



## Form 6: Notice of Requirement of an Interpreter

### Instructional Guide

Form 6 must be completed by a Party who requires the assistance of an Interpreter for himself/ herself or for his/ her Representative or witness in the Challenge Proceedings.

Rule 5.19 of the Hearing Rules and Procedures for Part V Challenge Proceedings requires the Party on whose behalf the person (Party/ Representative/ witness) is called to provide an Interpreter.

In accordance with Rule 5.20 of the Hearing Rules and Procedures for Part V Challenge Proceedings, this Form must be submitted to the Secretariat as soon as possible and no later than at the Case Management Conference.

This Form must be filed and served on every Party to the Challenge Proceedings. Form 1: Confirmation of Service must therefore be filed after this Form has been served.

Below is a list of the information that must be stated in Form 6.

1. State the full name of the Applicant/ Respondent/ Interested Party/ Representative/ Witness who needs the assistance of an Interpreter;
2. State the full address of the Applicant/ Respondent/ Interested Party/ Representative/ Witness who needs the assistance of an Interpreter;
3. Indicate whether the person who needs the assistance of an Interpreter is a specified Party or, is someone who will be attending the Hearing on behalf of a specified Party (i.e. will be a witness for a particular Party);
4. State the reason an Interpreter is required (for example, if person is non-English speaking or has a hearing impediment which requires him/ her to communicate via sign language).

Note: In accordance with Rule 5.21 of the Hearing Rules and Procedures for Part V Challenge Proceedings,

*“the Party providing the Interpreter must present the latter’s qualifications to the Secretariat at least two (2) working days prior to the Hearing so that the Hearing Panel can assess whether the Interpreter is fit and proper to assist in the Challenge Proceedings”.*