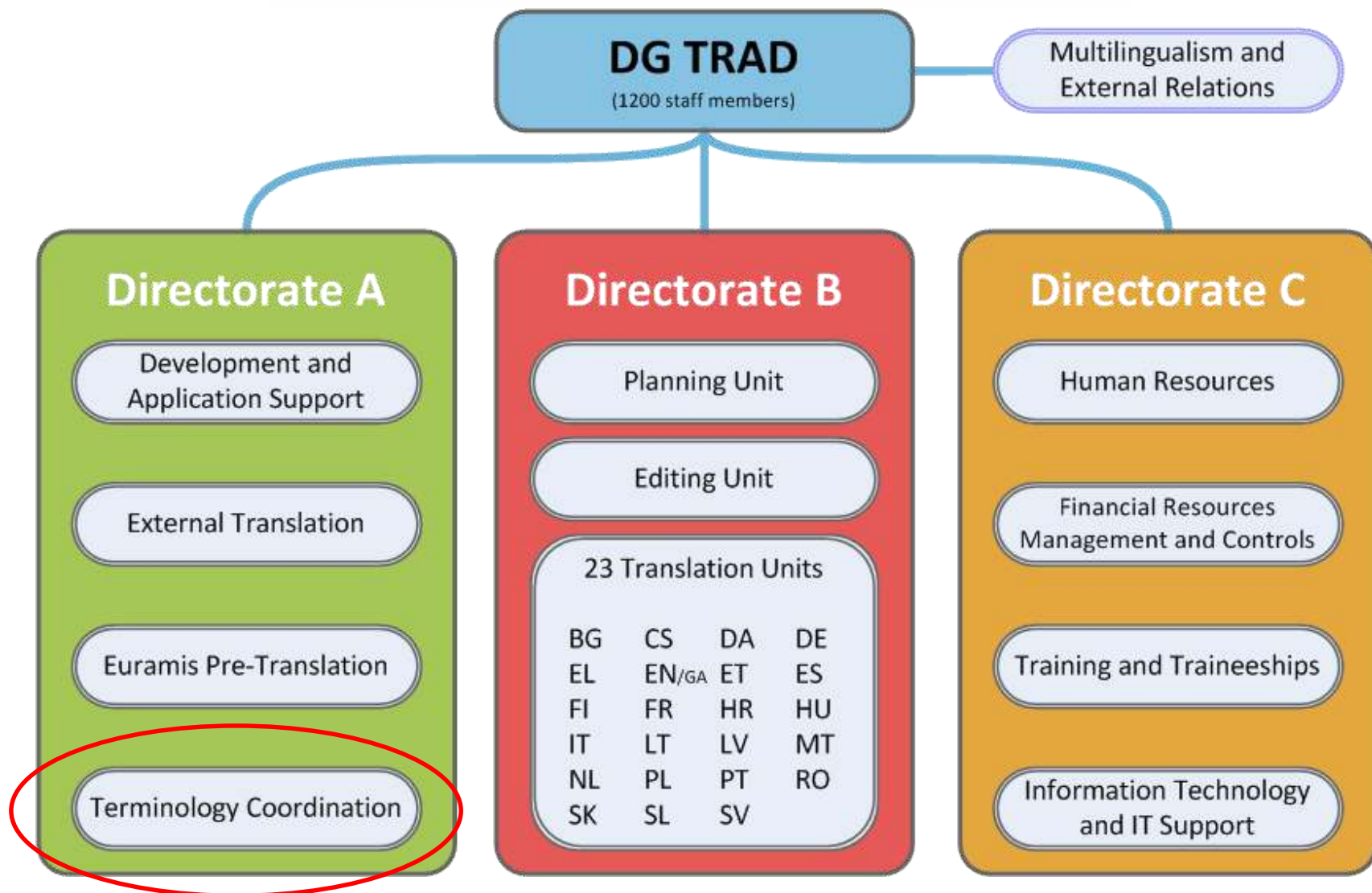


# **THE ROLE OF STANDARDISATION IN TERMINOLOGY WORK IN THE EU INSTITUTIONS AND THE USE OF ISO STANDARDS**

European Parliament, DG Translation, Terminology Coordination Unit

# Organisation of translation and terminology at the EP





# ORGANISATION OF TERMINOLOGY WORK 1

## Terminology Coordination

- Coordinates terminology work in the translation units
- Initiates terminology projects
- Prepares IATE entries in the source language
- Provides terminology and IATE training to translators, terminologists and trainees
- Represents the EP in the interinstitutional IATE Management Group



## ORGANISATION OF TERMINOLOGY WORK 2

### Terminologists of the translation units

- Terminology work in their language
- cooperation with colleagues responsible for quality and policy areas
- contacts with national authorities and experts
- cooperation with terminologists of other EU institutions on language level
- language-specific seminars



# **EurTerm – our main communication platform**

- Interinstitutional portal accessible to all translators throughout the institutions
- Sharing of resources and material
- Information exchange on projects, trainings, best practices etc.
- Language specific wikis to facilitate communication on language level between terminologists of the different institutions



## General need for standardising

- IATE – our main termbase is fed and managed by several institutions – naturally there must be uniform rules and standardised ways of presenting the information in the data fields

This leads inevitably also to:

- Harmonisation of working methods for terminology – internally for each institution and also on an interinstitutional level

# IATE Handbook

- Basic document for the entry of data in the different fields
- Contains a general part and Language-specific annexes
- Linguistic rules for insertion and presentation of data
- Referencing rules and reliability ranking for sources

# ISO Standards in IATE

- ISO language codes used for all languages in IATE
- ISO 1087:1990 (basis) and ISO 1087-1:2000 definitions used in IATE for basic terms of terminology work like concept, context, definition, designation, neologism, terminology, terminography, symbol, synonymy etc.
- ISO 704:2009 def. for “appellations”
- ISO 12615:2004 for bibliographic references and source identifiers for terminology work





# Linguistic ISO standardisation outside IATE

## Interinstitutional Style guide

- Linguistic services and the EU Publications Office use ISO **language codes** for all official EU languages as well as for all other languages
- ISO codes are used also for **country names** and for
- **Currencies**



**Thank you for  
your attention**