## Introducing ... Clarity

Daphne Perry





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An international association promoting plain legal language

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A communication is in plain language if its wording, structure, and design are so clear that the intended readers can easily find what they need, understand what they find, and use that information.



The writing and setting out of essential information in a way that gives a cooperative, motivated person a good chance of understanding it at first reading, and in the same sense that the writer meant it to be understood.



#### Plain English charter

Plain English charter

We believe

☑All public information should be crystal clear

✓ Everyone should be able to understand public information and act on it after reading it once.

Our mission

☑To make sure that people get clear information, so that they can use their democratic rights.

☑To make sure all public information is clear and honest.

Our charter

☑If you sign this people's charter you agree with the Plain English Campaian that all public information should be clear.



http://www.plainenglish.co.uk/campaigning/plain-english-charter.html

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... to execute all such works and do all such things as under or by virtue of any Legislation are or shall be directed or necessary to be executed ...

... to deliberate of, and to do all such Things, as, being made plain by them, and assented to by Us, shall concern the settled Continuance of the ...

2013 new lease

1662 Book of Common Prayer



After subsection (3) insert—

- (3A) If, in a case where the purchaser is a public authority, the relevant day under subsection (3) would (but for this subsection) be later than the day which would be the relevant day if subsection (5) applied, it is to be treated for the purposes of subsection (3) as being the day which would be the relevant day if subsection (5) applied.
- (3B) If, in a case where the purchaser is not a public authority, the relevant day under subsection (3) would (but for this subsection) be more than 30 days after the day which would be the relevant day if subsection (5) applied, it is to be treated for the purposes of subsection (3) as being the day which is 30 days after the day which would be the relevant day if subsection (5) applied.



14.10.2 In relation to the Transferring Employees and the Support Service Employees [DDC] shall make payments to the appropriate administering authority or the administrators of the Superannuation Scheme for immediate credit to the Scheme as are necessary to ensure that all liabilities in respect of the benefits accrued by (1) the Transferring Employees up to the Completion Date and (2) the Support Services Employees up to the Transfer Date are fully funded based upon the actuarial assumptions used for the 2007 actuarial valuation. For the avoidance of doubt, this means funded to the extent necessary to ensure that there shall be no liability on [DDH] to make any contributions to the Superannuation Scheme in relation to the cost of funding the accrued benefits in relation to the period of time up to the Completion Date in respect of the Transferring Employees (and the Transfer Date in respect of the Support Services Employees) and until such payments are made by [DDC] shall indemnify [DDH] against all costs proceedings damages expenses and Support Services Employees' liabilities and claims of whatever nature in respect of the Transferring Employees and the Support Service Employees said accrued benefits. [DDC] shall be responsible for corresponding with the Superannuation Scheme's actuary in relation to the certification by the Superannuation Scheme's actuary as is mentioned above and shall bear the costs incurred in relation to the obtaining of the said actuarial valuation.



suppliests poinde service on termination file, on Jan reputation clause Jan 2013 to,000 31 March notice given

# CLARITY a movement for the simplification of legal English

### NEWSLETTER

NO. 1

AUGUST, 1983.

Contributions to: John Biston, Church Cottage, 7 Church Street, Clifton-apon-Dunamore, Rughy, Warwickshire CV23 0BF

#### THE BIRTH OF CLARITY

CLARITY is born. It was conceived in the correspondence columns of the Law Society's Gazette. There have been announcements of the birth in legal journals, national newspapers, Radio 4 and even the Australian press. Over 200 letters of support have been received. Most of these have been from lawvers who already believe in the aims of CLARITY. There are many more who don't. CLARITY's early childhood may be more of a struggle.

#### CLARITY'S AIM

The aim of CLARITY has been stated as the use of good clear English by the legal profession. It is hoped to achieve this aim by:-

- avoiding archaic, obscure and over-elaborate language in legal work:
- drafting legal documents in English that is both certain in meaning and easily understandable:
- <u>:</u> 3. exchanging ideas and precedents, not to be followed slavishly but to give guidance in producing good written and spoken legal English; and
  - exerting a firm but responsible influence on the style of legal English, with the hope of achieving a change in fashion.

Remember, membership of CLARITY is open to lawyers, those training to be lawyers and anyone else in a position to influence the use of legal English. A list of members will be sent out with the next newsletter, with additions being included in later issues.

#### PRECEDENTS

One of the most practical ways in which members of CLARITY can help each other is by the exchange of precedents. But this raises a number of questions:

#### Quality of Precedents

Who is to say whether a precedent submitted by a member is good or bad? Naturally, it is for every lawyer to satisfy him- or herself that any precedent followed is good for its purpose. But it's conceivable that a member will submit a precedent that is

# Clarity

Number 70

December 2013

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David Marcello

Journal of the international association promoting plain legal language

#### In this issue

#### Creative

Charles E. "Chuck" MacLean Helping legal writers embrace their inner Salieri: Re-vision is just "seeing again"

#### Tammy R. Pettinato

Two letters, one message: teaching plain language through letter writing

#### Consulting and Training

Sara Rösaro

#### In this issue (continued) Maria Otilia Bocchini, Cristina Yamazaki, and Livio Lima de Oliveira François Richaudeau's inspiring concepts on readability 21 Olivier Beaujean and Anne Vervier Plain-language writing-training course: A challenge, an ambition, and a method in five steps 24 Academia Karine Nicolay IC Clear course almost ready for pilot 28 Donna Bain Butler, Ph.D. 31 Strategies for clarity in legal writing Eunice Park "Plain language": Practical tips for how to make 38 it not so plain Till Barton A "Show, don't Tell" lesson on plain language 41 Ann Nowak Writing clearly: What I teach may be hazardous to your wallet 43. Legislative Drafting

Teaching plain language drafting in a legislative

and administrating admosacy clinic



Start
Member meetings
Conferences
Clarity in your country
Clarity, the journal
IPLWG
Committee
Patrons and life members
Plain language resources
Join Clarity
Contact us



#### Meetings

Clarity arranges occasional breakfast meetings in some countries. We also arrange a biennial conference somewhere in the world. In 2014 this conference will be held in Belgium.

#### London meetings

We have occasional meetings in London. For information contact Daphne Perry: daphne.perry@clarifynow.co.uk.

#### 26 November 2013

Teaching clarity - David Emmet

#### 13 June 2013

The Rt Hon Sir Konrad Schiemann, EU Legislation and Judgments -The advantages of obscurity (audio 16KB)

#### 9 July 2013

The Good Law Project (pdf)

#### 22 April 2013

The visual element in document design (pdf) Daphne Perry's notes from the meeting (doc)

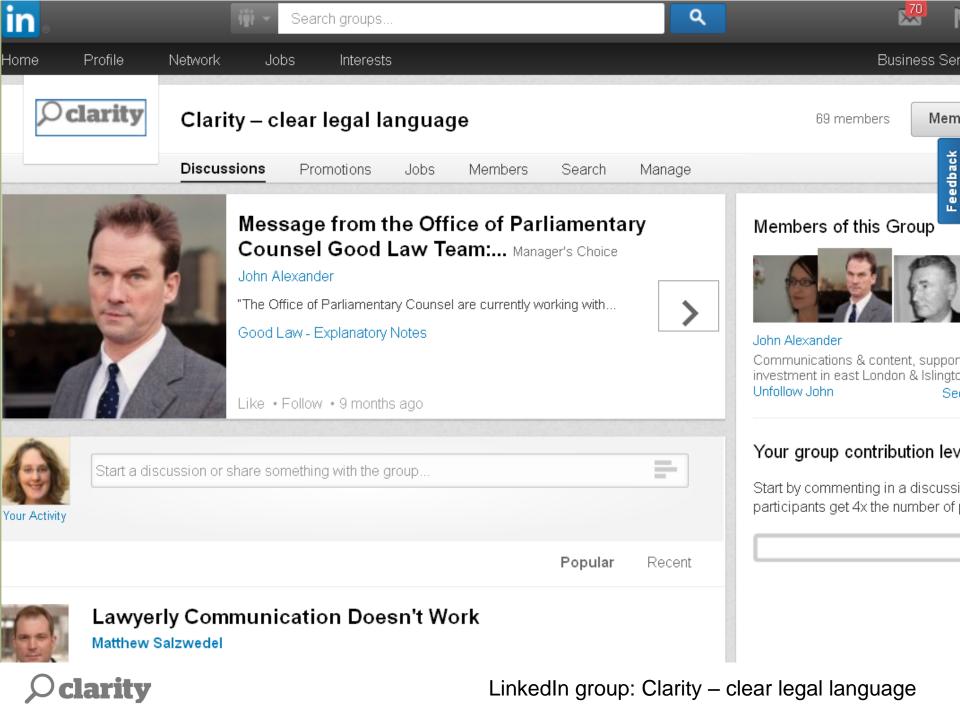












#### Antwerp-Brussels, Belgium



#### Conference 'Learning to be clear'

with the support of the Clear Writing Campaign of the European Commission



#### Catch up with clear communication professionals from all over the world

Clarity's last conference in Washington DC drew about 300 speakers and attendees from all continents.

## Join Clarity

- Clarity journal Just out
- Next Clarity breakfast 15 May 2014
  - -8.15 am breakfast
  - 8.30 EU Ombudsman speaks on whether clear language means better government
  - -9.30 ends.
- Clarity conference November 2014
- Clarity LinkedIn group



## Join Clarity





Start

Seminars

Conferences and meetings

Clarity, the journal

Patrons & Life members

Plain language resources

Join Clarity

Contact us:

Forum Clarity

#### Clarity - Advocating clear legal language

We are a worldwide group of lawyers and others who advocate using plain language in place of legalese. We promote our goals in many ways. Read more About us.

#### Clarity news

#### How can you get involved in Clarity?

Get informed on plain language by reading past issues of Clarity and visiting the links on our resources page. Join Clarity or renew your membership.

#### Interested in IC Clear?

The EU funded IC Clear project will develop, pilot and implement a postgraduate course in clear communication to respond to the increase • International Consortium for Clear Communi



in demand for clear, easy-to-understand

information and the lack of well-trained clear communication professionals.

Learn more about IC Clear



## Clarity ... introduced

www.clarity-international.net

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