SLOVENSKI STANDARD
SIST ISO 23155:2023

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Storitve tolmačenja - Konferenčno tolmačenje - Zahteve in priporočila

Interpreting services -- Conference interpreting -- Requirements and recommendations

Services d'Interprétation -- Interprétation de conférence -- Exigences et recommandations

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Interpreting services — Conference interpreting — Requirements and recommendations

Services d'interprétation — Interprétation de conférence — Exigences et recommandations

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Contents

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Foreword

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This document was prepared by Technical Committee ISO/TC 37, *Language and terminology*, Subcommittee SC 5, *Translation, interpreting and related technology*.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at www.iso.org/members.html.

ISO 23155:2022(E)

Introduction

This document responds to the need for general requirements for the provision of quality conference interpreting services. It also offers information and guidance to users of conference interpreting services and to parties involved in conference interpreting. These include:

— conference interpreters;

— conference interpreting service providers;

— consultant interpreters;

— language service providers;

— international organizations;

— governments and their departments and agencies;

— conference organizers;

— conference centres;

— providers of conference interpreting equipment;

— educational institutions and research centres.

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INTERNATIONAL STANDARD	ISO 23155:2022(E)

Interpreting services — Conference interpreting — Requirements and recommendations

1 Scope

This document specifies requirements and recommendations for the provision of conference interpreting services. It is primarily addressed to conference interpreters and conference interpreting service providers. It also serves as reference for users of conference interpreting services.

2 Normative references

There are no normative references in this document.

3 Terms and definitions

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

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

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

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

3.1 Concepts related to language

3.1.1
language
systematic use of sounds, characters, symbols or signs by which to communicate

[SOURCE: ISO 20539:2019, 3.1.1]

3.1.2
spoken language
language (3.1.1) expressed orally

[SOURCE: ISO 20539:2019, 3.4.4]

3.1.3
signed language
language (3.1.1) which uses a combination of hand shapes, orientation and movement of the hands, arms or body, and facial expressions

[SOURCE: ISO 20539:2019, 3.2.3]

3.1.4
source language
language (3.1.1) from which *content* (3.1.11) is *translated* (3.2.5) or *interpreted* (3.2.4)

[SOURCE: ISO 20539:2019, 3.1.3]

3.1.5
target language
language (3.1.1) into which *content* (3.1.11) is *translated* (3.2.5) or *interpreted* (3.2.4)

[SOURCE: ISO 20539:2019, 3.1.4]

ISO 23155:2022(E)

3.1.6
'A' language
primary *language* ([3.1.1](#)) or its strict equivalent of which the *interpreter* ([3.2.3](#)) has complete command and into which the interpreter *interprets* ([3.2.4](#)) from all their other 'A' languages, *'B' languages* ([3.1.7](#)) or *'C' languages* ([3.1.8](#))

[SOURCE: ISO 20539:2019, 3.4.1]

3.1.7
'B' language
language ([3.1.1](#)) in which the *interpreter* ([3.2.3](#)) is proficient, but which is not their primary language or its strict equivalent

Note 1 to entry: An interpreter *interprets* ([3.2.4](#)) into this language from one or more other languages.

[SOURCE: ISO 20539:2019, 3.4.2, modified — In Note 1 to entry, "works" has been changed to "interprets".]

3.1.8
'C' language
language ([3.1.1](#)) from which the *interpreter* ([3.2.3](#)) *interprets* ([3.2.4](#)) into their *'A' languages* ([3.1.6](#)) or *'B' languages* ([3.1.7](#))

Note 1 to entry: An interpreter can have more than one 'A' language, 'B' language or 'C' language.

[SOURCE: ISO 20539:2019, 3.4.3, modified — In Note 1 to entry, "language" has been added after 'A' and after 'B'.]

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3.1.9
working language
language ([3.1.1](#)) from or into which an *interpreter* ([3.2.3](#)) is qualified to *interpret* ([3.2.4](#))

Note 1 to entry: An interpreter's working languages are classified as *'A' languages* ([3.1.6](#)), *'B' languages* ([3.1.7](#)) or *'C' languages* ([3.1.8](#)).

3.1.10
language register
language ([3.1.1](#)) variety used for a particular purpose or in an event of language use, depending on the type of situation, especially its degree of formality

Note 1 to entry: Individuals usually have more than one language register in their linguistic repertoire and can vary their use of language register according to their perception of what is appropriate for different purposes or *domains* ([3.1.14](#)).

[SOURCE: ISO 20539:2019, 3.2.1]

3.1.11
content
information in any form

EXAMPLE   Text, audio, video, etc.

[SOURCE: ISO 20539:2019, 3.1.2]

3.1.12
competence
ability to apply knowledge, experience and skills to achieve intended results

[SOURCE: ISO 20539:2019, 3.3.24]

3.1.13
qualification
demonstrated education, training, and work experience, where applicable

[SOURCE: ISO/IEC 17024:2012, 3.7]

3.1.14
domain
sphere of knowledge or activity

Note 1 to entry: A domain can have its own culture, social context and linguistic characteristics.

[SOURCE: ISO 20539:2019, 3.2.4]

3.1.15
source language content
content (3.1.11) to be *translated* (3.2.5) or *interpreted* (3.2.4)

[SOURCE: ISO 20539:2019, 3.1.5]

3.1.16
target language content
content (3.1.11) that has been *translated* (3.2.5) or *interpreted* (3.2.4) from a *source language* (3.1.4)

[SOURCE: ISO 20539:2019, 3.1.6]

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3.2   Concepts related to parties involved in conference interpreting and to modes of interpreting

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3.2.1
speaker
person addressing others using *spoken language* (3.1.2)
[SOURCE: ISO 20539:2019, 3.4.9]

3.2.2
signer
person addressing others using *signed language* (3.1.3)

[SOURCE: ISO 20539:2019, 3.4.10]

3.2.3
interpreter
person who *interprets* (3.2.4)

[SOURCE: ISO 20539:2019, 3.1.12]

3.2.4
interpret
render spoken or signed information from a *source language* (3.1.4) to a *target language* (3.1.5) in oral or signed form, conveying both the meaning and *language register* (3.1.10) of the *source language content* (3.1.15)

[SOURCE: ISO 20539:2019, 3.1.9, modified — The order of the wording "both the language register and meaning" has been changed to "both the meaning and language register".]

3.2.5
translate
render *source language content* (3.1.15) into *target language content* (3.1.16) in written form or *signed language* (3.1.3)

[SOURCE: ISO 20539:2019, 3.1.7]

ISO 23155:2022(E)

3.2.6
interpreting
interpretation
rendering spoken or signed information from a *source language* ([3.1.4](#)) to a *target language* ([3.1.5](#)) in oral or signed form, conveying both the meaning and *language register* ([3.1.10](#)) of the *source language content* ([3.1.15](#))

[SOURCE: ISO 20539:2019, 3.1.10, modified — The order of the wording "both the language register and meaning" has been changed to "both the meaning and language register".]

3.2.7
spoken language interpreting
interpreting ([3.2.6](#)) between two *spoken languages* ([3.1.2](#))

[SOURCE: ISO 20539:2019, 3.4.5]

3.2.8
signed language interpreting
interpreting ([3.2.6](#)) between two *signed languages* ([3.1.3](#)) or between a signed language and a *spoken language* ([3.1.2](#))

[SOURCE: ISO 20539:2019, 3.4.6]

3.2.9
conference interpreter
interpreter ([3.2.3](#)) who is qualified to perform *conference interpreting* ([3.2.10](#))

3.2.10
conference interpreting
interpreting ([3.2.6](#)) used for multilingual communication at technical, political, scientific and other formal meetings

[SOURCE: ISO 20539:2019, 3.4.18]

3.2.11
conference interpreting service
series of processes required to deliver the services of *conference interpreters* ([3.2.9](#)) to a *client* ([3.2.15](#))

3.2.12
conference interpreting service provider
CISP
person or organization making available *conference interpreting services* ([3.2.11](#))

EXAMPLE   Individual *conference interpreter* ([3.2.9](#)), *consultant interpreter* ([3.2.13](#)), government department, international organization.

3.2.13
consultant interpreter
conference interpreter ([3.2.9](#)) who provides consultancy services in addition to working as a conference interpreter

3.2.14
head of team
conference interpreter ([3.2.9](#)) acting as liaison between the team of conference interpreters and the *client* ([3.2.15](#)), technicians, the *conference interpreting service provider* ([3.2.12](#)) and other parties involved in the *conference* ([3.3.1](#))