



SLOVENSKI STANDARD
oSIST prEN ISO 17651-2:2023
01-april-2023

Nadomešča:
SIST EN ISO 4043:2017

Simultano tolmačenje - Delovno okolje tolmačev - 2. del: Zahteve in priporočila za premične kabine (ISO/DIS 17651-2:2023)

Simultaneous interpreting - Interpreters' working environment - Part 2: Requirements and recommendations for mobile booths (ISO/DIS 17651-2:2023)

Simultandolmetschen - Arbeitsumfeld des Dolmetschers - Teil2: Anforderungen an und Empfehlungen für mobile Kabinen (ISO/DIS 17651-2:2023)

Interprétation simultanée - Environnement de travail des interprètes - Partie 2: Exigences et recommandations pour les cabines mobiles (ISO/DIS 17651-2:2023)

Ta slovenski standard je istoveten z: prEN ISO 17651-2

ICS:

91.040.10 Javne stavbe Public buildings

oSIST prEN ISO 17651-2:2023 **en,fr,de**

DRAFT INTERNATIONAL STANDARD

ISO/DIS 17651-2

ISO/TC 37/SC 5

Secretariat: DIN

Voting begins on:
2023-02-03

Voting terminates on:
2023-04-28

Simultaneous interpreting — Interpreter's working environment —

Part 2:

Requirements and recommendations for mobile booths

ICS: 91.040.10

iTeh STANDARD PREVIEW
(standards.iteh.ai)

[oSIST prEN ISO 17651-2:2023](https://standards.iteh.ai/catalog/standards/sist/a69109b4-8890-427b-903b-27afc02f8508/osist-pren-iso-17651-2-2023)

<https://standards.iteh.ai/catalog/standards/sist/a69109b4-8890-427b-903b-27afc02f8508/osist-pren-iso-17651-2-2023>

This document is circulated as received from the committee secretariat.

ISO/CEN PARALLEL PROCESSING

THIS DOCUMENT IS A DRAFT CIRCULATED FOR COMMENT AND APPROVAL. IT IS THEREFORE SUBJECT TO CHANGE AND MAY NOT BE REFERRED TO AS AN INTERNATIONAL STANDARD UNTIL PUBLISHED AS SUCH.

IN ADDITION TO THEIR EVALUATION AS BEING ACCEPTABLE FOR INDUSTRIAL, TECHNOLOGICAL, COMMERCIAL AND USER PURPOSES, DRAFT INTERNATIONAL STANDARDS MAY ON OCCASION HAVE TO BE CONSIDERED IN THE LIGHT OF THEIR POTENTIAL TO BECOME STANDARDS TO WHICH REFERENCE MAY BE MADE IN NATIONAL REGULATIONS.

RECIPIENTS OF THIS DRAFT ARE INVITED TO SUBMIT, WITH THEIR COMMENTS, NOTIFICATION OF ANY RELEVANT PATENT RIGHTS OF WHICH THEY ARE AWARE AND TO PROVIDE SUPPORTING DOCUMENTATION.



Reference number
ISO/DIS 17651-2:2023(E)

© ISO 2023

iTeh STANDARD PREVIEW (standards.iteh.ai)

<https://standards.iteh.ai/catalog/standards/sist/a69109b4-8890-427b-903b-27afc02f8508/osist-pren-iso-17651-2-2023>



COPYRIGHT PROTECTED DOCUMENT

© ISO 2023

All rights reserved. Unless otherwise specified, or required in the context of its implementation, no part of this publication may be reproduced or utilized otherwise in any form or by any means, electronic or mechanical, including photocopying, or posting on the internet or an intranet, without prior written permission. Permission can be requested from either ISO at the address below or ISO's member body in the country of the requester.

ISO copyright office
CP 401 • Ch. de Blandonnet 8
CH-1214 Vernier, Geneva
Phone: +41 22 749 01 11
Email: copyright@iso.org
Website: www.iso.org

Published in Switzerland

Contents

Page

Foreword	iv
Introduction	v
1 Scope	1
2 Normative references	1
3 Terms and definitions	1
4 Location	3
4.1 Conference room characteristics.....	3
4.2 Siting and visibility.....	3
4.3 Access.....	5
4.4 Control unit.....	5
5 Design	5
5.1 General requirements.....	5
5.2 Dimensions, weight and handling.....	5
5.2.1 Dimensions.....	5
5.2.2 Weight and handling.....	7
5.2.3 Transport and storage.....	7
5.3 Doors.....	7
5.4 Windows.....	8
5.5 Acoustics.....	8
5.5.1 Sound insulation.....	8
5.5.2 Sound absorption.....	9
5.6 Ventilation.....	9
5.7 Cable passages.....	9
5.8 Language displays.....	9
6 Booth interior	9
6.1 General requirements.....	9
6.2 Colours.....	10
6.3 Lighting.....	10
6.4 Work surface.....	10
6.5 Electricity supply.....	11
6.6 Internet access.....	11
6.7 Furniture.....	11
6.8 Video displays.....	11
6.9 Storage for documents and equipment.....	11
7 Facilities for interpreters	12
7.1 Toilets.....	12
7.2 Interpreters' room.....	12
Bibliography	13

ISO/DIS 17651-2:2022(E)

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.

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).

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. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

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, *Language and terminology*, Subcommittee SC 5, *Translation, interpreting and related technology*.

This first edition cancels and replaces the third edition of ISO 4043:2016, which has been technically revised. The main changes are as follows:

- general update due to technological developments;
- requirements formulated in a technology neutral way;
- structural alignment between the different parts of this series of standards;
- novel approach to booth ventilation.

A list of all parts in the ISO 17651 series can be found on the ISO website.

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.

Introduction

This document concerns mobile booths for simultaneous interpreting. It also describes their installation and use with a direct view to a conference room.

There are a number of things to be taken into account when designing and installing mobile booths. Interpreting is an activity that requires high levels of concentration, therefore the working environment has to meet the highest standards to minimize stress.

This document addresses the following:

- a) workplace setting of interpreters;
- b) visual communication between interpreters and participants at an event;
- c) sound insulation from the noise transmitted from the booth's environment to a booth;
- d) dimensions, weight and handling - a mobile booth must be lightweight yet sturdy, and designed in such a way that it can be easily handled, assembled, dismantled and maintained.

iTeh STANDARD PREVIEW
(standards.iteh.ai)

[oSIST prEN ISO 17651-2:2023](https://standards.iteh.ai/catalog/standards/sist/a69109b4-8890-427b-903b-27afc02f8508/osist-pren-iso-17651-2-2023)

<https://standards.iteh.ai/catalog/standards/sist/a69109b4-8890-427b-903b-27afc02f8508/osist-pren-iso-17651-2-2023>

Simultaneous interpreting — Interpreter's working environment —

Part 2: Requirements and recommendations for mobile booths

1 Scope

This document provides requirements and recommendations for the design, use, and siting of mobile booths for simultaneous interpreting. The main features of mobile booths that distinguish them from permanent booths are that they can be dismantled, moved and set up in a conference room. This document also ensures the usability and accessibility of booths for all interpreters.

This document should be used in conjunction with ISO 20109, *Simultaneous interpreting — Equipment — Requirements*, which contains requirements and recommendations for the equipment necessary for simultaneous interpreting. For requirements and recommendations for mobile booths which do not have a direct view to a conference room, see ISO 17651-3, *Simultaneous interpreting — The interpreter's working environment — Part 3: Requirements and recommendations for interpreting hubs*.

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, lowering 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/DIS 17651-2:2022(E)

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

- ISO Online browsing platform: available at <http://www.iso.org/obp>
- IEC Electropedia: available at <http://www.electropedia.org/>

3.1
interpreter
person who interprets

[SOURCE: ISO 20539:2023, 3.1.13]

3.2
interpreting
interpretation
rendering spoken or signed information from a source language to a target language in oral or signed form, conveying both the meaning and language register of the source language content

[SOURCE: ISO 20539:2023, 3.1.11]

3.3
simultaneous interpreting
mode of *interpreting* (3.2) performed while a speaker or signer is still speaking or signing

Note 1 to entry: The activity requires specialized equipment.

[SOURCE: ISO 20539:2023, 3.4.12]

3.4
communicative event
encounter between two or more parties during which information is transmitted

[SOURCE: ISO 20539:2023, 3.4.32]

3.5
booth
simultaneous interpreting booth
self-contained unit enclosing the *interpreter's* (3.1) work space

Note 1 to entry: One of the purposes of *simultaneous interpreting* (3.3) 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.

[SOURCE: ISO 20539:2023, 3.5.2.1]

3.6
permanent booth
permanent simultaneous interpreting booth
booth (3.5) *booth* (3.5) structurally integrated into a facility

[SOURCE: ISO 20539:2023, 3.5.2.2]

3.7
mobile booth
mobile simultaneous interpreting booth
free-standing *booth* (3.5) *booth* (3.5) assembled from modular components, which can be transported and set up at a variety of facilities

[SOURCE: ISO 20539:2023, 3.5.2.3]

3.8**video display**

electronic device that represents information in a visual form

[SOURCE: ISO 20539:2019, 3.5.2.3]

3.9**interpreting hub**

hub

one or several *booths* (3.5) with interpreting equipment, at a location other than where the *communicative event* (3.4) is taking place, from which *interpreters* (3.1) provide *interpreting* (3.2)

Note 1 to entry: The booths can be located in the vicinity of the conference room, or at an entirely different location.

4 Location**4.1 Conference room characteristics**

In selecting a conference room in which to set up mobile booths and equipment, it is essential to ensure there is sufficient space to position them appropriately (see also 4.2) so that the conference room itself and the booths constitute a well-balanced unit in terms of layout, people flow, accessibility and usability according to ISO 21542.

The conference room shall be properly heated or cooled and ventilated, with a CO₂ level not exceeding 1 000 ppm.

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

In order to facilitate speech intelligibility:

- a) the A-weighted equivalent sound pressure level (LAeq) generated by the air-conditioning system, lighting and other sound sources shall not exceed 40 dB(A), see ISO 3382-1;
- b) the conference room should not cause reverberation or echoes exceeding the values recommended for the type of room according to ASNZS 2107:2000.

NOTE ASNZS 2107:2000 also specifies methods of measuring the background sound level and the reverberation time in unoccupied spaces.

Where appropriate, panels of absorbing material should be used to reduce sound reflection.

The surface under the booth shall not cause electrostatic charge leading to harmful discharge, which could damage electric and electronic devices. Wherever the flooring of the room does not meet this requirement, adequate ESD-protective measures shall be provided.

The room shall have electrical connections of adequate power.

The conference room should receive daylight.

Specialized entities or conference interpreters with expert knowledge of booths, qualified conference technicians or suppliers of such equipment shall be consulted.

4.2 Siting and visibility

A sufficiently large area shall be provided for the booths to be placed together, in such a way that the interpreters have a direct view of the entire conference room, including the rostrum, speakers, signers, and all visual aids such as projection screens and displays. Booths shall also be situated in such a way that no columns or pillars obstruct the interpreters' view.