Translating for the European Commission

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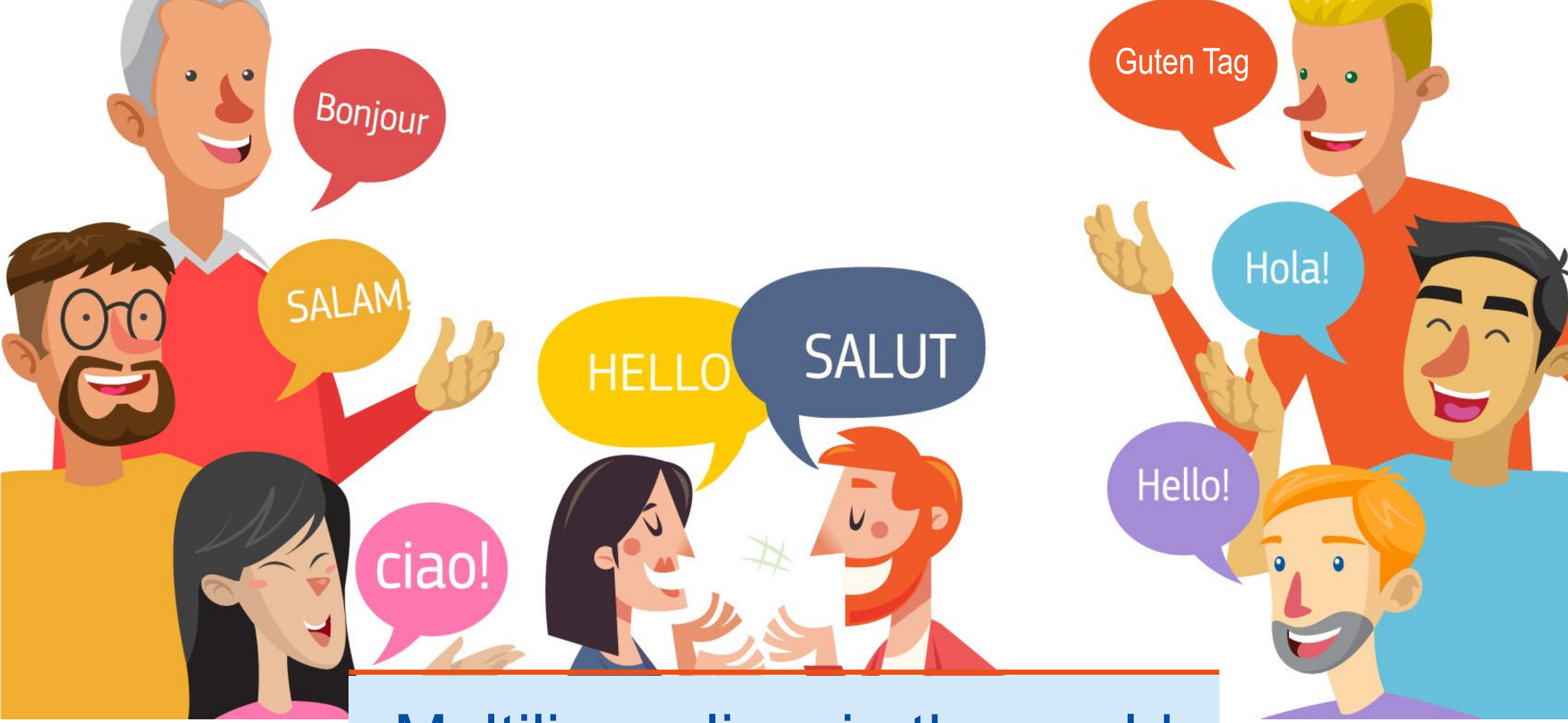

Multilingualism in the world

Illustration: freepik

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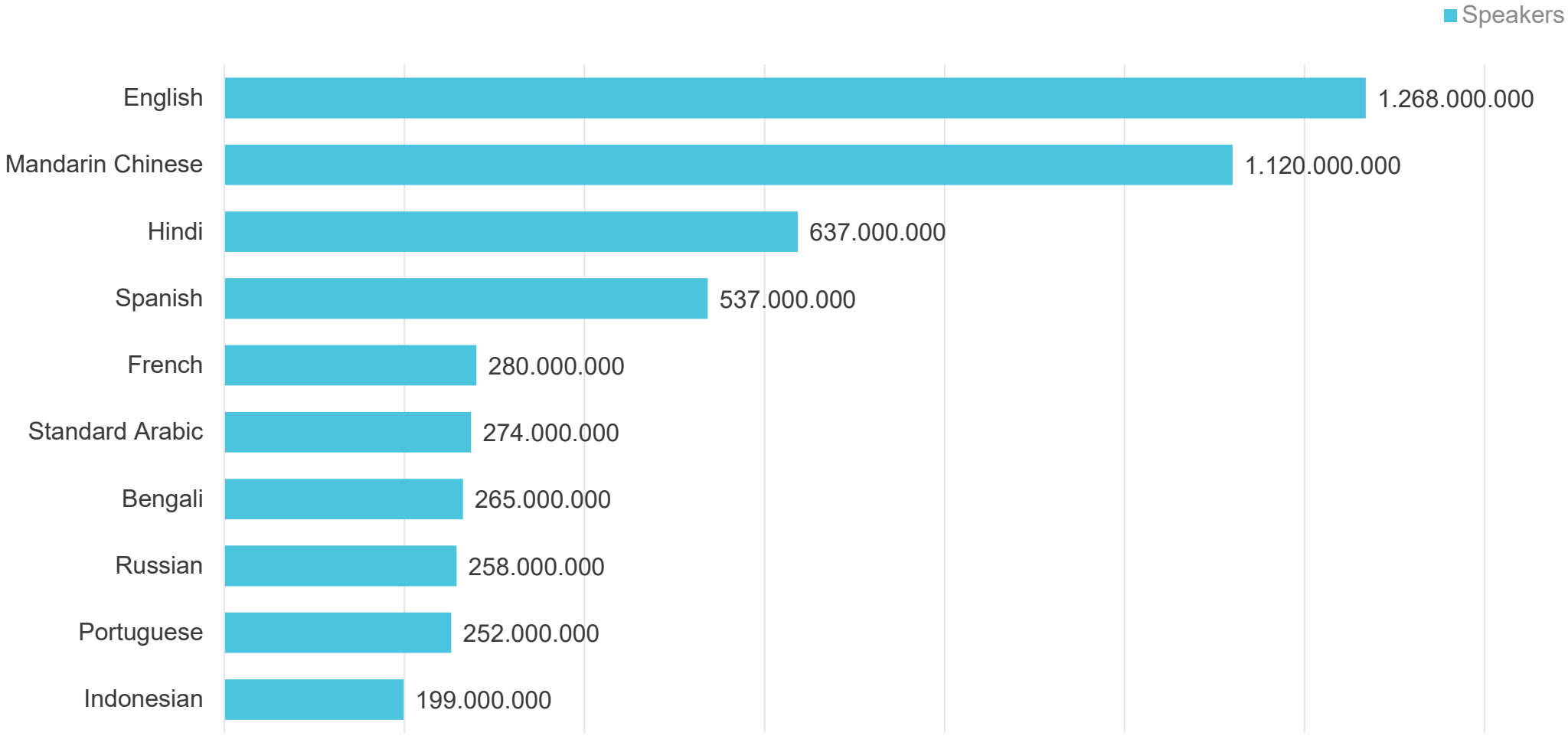
What is multilingualism?

- **several languages spoken** within a geographical area;
- a person's ability to **master several languages**;
- a policy requiring
  an organisation/a company/an institution
  to **use several languages for communication**

4

Top 10 most spoken languages in 2020



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Translating for a multilingual European Union

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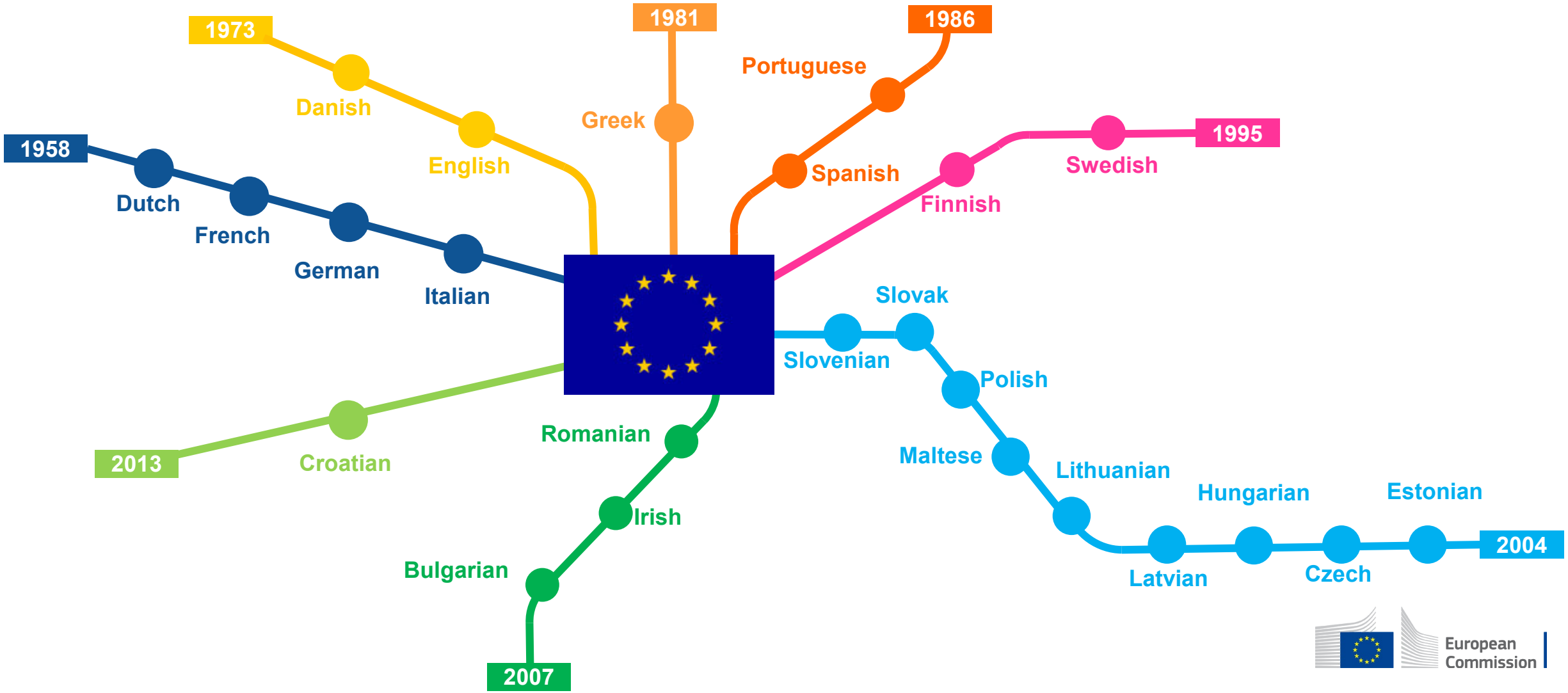
24 official languages of the EU

EU official languages over time



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Linguists in the EU institutions

Translators
± 4 000

Interpreters
± 1 000

European Commission

European Parliament

Council of the European Union

European Committee of the Regions

CVRIA

Comité économique et social européen
European Economic and Social Committee

EUROPEAN CENTRAL BANK
EUROSYSTEM

European Investment Bank

CURIA RATIONIUM

Translation Centre

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Translation and democracy

Thanks to translation, people can help **build the European Union** and contribute to its **openness** and **legitimacy**.

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We translate from and into all the EU's 24 official languages

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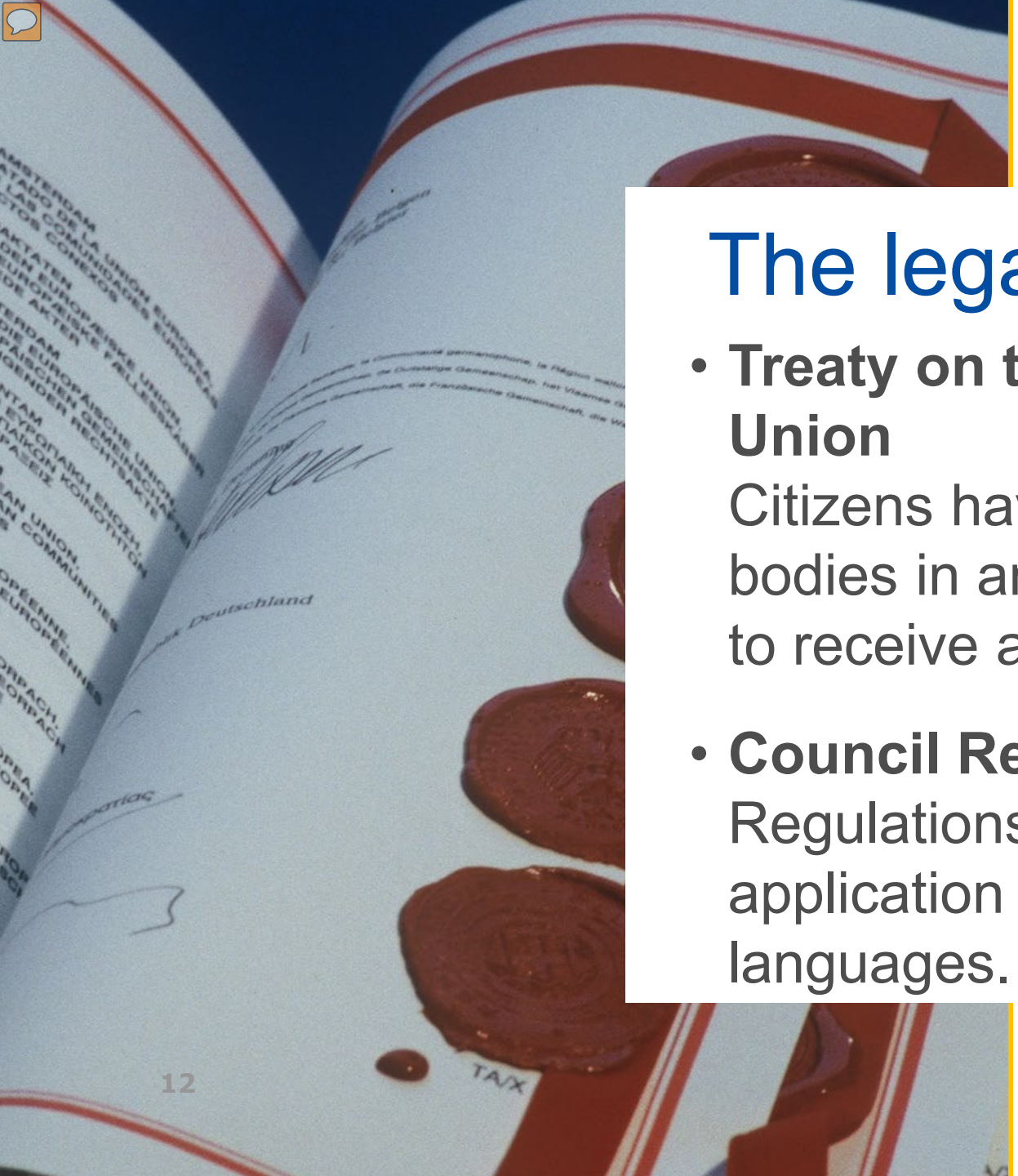

The legal basis

- **Treaty on the Functioning of the European Union**
  Citizens have a right to address the official EU bodies in any of the EU's official languages and to receive a reply in that language.
- **Council Regulation No 1/58**
  Regulations and other documents of general application shall be drafted in the official languages.

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Translation as part of the legislative process

Translation is central to the **legislative process**

Translation and editing contribute to **better policy** and **law-making**

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TRANSLATION covers all subject areas

European Commission

Types of languages

- **Official/working/Treaty languages**: **24**
- **Procedural languages**:
  English, French, German (Commission)
- **Additional languages**:
  Basque, Catalan, Galician

Additional languages

Member State

Commission

Citizens

Written communication in the additional language

Designated body *Translation*

Original letter or e-mail + translation into official language

Commission departments

Reply in the additional language

Reply in the official language

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English an EU language after Brexit?

- English is an official EU language since the UK and Ireland joined the European Communities in 1973.
- A move to change this would require unanimity, including from the representatives of Ireland and Malta.
- In the Commission, English remains one of the three procedural languages.

DG Translation in the European Commission

European Commission

European Commission

European Commission

Commission's role

- Promotes the general interest of the EU
- Proposes new legislation
- Implements and enforces the EU law and budget
- Represents the EU internationally

DG Translation

Total staff: 2 000

Images: © iStock.com/bluebearry

Translators **70%**

Support staff* **30%**

Women **67%**

Men **33%**

Brussels **46%**

Luxembourg **53%**

Across the EU: **1%**

* Management, assistants, IT, HR and finance, outsourcing, training, communication etc.

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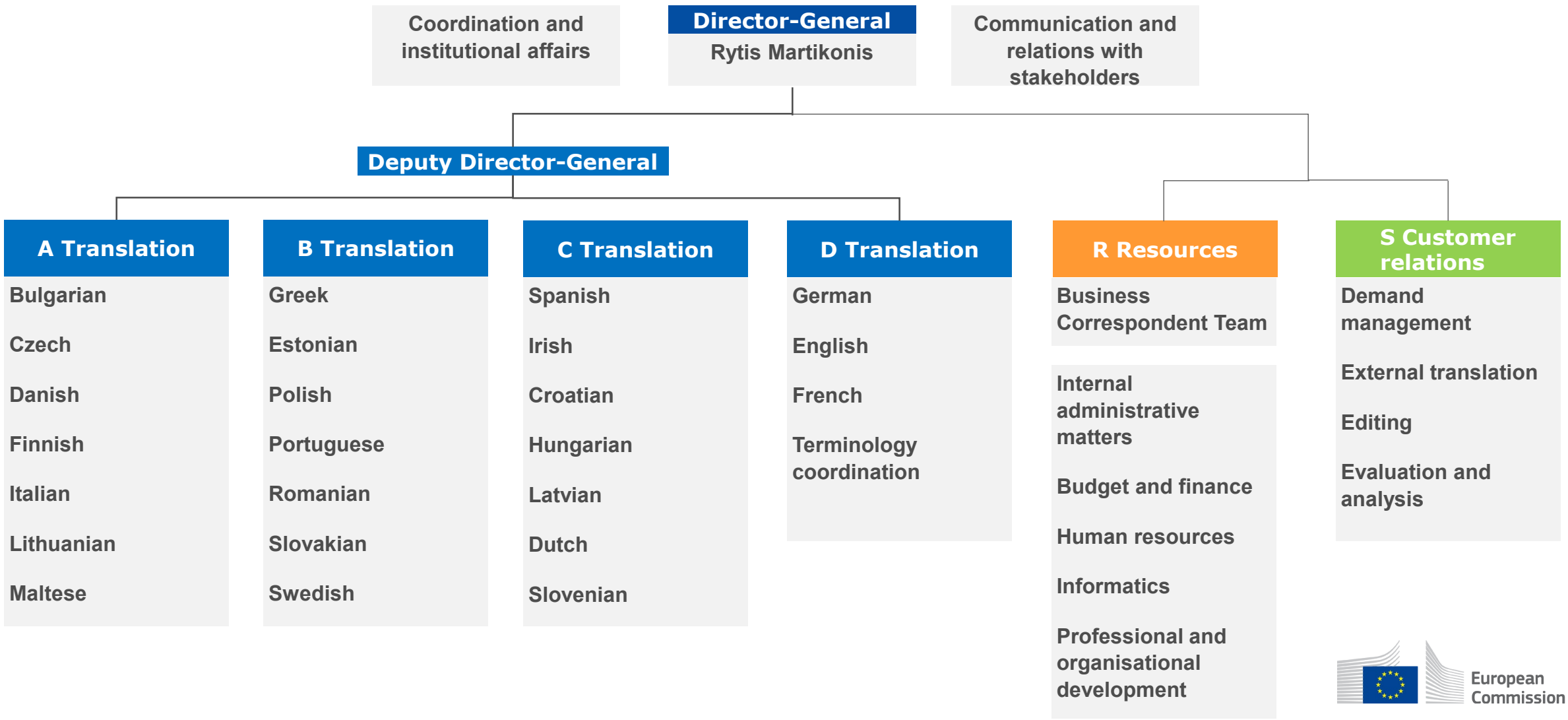
Organisation chart



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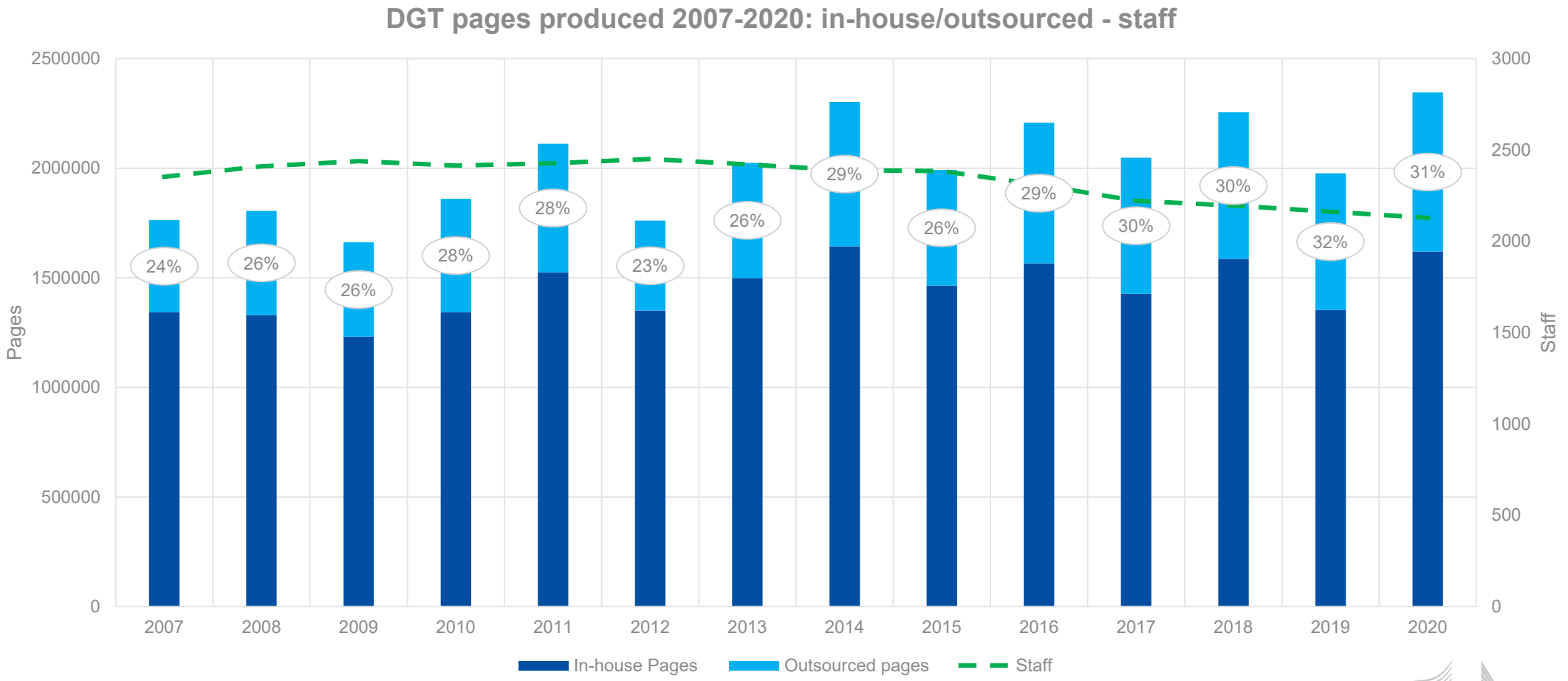
DG TRANSLATION output 2020:
2.3 million translated pages – 2000 staff



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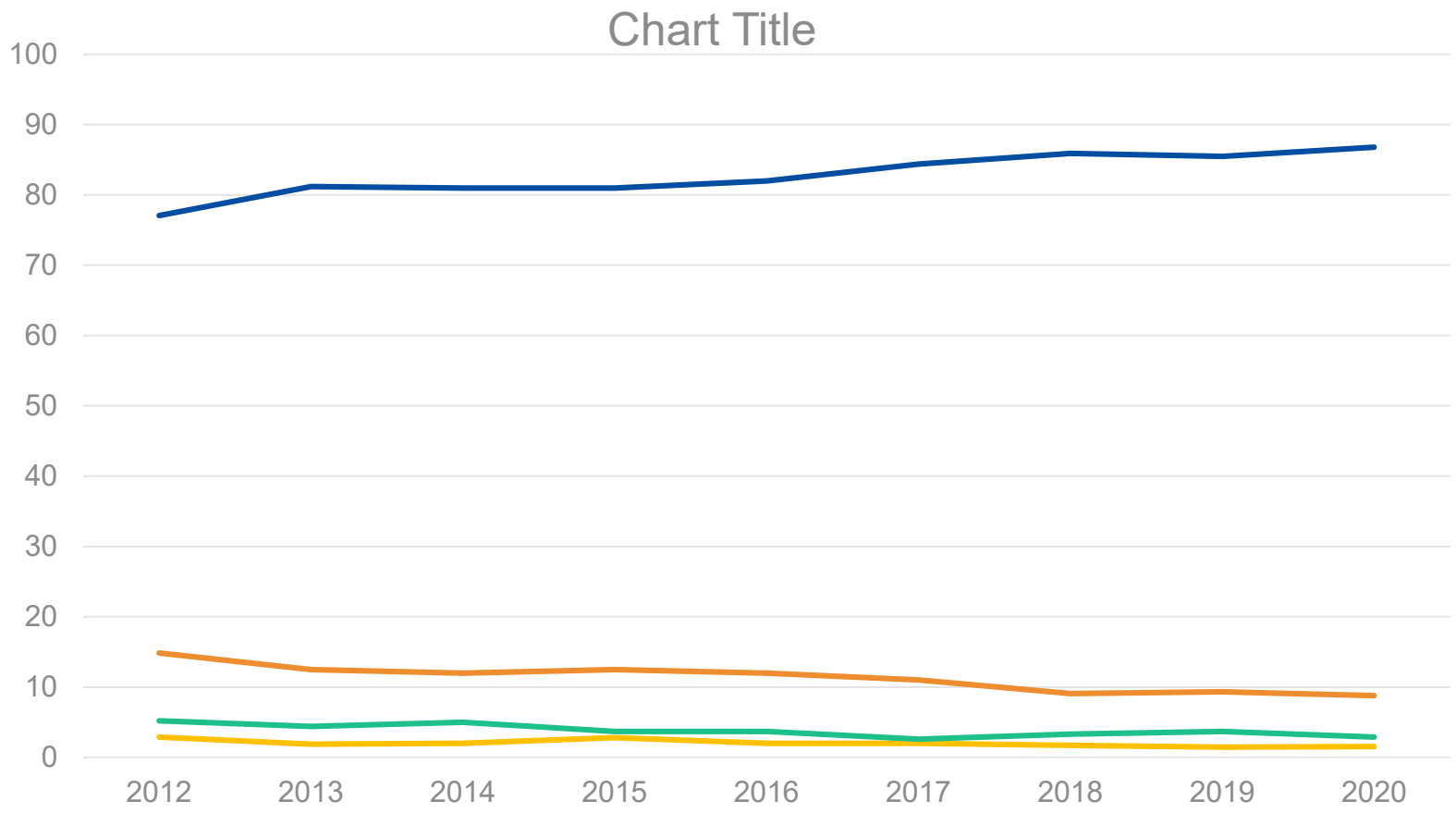
Languages of original documents 2020



English 84.38%

Others 11.02%

French 2.58%

German 2.02%

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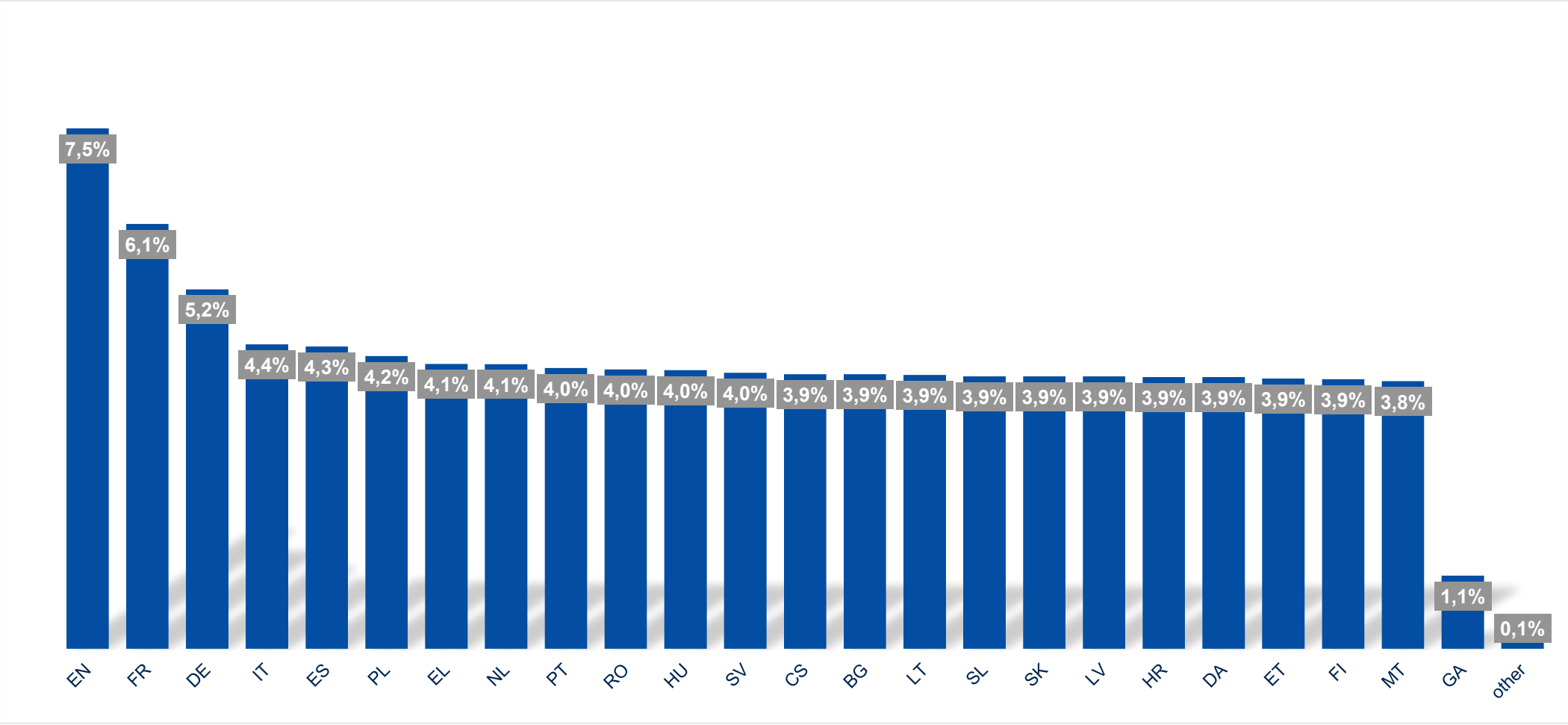
Languages of translated documents 2020



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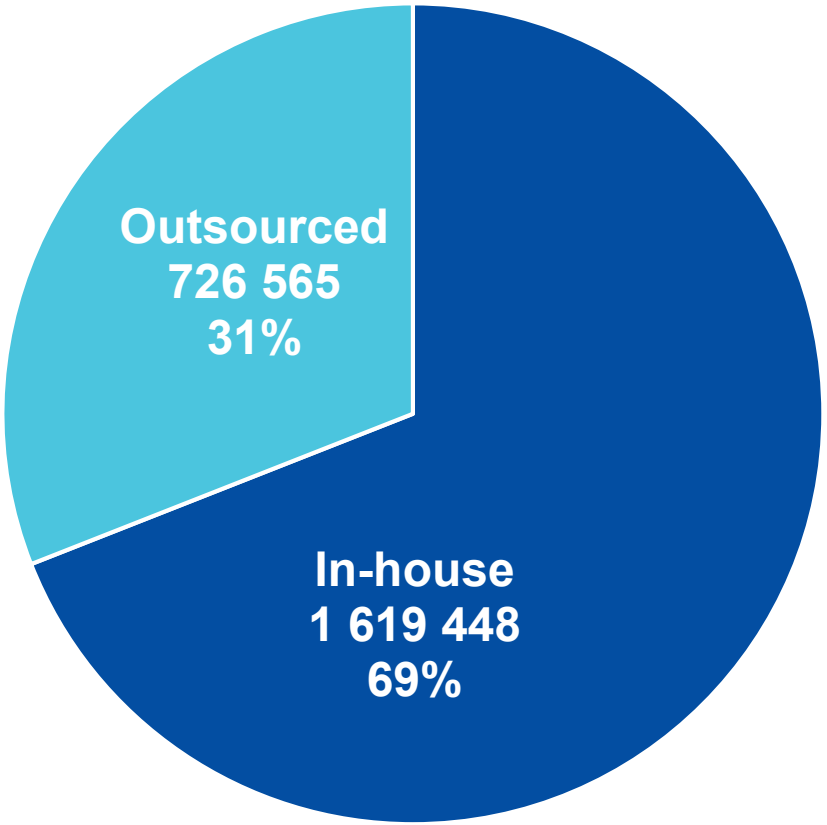
Translation outsourcing 2020

Total: **2 346 013**

Documents of all kinds
EXCEPT urgent, politically
sensitive or confidential

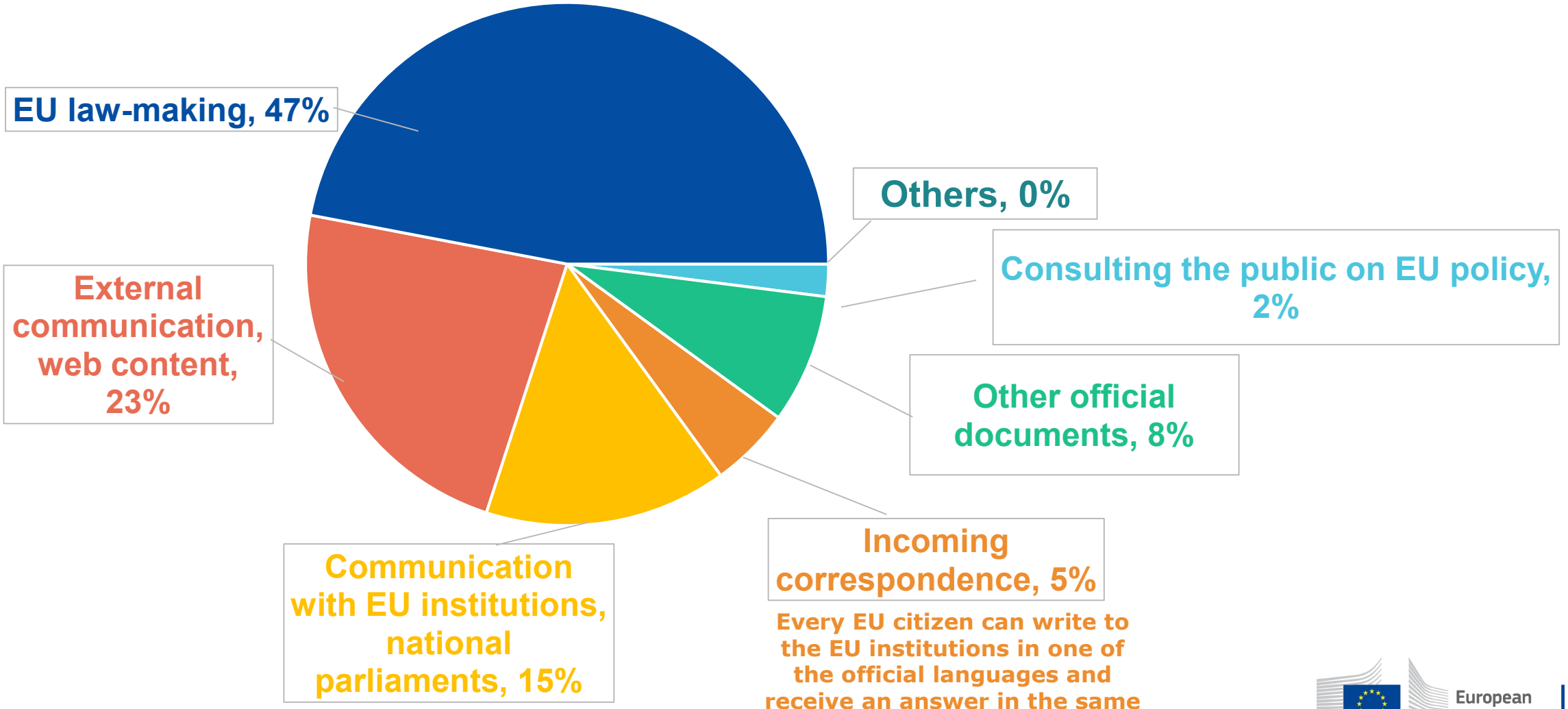
Primarily from/into
the 24 EU official languages



Translated pages

European Commission

What we translated in 2020



Every EU citizen can write to the EU institutions in one of the official languages and receive an answer in the same language.

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Our products and services

Translation products

- Full-length translation
- Web translation
- eTranslation
- Translation hotline
- Summary (written, oral)
- Translation of confidential texts
- Editing of originals

Translation services

- Linguistic advice
- Web editing and drafting
- Corrigenda
- Service-level agreements
- Lead translator
- Stand-by

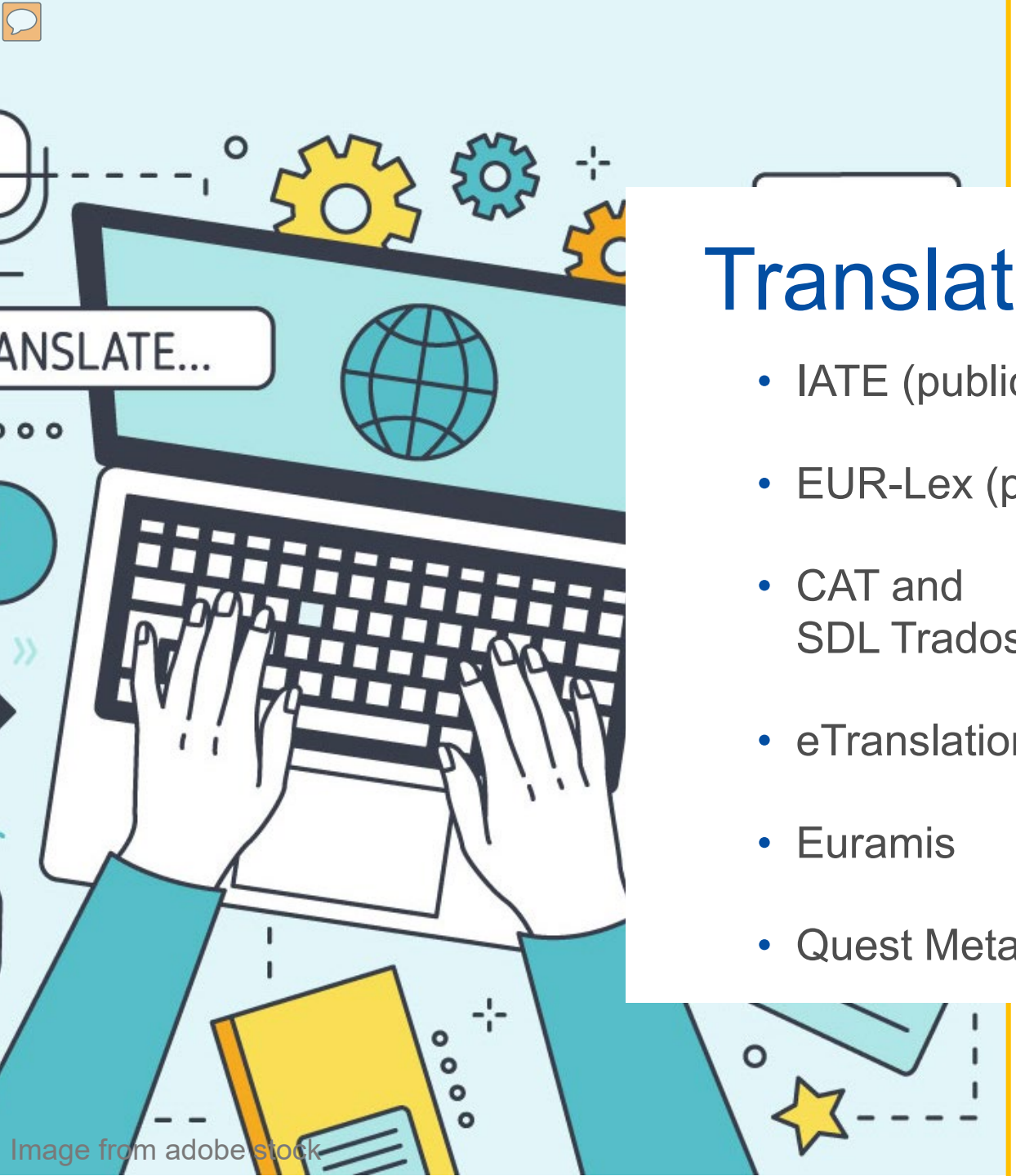


Image from adobe stock

Translation tools

- IATE (public)
- EUR-Lex (public)
- CAT and
  SDL Trados Studio
- eTranslation
- Euramis
- Quest Metasearch
- DGT Vista IDOL
- Speech recognition
- Dictionaries, glossaries

European Commission

Workflow tools

- **ePoetry**: tool for sending translation or editing requests
- **ManDesk**: workflow management system
- **TraDesk**: interface for managing documents and tasks, and electronic archiving of documents

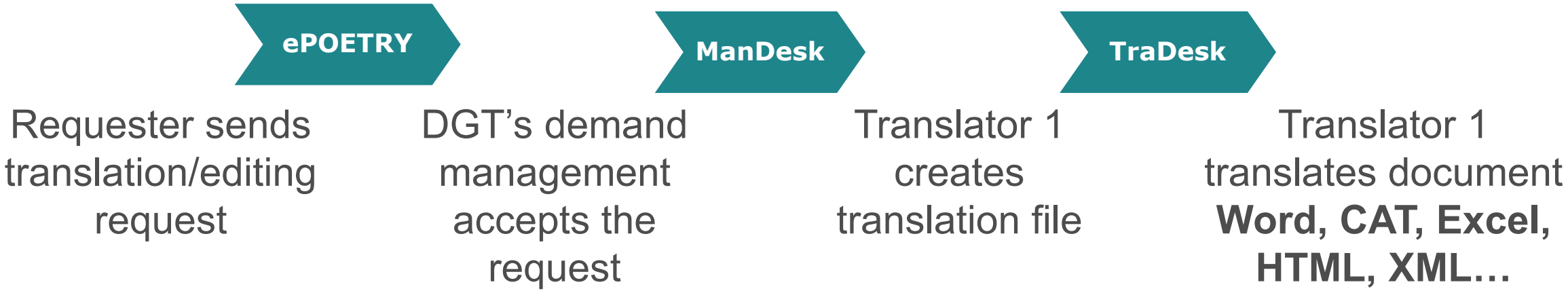
eTranslation

- Machine translation service developed in the Commission
- Covers all 24 EU's official languages + Norwegian, Icelandic, Russian, Chinese, Japanese and Turkish
- Based on neural technology and EU data
- Guarantees security and confidentiality
- In 2020 70 million pages translated, 250 million requests

Who can use eTranslation?

- European institutions and bodies
- Universities
- Public administrations in the EEA countries
- Integrated in more than 91 EU platforms
- European Union small and medium-sized enterprises (SMEs)

Translation workflow in the Commission (1)



Translation workflow in the Commission (2)

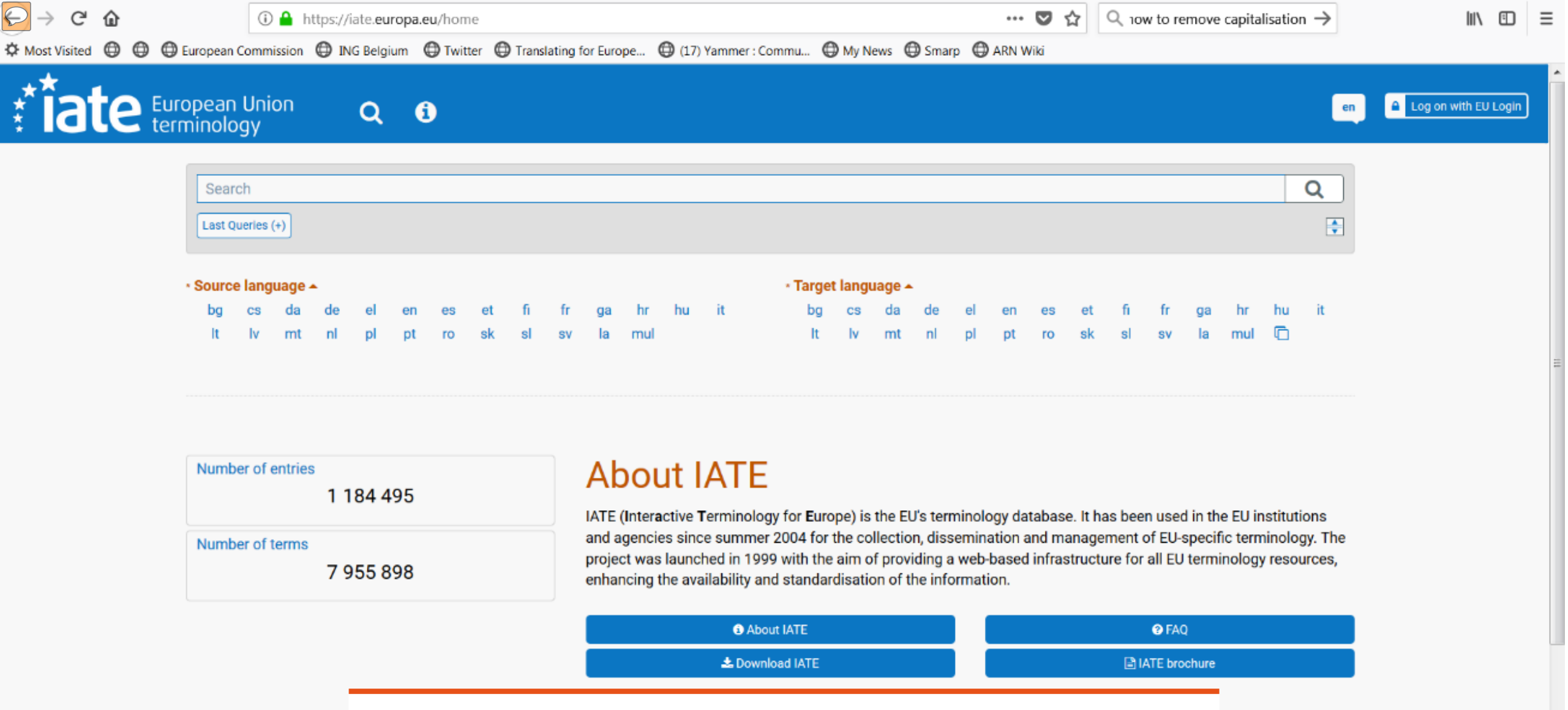
Translator 2 revises text and translator 1 corrects it

Final translation is released and archived

TraDesk

+ Euramis

Translation is sent to the requester



IATE.EUROPA.EU
public multilingual term base

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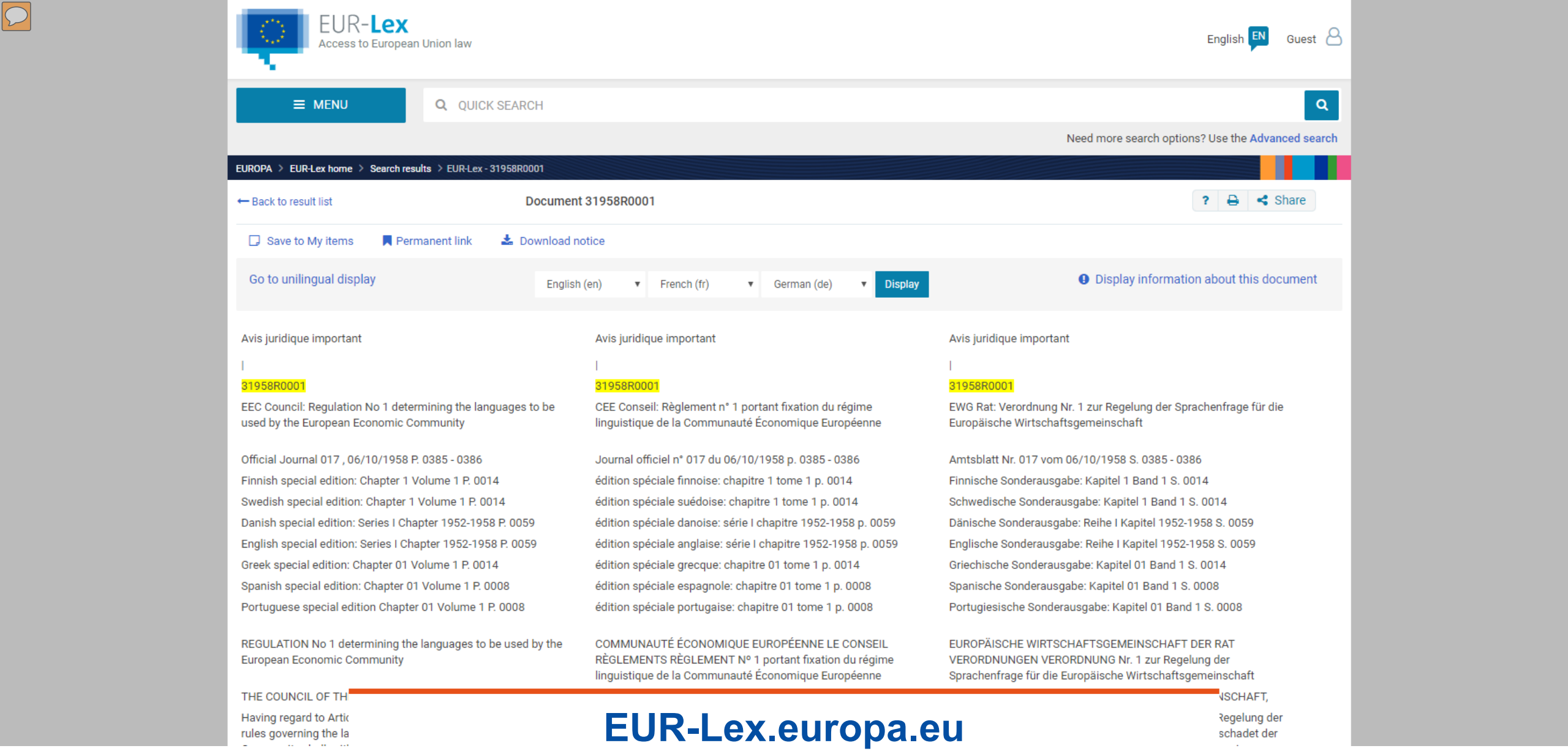

EUR-Lex.europa.eu
Free public access to EU law

European Commission

Quality in translation - EU context

Legislation:

- 23 of the 24 equally authentic language versions are produced by translators → multilingual concordance
- Same legal effect in 24 languages for uniform application in 27 legal orders→ accuracy, reliability, clarity

Policy documents and outreach material:

- Reliability, clarity, readability, correct style and register

Quality in translation for DGT

DGT's mission: high-quality translation

- accuracy, consistency, timeliness
- cost-efficiency, optimal use of internal and external resources and technology

DGT’s reference model for quality

- Total Quality Management
- Quality management framework
- Translation quality guidelines
- Guidelines for evaluating outsourced translations
- Quality network

Quality management

Two core principles:

- Risk assessment
- Fitness for purpose

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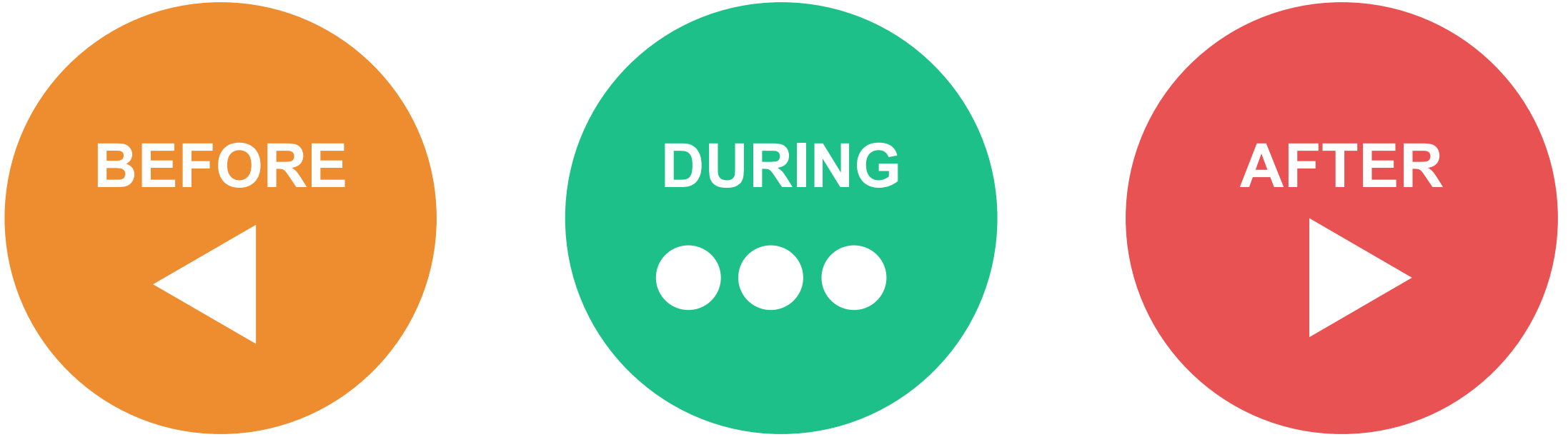
Quality assurance and control



TRANSLATION

European Commission

What else do we do?

Translating Europe

Cooperation with translation community

Visiting Translator Scheme

CLEAR WRITING CAMPAIGN

eTranslation

EMT

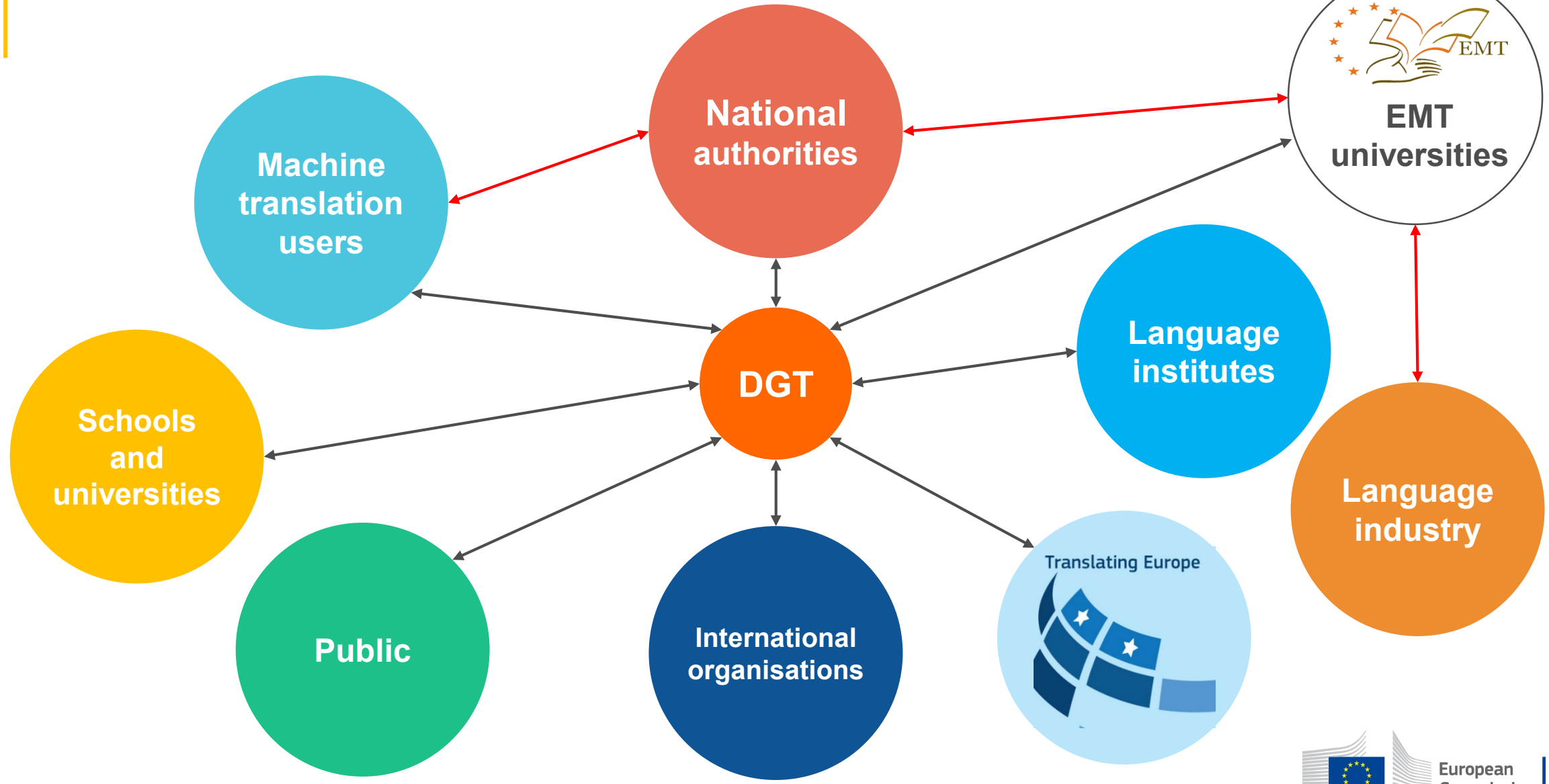
Links with schools and universities

iate

Terminology and tools

European Commission

DG translation stakeholders



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Juvenes Translatores

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European Master's in Translation

Network of MA study programmes in translation

Quality label

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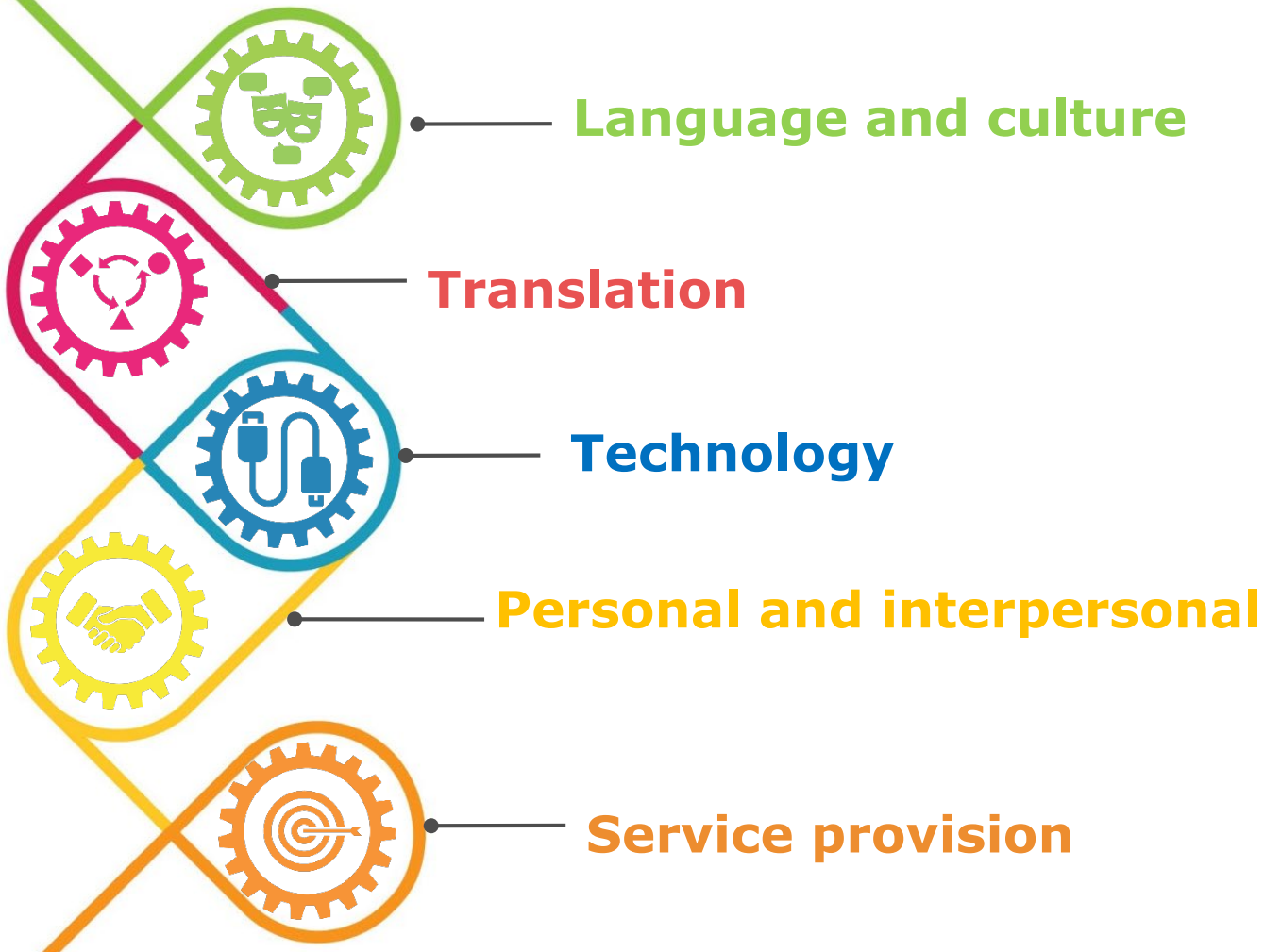
European Master's in Translation



Objectives:

- improve quality of translator training through joint standards: EMT competence framework
- enhance the status of the translation profession

European Commission

European Master's in Translation (EMT) 2019-2024

Taking translator training into the future

Belgique/België
1. Universiteit Antwerpen
2. KU Leuven - Campus Antwerpen Sint-Andries
3. Université Libre de Bruxelles (ULB)
4. Vrije Universiteit Brussel (VUB)
5. KU Leuven - Campus Brussel
6. Universiteit Gent
7. UCLouvain, Louvain
8. Université de Mons

България (Bulgaria)
09. Софийски университет "св климент охридски", София (Sofia)
10. Нов български университет, София (Sofia)
11. Великотърновски университет "Св. Кирил и Методий", Велико Търново (Veliko Tarnovo)

Česko
12. Univerzita Karlova v Praze (Praha)

Deutschland
13. TH Köln
14. Universität Leipzig

Eesti
15. Tartu Ülikool

Éire/Ireland
16. University College Cork
17. Dublin City University

Ελλάδα (Elláda)
18. Αριστοτέλειο Πανεπιστήμιο Θεσσαλονίκης (Thessaloniki)

España
19. Universidad de Alcalá, Alcalá de Henares
20. Universitat Autònoma de Barcelona
21. Universitat Jaume I, Castelló de la Plana
22. Universidad de Granada
23. Universidad de Salamanca
24. Universitat Rovira i Virgili, Tarragona

France
25. Université Catholique de l'Ouest (UCO), Angers
26. Université de Bretagne Occidentale, Brest
27. Université de Bourgogne, Dijon
28. Université de Lille
29. Université Grenoble Alpes, Saint-Martin-d'Hères
30. Université de Lorraine, Metz
31. Université de Haute-Alsace, Mulhouse

Lietuva
46. Kauno technologijos universitetas, Kaunas
47. Vilniaus universitetas, Vilnius

Magyarország
48. Eötvös Loránd Tudományegyetem (ELTE), Budapest

Malta
49. L-Università ta' Malta, Msida

Nederland
50. Universiteit Leiden
51. Universiteit Utrecht

Österreich
52. Universität Wien

Polska
53. Uniwersytet Jagielloński w Krakowie
54. Uniwersytet Pedagogiczny w Krakowie
55. Uniwersytet im. Adama Mickiewicza w Poznaniu
56. Uniwersytet Warszawski

Portugal
57. Universidade de Lisboa
58. Universidade do Porto
59. Instituto Politécnico do Porto

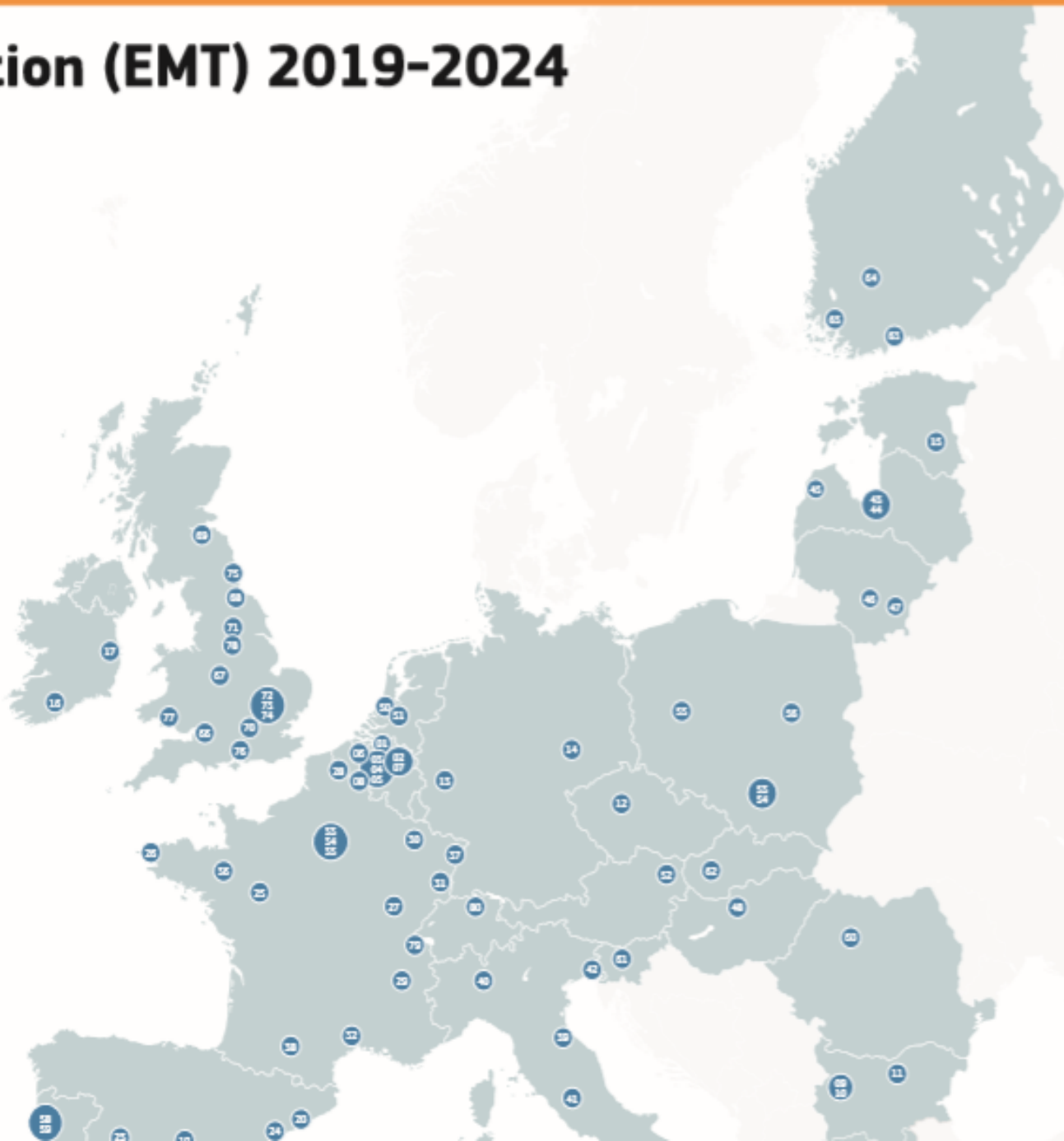
România
60. Universitatea Babeș-Bolyai, Cluj-Napoca

Slovenija
61. Univerza v Ljubljani, Ljubljana

Slovensko
62. Univerzita Konštantína Filozofa v Nitre, Nitra

Suomi/Finland
63. Helsingin yliopisto, Helsinki
64. Tampereen yliopisto, Tampere
65. Turun yliopisto, Turku

United Kingdom
66. University of Bath
67. Aston University, Birmingham
68. Durham University
69. Heriot-Watt University, Edinburgh
70. University of Surrey, Guildford



Translating Europe Project (1)

Bringing together translation stakeholders in Europe

Translating Europe Forum yearly in Brussels

- 7th (online) edition 2020: Platforms: digital ecosystems for translation

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Translating Europe Project (2)

Translating Europe Workshops in EU countries

- 2020: 17 workshops (in person , online or hybrid) in 15 countries
- Technologies, skills, tools, training
- Status of the translation profession
- Employability of young translation graduates

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EUROPEAN DAY of Languages

26 September

BG Открий превода, открий света

ES Descubre la traducción, descubre el mundo

CS Objevuj překlad, objevuj svět

DA At oversætte er at opdage verden

DE Übersetzen eröffnet Welten

ET Avasta tõlkimine, avasta maailm

EL Ανακάλυψε τη μετάφραση, ανακάλυψε τον κόσμο

EN Discover translation, discover the world

FR Découvre la traduction, découvre le monde !

GA An t-aistriúchán – súil ar an saol uile

HR Otkrivanjem prevođenja otkrivajte svijet

IT Scopri la traduzione, scopri il mondo

LT Atrask vertimą, atrask pasaulį

LV Atklāj tulkošanu, atklāj pasauli!

HU Fedezze fel a fordítást, és feltárul a világ

MT Skopri t-traduzzjoni, skopri d-dinja

NL Ontdek vertaling, ontdek de wereld!

PL Odkryj tłumaczenia, odkryj świat

PT Descobre a tradução, descobre o mundo!

RO Descoperă traducerea, descoperă lumea

SL S prevajanjem odkrivaj svet

SK Objavuj preklad, objavuj svet

FI Käännöksillä ovet auki maailmaan

SV Att översätta är att upptäcka världen

#DiscoverTranslation
#EDLangs

Vectors from Vecteezy

Our Field offices

- Translator(s) at the Commission Representations
- Translate and localise
- Contacts with DGT's stakeholders; communication and public relations
- Organise and promote events and projects (#EDLangs, #TranslatingEurope, #JuvenesTranslatores, #DiscoverTranslation, #EMTnet)

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Clear Writing campaign

- Be concrete not abstract
- KISS! Keep It Short and Simple
- Cut out excess nouns
- Think of your reader
- Junk the jargon

European Commission

Visiting Translator Scheme (VTS)

- **WHAT:** For studying, teaching, translating, presenting DGT, networking
- **WHERE:** University, public institution, international organisation, private company in an EU country
- **HOW LONG:** 1-2 weeks
- **WHY:** Mutual interest, benefit and exchanges

European Commission

Training and professional development

- Domain-specific
- Digital confidence
- Languages
- VTS

Image from rawpixel.com

European Commission

Cost of translation

- DG Translation 2020: €349 million, or 0.2% of total EU budget
- All translation and interpreting in all EU institutions cost each EU citizen 2,5 euros per year
- The cost of multilingualism adds up to less than 1% of the annual EU budget

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Objectives and challenges 2021

- Provide high-quality translation
- Make the most of translation technology
- Develop flexible resource mix
- Maintain digital confidence of staff
- Promote translation profession
- Contribute to digitally fit Europe with eTranslation

Working in and with DG Translation

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Job opportunities

- Permanent job (EU official)
- Temporary staff
- Contract staff
- External contractor (freelance)
- Trainee

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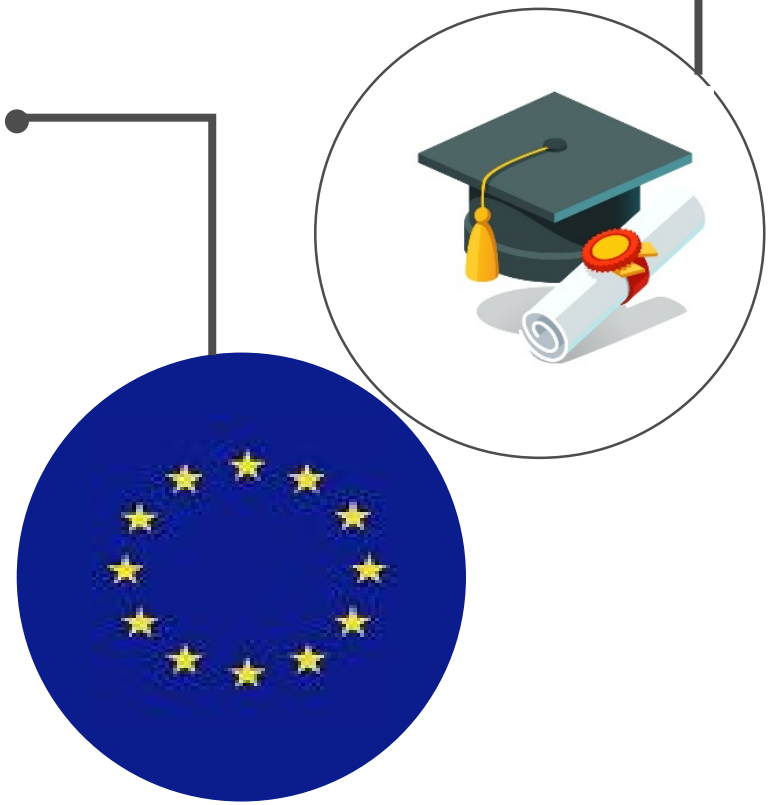
What can the Commission offer you?

- €4.883,11/month starting salary (for officials and temporary agents); €3.531,26/month starting salary (for contract agents)
- Good leave entitlement
- Varied and challenging work with scope to shape your own career in the Commission
- Job security
- Multicultural environment
- Flexible working-time arrangements

Recruitment criteria

You must be an EU citizen



You must hold a full university degree in languages or another field (minimum BA)

No professional experience is required

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Recruitment competitions for EU officials

Publication:

- Official Journal of the European Union (C edition)
- EPSO (European Personnel Selection Office) website **eu-careers.eu**
- Selection procedure: 9 - 12 months

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The competition process

Create an EPSO account and apply online

Computer-based pre-selection tests in L1
+ language competency tests in L2 and L3

Translation tests L2 -> L1 and L3 -> L1

Assessment centre

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Language knowledge

Translator competitions have usually these two options:

OPTION 1

Language 1: minimum level - C2 (perfect knowledge) of the competition language

Language 2: minimum level - C1 (thorough knowledge) in English, French or German. This must be different from language 1.

Language 3: minimum level - C1 (thorough knowledge) in English, French or German. This must be different from languages 1 and 2.

OPTION 2

Language 1: minimum level - C2 (perfect knowledge) of the competition language

Language 2: minimum level - C1 (thorough knowledge) in English, French or German. This must be different from language 1.

Language 3: minimum level - C1 (thorough knowledge) in one of the 24 official EU languages. This must be different from languages 1 and 2 and not English, French or German.

Other skills

Degree in languages or translation NOT necessary

Translator profile and skills needed:

- ec.europa.eu/info/jobs-european-commission/working-eu/translator-profile
- epso.europa.eu/career-profiles/languages

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Temporary staff

- Selection and recruitment run by individual EU institutions and agencies, with possible support by EPSO
- For information and vacancies, check regularly: ec.europa.eu/info/jobs-european-commission

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Contract staff

- Selection procedure usually organised by EPSO
- Permanent CAST selection of translator and proofreader profiles
- Pool of applicants (= database) from which contract staff are recruited
- For information check regularly ec.europa.eu/info/jobs-european-commission

How to become a freelancer?

Respond to a call for tenders and have your bid accepted

Calls for tenders are published on:

- TED – tenders electronic daily
  (Supplement to the Official Journal)
- EUROPA: ec.europa.eu/info/translation/tendering-contracts
- Contracts from latest call TRAD19 from July 2020

Traineeships

- Duration: 5 months
- Two rounds per year, starting in March and October
- For university graduates only
- For EU citizens – but a limited number for non-EU nationals
- Competence: able to translate from two EU languages into your main language
- Monthly grant
- Info: ec.europa.eu/stages/

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Web and social media

ec.europa.eu/info/departments/translation

facebook.com/TranslatingForEurope

facebook.com/translatores #JuvenesTranslatores

twitter.com/translatores @translatores

instagram.com/translatingforeurope

youtube.com/DGTranslation

#EDLangs #TranslatingEurope #2021TEF #eTranslation #EMTnet #xl8

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