

# informATIOn

March 2009

Number 1

## Annual General Meeting 2009

By Nancy McInnis, President

Our Annual General Meeting will be held at the Chateau Laurier in Ottawa on April 25, 2009. Mark your calendars now because you don't want to miss it!

The morning session will deal with the new CGSB translation standard, published in September 2008. This should be of particular interest to our members because of the role both AILIA and the federal government played in its development.

As you know, AILIA represents the interests of translation companies, while ATIO represents the individual translators. AILIA wanted this standard, as they felt it was a useful tool to help translation companies compete in the global marketplace.

ATIO was not invited to participate in the development process; however we were able to express some concerns through Ken Larose, who did attend meetings in his capacity as President of CTTIC. Once Ken's term was over, ATIO lost its voice in that part of the process; however, Ken is now representing ATIO in discussions with the federal government (PWGSC - Public Works and Government Services Canada) about the procedure to be used by the federal government to contract out translation services, and what criteria it will use in determining the relative merits of bidders. At this point, it is not clear to what extent the standard will qualify translation service providers to bid. It has become clear that PWGSC wants to allow smaller companies and individuals to be able to bid without necessarily being required to adhere to and follow the procedures set out in the CGSB standard.

The morning session is your opportunity to learn more. A brief background to the Standard will be presented, followed by a panel that will include Donald Barabé, Vice President of Professional Services at the Translation Bureau, Ken Larose, former president of both ATIO

and CTTIC, and Denis Bousquet, current President of CTTIC.

We hope you will be interested to learn how AILIA plans to use the standard to certify its member companies, and what role, if any, the standard will play within the federal government.

The morning session will be followed by lunch from noon until 1:00 pm, and then the AGM runs from 1:00 pm until 3:00 pm.

The AGM will be just as interesting as the morning session. There will be some changes to Appendices 1 and 4 of the By-laws, and the Board of Directors will ask for a mandate to amend the ATIO Act of 1989. The Act is now 20 years old, and we would like to bring it up to date. One of our major changes will be to include terminologists in the Association's name.

We would also like to amend the Act to reserve the title of Certified Community Interpreter. Please note that this means no more than reserving the title so that if and when we are ready to certify community interpreters, the title will already be in place.

This will not be an overnight process.

We expect that it will take two years to amend the Act, and more than that to amend the by-laws and determine admission requirements and a certification process.

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## APPENDIX 1

# CODE OF ETHICS

### EXISTING VERSION

- 2.3.2 Members who use the services of other language practitioners shall call on professionals with equivalent qualifications.
- 3.4.2 Members will bill clients only for services provided.

### PROPOSED CHANGES

- 2.3.2 Members who use the services of other language practitioners shall call on professionals with equivalent qualifications **in the required category.**
- 3.4.2 Members will bill clients only for services provided **unless otherwise stipulated between the parties.**

The existing version of Appendix 4 is available online at the following address:  
[http://www.atio.on.ca/info/ByLaws/RGL-Anx4\\_%20FINAL.pdf](http://www.atio.on.ca/info/ByLaws/RGL-Anx4_%20FINAL.pdf)

## APPENDIX 4

# PROPOSED CHANGES ON-DOSSIER CERTIFICATION PROCEDURE

In accordance with certification procedures adopted by the Canadian Translators, Terminologists and Interpreters Council (CTTIC), the Association of Translators and Interpreters of Ontario (ATIO) may grant certification to practising professionals after a favourable evaluation of their professional dossier. While applying the criteria described herein, the Recognition and Certification Committee shall exercise some degree of discretion so as to take into account the particular nature of each candidate's experience and professional accomplishments. Notwithstanding the above, candidates must also meet the criteria set out below.

### 1. Requirements for All Candidates for Certification

- 1.01 Only candidates for certification in good standing with the Association may apply for on-dossier certification.
- 1.02 Candidates must be sponsored by three certified members of the Association, or in special cases, by certified members of another provincial association with membership in CTTIC who belong to the same professional category and have the same language combination as the candidate. Information from sponsors shall include the number of years sponsors have known the candidates and the sponsors' knowledge of the candidates' professional activities.
- 1.03 Applicants must provide all information and documentation as required on the appropriate application form, such as samples of substantial and varied pieces of the candidate's work, certified as such by letters from clients, employers, supervisors or by any other means that will provide assurance to the committee that the

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candidate is indeed the author of the work offered for evaluation. All documents must be originals or certified copies. Documents will be returned to the candidate once the evaluation procedure is completed.

The application may also contain documents such as testimonials, letters of reference, and statements from clients or employers that might assist the Committee in its work.

The application must be accompanied by a curriculum vitae detailing such things as courses of study, experience, positions held, publications, awards, etc. Candidates must also provide the name of three references (different from the sponsors) whom the committee may contact for additional information on any aspect of the candidate's career.

- 1.04 Candidates who have successfully passed a professional proficiency evaluation may submit proof thereof with information as to the nature of the assessment, its role in the overall process, the level of achievement, etc. Evidence of such an evaluation may exempt a candidate from some or all of the requirements described herein as may be determined by the Committee.
- 1.05 Candidates who receive a favourable evaluation of their dossiers must sign and agree to be bound by the Association's Code of Ethics.

## **2. Additional Requirements for Candidates for Certification in Translation only**

- 2.01 To be eligible for the on-dossier certification procedure in translation, candidates must
  - (a) hold a university degree in translation that is recognized by the Association and have the equivalent of two years of full-time experience in each language combination for which the applicant is applying,
  - or
  - (b) have the equivalent of five years of full-time experience in translation in each language combination for which the applicant is applying.
- 2.02 This full-time experience must be attested to by recent letters of reference from employers, or clients if the applicants work as independent/freelance translators. The letters must be signed originals and must clearly establish that the applicants have been practising their profession for the requisite number of years in an autonomous manner, without the need for supervision.

## **3. Additional Requirements for Candidates for Certification in Conference Interpreting only**

- 3.01 To be eligible for the on-dossier certification procedure in conference interpreting, candidates must
  - (a) hold a university degree in conference interpreting that is recognized by the Association or have successfully completed a university or post-graduate program in conference interpreting recognized by the Association, and must be able to substantiate 250 days in a two year period as a conference interpreter, at least 200 days in each active language [A, B] they are requesting and at least 60 days from each passive language [C] they are requesting,
  - or
  - (b) be able to substantiate 450 days within a five year period as a conference interpreter, at least 350 days in each active language [A, B] they are requesting and at least 125 days from each passive language [C] they are requesting.
- 3.02 This full-time experience must be attested to by recent letters of reference from employers, or clients if the applicants work as freelance conference interpreters. The letters must be signed originals and must clearly establish that the applicants have been practising their profession for the requisite number of years in an autonomous manner, without the need for supervision.

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#### **4. Additional Requirements for Candidates for Certification in Court Interpreting only**

- 4.01 To be eligible for the on-dossier certification procedure in court interpreting, candidates must
- (a) hold a university degree in court interpreting that is recognized by the Association or have successfully completed a course in court interpreting that is recognized by the Association, and must be able to substantiate 1000 hours of experience in a five-year period in Canada as a court interpreter,
  - or
  - (b) be accredited as a court interpreter by the Ontario Ministry of the Attorney General and submit proof of 1500 hours of experience in Canada as a court interpreter within a five-year period,
  - or
  - (c) be able to substantiate 3000 hours of experience as a court interpreter in Canada within a five-year period.
- 4.02 This full-time experience must be attested to by recent letters of reference from employers, or clients if the applicants work as freelance court interpreters. The letters must be signed originals and must clearly establish that the applicants have been practising their profession for the requisite number of years in an autonomous manner, without the need for supervision.

#### **5. Additional Requirements for Candidates for Certification in Terminology only**

- 5.01 To be eligible for the on-dossier certification procedure in Terminology, candidates must
- (a) hold a university degree that is recognized by the Association in terminology, or translation with a specialization in terminology, and have the equivalent of two years of full-time experience in each language combination for which the applicant is applying,
  - or
  - (b) have the equivalent of five years of full-time experience in terminology in each language combination for which the applicant is applying.
- 5.02 This full-time experience must be attested to by recent letters of reference from employers, or clients if the applicants work as independent/freelance terminologists. The letters must be signed originals and must clearly establish that the applicants have been practising their profession for the requisite number of years in an autonomous manner, without the need for supervision.

#### **6. Decision**

Candidates who have been denied certification by the Recognition and Certification Committee may submit a new application after a waiting period of two years. In its written decision, the Committee will identify the aspects of the application that were judged to be deficient and that the candidate should attempt to remedy before submitting a new application.

#### **7. Appeals**

Unsuccessful candidates may appeal the decision to the Board of Directors.

#### **8. Required Fees**

Fees for the on-dossier evaluation are established by the Board from time to time and must accompany each application.



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# Self-Employed, But Not Helpless!

By Louise Voyer and Carol-Lee Whipple

Since the Federal Government introduced the new rules in 2001 making the medical and dental premiums of a self-employed person totally deductible, it makes more and more sense to purchase this important protection to cover any major catastrophe.

Prior to this new ruling, the expenses incurred had to exceed \$1,500 before becoming deductible. Five per cent had to be deducted off from the net income to start. The first \$1,500 did not count for 90% of the people.

With the new rules, \$1,500 of premium = \$1,500 of tax deduction from the first dollar paid, resulting in about \$600 in tax savings per taxpayer.

You are self-employed, you are both your employer and your employee. You have the power to give a plan to your employee, but you can also demand a plan from your employer. Do not lose that opportunity.

The expenses covered are all new risks, i.e., any pre-existing treatment and prescriptions are excluded from the ATIO plan.

For Quebec residents, the mandatory RAMQ coverage remains.

There are nine levels of coverage offered. You choose the one that better suits your needs and suits your preferences.

Since it is a deductible expense, every self-employed person should have it instead of self-insuring.

For more information, send us an e-mail at [louisevoyers5@sympatico.ca](mailto:louisevoyers5@sympatico.ca) or [clwhipple@bairdbenefitsplus.com](mailto:clwhipple@bairdbenefitsplus.com) with your date of birth and the type of coverage needed (family, couple, single, single parent).

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## Let's Be Careful Out There

By Ilse Wong, Vice-President

Driver's licence translations are pretty cut and dried: many translators, myself included, simply load up a template based on a previous translation, change the personal data and a few other entries, and hand over the new translation to an individual or an agency.

The upside of this is that it's easy. The downside is that it's just as easy for *anyone else*, even someone who does not even speak the language, to simply copy your template and change the entries. How about your ATIO seal? Even that is easy to get around: the seal can be scanned from a previous certified translation and attached to the new document.

Sounds far-fetched, you think? Think again. There are some unscrupulous agencies or individuals out there willing to do just that.

You can do your part to protect yourself and the translation industry by working only with agencies that have a good reputation—and that are not in the habit of asking their translators to sign blank pieces of paper (yes, this happens more often than you think!).

Also, when you put your ATIO seal on your translation, avoid stamping on the immaculate white part of the

document. Try to stamp on part of the text as well, so that your seal (and signature!) cannot easily be scanned. Yes, there's Photoshop, but if you make it that much harder for others to copy your translation and seal, they won't copy yours (maybe they'll go copy someone else's)!

Why take all this trouble? Well, remember that you'll be on the hook for anything with your seal and signature. So if a forged translation with your seal happens to have errors (very likely), the end client will run after you as well, no matter how strongly you protest your innocence.

You can also do your bit to help your colleagues protect themselves against unscrupulous practices. For example, when you're too busy to accept another deadline, and an agency asks you to recommend someone else, by all means, pass it on to a colleague who might want the work. But don't forget to also pass on whatever information you have about the agency. Is it a trusted agency you've done a lot of work for? Is it an agency you've never worked with but have heard only good things about? Is it an agency with "unusual" practices that your colleague should watch out for? Any information you can provide will help your colleague decide whether to invest the time and effort in the project.

## CERTIFIED ON DOSSIER IN TRANSLATION

*English-French*  
Poliwoda, Dinah

### Congratulations Are In order!

*By Nancy McInnis, President*

Two ATIO Board members are assuming new duties as they continue to serve our professions.

Denis Bousquet, our Director of Independent Translators, became President of CTTIC at its Annual General Meeting, held in Montreal in November 2008.

Dorothy Charbonneau, our Director of Conference Interpreters, is the new Regional Secretary for Canada with AIIC, the International Association of Conference Interpreters.

ATIO can only benefit from the experience our Board members will acquire in their new roles and we wish them continued success.

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### Annual General Meeting 2009

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The community interpreter category will be a separate category, just as court interpreters are separate from conference interpreters, and translators are separate from terminologists. And admission and certification requirements must be as stringent as those demanded in other categories.

This will be a lengthy undertaking, and we hope to receive input from you along the way. Your first formal opportunity is the 2009 AGM.

The Board will be asking you for a mandate to proceed. This mandate will include amending the Act, revising the by-laws, and determining admission and certification requirements.

This is your Association, and this is your opportunity to either encourage us to take the first step down the path towards the eventual certification of community interpreters, or to bring the process to an abrupt halt.

Please come and cast your vote.

## *Inform*ATIO

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# Calendar of Events



## ✓ APRIL 2009

**April 1-3, 2009: International Conference  
“Translation: philosophical, linguistic and  
pedagogical perspectives”**

Lille, France

Information: [http://stl.recherche.univ-lille3.fr/colloques/20082009/Traduction/traduction\\_accueil.html](http://stl.recherche.univ-lille3.fr/colloques/20082009/Traduction/traduction_accueil.html)

**April 25, 2009: ATIO Annual General Meeting**  
Chateau Laurier, Ottawa

## ✓ MAY 2009

**May 6-8, 2009: Critical Link Canada  
Global Voices, Local Results. Interpreters in  
health, legal and public services.**

Vancouver, BC

Information: <http://2009conference.criticallink.org/>

**May 16-17, 2009: ITI International Conference  
2009 – Sustainability in Translation**

London, UK

Information: [http://www.fit-ift.org/download/en/ev-call\\_for\\_papers\\_iti-2009.pdf](http://www.fit-ift.org/download/en/ev-call_for_papers_iti-2009.pdf)

## ✓ JULY 2009

**July 9-10, 2009: 3rd Conference of the  
International Association for Translation and  
Intercultural Studies (IATIS)**

**Mediation and Conflict: Translation and  
Culture in a Global Context**

**Monash University**

Melbourne, Australia

Information: <http://www.foxevents.com.au/Current-Events/2009-Events/IATIS-Conference/Default.asp>

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