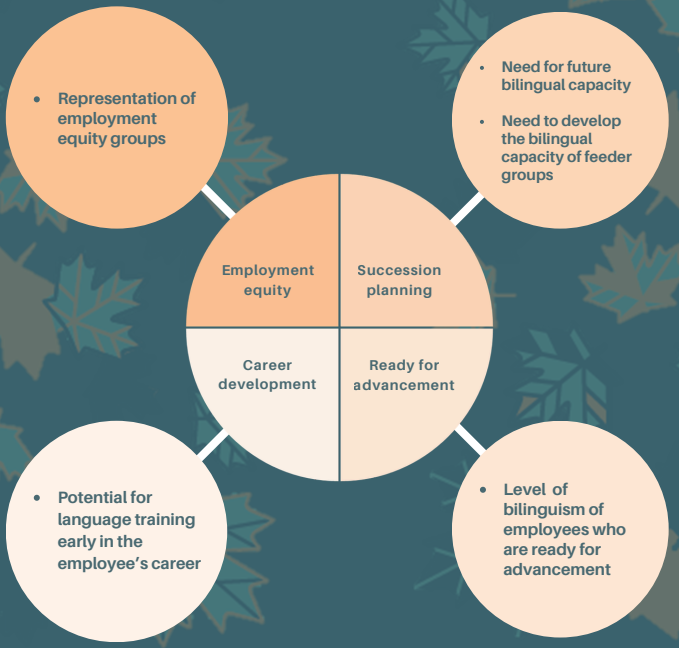
# CONSIDERATIONS WHEN PLANNING ACCESS TO LANGUAGE TRAINING

**Legislative and policy requirements**

Employees who have been appointed on a non-imperative basis to a bilingual position with the agreement to become bilingual within two years in accordance with the Public Service Official Languages Exclusion Approval Order (PSOLEAO).

## How to ensure equitable access in language training




**Costs**

- Plan for costs of language training
- Plan for costs of replacing the employee during language training

**Learner's efforts**

- Consider the initiative taken by the employee to use self-directed language learning resources (such as the Mauril app and available online language learning tools)

**Operational impacts**

- Determine the capacity of the organization to absorb the workload while the employee is away on training

**Training style**

- Consider the type of language training that best meets the employee's needs, including accommodation measures