

PASSIVE VOICE - CIEŠAMĀ KĀRTA

A. Conjugate **to be** and add the past participle: **to be** + V-ed / 3rd form; add **the agent** if important: + **by** [whom].

Aspect Tense	Simple (regular action)	Continuous (action in progress)	Perfect (completed action)
Present	am/is/are + V-ed / 3 rd form This site is visited by many tourists regardless of weather.	am/is/are being + V-ed / 3 rd form This playground is being developed by volunteers.	have/has been + V-ed / 3 rd form The project has been successfully implemented.
Past	was/were + V-ed / 3 rd form Our post was shared and seen by thousands of followers.	was/were being + V-ed / 3 rd form We went shopping while our photos were being printed.	had been + V-ed / 3 rd form I didn't know that our meeting had been postponed.
Future	will be + V-ed / 3 rd form Your order will be delivered within three working days.		will have been + V-ed / 3 rd form The roadworks will have been finished by autumn.
Modal verb	be + V-ed / 3 rd form I'm afraid that can't be done. This law must be amended.		have been + V-ed / 3 rd form She should have been told about the ramifications.

B. To indicate that **somebody else does something** for the subject, use: **have / get** [something] + V-ed / 3rd form.
Get is more informal than **have**.

Aspect Tense	Simple (regular action)	Continuous (action in progress)	Perfect (completed action)
Present	She has her hair cut every two or three months. My phone often gets updated.	I am getting my nails done then, can we meet later? He is having his flat cleaned now.	I have always had my hair done by Jeremy, he's the best. Have you got the alarm fixed?
Past	He didn't have his car cleaned yesterday. My cousin's bike got stolen .	We were having the walls painted when I noticed it was the wrong hue.	If I hadn't got the goods delivered by now, I would have been furious.
Future	I will get the tap fixed soon, I promise.	My parents will be having their garden planted this summer.	We'll have got your room repaired by the time you return.

C. When reporting, **1** conjugate **to be** and add the past participle of **the reporting verb**: **to be** + Rep.V-ed / 3rd form followed by **2** a subordinate clause + **that...** or an infinitive clause + **to** which can be *simple, continuous or perfect*.

Reporting V-ed / 3 rd form	[It / There / Subject] is / has been / was OR [Pural subject] are / have been / were + said / known / rumored / alleged / reported / thought / supposed / revealed / understood / suggested...		
+ that...	+ to V (simple)	+ to be V-ing (continuous)	+ to have V-ed / 3rd form (perfect)
...the CEO will step down .	The CEO is rumored to step down due to personal reasons.	The CEO is rumored to be discussing his step down.	The CEO is rumored to have stepped down yesterday.
clause	regular action / fact	action in progress	completed action in the past

Examples

+ that...	It has been alleged that Mr Brent has been abusing his power in office, investigation is under way. It is often argued that humans have free will but most reactions occur before we become aware of them. It was previously held that AI cannot beat us at creativity, but now the stance has changed.
+ to V (simple)	The project was thought to be a failure from the start, but the client insisted. The Finns are widely agreed to have the best education system. Motivation is revealed to be the key driving factor for efficiency. The government is expected to help the poor, but it is impossible to meet all needs.
+ to be V-ing (continuous)	She is understood to still be negotiating a settlement, neither party is giving in. We were supposed to be revising for the test, but the weather was too great to stay in-doors. Juvenile crime has lately been reported to be increasing in several neighbourhoods.
+ to have been V-ed / 3rd form (perfect)	There are reported to have been huge redundancies during the covid-19 pandemic . Last year the company is estimated to have doubled its sales. They were believed to have made a good investment, but then the market crashed .