

.01 Scheduling Interpretation Services Prior to the Appointment

REVISION 16
(04/01/11 - 06/30/11)

When the need for interpretation services is identified prior to scheduling an appointment, complete the following:

- Determine whether there is an FAA local office staff member who speaks the language. When possible, schedule the interview with the office staff member who speaks the language.
- When the local office is unable to provide interpretation services, contact one of the agencies listed in the [Foreign Language Interpreters](#) to schedule interpretation services.

WARNING

Do NOT request the participants to provide their own interpreter.