

## **TWF CHARTER – THE FOUR KEY PRINCIPLES**

### **1. Twf and Welsh language rights.**

We are committed to growing the use of Welsh in the workplace by promoting and enabling more opportunities for all employees to use, learn and develop their Welsh skills.

This includes ensuring that all employees are aware of and understand their specific rights to use the Welsh language at work – in organisations that are under the duties of the Welsh Language Standards – and have access to clear information about those rights.

This also includes understanding that freedom to use the Welsh language and the right to speak and use Welsh with others in Wales is unhindered, without interference or disadvantage – including in all workplaces and all sectors (Welsh Language (Wales) Measure 2011).

This is essential, because barriers to speaking Welsh – such as lack of opportunities, negative attitudes, or erosion in daily use – can undermine speakers' confidence and limit their use of the language and the development of their skills.

### **2. Inclusion and linguistic justice.**

We are committed to being an inclusive bilingual workplace. We recognise, appreciate and respect the Welsh language. We are committed to providing fair and equal access, conditions, opportunities, support and outcomes for all employees to use and learn Welsh at work.

For Welsh speaking employees, this also means having more opportunities to use and develop their Welsh skills at work – both formally and informally. This enables them to work in Welsh on a day-to-day basis and normalises the use of Welsh at work.

This includes being treated with dignity and respect, ensuring that their voices are heard, that people listen to them and that what they say is acted upon, and working in environments that are safe and supportive of the use of Welsh. These must be free from prejudice, threat, bias, or opinion towards the Welsh language and its speakers.

### **3. Leadership and accountability.**

We recognise that strong leadership and clear accountability are essential in building the capacity and ability of organisations to operate in the Welsh language and to increase its use in the workplace.

This includes a fair and transparent assessment of Welsh language skills in recruitment, effective bilingual workforce planning, and a common understanding that there is responsibility for the Welsh language across the organisation.

A visible and inclusive bilingual ethos and culture is rooted throughout the organisation where the Welsh language thrives.

This normalises the use of Welsh at work and supports the well-being of current and future generations of Welsh-speaking workers and users.

#### **4. Continuous learning and confidence building.**

We are committed to continuous improvement in providing opportunities to learn Welsh, in line with workers' rights. This includes encouraging and supporting the participation of all employees in learning, upskilling and development.

This also includes providing a safe and supportive environment where employees feel confident using and practising their Welsh. Confidence grows when employees feel comfortable hearing, speaking, learning and using Welsh in their daily work.