



# TAX APPEALS COMMISSION

Irish Sign Language Act 2017 Policy and  
Procedures



**AN COIMISIÚIN UM ACHOMHAIRC CHÁNACH**  
**TAX APPEALS COMMISSION**

## Table of Contents

Document History .....	1
Policy .....	2
Procedures .....	2
Access Officer.....	4
Complaints.....	4

## Document History

Version Number	Revision Date	Summary of Changes	Approved by
1	29/03/2021	Substantial changes	MCM
2	08/02/2023	Review	MCM
3	07/08/2024	Review	MCM

## Policy

The Irish Sign Language Act 2017 (No. 40 of 2017) was originally introduced by the Minister for Justice and Equality and came into law on 24 December 2017. A transfer of functions occurred in 2020 where responsibility was finally transferred to the Minister for Children, Equality, Disability, Integration and Youth who signed a Commencement Order on 23 December 2020 stating that the Act comes into operation in accordance with section 11(2) of the Act.

Related legislation includes:

- **Irish Sign Language Act 2017** (No. 40 of 2017) enacted on 24 December 2017
- **SI No: 436 of 2020** – Transfer of Functions from the Department of Justice and Equality to the Department of Children and Youth Affairs dated 13 October 2020
- **SI No: 437 of 2020** – Name of Department of Children and Youth Affairs changed to the Department of Children, Equality, Disability, Integration and Youth dated 13 October 2020
- **SI No: 658 of 2020** – Commencement Order by the Minister for Children, Equality, Disability, Integration and Youth stating that the Irish Sign Language Act 2017 (No. 40 of 2017) has come into operation dated 23 December 2020.

The Tax Appeals Commission (“the Commission”), as a body under aegis of the Department of Finance, must meet its legal obligations under the Act.

A person may use Irish Sign Language in, or in any pleading in, any dealings they have with the Commission.

## Procedures

If an appellant or any other participant to an appeal wishes to avail of or access statutory entitlements or services provided by the Commission, and the person is competent in Irish Sign Language and who cannot hear or understand oral English or Irish, then the Commission must ensure that interpretation into Irish Sign Language is provided (including Sign Language services at a Hearing or Case Management Conference (“CMC”)) so the person will not be placed at any disadvantage.

The Commission should continue to include in any invitations issued to participants at a Hearing or CMC, if they require any additional services to identify any person who may require Sign Language services.

If Irish Sign Language services are required, then the Commission is obliged to:

1. Ensure that interpretation into Irish Sign Language is provided for a person who is competent in that language and cannot hear or understand oral English or Irish when that person is seeking to avail of or access statutory entitlements or services provided by the Commission or under statute by the Commission.
2. Provision of interpretation shall be at no cost to the person concerned.
3. The Commission, in compliance with its obligations under this Act, shall not engage the services of a person providing Irish Sign Language interpretation unless the person's competence has been verified by having been accredited by the state-funded Register of Irish Sign Language Interpreters ("RISLI").
4. Provision of or availing of a remote, web-based service shall, if the Irish Sign Language user ("ISL user") consents, be sufficient to meet the obligations of the Commission under this section. To avail of this, the ISL user can contact the Commission's Access Officer who will arrange for an Irish Sign Language interpreter from the national Sign Language Interpreting Service ("SLIS") to be made available.

What is needed for a remote web-based service?

- Computer with sufficient internet access.
  - Speakers & Webcam - already inbuilt in most Laptops and PC's.
  - Book a free test call prior to the meeting.
  - The Commission uses Microsoft Teams to conduct remote meetings.
5. Provision of or availing of physical meetings (including hearings and CMCs) is also available to ISL users. To avail of this, the ISL user can contact the Commission's Access Officer who will arrange for an Irish Sign Language interpreter from the RISLI to be made available, following a referral by the SLIS for the most suitable interpreter.
  6. At any time, the ISL user can contact the Commission's Access Officer to discuss any aspect of the service they require.

## Access Officer

The role of our Access Officer is to support appellants and any other participant to an appeal who require assistance when engaging with the services provided by the Commission. In accordance with Section 26 (2) of the Disability Act 2005, if you require assistance to access our services or wish to provide feedback on the accessibility of this website, please contact our Access Officer, Paddy O'Keeffe.

Access Officer contact details:

Paddy O'Keeffe

Access Officer

Tax Appeals Commission

Fitzwilliam Court

Leeson Close

Dublin 2, D02 YW24

Ireland

Telephone: (01) 6624 530

Email: [tacaccessofficer@taxappeals.ie](mailto:tacaccessofficer@taxappeals.ie).

[Accessibility Statement](#)

## Complaints

If you wish to make a complaint in relation to access to the services of the Commission and the organisation's compliance with the terms of the Disability Act 2005, you should forward the complaint to the Access Officer.