
**Simultaneous interpreting —
Permanent booths — Requirements**

Interprétation simultanée — Cabines permanentes — Exigences



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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 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, *Terminology and other language and content resources*, Subcommittee SC 5, *Translation, interpreting and related technology*.

This fourth edition cancels and replaces the third edition (ISO 2603:1998), which has been technically revised.

Introduction

A number of basic aspects shall be considered when equipping a conference venue with permanent 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.

This document addresses the following:

- 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.

Simultaneous interpreting — Permanent booths — Requirements

1 Scope

This document provides requirements and recommendations for building and renovating permanent booths for simultaneous interpreting in new and existing buildings. This document also ensures the usability and accessibility of booths for all interpreters, including those with special needs.

It is applicable to all types of permanent booths, using built-in or portable equipment.

In conjunction with either this document or ISO 4043, 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 717-1, *Acoustics — Rating of sound insulation in buildings and of building elements — Part 1: Airborne sound insulation*

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 16283-1, *Acoustics — Field measurement of sound insulation in buildings and of building elements — Part 1: Airborne sound insulation*

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.