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Simultaneous interpreting — Mobile booths — Requirements

Interprétation simultanée — Cabines transportables — Exigences

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Foreword

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The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

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For an explanation on the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following URL: www.iso.org/iso/foreword.html.

The committee responsible for this document is ISO/TC 37, *Terminology and other language and content resources*, Subcommittee SC 5, *Translation, interpreting and related technology*.

This third edition cancels and replaces the second edition (ISO 4043:1998), which has been technically revised.

Introduction

A number of basic aspects are to be considered when designing and/or using mobile 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.

The design of a mobile booth is governed by four overall principles:

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 workplace, such as to enable them to sustain the intense effort of concentration required throughout the day's work;

d) the booth must be lightweight yet sturdy, easy to handle and assemble, and designed in such a way that it can also be easily dismantled and maintained.

Simultaneous interpreting — Mobile booths — Requirements

1 Scope

This document provides requirements and recommendations for the manufacturing of mobile simultaneous interpreting booths. The main features of mobile booths that distinguish them from permanent simultaneous interpreting booths are that they can be dismantled, moved and set up in a conference room not equipped with permanent booths. This document also ensures the usability and accessibility of booths for all interpreters, including those with special needs.

Requirements for the use and siting of mobile booths are described in Annex A.

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

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements 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 1182, *Reaction to fire tests for products — Non-combustibility test*

ISO 3382-1, *Acoustics — Measurement of room acoustic parameters — Part 1: Performance spaces*

ISO 3382-2, *Acoustics — Measurement of room acoustic parameters — Part 2: Reverberation time in ordinary rooms*

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

ISO 11228-1, *Ergonomics — Manual handling — Part 1: Lifting and carrying*

ISO 11925-3, *Reaction to fire tests — Ignitability of building products subjected to direct impingement of flame — Part 3: Multi-source test*

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 20109:2016, *Simultaneous interpreting — Equipment — Requirements*

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

3 Terms and definitions

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

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

— IEC Electropedia: available at http://www.electropedia.org/

— ISO Online browsing platform: available at http://www.iso.org/obp

3.1
simultaneous interpreting
mode of interpreting performed while a speaker is still speaking or signing

Note 1 to entry: The activity requires specialized equipment.

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 external environment to the booth itself 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

Note 1 to entry: ISO 2603 applies to permanent booths.

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 a variety of facilities

3.3
video display
electronic device that represents information in a visual form

4 General requirements

Mobile booths are designed for temporary use in a variety of locations. They shall provide at least the required sound insulation and sound absorption (see Clause 9). Booths shall be designed in such a way that they can be dismantled, maintained and re-used. Furthermore, the initial performance of the sound insulation shall be guaranteed for use at least 100 times, and handling, assembling and dismantling shall not incur additional replacement costs.

Materials used shall be easy to maintain, non-toxic, odourless, anti-static, fire-retardant or non-flammable according to ISO 1182 and ISO 11925-3, and cause no irritation to eyes, skin or respiratory tract. They shall neither attract nor collect dust.

The colour scheme in the booth shall be appropriate for the restricted working space (soft, light colours, subtle pastel shades). Matte finishes shall be used for all surfaces in the booth in order to avoid reflections.

5 Size, weight and handling

5.1 Size of booths

See Figure 1 and Figure 2.

Each booth shall accommodate the required number of interpreters comfortably seated side by side, while at the same time allowing them to enter and leave the booth without disturbing one another. Enough space shall be provided to ensure adequate ventilation and temperature control.

The following minimum internal dimensions shall apply:

a) width:

— for no more than two interpreters 1,60 m;

— for no more than three interpreters 2,40 m;

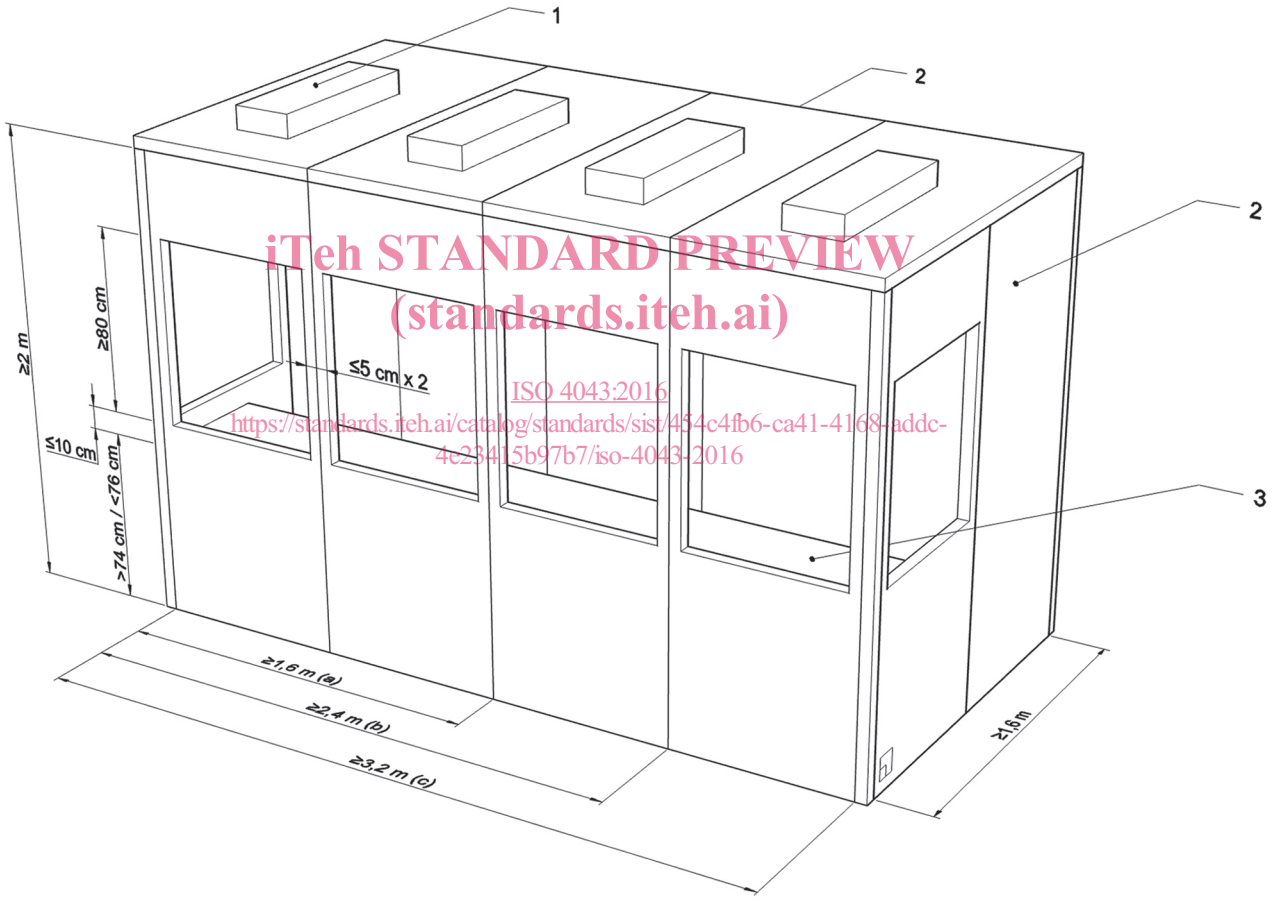
— for no more than four interpreters 3,20 m;

b) depth: 1,60 m;

c) height: 2,00 m.

The booths shall be modular and allow for the extension of a 1,60 m-wide booth to a 2,40 m-wide or 3,20 m-wide booth by adding panels.

NOTE Table-mounted hoods and single-person booths do not comply with this document.



Key

1 air extractor

2 door panel (may be fitted at the back or side of the booth)

3 working surface

a For two interpreters.

b For two or three interpreters.

c For up to four interpreters.

Figure 1 — Mobile booth for two, three or four interpreters