
- Private
- No Favorites
- Professional



Poll Interpreter Best Practices

- Explain the process
- Have the parties speak to each other, not you
- Be clear
- Take a “Time Out”
- Report violations



Explain the Process

- My name is _____ and I will be your English- (Other Language) Interpreter today.
- I am going to interpret everything you say exactly as you say it, so if there is anything you don't want the other person to hear, do not say it in front of me.
- I may ask you to slow down, repeat, or pause, so I can interpret everything you say correctly and completely. I will use hand-signals, like... (demonstrate)
- Please do not speak to me, but directly to the other person. (Use "I" and "you")
- I will keep the conversation confidential.
- I am now going to share (or I have already shared) this information with the other person.

Transparency



**Voter & Official hear the same thing—
ALL of It!**



Time Out

When

- You don't understand words
- You need to clarify something
- You need a repeat
- They are "talking over"
- Profound misunderstanding

How

- Step out of role
- Speak as yourself (*Interpreter needs to say...*)
- Tell each party what was said (transparency)
- Resume interpretation

Using Aids

- Bring a reliable Dictionary!
- Bring your “Poll Interpreter Aid” handout
- Use on-line translations with extreme caution!



UNTRAINED INTERPRETERS

Are likely to

not know about election procedures

not understand their role

lack vocabulary



Voters can say “No, thank you.”

Voter has legal right to refuse your services and use their own “interpreter”

Poll Interpreter should “stand by” and interpret for the election staff in case something is missed

***Please note:

Children are not appropriate interpreters for the election



Let's think back

- Remember that scenario where a Philadelphia voter's rights were not protected?



*“...Had ~~an interpreter~~ **a certified interpreter** been present, the LEP voter would have been able to vote for whomever he wished.”*



Election Officials

CAN NOT Refuse

Poll Interpreter services

**If your services are refused
or questioned by an official**

call 215-686-3469

immediately

Poll Interpreter in the Voting Booth!

If there is a Declaration of Assistance

It is OK to go into the booth with the voter

and the curtain must be closed behind you

You may explain how to use the machine

but the voter must touch buttons/pull levers etc

You may provide Sight Translation if qualified

You may not give advice

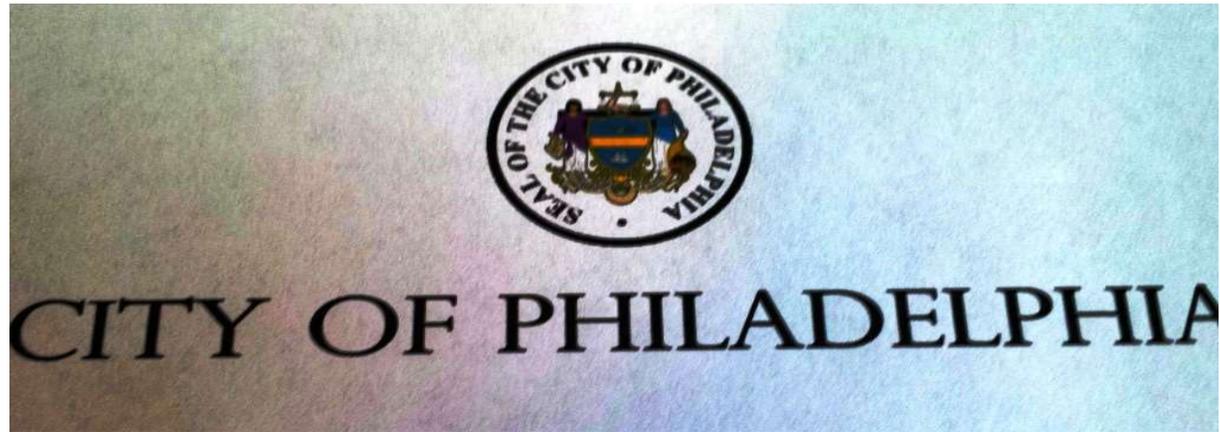
on who/what to vote for



Parting Thought....

I help people
communicate.
What's your
super power?

If Only I Had Super Powers



We wish to express our gratitude for your commitment, time, and energy to serve as a bi-lingual interpreter in this election. We greatly value your work in making Election Day run properly and efficiently for Philadelphians. Work at the polling place can be challenging, and we are so honored that Philadelphia has dedicated people who take this important job seriously and conduct it with passion and professionalism. Your service is vital to our process. Thank you again for your commitment and public service.

Sincerely,

Lisa M. Deesy- Chairman

Al Schmidt- Vice Chair

Omar Sabir- Commissioner