



SLOVENSKI STANDARD
oSIST prEN ISO 2603:2016
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Simultano tolmačenje - Vgrajene kabine - Zahteve (ISO/DIS 2603:2016)

Simultaneous interpreting - Permanent booths - Requirements (ISO/DIS 2603:2016)

Simultanübertragung - Ortsfeste Kabinen - Anforderungen (ISO/DIS 2603:2016)

Interprétation simultanée - Cabines permanentes - Exigences (ISO/DIS 2603:2016)

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ICS:

91.040.10	Javne stavbe	Public buildings
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Simultaneous interpreting — Permanent booths — Requirements

Interprétation simultanée — Cabines permanentes — Exigences

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ISO/CEN PARALLEL PROCESSING

This draft has been developed within the International Organization for Standardization (ISO), and processed under the **ISO lead** mode of collaboration as defined in the Vienna Agreement.

This draft is hereby submitted to the ISO member bodies and to the CEN member bodies for a parallel five month enquiry.

Should this draft be accepted, a final draft, established on the basis of comments received, will be submitted to a parallel two-month approval vote in ISO and formal vote in CEN.

To expedite distribution, this document is circulated as received from the committee secretariat. ISO Central Secretariat work of editing and text composition will be undertaken at publication stage.



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ISO copyright office
Ch. de Blandonnet 8 • CP 401
CH-1214 Vernier, Geneva, Switzerland
Tel. +41 22 749 01 11
Fax +41 22 749 09 47
copyright@iso.org
www.iso.org

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

International Standards are drafted in accordance with the rules given in the ISO/IEC Directives, Part 2.

The main task of technical committees is to prepare International Standards. Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

ISO 2603 was prepared by Technical Committee ISO/TC 37, *Terminology and other language and content resources*, Subcommittee SC 5, *Translation, interpreting and related technology*.

This fourth edition cancels and replaces the third edition (ISO 2603:1998), which has been technically revised.

This International Standard is one in a series of four, together with:

- ISO 4043, *Simultaneous interpreting — Mobile booths — Requirements*
- ISO 20108, *Simultaneous interpreting — Quality and transmission of sound and image input — Requirements*
- ISO 20109, *Simultaneous interpreting — Equipment — Requirements*

Introduction

A number of basic aspects shall be considered when equipping a conference venue with permanent booths. As interpreting is an activity that requires high concentration, stress factors have to be avoided, and the working environment accordingly has to meet the highest ergonomic standards and provide an environment that enables interpreters to carry out their work properly.

NOTE Legal requirements and national regulations shall be observed at all times.

This International Standard addresses:

- a) sound insulation, both from the noise transmitted from the booth's environment to a booth and vice versa, and from noise passing from one booth to another;
- b) good visual communication between the interpreters and the participants in the event;
- c) adequate working conditions for the interpreters, whose booths are their work-place, such as to enable them to sustain the intense effort of concentration required throughout the day's work.

The following auxiliary verbs used in this International Standard have the conventional usage assigned to them by ISO directives:

- *shall*: used to indicate **requirements** strictly to be followed in order to conform to the document and from which no deviation is permitted,
- *should*: used to indicate that, among several possibilities, one is **recommended** as particularly suitable, without mentioning or excluding others, or that a certain course of action is preferred but not necessarily required,
- *may*: used to indicate a course of action **permissible** within the limits of the document,
- *can*: used for statements of **possibility** and capability, whether material, physical or causal.

Simultaneous interpreting — Permanent booths — Requirements

1 Scope

This International Standard provides requirements and recommendations for building and renovating permanent booths for simultaneous interpreting in new and existing buildings. It does not contain procedures for conformity assessment.

It is applicable to all types of permanent booth covered by this International Standard and using built-in or portable equipment.

In conjunction with either ISO 2603 or ISO 4043, ISO 20108 and ISO 20109 provide the relevant requirements both for the equipment needed in the booths and for the quality and transmission of sound and image provided to interpreters.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO 717-1, *Acoustics — Rating of sound insulation in buildings and of building elements — Part 1: Airborne sound insulation*

ISO 3382-2, *Acoustics — Measurement of room acoustic parameters — Part 2: Reverberation time in ordinary rooms* <https://standards.iteh.ai/catalog/standards/sist/bf5327bb-8603-4323-a478-6be46b4d31c0/sist-en-iso-3603-2017>

ISO 4043, *Simultaneous interpreting — Mobile booths — Requirements*

ISO 8995-1, *Lighting of work places — Part 1: Indoor*

ISO 11654, *Acoustics — Sound absorbers for use in buildings — Rating of sound absorption*

ISO 16283-1, *Acoustics — Field measurement of sound insulation in buildings and of building elements — Part 1: Airborne sound insulation*

ISO 20108, *Simultaneous Interpreting — Quality and transmission of sound and image input — Requirements*

ISO 20109, *Simultaneous interpreting — Equipment — Requirements*

ISO 21542, *Building construction — Accessibility and usability of the built environment*

EN 15251, *Criteria for the Indoor Environment including thermal, indoor air quality, light and noise*

Directive 2013/35/EU, *Electromagnetic fields*

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

3.1

simultaneous interpreting

mode of interpreting performed while a speaker is still speaking or signing

Note 1 to entry: For the purposes of this International Standard, the activity requires specialized equipment.

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3.2

booth**booth for simultaneous interpreting**

self-contained unit enclosing the interpreter's work space

Note 1 to entry: One of the purposes of simultaneous interpreting booths is to provide sound insulation, both from the noise transmitted from the booth's environment to a booth and vice versa, and from noise passing from one booth to another.

3.2.1

permanent booth**permanent simultaneous interpreting booth**

booth (3.2) structurally integrated into a facility

3.2.2

mobile booth**mobile simultaneous interpreting booth**

free-standing *booth* (3.2) assembled from modular components which can be transported and set up at any facility (see ISO 4043)

3.5

control booth

room where the control instruments are located, and from where the technical equipment is managed

3.8

video display

electronic device that represents information in a visual form

4 Location of booths

4.1 General requirements

When new conference rooms are being designed, booths shall be integrated into the structure so that the room itself and the booths constitute a well-balanced unit. Conference interpreters experienced in technical consultancy shall be consulted from the earliest stages of planning together with suppliers and specialists such as architects and project engineers.

Booths shall receive as much indirect daylight from the conference hall as possible.

4.2 Specific requirements

Booths shall be located away from any sources of disturbance, such as kitchens, public corridors and passageways.

Depending on how the conference hall is used, the booths shall be placed in such a way that the interpreters have an unobstructed view of the main speakers.

Booths shall be raised above the floor of the hall in order to give the interpreters a clear view (see 4.5) of all proceedings in the hall, and of all visual aids such as a projection screen and displays. The view from the booths into the hall shall not be obstructed by people standing in the way or by building components such as columns. Accordingly, the booth floor shall be no less than 60 cm above the hall floor, assuming a level floor.

The booths shall be grouped in such a way as to facilitate visual contact as well as cabling between them.

4.3 Control booth

The control booth shall be placed close to the interpreting booths in order to facilitate access and enable visual communication between the technician and the interpreters, and to provide the technician with