Oregon Racing Commission Race Meet Policies	
Title:	Limited English Proficiency Policy
Policy Number:	2023-462-2
Applicability:	All Racing Commission Staff
Reference:	Executive Order 13166
Effective Date:	November 1, 2023
Approved:	Connie Winn - Executive Director

It is the policy of this organization to ensure that information and services are equally provided to persons with limited English proficiency (LEP), which includes those who have difficulty reading, writing, speaking, or understanding English, and/or do not use English as their primary language in Oregon Racing Commission services programs.

(1) License applications, rules and statues can be translated via computer software program, printed, and provided to or emailed to individuals with LEP.

(2) Staff receive training about assisting LEP persons within 30 days of hire and then repeat training annually; and

(3) LEP populations are evaluated annually, and updates are applied to the LEP policy to incorporate any needed changes to address new or emerging LEP populations.