



National Police Language Services

National Police Language Services Nomination Form **Police Interpreter of the Year 2023**

This form should be used to nominate an interpreter for the award. No additional documentation is permitted. All information must be provided on this form. Electronic signatures are permitted.

Once completed, it should be sent to pait@leics.police.uk

Guidance for Nominating an Interpreter

- Read the criteria for the category carefully – This will mean you know what the judges are looking for and you can include relevant information.
- Ensure you are nominating for the correct category.
- Ensure the nomination is for activity undertaken during the current Awards year (unless nominating for The Simon Cole Award).
- Check that nominations recognise activities which are above and beyond the individual's 'business as usual' activities.
- Explain how the nominee went over and above their normal duties. Explain why it was so special, and the specific impact it had (on you/ colleagues etc).
- Include details of their impact rather than general positive comments.
- Avoid using jargon and abbreviations.
- The panel may not know the Interpreter being nominated, so nominations need to be clear and detailed.
- The panel will only consider the information that you provide on the form so ensure you include everything that is relevant.

Details of Interpreter you wish to nominate

Full Name of Interpreter:

Dates of Assignment:
(Not required for Simon Cole Award for Excellence)

Language Service Provider Assigning:

LSP Reference Number (if known):

Which Category of Award Applies (tick one only)

- The Simon Cole Award for Excellence
- Spoken Language Interpreter of the Year
- Non-Spoken Interpreter of the Year

Circumstances of Assignment

What did the Interpreter do that makes them suitable for the award? Please give full details of what they did, how their actions/behaviour assisted the police in these circumstances and why you believe it was exceptional. These details will be checked with the LSP and police officers involved in the assignment.

Person Nominating

First Name:

Last Name:

Email address:

Phone Number:

I confirm the details are correct to the best of my knowledge

Signed:

LSP Verification - To be completed by authorised member of LSP

Name of person verifying details:

Verification with Police Force - To be completed by authorised member of LSP

Required Y

N

Name of person verifying within police force

Submitted for Nomination - To be completed by authorised member of LSP

Submitted:

Not Submitted

If not submitted – Reason:

Name of Person (in LSP) submitting or rejecting:

Nominating person informed of submission/rejection Y

N

Received at Leicestershire Police

Date Received:

Passed to Judging Panel

Date examined by Judging Panel: