

Amasan airson Seirbhisean Corporra**Corporate Service Aims**

Prìomh Phrionnsapalan	Key Principles
Spèis Cho-ionann A h-uile gealladh anns a' Phlana Ghàidhlig air a libhrigeadh dhan aon ìre anns a' Ghàidhlig agus anns a' Bheurla.	Equal Respect Gaelic language plan commitments delivered to an equal standard in both Gaelic and English.
Cothroman Follaiseach Gnìomhan practaigeach gus dèanamh cinnteach gu bheil fios aig luchd-obrach na buidhne agus am poball daonnan air na cothroman a th' ann gus Gàidhlig a chleachdadh leis an ùghdarras phoblach.	Active Offer Practical measures to ensure that staff and public are kept regularly informed of all opportunities that exist to use Gaelic in relation to the work of the public authority.
Treas Partaidhean A' dearbhadh gum bi ALEOs agus cunnradair eile ag obair gus plana Gàidhlig an ùghdarrais phoblaich a chur an gnìomh.	Third Parties Ensure that Arm's Length Executive organisations and other contractors help with the delivery of the public authority Gaelic language plan.
Gàidhlig na nì àbhaisteach Geallaidhean bhon phlana Ghàidhlig air an gabhail a-steach ann an structaran an ùghdarrais phoblaich tro thìde, le sgrùdadh cunbhalach airson cothroman a chomharrachadh taobh a-staigh bhuidseatan stèidhichte gus Gàidhlig a thoirt air adhart.	Mainstreaming Gaelic plan commitments are normalised within the structures of the public authority over time, with opportunities to grow Gaelic within existing budgets constantly assessed.
Pàrantan Corporra Gu bheil mothachail air na dleasan a th' ann mar Pàrant Corporra gum bi a h-uile pàiste is neach òg fo chùram no a b' àbhaist a bhith fo chùram le Gàidhlig a' faighinn na h-aon cothroman 's a tha clann le cànan eile.	Corporate Parenting That the authority is aware of the duties of a Corporate Parent to ensure that looked after children and young people and care leavers with Gaelic receive the same opportunities as those with other languages.
Inbhe	Status
An suaicheantas is ìomhaigheachd Thèid an suaicheantas is ìomhaigheachd chorporra a dhealbhadh ann an Gàidhlig agus Beurla a' chiad chothrom a gheibhear agus mar phàirt den phròiseas ùrachaidh sam bith a bhios ann. Bu chòir an aon ìre follaiseachd a bhith ann airson an dà chànan san t-suaicheantas.	Logo and brand Render the corporate logo in both Gaelic and English at the first opportunity and as part of any renewal process. The logo should demonstrate equal prominence for both languages.
Soidhnichean Thèid Gàidhlig agus Beurla a chleachdadh air soidhnichean follaiseach mar phàirt de phròiseas ùrachaidh sam bith.	Signage Prominent signage will include Gaelic and English as part of any renewal process.

A' conaltradh ris a' mhòr-shluaigh	Communicating with the public
<p>Adhartachadh A' toirt teachdaireachd bhrosnachail seachad gum bithear daonnan a' cur fàilte air conaltradh a nì am mòr-shluaigh ris an ùghdarras ann an Gàidhlig.</p>	<p>Promotion Positive message that communication from the public in Gaelic is always welcome.</p>
<p>Conaltradh sgrìobhte Bithear daonnan a' gabhail ri conaltradh sgrìobhte ann an Gàidhlig (litricean, puist-d agus na meadhanan sòisealta) agus thèid freagairtean Gàidhlig a thoirt seachad a rèir a' phoileasaidh choitchinn.</p>	<p>Written Communication Written communication in Gaelic is always accepted (post, email and social media) and replies will be provided in Gaelic in accordance with the general policy.</p>
<p>Ionadan-fàilte is am fòn Nuair as urrainn do luchd-obrach le Gàidhlig an t-seirbheis seo a thoirt seachad, gheibh iad taic airson sin a dhèanamh, agus thèid sanasachd a dhèanamh air an t-seirbheis am measg a' mhòr-shluaigh.</p>	<p>Reception and phone Where Gaelic speaking staff can provide this service, they are supported to do so, and the service is promoted to the public.</p>
<p>Coinneamhan poblach Thèid coimhead gu cunbhalach air na cothroman a th' ann agus coinneamhan poblach a chumail gu dà-chànanach no ann an Gàidhlig, agus thèid sanasachd a dhèanamh orra.</p>	<p>Public meetings Opportunities to hold public meetings bilingually or in Gaelic are regularly explored and promoted.</p>
Fiosrachadh	Information
<p>Brathan-naidheachd Thèid brathan-naidheachd air naidheachdan mòra agus a h-uile brath-naidheachd air cùis co-cheangailte ris a' Ghàidhlig a sgaoileadh ann an Gàidhlig agus Beurla.</p>	<p>News releases High profile news releases and all news releases related to Gaelic are circulated in both Gaelic and English.</p>
<p>Na Meadhanan Sòisealta Thèid susbaint Ghàidhlig a sgaoileadh gu cunbhalach sna meadhanan sòisealta, agus sin a rèir an uiread luchd-cleachdaidh Gàidhlig a th' ann agus a dh'fhaodadh a bhith ann.</p>	<p>Social Media Gaelic content distributed regularly through social media, guided by the level of actual and potential users.</p>
<p>An Làrach-lìn Bu chòir susbaint Ghàidhlig a bhith ri faotainn air làrach-lìn an ùghdarras phoblaich, agus prìomhachas ga thoirt do na duilleagan a dh'fhaodadh an àireamh as motha de dhaoine a tharraing.</p>	<p>Website Gaelic content should be available on the public authority's website, with emphasis given to the pages with the highest potential reach.</p>
<p>Stuthan Foillsichte Corporra Thèid an ullachadh ann an Gàidhlig is Beurla, agus prìomhachas ga thoirt don fheadhainn a dh'fhaodadh an àireamh as motha de dhaoine a leughadh.</p>	<p>Corporate Publications Produced in Gaelic and English, with priority given to those with the highest potential reach.</p>

<p>Tairbhe a' Chànain Bidh pròiseas ann gus dèanamh cinnteach gu bheil a' Ghàidhlig a gheibhear san fhiosrachadh chorporra uile aig deagh ìre agus gun gabh a tuigsinn.</p>	<p>Language utility A process is in place to ensure that the quality and accessibility of Gaelic language in all corporate information is high.</p>
<p>Taisbeanaidhean Bu chòir beachdachadh gu cunbhalach air cothroman gus taisbeanaidhean poblach a shealltainn gu dà-chànanaich no ann an Gàidhlig, le prìomhachas ga thoirt don fheadhainn a dh'fhaodadh a' bhuaidh as motha a thoirt air cùisean.</p>	<p>Exhibitions Opportunities to deliver public exhibitions bilingually or in Gaelic should be explored on a regular basis, with priority given to those with the highest potential impact.</p>
<p>Luchd-obrach</p>	<p>Staff</p>
<p>Sgrùdadh air Sgilean Thèid sgrùdadh a dhèanamh air sgilean Gàidhlig an luchd-obrach agus na feumalachdan trèanaidh aca a thaobh Gàidhlig rè ùine gach plana.</p>	<p>Internal audit Conduct an internal audit of Gaelic skills and training needs through the life of each plan.</p>
<p>Fiosrachadh Inntrigidh Bidh fiosrachadh mu Phlana Gàidhlig an ùghdarrais phoblaich mar phàirt den fhiosrachadh inntrigidh a gheibh luchd-obrach ùr.</p>	<p>Induction Knowledge of the public authority's Gaelic language plan included in new staff inductions.</p>
<p>Trèanadh cànan Thèid cothroman trèanaidh is leasachaidh airson sgilean Gàidhlig a thabhann don luchd-obrach, gu h-àraidh mar thaic do bhith a' coileanadh Plana Gàidhlig an ùghdarrais phoblaich.</p>	<p>Language training Gaelic language skills training and development offered to staff, particularly in relation to implementing the public authority's Gaelic language plan.</p>
<p>Trèanadh le Fiosrachadh mun Ghàidhlig Trèanadh le fiosrachadh mun Ghàidhlig, le prìomhachas air stiùirichean, buill bùird, comhairlichean agus luchd-obrach air a bheil dleastanas a bhith a' conaltradh leis a' mhòr-shluagh.</p>	<p>Awareness training Gaelic awareness training offered to staff, with priority given to directors, board members, councillors and staff dealing directly with the public.</p>
<p>Fastadh A' toirt aithne do is a' cur sùim ann an sgilean Gàidhlig an lùib nam pròiseasan fastaidh air feadh an ùghdarrais phoblaich.</p>	<p>Recruitment Recognising and respecting Gaelic skills within the recruitment process throughout the public authority</p>
<p>Bidh Gàidhlig air a h-ainmeachadh mar sgil riatanach agus / no a tha na buannachd ann an tuairisgeulan obrach gus cuideachadh le bhith a' cur a' Phlana Gàidhlig an gnìomh agus a rèir an stiùiridh bho Bhòrd na Gàidhlig airson luchd-obrach fhadth.</p>	<p>Gaelic named as an essential and / or desirable skill in job descriptions in order to deliver the Gaelic language plan and in accordance with the Bòrd na Gàidhlig recruitment advice.</p>
<p>Bidh sanasan-obrach dà-chànanaich no sa Ghàidhlig airson dreuchdan far a bheil Gàidhlig ainmichte mar sgil riatanach.</p>	<p>Bilingual or Gaelic only job adverts for all posts where Gaelic is an essential skill.</p>

Corpas na Gàidhlig	Gaelic Language Corpus
<p>Gnàthachas Litreachaidh na Gàidhlig Thèid cumail ris an tionndadh as ùire de Ghnàthachas Litreachaidh na Gàidhlig anns na stuthan sgrìobhaidh uile a thèid fhoillseachadh leis an ùghdarras phoblach.</p>	<p>Gaelic Orthographic Conventions The most recent Gaelic Orthographic Conventions will be followed in relation to all written materials produced by the public authority.</p>
<p>Ainmean-àite Iarrar agus gabhar ri comhairle bho Ainmean-Àite na h-Alba air ainmean-àite Gàidhlig</p>	<p>Place names Gaelic place name advice from Ainmean- Àite na h-Alba is sought and used.</p>