

Simultaneous interpreting - Interpreters' working environment - Part 1: Requirements and recommendations for permanent booths (ISO 17651-1:2024)

EESTI STANDARDI EESSÕNA

NATIONAL FOREWORD

<p>See Eesti standard EVS-EN ISO 17651-1:2024 sisaldab Euroopa standardi EN ISO 17651-1:2024 ingliskeelset teksti.</p> <p>Standard on jõustunud sellekohase teate avaldamisega EVS Teatajas.</p> <p>Euroopa standardimisorganisatsioonid on teinud Euroopa standardi rahvuslikele liikmetele kättesaadavaks 24.01.2024.</p> <p>Standard on kättesaadav Eesti Standardimis-ja Akrediteerimiskeskusest.</p>	<p>This Estonian standard EVS-EN ISO 17651-1:2024 consists of the English text of the European standard EN ISO 17651-1:2024.</p> <p>This standard has been endorsed with a notification published in the official bulletin of the Estonian Centre for Standardisation and Accreditation.</p> <p>Date of Availability of the European standard is 24.01.2024.</p> <p>The standard is available from the Estonian Centre for Standardisation and Accreditation.</p>
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English Version

Simultaneous interpreting - Interpreters' working
environment - Part 1: Requirements and
recommendations for permanent booths (ISO 17651-
1:2024)

Interprétation simultanée - Environnement de travail
des interprètes - Partie 1: Exigences et
recommandations pour les cabines permanentes (ISO
17651-1:2024)

Simultandolmetschen - Arbeitsumfeld des
Dolmetschers - Teil 1: Anforderungen an und
Empfehlungen für ortsfeste Kabinen (ISO 17651-
1:2024)

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EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

CEN-CENELEC Management Centre: Rue de la Science 23, B-1040 Brussels

European foreword

This document (EN ISO 17651-1:2024) has been prepared by Technical Committee ISO/TC 37 "Language and terminology" in collaboration with Technical Committee CEN/SS A07 "Translation and Interpretation services" the secretariat of which is held by CCMC.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by July 2024, and conflicting national standards shall be withdrawn at the latest by July 2024.

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

This document supersedes EN ISO 2603:2016.

This document has been prepared under a Standardization Request given to CEN by the European Commission and the European Free Trade Association.

Any feedback and questions on this document should be directed to the users' national standards body/national committee. A complete listing of these bodies can be found on the CEN website.

According to the CEN-CENELEC Internal Regulations, the national standards organizations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Türkiye and the United Kingdom.

Endorsement notice

The text of ISO 17651-1:2024 has been approved by CEN as EN ISO 17651-1:2024 without any modification.

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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.

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 document 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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This document was prepared by Technical Committee ISO/TC 37, *Language and terminology*, Subcommittee SC 5, *Translation, interpreting and related technology*, in collaboration with the European Committee for Standardization (CEN) Technical Committee CEN/SS A07, *Translation and Interpretation services*, in accordance with the Agreement on technical cooperation between ISO and CEN (Vienna Agreement).

This first edition cancels and replaces the fourth edition of ISO 2603:2016, which has been technically revised.

The main changes are as follows:

- the document has been generally updated due to technological developments;
- requirements have been formulated in a technology-neutral way;
- the structure of the various parts of the ISO 17651 series has been aligned.

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 permanent booths for simultaneous interpreting which have a direct view of the room in which the communicative event takes place.

There are a number of things to be taken into account when designing and building permanent 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.

Simultaneous interpreting — Interpreters' working environment —

Part 1: Requirements and recommendations for permanent booths

1 Scope

This document specifies requirements and recommendations for the design of permanent booths for simultaneous interpreting in new or existing buildings. This document also ensures the usability and accessibility of booths for all interpreters.

This document is to be used in conjunction with ISO 20109, which contains requirements and recommendations for the equipment necessary for simultaneous interpreting. For requirements and recommendations for permanent booths which do not have a direct view of the room in which a communicative event takes place, see ISO 17651-3.¹⁾

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

ISO 717-2, *Acoustics — Rating of sound insulation in buildings and of building elements — Part 2: Impact sound insulation*

ISO 1182, *Reaction to fire tests for products — Non-combustibility test*

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

ISO 7730, *Ergonomics of the thermal environment — Analytical determination and interpretation of thermal comfort using calculation of the PMV and PPD indices and local thermal comfort criteria*

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

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 16283-2, *Acoustics — Field measurement of sound insulation in buildings and of building elements — Part 2: Impact sound insulation*

ISO 20109, *Simultaneous interpreting — Equipment — Requirements*

ISO 21542:2021, *Building construction — Accessibility and usability of the built environment*

1) Under preparation. Stage at the time of publication: ISO/CD 17651-3-2:2024.

EN 1335-1, *Office furniture — Office work chair — Part 1: Dimensions – Determination of dimensions*

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

interpreter

person who interprets

[SOURCE: ISO 20539:2023, 3.1.13]

3.2

interpreting

interpretation

rendering spoken or signed information from a source language into a target language in spoken or signed form, conveying both the meaning and language register of the source language content

[SOURCE: ISO 20539:2023, 3.1.11]

3.3

signed language

language which uses a combination of hand shapes, orientation and movement of the hands, arms or body, and facial expressions

[SOURCE: ISO 20539:2023, 3.1.7]

3.4

signed language interpreting

interpreting (3.2) between two *signed languages* (3.3) or between a signed language and a spoken language

[SOURCE: ISO 20539:2023, 3.4.3]

3.5

simultaneous interpreting

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

[SOURCE: ISO 20539:2023, 3.4.12]

3.6

booth

simultaneous interpreting booth

self-contained unit enclosing the *interpreter's* (3.1) workspace

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

[SOURCE: ISO 20539:2023, 3.5.2.1]

3.7

permanent booth

permanent simultaneous interpreting booth

booth (3.6) structurally integrated into a facility

[SOURCE: ISO 20539:2023, 3.5.2.2]