

**DCSS Policy & Procedure Unit
Policy Update
PPU: 21-09-001**

Date: Friday, September 17, 2021

SUBJECT: Translating Orders in Outgoing International Cases

Please contact the Policy Unit if you have any questions regarding these or any other changes at DCSSPolicyQuestions@azdes.gov

The Policy Unit is pleased to announce international case processing under the Hague Convention procedures has been revised. The revised procedure incorporates minor changes for initiating a request for services to a Convention Country to help reduce the costs and complexity of translating an entire support order in an outgoing international IV-D case.

Before preparing Hague Convention forms and translating documents, the agency should check the [OCSE Hague Convention Requirements](#) table for countries that will accept an abstract or extract of a support order, in place of the complete text. This table was created by OCSE to summarize the translation requirements for each Hague Convention country, and it also includes whether the country will accept an abstract or extract in place of a court order.

File Path: INTERGOVERNMENTAL > Intergovernmental Procedure > International Case Processing under the Hague Convention > Section IV(B)(6)(C). Initiating a Request for Services to a Convention Country