

### **Help With Translations**

The following people and organisations can be contacted to help with making information accessible.

**If you would like an informal opinion about whether your writing is user-friendly, give Adult Literacy a ring on 01595 692839.**

Nancy Heubeck, Adult Literacy Development Officer  
Shetland Islands Council  
Adult Literacy  
4 Bank Lane  
Lerwick

**For Advice on Access to print in alternative forms, including large print and audio, contact Freda Leask on 01595 694488.**

Shetland Islands Council  
2 Bank Lane  
Lerwick

**Or from Glasgow Transcription Centre:**

RNIB and City Council  
Transcription Centre  
Centre for Sensory Impaired People  
The Marine  
17Gulane Street  
Partick  
Glasgow  
G11 6AH  
Tel: 0141 334 5530 Fax: 0141 357 4025

**Assistance with verbal translations:**

**A register of people who can help with verbal translations is held by the Policy Unit. For more details please contact the Policy Unit [policy@sic.shetland.gov.uk](mailto:policy@sic.shetland.gov.uk).**