# Questionnaire

We would welcome responses to the following questions set out in this consultation paper. You may respond by completing an electronic copy of this form or alternatively this form may be completed in hard copy. See page 45 for more details

|  |
| --- |
| Please use the following questionnaire to respond to this consultation. The proforma addresses each section of the MoJ revised Welsh language scheme (this scheme) seeking your views. **1.** **Section 1: Introduction**  |
| 1.1 Do you agree that MoJ should have a Welsh language scheme Yes / No Any further comments?  |
| 1.2 Please make any comments on whether MoJ should have a Welsh language scheme.  |

|  |
| --- |
| **2. Section 2: Policy Development and Implementation**  |
| 2.1. Do you agree with the Policy development and implementation section of this scheme Yes / No Any further comments? |
| 2.2. Please make any comments on how the MoJ’s proposes to approach the assessment of the impact of policies on Welsh speakers in Wales.  |

|  |
| --- |
| **Section 3: Recruitment**  |
| 3.1. Do you agree with the Recruitment section of this scheme Yes / No Any further comments? |
| 3.2 Please make any comments on how the MoJ proposes to ensure that our recruitment processes recognises and takes account of the use of the Welsh language.  |

|  |
| --- |
| **4. Section 4: Provisions of Services to the Public**  |
| 4.1. Do you agree with the Provisions of Services to the Public section of this scheme Yes / No Any further comments? |
| 4.2. Please make any comments on how the MoJ proposes to ensure that our provisions of services to the public, a) take account of, and, b) allow flexibility in the use of the Welsh language.  |

|  |
| --- |
| **Section 5: Implementing, Monitoring and Publishing this scheme**  |
| 5.1. Please make any comments on how the MoJ proposes to implement, monitor and report on this scheme.  |

|  |
| --- |
| Section 6.1: If you have any general comments regarding this scheme please state these below.  |
| 6.2 What other key issues would you like the MoJ to consider / address relating to this Welsh language scheme  |

**Thank you for participating in this consultation exercise.**

# About you

Please use this section to tell us about yourself

|  |  |
| --- | --- |
| **Full name** |  |
| **Job title** or capacity in which you are responding to this consultation exercise (e.g. member of the public etc.) |  |
| **Date** |  |
| **Company name/organisation** (if applicable): |  |
| **Address** |  |
|  |  |
| **Postcode** |  |
| If you would like us to acknowledge receipt of your response, please tick this box | [ ] (please tick box) |
| Address to which the acknowledgement should be sent, if different from above |  |
|  |
|  |

**If you are a representative of a group**, please tell us the name of the group and give a summary of the people or organisations that you represent.

|  |
| --- |
|  |
|  |
|  |
|  |

# Contact details/How to respond

Please send your response by 3 December 2014 to:

**By email: MOJWLSrevision@justice.gsi.gov.uk**

**By post:**

Aeion Swinton
Ministry of Justice
Analytical Services Directorate, Better Regulations
7th Floor
102 Petty France
London SW1H 9AJ

**Tel**: 0203 334 3904

**Email:** Aeion.Swinton@justice.gsi.gov.uk

Complaints or comments

If you have any complaints or comments about the consultation process you should contact the Ministry of Justice at the above address.

Extra copies

Further paper copies of this consultation can be obtained from this address and it is also available on-line at [http://www.gov.uk/moj/index.htm](http://www.justice.gov.uk/index.htm).

Alternative format versions of this publication can be requested by email from **MOJWLSrevision@justice.gsi.gov.uk** and by telephone from the Better Regulations Unit of MoJ on 0203 334 3904.

Publication of response

A paper summarising the responses to this consultation will be published by summer 2015. The response paper will be available on-line at [http://www.gov.uk/moj/index.htm](http://www.justice.gov.uk/index.htm).

Representative groups

Representative groups are asked to give a summary of the people and organisations they represent when they respond.

Confidentiality

Information provided in response to this consultation, including personal information, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004).

If you want the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Ministry.

The Ministry will process your personal data in accordance with the DPA and in the majority of circumstances, this will mean that your personal data will not be disclosed to third parties.