# ZÁPADOČESKÁ UNIVERZITA V PLZNI

# Fakulta filozofická

# BAKALÁŘSKÁ PRÁCE

# Západočeská univerzita v Plzni Fakulta filozofická

Bakalářská práce

Translation and interpreting in the UN

Eva POLÁČKOVÁ

# Západočeská univerzita v Plzni

#### Fakulta filozofická

Katedra anglického jazyka a literatury

Studijní program Filologie

Studijní obor Cizí jazyky pro komerční praxi

Kombinace angličtina - němčina

## Bakalářská práce

# Translation and interpreting in the UN Eva Poláčková

Vedoucí práce:

PhDr. Eva Raisová

Katedra anglického jazyka a literatury

Fakulta filozofická Západočeské univerzity v Plzni

Prohlašuji, že jsem práci zpracovala samostatně a použila je pramenů a literatury.	n uvedených
Plzeň, duben 2018	

Acknowledgement
I would like to express my thanks to my supervisor, PhDr. Eva Raisová, for her patience, support and advice, which helped me to finish my thesis.

### **CONTENT**

<u>1 I</u>	NTRODUCTION	1
<u>2</u> <u>I</u>	NTRODUCTION INTO THE UN	3
2.1	FORMATION	3
2.2	PURPOSES	4
2.3	Issues in course of time	5
2.4	MDGs	6
2.5	SDGs	6
2.6	BUDGETARY MATTERS	8
2.7	STRUCTURE OF THE UN	9
2.7.1	GENERAL ASSEMBLY	9
2.7.2	SECURITY COUNCIL	10
2.7.3	ECONOMIC AND SOCIAL COUNCIL	11
2.7.4	TRUSTEESHIP COUNCIL	11
2.7.5	International Court of Justice	12
2.7.6	Secretariat	13
<u>3</u> <u>L</u>	ANGUAGES IN THE UN	14
3.1	OFFICIAL VS. WORKING LANGUAGES	14
3.2	RULES OF PROCEDURE IN TERMS OF LANGUAGES	15
<u>4</u> <u>I</u>	NTRODUCTION INTO THE INTERPRETING	16
4.1	CRUCIAL POINTS	17
4.2	INDIVIDUAL TASKS OF PARTICIPANTS ON INTERPRETING PROCESS	18
4.2.1	Speaker	18
4.2.2	Interpreter	21
4.2.3	Hearer	23
4.3	MODES OF INTERPRETING	23
4.3.1	Consecutive interpreting	24
4.3.2	SIMULTANEOUS INTERPRETING	25
4.4	LANGUAGE REGIMES	28
<u>5</u> <u>I</u>	MPLEMENTATION OF SIMULTANEOUS INTERPRETING IN THE UN	28
6 I	JN LANGUAGE STAFF	31

6.1 Interpreters	32
6.2 TRANSLATORS AND PRÉCIS-WRITERS	34
6.3 Editors	35
6.4 VERBATIM REPORTERS	36
6.5 COPY PREPARERS / PROOF-READERS / PRODUCTION ED	itors 37
7 CONCLUSION	39
8 ABSTRACT	40
9 RESUMÉ	41
10 BIBLIOGRAPHY	42
10.1 Printed sources	42
10.2 Internet sources	42
10.3 MOVIES	46
11 APPENDICES	47
11.1 APPENDIX 1	47
11.2 APPENDIX 2	48
11.3 APPENDIX 3	52

#### 1 INTRODUCTION

This bachelor thesis shall give a general knowledge of the United Nation organization and language services within it. A special part is devoted to the interpreting, as without it, no international relations could be established.

In the second chapter, the UN as an organisation is introduced. Author draws the main mission and aims of the UN and also its structure. The reader should get a general awareness of the UN; why it was established, how it works and what is its purpose and mission. This knowledge is supposed to be helpful during the comprehension of the following subject matters.

As the UN uses multilingualism to ensure harmonious communication among people within it, third chapter deals with the languages in the UN. There are described official and working languages and how the usage of them differs across the individual main organs. For this reason, the particular procedure rules in terms of language are analysed one by one in order to get to know, which languages are used at which occasions.

Alike in the second chapter also in the third one, there are cited longer parts, which can suggest to the reader how some documents within the UN can look or which expressions could be used.

In the fourth chapter, introduction into interpreting is provided. The reader will go through crucial points, which can set in, will get an overview about the tasks of individual participants on the interpreting process and will gain a knowledge of the interpreting modes.

As a follow-up to the previous chapter, in the fifth chapter, the milestone of simultaneous interpreting is described, which is closely connected to the implementation of it within the UN.

The last sixth chapter explains the individual positions among the UN language staff.

When writing this thesis, author worked mainly with Internet sources, which are much more updated than printed ones, which is necessary by this kind of topic, especially by the topic the UN.

#### 2 INTRODUCTION INTO THE UN

From the very beginning, the second Secretary-General's Dag Hammarskjöld will be quoted. He famously said that the United Nations "was not created to take mankind to heaven, but to save humanity from hell." The UN is not supposed to be a world government, however, it should provide help or rather a forum for a wider debate in case of international conflicts and problems concerning the whole world.

#### 2.1 Formation

The situation has never yet been as tragic as at the end of the WW II. There were some attempts to ameliorate that bad situation to save future generation from the madness of war. As one of those results is a global organisation called "the United Nations".

Such a short name for such an enormous unity consisting of many nations all over the world; there is no bigger organisation than the UN is. Each of the nations has own history, diverse culture norms and customs as well as values. Some nations are wealthy and some are in need. In addition, the majority of them speak different languages. These all named facts are to indicate that to systematize so many different nations as one whole is demanding and without willingness of the participating countries utterly impossible.

The UN has had a predecessor - League of Nations - often called as an unsuccessful organisation. From the nature of any organisation follows, that once it fulfils all purposes, why it came into existence, it can come to an end. However, the League of Nations ceased to exist without fulfilling its intentions and for this reason it is called an unsuccessful organisation.

 $<sup>^{\</sup>rm 1}$  OSN. Vše o OSN: Historie, struktura, financování. p.2. Translated by the author

However, in spite of that fact, that once the idea had not succeeded, the "Big Five" had decided to try it again and better so they established the UN.

By the end of the WW II, France, Great Britain, Chine, Soviet Union and United States gathered to write a Charter of the new organisation. Then, on 24 October 1945, this unity came into being after ratifying it by Governments of the "Big Five" and a majority of the other signatory states.<sup>2</sup>

#### 2.2 Purposes

In the UN's Charter, which is both the founding and key document, following four purposes has been defined:

- 1. To maintain international peace and security, and to that end: to take effective collective measures for the prevention and removal of threats to the peace, and for the suppression of acts of aggression or other breaches of the peace, and to bring about by peaceful means, and in conformity with the principles of justice and international law, adjustment or settlement of international disputes or situations which might lead to a breach of the peace;
- 2. To develop friendly relations among nations based on respect for the principle of equal rights and self-determination of peoples, and to take other appropriate measures to strengthen universal peace;
- 3. To achieve international co-operation in solving international problems of an economic, social, cultural, or humanitarian character, and in promoting and encouraging respect for human rights and for fundamental freedoms for all without distinction as to race, sex, language, or religion; and

1

<sup>&</sup>lt;sup>2</sup> 1945: The San Francisco Conference. Official website of the UN. [online]

4. To be a centre for harmonizing the actions of nations in the attainment of these common ends.<sup>3</sup>

The mission of the UN was and still is clear – to build a better world with the aid of maintaining international peace and security.<sup>4</sup>

#### 2.3 Issues in course of time

As the time is changing, the UN must concentrate on different topics. In the post-war era, the devastated world was the principal point, which the delegates of participating countries were dealing with. The first focus was aimed to the "peaceful uses of atomic energy and to the elimination of atomic and other weapons of mass destruction", which was contained in the first resolution. In course of the time, the UN was concerned with securing good relationships between membership states, monitoring the use of nuclear weapons, human rights, racial discrimination, discrimination against woman, discrimination based on religion or belief, famine, convention against torture, convention on the rights of the child and with many others.

Notwithstanding with the above mentioned, it must be highlighted, that the UN's main task is to provide room for debate of those problems, which are exceeding the borders of individual countries, and coordinate them. With all problems, which are worldwide, cannot be struggled individually but jointly and this is possible right on the soil of the UN. For instance changing climate, lack of water, food prices, AIDS and other diseases, poverty, drugs or migration belong to these global problems.

<sup>&</sup>lt;sup>3</sup> United Nations publications. *Charter of the United Nations and Statute of the International Court of Justice.* p.4-5.

<sup>&</sup>lt;sup>4</sup> *Maintain International Peace and Security.* Official website of the UN. [online]

<sup>&</sup>lt;sup>5</sup> *Milestones 1941-1950.* Ibid.

#### **2.4 MDGs**

There were some points, which had still been there and, consequently, in the year 2000, at the Millennium Summit, the world leaders set out a series targets for the next 15 years called "MDGs – Millennium Development Goals".<sup>6</sup> These goals should have ensured better and more organized performance. The MDGs were to: (1) eradicate extreme poverty and hunger; (2) achieve universal primary education; (3) promote gender equality and empower women; (4) reduce child mortality; (5) improve maternal health; (6) combat HIV/AIDS, malaria and other diseases; (7) ensure environmental sustainability; and (8) develop a global partnership for development.<sup>7</sup>

These Millennium Development Goals are supposed to be "the most successful global anti-poverty push in history. Governments, international organizations, and civil society groups around the world have helped to cut in half the world's extreme poverty rate. More girls are in school. Fewer children are dying. The world continues to fight killer diseases, such as malaria, tuberculosis and AIDS. There are about 500 days to accelerate action on issues such as hunger, access to education, improved sanitation, maternal health and gender equality."8

#### **2.5 SDGs**

After 15 years and 8 targets of MDGs being fulfilling, the world leaders set out another series targets called "SDGs – Sustainable Development Goals"<sup>9</sup>. The idea has stayed the same just as the world is changing; the targets must have been adopted. The SDGs follow on from the MDGs, using them as a "stepping stone" and continuing with the well-done job being made. In a simplified way one can say that MDGs were the first halfway and

<sup>&</sup>lt;sup>6</sup> *Milestones* 1991-2000. Ibid.

<sup>&</sup>lt;sup>7</sup> Millennium Summit (6-8 September 2000). Ibid.

<sup>&</sup>lt;sup>8</sup> MDG Momentum. Ibid.

<sup>&</sup>lt;sup>9</sup> Sustainable development goals. Ibid.

SDGs are the next part of it, which should ensure prosperity for everybody, end poverty ruling especially in some parts of our world and protect the whole planet.

Specifically the SDGs are to: (1) end poverty in all its forms everywhere; (2) end hunger, achieve food security and improved nutrition, and promote sustainable agriculture; (3) ensure healthy lives and promote well-being for all at all ages; (4) ensure inclusive and equitable quality education and promote life-long learning opportunities for all; (5) achieve gender equality and empower all women and girls; (6) ensure availability and sustainable management of water and sanitation for all; (7) ensure access to affordable, reliable, sustainable, and modern energy for all; (8) promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all; (9) build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation; (10) reduce inequality within and among countries; (11) Make cities and human settlements inclusive, safe, resilient and sustainable; (12) ensure sustainable consumption and production patterns; (13) take urgent action to combat climate change and its impacts; (14) conserve and sustainably use the oceans, seas and marine resources for sustainable development; (15) protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss; (16) promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels; (17) strengthen the means of implementation and revitalize the global partnership for sustainable development.<sup>10</sup>

To fulfil all these goals, action of all people is needed. Not just governments but also the private sector, civil society, families and students

<sup>&</sup>lt;sup>10</sup> Ibid.

are involved. There had been written a list of actions, which ordinary people can do to make a contribution to the sustainable future. The list of actions is under the following link: http://www.un.org/sustainabledevelopment/takeaction/.

#### 2.6 Budgetary matters

All 173 members states contribute to the two UN budgets – Regular budget and Peacekeeping operations budget. These contributions are compulsory. The regular budget covers the costs for activities of the UN headquarters and its subsidiaries whereas the Peacekeeping operations budget funds the costs for missions in the conflict territory. <sup>11</sup>

There is an agreed percentage scale, according to which the member states contribute. The contributions of the individual member states are calculated on the basis of their ability to contribute, the number of inhabitants and the amount of the national income.<sup>12</sup>

For comparison, the Regular budget, for the years 2012-2013, made \$5,152 billion. A sum of this sort is spent for flowers yearly in America. Another example stands for the Peacekeeping operations budget. In the same time span, 2012-2013, it made \$7,33 billion. This sum is approximately 0,5% of the global armament expenses, only. These figures are to indicate us that peacekeeping is much cheaper than warfare. About loss of life don't have to be spoken.<sup>13</sup>

Generally, the biggest contributor to the UN budgets is USA followed by Japan, China, and Germany.

13 Ibid.

<sup>&</sup>lt;sup>11</sup> OSN. Vše o OSN: Historie, struktura, financování. p.9.

<sup>12</sup> Ibid.

#### 2.7 Structure of the UN

For smooth function of the UN, tasks of the organisation, which it is facing to, are distributed to the diverse authorities. The body of the UN is divided into six principal organs: the General Assembly, the Security Council, the Economic and Social Council, the Trusteeship Council, the International Court of Justice, and the Secretariat.

#### 2.7.1 General Assembly

Each year starting in September, all 193 Member states meet in the General Assembly Hall in New York for the annual General Assembly session. A new president is elected for each gathering, for each year. In the year 2002-2003 it was a former Minister of Foreign Affairs and Deputy Prime Minister of the Czech Republic Jan Kavan<sup>14</sup>. Especially for this event, a Delegates Handbook is readied. It is detailed guide for all participants. Delegates find there all useful information they need to know about the place, time, facilities or run of the assembly.<sup>15</sup>

The General Assembly "is the main deliberative, policymaking and representative organ of the UN"<sup>16</sup>, which provides already mentioned forum for debates. Representatives from all membership states are coming to have a discussion. They debate politic issues, make recommendations, admit new members of the UN, select members of the Economic and Social Council. They also supervise the activities of the other UN organs.

Each member state has one vote. Commonly, they are voting by a simple majority. On important questions, a two-thirds majority is required.

<sup>&</sup>lt;sup>14</sup> OSN. Vše o OSN: Systém organizace. p.5.

<sup>&</sup>lt;sup>15</sup> *General Assembly of the United Nations.* Official website of the UN. [online]

<sup>&</sup>lt;sup>16</sup> Ibid.

These important issues are admission of new members, budgetary matters or peace and security.<sup>17</sup>

#### 2.7.2 Security Council

This organ is responsible for maintaining international peace and security through diplomacy or sanctions. Secretary Council consists of 15 members, of which five are permanent members, well-known "Big Five", and ten are non-permanent ones. These non-permanent states are to be voted each two years by General Assembly. The principle of balanced geographical representation is implemented in order to ensure, that the major world regions, Africa, Asia-Pacific, Eastern Europe, Latin America and Caribbean and Western Europe and other, have representation.<sup>18</sup>

When voting, at least nine members have to vote for. None of permanent members, since they have the right of veto, can vote against, in order any resolution to be adopted. This organ is the only, which can make decisions whereas the others can only make recommendations.<sup>19</sup>

The "Big Five" had a decisive influence on establishing of the UN so it was foreseen that it will have a great say in issues of peacekeeping and peace building in the future. For this reason they had obtained the right of veto.<sup>20</sup>

First session of the Security Council was held on 17 January 1946 at Church House, Westminster, London. Since that time, it mostly took place at the United Nations Headquarters in New York City. All representatives must

<sup>&</sup>lt;sup>17</sup> OSN. Vše o OSN: Systém organizace. p.5.

<sup>&</sup>lt;sup>18</sup> Ibid. p.7.

<sup>19</sup> Ibid.

<sup>&</sup>lt;sup>20</sup> Ibid.

be present any time at the UN Headquarters so that the Security Council can meet at any time as the need arises.<sup>21</sup>

#### 2.7.3 Economic and Social Council

As the title indicates, this organ has the responsibility for economic and social matters as well as environmental matters. It works to improve standards of living, especially in developing countries, and supports human rights. To make it happen, it cooperates with specialized agencies like the World Health Organisation (WHO), World Food Programme (WFP) or United Children's Fund (UNICEF). Complete chart see in Appendix 1.

Economic and Social Council consists of 54 members who are elected each three years. In case of voting, simple majority makes decisions. This Council elect its president and four Vice-presidents each year.<sup>22</sup> Seventy-third President of the Economic and Social Council, elected on 27 July 2017, is Her Excellency Marie Chatardová from the Czech Republic<sup>23</sup>.

#### 2.7.4 Trusteeship Council

This council had been helping to the developing territories and dependencies to gain independence. More then 70 territories had been turned to independent. The Trusteeship Council interrupted its function on 1 November 1994. A month before this date, Palau became independent and because it was the last remaining United Nations trust territory, the council could suspend its operations.<sup>24</sup>

Based on it, the Council dropped its obligation to meet annually and agreed to meet as occasion required. This meeting can be called by the

<sup>23</sup> *Ecosoc. President.* Official website of the UN. [online]

<sup>&</sup>lt;sup>21</sup> What is the Security Council?. Official website of the UN. [online]

<sup>&</sup>lt;sup>22</sup> OSN. Vše o OSN: Systém organizace. p.8.

<sup>&</sup>lt;sup>24</sup> Trusteeship Council. Official website of the UN. [online]

decision of the council, its president, or at the request of a majority of its members or the General Assembly or the Security Council. <sup>25</sup>

#### 2.7.5 International Court of Justice

The International Court of Justice is the world's highest international law. The Court may deal with two types of cases – contentious cases and advisory proceedings. Contentious cases are legal disputes between States. This court does not solve disputes between individuals and for this reason only States may be parties to contentious cases. The second type is advisory proceedings, which mean requests for advisory opinions on legal questions. This requests may be delivered by United Nations organs and specialized agencies<sup>26</sup>

This organ is the only one UN's principal organ not seated in New York but in Hague, Netherlands. There are 15 judges who are elected for the period of nine years. To ensure continuity, a third of them are elected every three years. The General Assembly and the Security Council elect them. A candidate for a judge must receive an absolute majority of the votes in both bodies.<sup>27</sup>

Like in the Security Council also here the rule of balanced geographical representation is implemented. There are three seats for African judges, two seats for judges from Latin America and Caribbean, three for Asian judges. Judges from Western Europe and other western states occupy five seats. Two last seats are occupied by judges from the Eastern Europe.<sup>28</sup>

<sup>25</sup> Ibid

<sup>&</sup>lt;sup>26</sup> What is the International Court of Justice? The Role and Activities of the ICJ [short film]. The UN. 2017.

<sup>&</sup>lt;sup>27</sup> Ibid.

<sup>&</sup>lt;sup>28</sup> Ibid.

#### 2.7.6 Secretariat

With the Secretary General in head, the Secretariat is the UN's executive organ cooperating with all principal organs and specialized agencies. The Secretariat sets the agenda for the General Assembly, Economic and Social Council, and Security Council and implements their decisions. It forms economic and political analysis for the General Assembly and Security Council.<sup>29</sup>

The head of both the Secretariat and United Nations is the Secretary General. Franklin D. Roosevelt introduced the Secretary General as a "World moderator"

The secretary General must have a very good knowledge of world affairs and has to be capable of analysing and at the same time interpreting it to the world because he is also the spokesperson of the UN.

<sup>&</sup>lt;sup>29</sup> Secretariat. Official website of the UN. [online]

#### 3 LANGUAGES IN THE UN

#### 3.1 Official vs. working languages

In the UN, two types of languages are distinguished; namely those are official languages and working ones. Nowadays the number of official languages is, with a few exceptions, coincident with the number of working languages but it had not always been the case in the past.

To give an example what it meant; at the beginning of the UN, during the assembly, the delegates could speak all official languages, which were Chinese, French, English, Russian and Spanish, but these were interpreted only into the working ones; English and French. In the course of time both the official and working languages were increasing to contemporary six official and six working ones.

The reason of so low number of working languages at the early beginning had its own reason. There was only consecutive interpreting, which was very time demanding, and for that reason it was unimaginable to interpret into all official languages. In addition, there had been low number of excellent interpreters and also the interpreting equipment was at the start of the development.

Fortunately, together with the UN also its services were developed, including interpreting services. The simultaneously interpreting replaced the consecutive ones and thanks to it the number of working languages could increase.

The current official and working languages of the UN are Arabic, Chinese, English, French, Russian and Spanish; however, each of the main bodies of the UN has its own language procedure rules. In the following part, particular body's Rules of procedure will be compared with the other ones.

#### 3.2 Rules of procedure in terms of languages

In the Rules of procedure of the UN **General Assembly**, in the Rule 51, there is stated "Arabic, Chinese, English, French, Russian and Spanish shall be both the official and the working languages of the General Assembly, its committees and its subcommittees"30. In the Rule 52 there is mentioned, "Speeches made in any of the six languages of the General Assembly shall be interpreted into the other five languages"31. The Rule 53 says, "Any representative may make a speech in a language other than the languages of the General Assembly. In this case, he shall himself provide for interpretation into one of the languages of the General Assembly or of the committee concerned. Interpretation into the other languages of the General Assembly or of the committee concerned by the interpreters of the Secretariat may be based on the interpretation given in the first such language"32. According to the Rule 54 "Verbatim or summary records shall be drawn up as soon as possible in the languages of the General Assembly"33. The Rule 55 says, "During the sessions of the General Assembly, the Journal of the United Nations shall be published in the languages of the Assembly"34. According to the Rule 56 "All resolutions and other documents shall be published in the languages of the General Assembly "35. And in the last 57th rule there is stated "Documents of the General Assembly, its committees and its subcommittees shall, if the Assembly so decides, be published in any language other than the languages of the Assembly or of the committee concerned<sup>"36</sup>.

When taking the Rules of Procedure of the UN Security Council<sup>37</sup>, they are technically speaking the same as the Rules of Procedure of the UN

<sup>&</sup>lt;sup>30</sup> United Nations publications. *Rules of Procedure of the General Assembly.* p.15.

<sup>&</sup>lt;sup>31</sup> Ibid. p.15.

<sup>&</sup>lt;sup>32</sup> Ibid. p.15.

<sup>&</sup>lt;sup>33</sup> Ibid. p.15-16.

<sup>&</sup>lt;sup>34</sup> Ibid. p.16.

<sup>35</sup> Ibid. p.16.

<sup>&</sup>lt;sup>36</sup> Ibid. p.16.

<sup>&</sup>lt;sup>37</sup> United Nations Publications. *Provisional Rules of Procedure (S/96/Rev.7)*. p.8.

General Assembly except for the Rule 55, mentioned above, which is saying "During the sessions of the General Assembly, the Journal of the United Nations shall be published in the languages of the Assembly." – This rule has been deleted from the list of Rules of Procedure of the UN Security Council.

As last in the order, the Rules of procedure of the **Economic and Social Council** will be compared. While the two previous Rules of Procedure were almost the same, the following is in several points different. The official languages stay the same (Arabic, Chinese, English, French, Russian and Spanish) but the working ones are only three; English, French and Spanish. The rules for interpreting remain the same as in the previous two cases but the rules for record languages differ. There is written, "Records shell be drawn up in the working languages. A translation of the whole or a part of any record into either of the other official languages shall be furnished if requested by a representative.<sup>38</sup>" By the languages of resolutions and other formal decisions the same applies like by the previous two bodies.

To summarize it, Arabic, Chinese, English, French, Russian and Spanish are both the official and the working languages of the General Assembly, including its committees and subcommittees. The Security Council has the same official and working languages as the General Assembly. Arabic, Chinese, English, French, Russian and Spanish are the official languages of the Economic and Social Council and English, French and Spanish are the working ones. In addition, English and French are the working languages of the Secretariat and the same languages are also the official languages of the Court of Justice.

#### 4 INTRODUCTION INTO THE INTERPRETING

Interpreting is an essential instrument for an international communication among people, who do not understand the language of each

<sup>&</sup>lt;sup>38</sup> United Nations Publications. *Rules of Procedure of the Economic and Social Council.* p.14.

other. This activity is very demanding and requires proper cooperation among at least three people.

These three participating people in the interpreting process are a speaker, an interpreter and a hearer. Speaker expresses an idea in a source language; the language, which he or she masters. The interpreter conveys the idea from the source language into a target language; the language, which the hearer masters. Once the interpreter finished his interpretation, the hearer should be able comprehend the complete idea, which the speaker was expressing.

#### 4.1 Crucial points

In the whole process, we are not speaking about words but ideas, because words are changing their meaning according to the context. Besides that, some words do not even have a clear equivalent in other languages. As an example, we can name the German word "das Feierabend". In German it is very used word in everyday life with its obvious meaning, however, without any so evident equivalent in English.

We need to take also diverse syntax into consideration. As an example the German language is being used again, because the German language system works with verbs completely different then the other language systems. For instance in a German sentence, there is a sentence bracket applied. In brief, it means that one verb takes second position and the other verb comes to an end. In the sentence "Ich <u>möchte</u> mit dir heute Nachmittag ins Kino <u>gehen</u>." we have to wait for the lexical verb the sentence long. Such a phenomenon is something what the English language does not know and for this reason it can cause some problems during the interpretation from German into English.

Another example of how the syntax can differ across the languages can be Spanish. In this language system, the adjective is put behind the noun. For instance "<u>red</u> wine" would be "vino <u>tinto</u>". This phenomenon mainly does not cause any big problems during interpretation; however, word for word interpretation would not be the right choice.

By the same example more significant problem could be caused by the word "red". To interpret it literally into Spanish, it would be "rojo – vino rojo", which the Spanish does not use in this connection. Exactly these nuances may cause some problems during interpreting. To manage this challenge, the interpreter must have background knowledge of certain language because each nation has its own history, culture as well as habits influencing the language development. For these reasons a word-for-word interpretation would not be possible and if so, it would not make any sense.

#### 4.2 Individual tasks of participants on interpreting process

Behind the interpreting process, there is much effort hidden. Well-done interpretation comes not only from the interpreter's side but also from the speaker and hearer's side. In an ideal way they should cooperate with each other. Even though cooperation is not always the case, we will go through all the tasks the participants on interpreting process should do.

#### 4.2.1 Speaker

The whole interpreting process starts from the speaker. He should concentrate on what he says and how. He should speak neither fast nor slowly. He should not read the lines, because if this situation happens, the work starts to be even harder for the interpreter.

When the speaker quits speaking and starts reading, the interpreter can get lost. Even for people speaking the same language as the speaker does, it can be difficult to get the idea. The person reading a text drop out the intonation of which task is to indicate significant semantic points. Without intonation, the speech tends to be monotone and sometimes even the speaker does not know what he or she is talking about at the moment.<sup>39</sup>

Another element, closely connected with the intonation, is pause. Here is applicable; the more the speaker appears in the public, the better he or she can work with his or her intonation and pauses. He or she can get used to the public speaking and can avoid making failure caused by pressure, which he or she perceives. However there are many factors influencing how often the speaker makes pauses. These factors can be classified into physiological and functional pauses. Physiological pauses enable us to breathe and are often influenced not only by our physical state but also by mental state. Functional pauses can be developed after managing physiological pauses in terms of feeling under pressure etc. By functional pauses, the speaker can better involve the audience. He or she can make them listen or make them wonder, etc.<sup>40</sup>

From the point of view of simultaneously interpreting it has to be taken also the pace of speech into consideration. Ivana Čeňková states that by slow pace, the short-term memory would be strained. She gives reason for that. The interpreter burdens his or her perception of logical continuity of thoughts by remembering of what has been said. As opposed, the quick pace of speech could cause that the interpreter would not manage to interpret sufficient fast, would fall behind with the speaker and finally lose the idea.<sup>41</sup>

To avoid these situations, slow or quick pace, there is recommended a number of syllables per a minute. Some sources state not syllables but

<sup>&</sup>lt;sup>39</sup> ČEŇKOVÁ, Ivana. Úvod do teorie tlumočení. p.62-63.

<sup>&</sup>lt;sup>40</sup> Ibid. p.63.

<sup>&</sup>lt;sup>41</sup> Ibid. p.64.

words; however, the average length of words differs across the languages. For this reason the syllables are considered to have much more corresponding value in general over the words. The recommended number is, according to Alois Krušina, 210-290 syllables per a minute.

The speaker can make the interpreter's work easier also by providing some materials. A glossary with used terminology can be helpful or an accompanying text would be appreciated. After studying some materials, the interpreter is much more able to foresee what the speaker is going to say and the interpreter is much more confident during his performance.

The speaker should pay attention to a good preparation in order the interpreter to have a chance to convey fluently and right and the hearer to have the possibility to understand properly. By good preparation the speaker can become more confident and thanks to it he can prevent nervousness and the stage fright, which can lead to the slip of the tongue, illogical expressing or speaking in a low voice.

The speaker should also know his audience and should adapt his speech to it. The words being used, the difficulty of the sentence composition, the topic he or she is talking about; all these factors and many others should be adapted to the audience.

Another significant element influencing the speaker's performance is language, which he or she is using, either his or her mother tongue or foreign language. In case of using foreign language, which the speaker has not mastered perfectly yet, it is better, when the interpreter is of the same nationality as the speaker. In this instance the interpreter went probably through the same mistakes during acquiring a certain language. Therefore there is bigger probability that he or she will understand what the speaker

<sup>&</sup>lt;sup>42</sup> Ibid. p.61.

wants to express by a wrong sentence, which the native speaker would not use.

As the speaker is perceived as an initial and crucial point in the work of an interpreter, it has been written a lot of about this person. In the next subchapter, the person of an interpreter is going to be discussed.

#### 4.2.2 Interpreter

An interpreter is a mediator in the interpreting process. He ensures that the hearer can understand what the speaker has expressed. A good interpreter could be perceived as a "superman" because the range of qualities, which he or she has to either posses or acquires, is indeed broad.

The interpreter has to posses the same qualities as the speaker (see the subchapter 4.2.1) and much more. He or she must acquire language; know any nuances of the language like e.g. phonetic, semantic or morphological ones. He or she must know the historical background of his or her working language. However, only this knowledge is not enough. He must also have a general knowledge and common sense.

Crucial point is also a great knowledge of the topic being interpreted. For an interpreter, who convey only business topics, can be difficult to convey some medical or technical matters, because he or she does not have neither knowledge nor vocabulary of these topics.

The interpreter must be aware of the composition of all his or her working languages; he must be aware of various nuances in order not to be surprised during the interpreting process. To give an instance, in the Czech language we can term various things, situations etc. so we do not need any sentence constructions like e.g. in German language the "Konjunktiv I" for the Czech "prý".

The interpreter must also be able to become aware of any means of expression, which are used for a certain text composition in a various functional style and convey them into the other language so that the functional style remains.<sup>43</sup>

Another quality, which the interpreter should posses, is an ability to switch from one language to another immediately and without hesitation and any problems.<sup>44</sup>

As indicated above, not all people who speak a language can become interpreters. The language is only an instrument. Jean Herbert, in his Interpreter's handbook, describes the language as a prerequisite, which one must posses. The language for an interpreter is the same like two hands for a boxer. Just the fact of having two hands does not make a boxer, so the knowledge of different languages does not make an interpreter.<sup>45</sup>

A good interpret has both an academic knowledge and personal qualities. He or she has to have a quick reflex, good memory, and willingness to learn. With the help of these personal qualities he or she should be able to understand well to the speaker's ideas and convey them to the hearer. To manage it, he or she must be able to adopt some kind of mentally stand which enables him or her to draw back enough to oversee both of these process – the ingoing information and the outgoing one. These processes are happening, during the simultaneously interpreting, in the same time and he or she must prevent to mix them up.<sup>46</sup>

The interpreter must be capable of fully concentration. Silvia Maginnis, Chief of Spanish section Interpretation services U.N. New York, said that the interpreter must listen, speak, forget, listen again, speak and

44 Ibid. p.66

<sup>&</sup>lt;sup>43</sup> Ibid. p.65.

<sup>&</sup>lt;sup>45</sup> HERBERT, Jean. The Interpreter's Handbook, p.4-5.

<sup>&</sup>lt;sup>46</sup> The Interpreters: A Historical Perspective (Interpreting at the UN 1945-1995) [film]. AIIC Interpreters. 2017

forget. If you play tennis, you must hit one shot, and you are ready for the next shot, if you are thinking about the last shot you lost the next shot. This analogy perfectly describes how quick and concentrated the interpreter must be.<sup>47</sup>

The interpreter must be physically well equipped as well. He or she cannot have any speech impediment, must have good pronunciation. The voice must be adequately strong and loud. The interpreter must be stress resistant and be in good health.

To keep in good health, a good regimen is the most important point, however, in a busy and from-hour-to-hour changeable life of an interpreter hardly achievable. For this reason, the job of an interpreter is supposed to be very demanding and not everybody would manage to work on this position.

#### 4.2.3 Hearer

The hearer is the third participator on the interpreting process. Because of him the whole process is happening, however, his task is the easiest one; he must only listen, comprehend the idea and do not complicate the hard work of an interpreter and a speaker.

#### 4.3 Modes of Interpreting

In general there are two main modes of interpreting – simultaneous and consecutive interpreting. The adjectives simultaneous and consecutive indicate what the two interpreting modes are about.

By the first case, in the course of interpreting, the activities of listening and conveying supposed to be parallel. By the second case, the

<sup>&</sup>lt;sup>47</sup> Ibid.

named activities are rather successive. Each of these modes has its pros and cons, which are determining their usage.

#### 4.3.1 Consecutive interpreting

Consecutive interpreting marks the beginning of the interpreting services because till the WW II. it was the only type of interpreting. By this mode of interpreting, once the speaker stops with his or her speech the interpreter starts with his or her interpretation. Consecutive interpreting tend to be time-consuming, however, it should be more accurate then simultaneous interpreting. The interpreter has more time to analyse the message, which the speaker said in source language, to realize the main points of it and convert it into the target language.

The advantage of consecutive interpreting is, that the speaker and the interpreter are next to each other. The interpreter can effortlessly see the speaker's facial expression and his or her gesticulation. He or she can exactly hear the tone of voice, can empathize with the speaker and identify with him. Once the interpreter misunderstood, he or she could ask the speaker to repeat it.

The interpreter can adapt his speech to the audience in some measure, e.g. the pace of speech or the volume of voice, but he or she should not retreat too much from the original speech in the source language.<sup>48</sup> The interpreter cannot forget that he or she is only a mediator and his or her task is to render speech in the target language. There is no space for his or her opinions, ideas or evaluations. The interpreter should also bear in mind, that the time of his or her speech should not be longer then the time of the speaker's presentation.

<sup>&</sup>lt;sup>48</sup> ČEŇKOVÁ, Ivana. Úvod do teorie tlumočení. p.24.

In case of short passages the interpreter is able to remember what was said and manage to render the interpretation without notes. However, if the speech is longer, to avoid forgetting what was said, the interpreter takes notes. First comprehensive mention about note taking was provided in Jean Herbert's Interpreter's handbook, which should be used only as a hind. Every interpreter should think up his or her own notation system, which will be suitable exactly for him or her.

By this kind of interpreting, the interpreter is next to the speaker. Therefore no special equipment is needed so from this point of view, consecutive interpreting seems to be cheaper in comparison with the simultaneous interpreting. However, if time is taken into consideration, the matter of money is not so obvious anymore.

Nowadays it is nonsense to use the consecutive interpreting during some huge conferences. Even though the initial costs are higher for the simultaneously interpreting equipment, after a few sessions it is worth it, because the time of all present people would be many times more expensive. The usage of consecutive interpreting is suitable for a roundtable discussion or for some presentations where the number of participants is lower.

#### 4.3.2 Simultaneous interpreting

When interpreting simultaneously, the interpreter is supposed to speak parallel with the speaker. In fact the interpretation comes with a delay, which should be as small as possible. Because the interpreter must split his attention to diverse tasks, this technique tends to be rather demanding. On the other hand it is beneficial in terms of time and therefore it is used during huge conferences and assemblies.

Simultaneous interpreting requires a great deal of concentration; therefore the interpreter is able to work in this fully strain properly

approximately about 20 minutes in a row and then he or she needs to switch. However, during this break the interpreter cannot switch off but to pay attention to what is happening in order to be able to "pick up the baton" again.

With regard to the financial value, simultaneous interpreting is expensive not only because of the interpreting equipment but also because of the amount of interpreters, which are needed. As mentioned above, one interpreter is rendering the interpretation and the second one is taking a break to get ready for the next turn. It should be noted, that sometimes, by longer sessions, not two but three interpreters are rotating. By arranging any event all factors should be taken into consideration. The equipment costs and the interpreters' remuneration on the one hand and the time value of the participants or the costs of accommodation as they must spend a night or more there on the other hand.

Ivana Čeňková in her handbook "Úvod do teorie tlumočení" divides simultaneous interpreting into three types; simultaneous interpreting in booth, whispered interpreting called also as "chuchotage" and movie interpreting.

#### 4.3.2.1 Simultaneous interpreting in booth

To make this interpreting happen, special equipment is needed. The interpreter sits in a booth of which he or she can see the speaker. The interpreter uses headphones, of which he or she can hear the speaker, and a microphone, into which he or she can speak and with which help the hearers can listen to the speech in a target language.

On the AIIC website, there is stated what for simultaneous interpretation equipment exactly is needed. "It includes interpretation booths (one per output language), interpreter consoles, mixer, transmission system,

headset receivers for participants and interpreters and microphones for interpreters and for participants."49

The booth should be properly sound-proofed,  $1.60\,\mathrm{m}$  wide x  $1.60\,\mathrm{m}$  deep x  $2.00\,\mathrm{m}$  high, placed in such a way as to give interpreters an unobstructed clear view of speakers and of the screen used for presentations, and allow them to gauge the reaction of participants. In each booth must be a silent ventilator and appropriate lighting. All information can be found in the ISO 4043 and 2063 Standards.

#### 4.3.2.2 Whispered interpreting called also "chuchotage"

By this kind of interpreting, no equipment is needed. This fact makes it cheaper, nevertheless, whispered interpreting do not have to be pleasant to everybody. During chuchotage the interpreter sits close to the hearer and interprets the speech by whispering so the hearer can hear both the interpreter and the speaker, which can be disturbing.

In some cases it is possible to use equipment as well. During some smaller conferences, the interpreter has a whisper, sitting at the back, renders the interpretation. Delegates have earphones of which they are listening. Nonetheless in the room there is noisy and to some delegates it can be uncomfortable. The whispered interpreting is saving the money but at the expense of the quality.<sup>51</sup>

#### 4.3.2.3 Movie interpreting

Before interpreting of a movie, the interpreter should have a chance to watch the movie in a source language or read the script in order to get ready for it. This kind of interpreting supposed to be difficult because the interpreter must be aware of various dialects and idioms. In one movie,

<sup>&</sup>lt;sup>49</sup> *Simultaneous interpretation equipment.* AIIC Interpreters. [online]

<sup>50</sup> Ibid

<sup>&</sup>lt;sup>51</sup> ČEŇKOVÁ, Ivana. Úvod do teorie tlumočení. p.26.

there is vocabulary of many different branches. Also the diverse music or noise can influence the interpretation.<sup>52</sup>

#### 4.4 Language regimes

By interpreters, two types of languages are distinguished; active and passive language. The active one is then classified again into two groups; Language A and Language B.

By language A, the interpreter's mother tongue is comprehended. It can also be a language, which the interpreter perfectly acquired, but it is not his or her mother tongue. The interpreter must be able to interpret into this language / these languages both simultaneously and consecutively.<sup>53</sup>

Language B is then that language, which the interpreter acquired excellently, it is not his or her mother tongue, and he or she is able to interpret into it either simultaneously or consecutively.<sup>54</sup>

As language C, the interpreter's passive language is meant. The interpreter is able to convey from it but not into it.55

## 5 IMPLEMENTATION OF SIMULTANEOUS INTERPRETING IN THE UN

Following chapter has been composed on the basis of the film made by AIIC Interpreters - The Interpreters: A Historical Perspective (Interpreting at the UN 1945-1995).

The first General Assembly of the UN was held in London from January to mid-February 1946. The chief interpret of that assembly and the first chief interpret of the UN at all was Jean Herbert, born in France. Paul-

<sup>52</sup> Ibid.

<sup>&</sup>lt;sup>53</sup> *Working languages.* AIIC Interpreters. [online]

Henri Spaak was given its presidency in spite of the fact that French had preferred him as a first Secretary General. At that assembly, Trygve Lie was nominated and accepted as the first Secretary General for the following six years.

Consecutive interpreting was the only method of interpreting at the beginning of the UN as well as in the League of Nations, the predecessor of the UN. By this type of interpreting, the interpreter is sitting near the speaker listening the speech being delivered and taking notes. As soon as the speaker finishes his speech the interpreter can start to interpret it into the other language. This kind of interpreting was very lengthy. The assembly lasted twice as long. Additionally, the interpreter could easily leave out some information.

The interpreters were listening constantly sometimes for an hour and half. Then they started to interpret but it was hard to check themselves if everything mentioned were said. The speech as well as the interpretation, was recorded and then compered so it could be brought under control.

The Nuremberg trial, held from 20 November 1945 to 1 October 1946, was the first especially important occasion, where the simultaneously interpreting was used. This trial was lasting almost one year thanks to the simultaneous interpreting. By this instance one can easily imagine how much time it would have taken if consecutive interpreting had been used.

Till that time unheard of, there were four working languages during the Nuremberg trial – English, French, German and Russian and many people were suspicious that it would not work.

The simultaneously interpreting significantly shortened the proceedings but the interpreting equipment was obsoleted. The earphones

as well as the microphones were very heavy. The electrical cables were lying right on the ground, which caused problems when someone slipped over. The glass booths for the interpreters were situated in the back of the room so they could see the defendants and the judge. By means of red and yellow lights on the speaker's microphone, the interpreters could signalize him or her, if he or she should slow down or repeat something. For slowing down was the yellow light and for repeating was the red one.

There were 36 interpreters divided into three teams of 12 and one chief interpreter, Léon Dostert. In each team, there were three interpreters of each working language. In each booth, there were three interpreters rendering the speech into their mother tongue, alternating and passing the heavy microphone.

The interpreters worked two days and the third day was their day off. While one team of 12 was interpreting, the second team was in the nearby room, having earphones and observing what was happening in the courtroom. Each team interpreted for an hour and half in the morning and for an hour and half in the afternoon. In the appendix Nr. 2, you can find an interesting narration of one Nuremberg trial interpreter, Patricia Vander Elst.

Interpreters at the trial had, with some exception, no previous experience of the simultaneous interpreting. Some interpreters left during the process. However, those ones who stayed and did well at Nuremberg were offered to work for the UN. After UN moving into New York, the built-in booths were installed and the simultaneous interpreting could start. A General Assembly and other bodies have applied this mode. Only Security Council used consecutive interpreting till the seventies of the last century.

### **6 UN LANGUAGE STAFF**

To ensure an efficient performance of the whole UN, of which representatives and employees are coming from all over the world, language services are needed. These services include the posts of interpreters, translators, editors, verbatim reporters, copy preparers/proof-readers/production editors, terminologists and reference assistants. These all are organized in one whole called the Department for General Assembly and Conference Management (DGACM) seated in New York. This department has another three divisions located in Geneva, Vienna and Nairobi. Detailed organizational chart is to see in an appendix Nr. 3.

Language services are an instrument, how the UN can spread all information needed. While at the beginning of the UN, these information were more of the political nature, over the time, the language staff had to work with much more technical topics then political ones. This situation arrived during the post war era. For the language staff it mentioned to adapt to this situation and to study the new topics. All these topics were explained in the chapter 2.3 Issues in course of time.

Whereas the range of relating topics is very broad, applicants for the job by DGACM can have any other background fields then the language ones, e.g. the field of journalism, law, economics and even engineering or medicine. However, they need to succeed in the Language Competitive Examination (LCE), which is demanding.<sup>56</sup>

Because of the UN's high requirements on applicants, the DGACM launched an outreach programme in 2007, which should be a help to the future applicants. "Outreach activities include visits by UN language staff to partner institutions to give presentations and master classes or participate in seminars and workshops. They also include meetings with students and

<sup>&</sup>lt;sup>56</sup> About us. United Nations Language Careers. [online]

faculty to present the work of UN language staff, give more details about the skills needed, or provide guidance to teaching staff for classroom activities that would help prepare candidates for the LCEs."<sup>57</sup> Some students of partner universities can make a use of remote couching or in-house training. Followed the individual posts will be discussed.

### 6.1 Interpreters

Interpreting is absolutely central in a work of the whole UN. Interpreters process the spoken word in source language and render it again in spoken word into the target language. Interpreters in the UN must perfectly master the specific vocabulary of the Organization including world affairs and United Nations processes and be able to find an equivalent of any word in another of the six UN's official languages as quick as possible.

Another challenge for the UN interpreters is, as the number of the official languages is only six, that the delegates speak their foreign language in most cases. This causes, that they speak with unexpected accent; sometimes they choose wrong word or idiom etc.<sup>58</sup>

Interpreters must fully understand the words; not only the literal meaning, but also their meaning in a full context. They must be fully able to convey feelings of the speaker but avoid expressing their own feelings. They must be very fast and accurate. They absorb thoughts, ideas and expressions in source language and simultaneously transfer them into target language. It means that they have not just the knowledge of these two languages but also in-depth knowledge of the culture, history, traditions and everything what

<sup>&</sup>lt;sup>57</sup> Outreach. Ibid.

<sup>&</sup>lt;sup>58</sup> *Interpreters.* Ibid.

lies behind the words. To manage this, interpreters spend much of their time with learning and training.<sup>59</sup>

The advantage of interpreting over translation is, that the interpreter can see the speaker. He or she can follow the speaker's intonation, consider pauses, which he or she makes, how loudly or quietly he or she speaks, etc. while the translator must find the author of the text and ask him.

The UN English, French, Russian or Spanish interpreters, who perfectly command their main language, must also possess excellent oral comprehension of two other official languages. The Arabic or Chinese interpreters must also possess excellent command of English or French, as required.<sup>60</sup>

"Simultaneous interpretation is provided from and into the six official languages for the meetings of the General Assembly, the Security Council and the Economic and Social Council and all their subsidiary bodies. A team for a six-language meeting requires 14 interpreters: three per booth for Arabic and Chinese (because they interpret from and into those languages), and two apiece for English, French, Russian and Spanish." 61

"Normally, interpreters are assigned to interpret seven or eight three-hour meetings per week. They work in teams of two or three and usually alternate with each other every 20-30 minutes. On occasion, interpreters are expected to travel to service meetings held away from their duty station." 62

Since the Simultaneous interpretation was well established, it is the most used. Consecutive interpretation is used predominantly in terrain or during small meetings outside of the UN.

<sup>&</sup>lt;sup>59</sup> The Interpreters: A Historical Perspective (Interpreting at the UN 1945-1995) [film]. AIIC Interpreters. 2016

<sup>&</sup>lt;sup>60</sup> *Interpreters*. United Nations Careers. [online]

<sup>61</sup> Ibid.

<sup>62</sup> Interpreters. United Nations Language Careers. [online]

### 6.2 Translators and Précis-writers

Translators' task is to translate all UN documents from and into all UN's official languages; Arabic, Chinese, English, French, Russian and Spanish. Some essential documents are also translated into German.<sup>63</sup>

English translators must command their main language and have an excellent knowledge of at least two other official languages, one of which must be French. Arabic, French, Russian and Spanish translators are expected perfectly command their main language and have excellent knowledge of at least two other official languages. Chinese translators, besides their main language must perfectly command English. By them, the knowledge of an additional official language is desirable.<sup>64</sup>

As well as the interpreters, they must perfectly master the specific vocabulary of the Organization, however, as they have more time, they have the possibility to find the terms in some of the UN translator's tools and make them sure if the terms fit or not. They must be accurate and pay attention to correctness because their product, the translation, represents then the whole UN; the major documents are often cited by the media, quoted in statements and incorporated into legislation.<sup>65</sup>

During their work they use the eLUNa computer-assisted translation tool, which serves them to compare and analyse new texts with all documents of the UN. Via this tool they can also access a terminology tool called UNTERM, which helps them to gather new terms and standardize them and above all to keep the established terminology. Their 100% work in electronic environment includes also online dictionaries and glossaries.

<sup>63</sup> Translators. United Nations Language Careers. [online]

<sup>&</sup>lt;sup>64</sup> Translators. United Nations Careers. [online]

<sup>65</sup> Ibid.

Senior translators, to avoid any mistakes, afterwards review almost all what is translated in-house.<sup>66</sup>

"Translators normally spend their first six months to two years being trained at United Nations Headquarters; after successfully completing their training period, they may transfer to the translation services of the other main duty stations, United Nations Office at Geneva, United Nations Office at Vienna and United Nations Office at Nairobi, or one of the regional commissions in Asia, Africa or Latin America."67

Some translators are Précis-writers as well. Précis-writing means in other words preparing summary records for all bodies. These summary records are originally drafted in English or French, regardless of the language in which the statement was delivered, and then translated into the other five official languages.<sup>68</sup>

Précis-writers work in teams and alternate taking notes. They work from their notes, make a use of written copies of the statements when available or of the audio recordings. Précis writers have the opportunity to be at inter-governmental events. They must stay stress resistant in order to keep any prescribed deadlines. They need to have excellent oral comprehension skills, flexibility and adaptability.<sup>69</sup>

### 6.3 Editors

Before translating, every text is reviewed by an editor. Their work ensures the accuracy, coherence and consistency of texts, which are going to be translated. To make it happen, the editors work in 100% electrical environment.

<sup>66</sup> Translators. United Nations Language Careers. [online]

<sup>&</sup>lt;sup>67</sup> Translators. United Nations Careers. [online]

<sup>&</sup>lt;sup>68</sup> Translators. United Nations Language Careers. [online]

<sup>&</sup>lt;sup>69</sup> Translators. United Nations Careers. [online]

They work on screen with track changes, correct factual, logical, spelling and grammatical errors, align the structure and style of documents with standardized formats and verify references. They revise and edit documents in tight contact with translators to ensure that they conform to the Organization's standards and guidelines.<sup>70</sup> These happen in order all documents in all six languages to be an equivalent to each other. These texts serve then as a reliable source for UN multilingual terminology databases used in computer-assisted translation.<sup>71</sup>

As almost all documents are in English, the editor's mother tongue is English in most cases. Editors must show their sound political judgement as they partially influence also the subject matter of the documents.<sup>72</sup>

### **6.4 Verbatim reporters**

The verbatim reporters are presented at official meetings and are making official records, which are meant to answer the questions "What was said?" and "What was decided?" at official meetings. These records are then handy simultaneously in all six official languages to the participants who wish to refer back to previous meetings.<sup>73</sup>

The verbatim reporters make a use of transcription, translation, editing and fact-checking skills. They response for maintaining a uniformly high standard of style and so they can ensure the substantive accuracy of all statements.<sup>74</sup> "They correct grammatical errors, clarify the order of presentations without changing the meaning, check quotations and insert

<sup>&</sup>lt;sup>70</sup> Editors. United Nations Careers. [online]

<sup>&</sup>lt;sup>71</sup> Editors. United Nations Language Careers. [online]

<sup>72</sup> Ibid.

<sup>&</sup>lt;sup>73</sup> Verbatim Reporters. United Nations Careers. [online]

<sup>74</sup> Ibid.

references, and check facts and details against the documentation of the body concerned and all databases available."<sup>75</sup>

The candidate for a verbatim reporter must perfectly command the language of the advertised post and besides those two other official United Nations languages.<sup>76</sup>

### 6.5 Copy preparers / Proof-readers / Production editors

These language staff work on publishing services of the UN and create so an archival value. Publications belonging to them are e.g. the United Nations Juridical Yearbook, the Repertoire of Practice of the Security Council or country reports of the Human Rights Council. Their final product is the annual Millennium Development Goals Report as well. Besides that they also create brochures and public information materials for conferences and other events hosted by the Organization. They create both print and web publications. <sup>77</sup>

This work tends to be more creative as the staff work primarily with the graphics of the UN documents.

"The process starts with the production of the original publication. Once the original text has been translated into all languages, copy preparers create an electronic design template of the publication, in order to lay out the text, figures, tables and other graphic elements in a clear and attractive manner, which conforms to the United Nations styles and standards. Once the layout is completed, the publication is proofread against the original version. During this stage, proof readers confer with editors, authors and officials and use

<sup>76</sup> Ibid.

<sup>75</sup> Ibid.

<sup>&</sup>lt;sup>77</sup> Production Editors. United Nations Language Careers. [online]

electronic dictionaries, glossaries and databases to resolve questions of content and style. Extensive research is often required."<sup>78</sup>

French, Russian and Spanish proof readers and production editors must perfectly command their main language, and besides that have an excellent knowledge of English and another official United Nations Language. Arabic and Chinese proof readers and production editors must also perfectly command their main language, and must have an excellent knowledge of English as well. Knowledge of another official United Nations language is desirable. English proof readers and production editors must perfectly acquire English language and excellent knowledge of two other official United Nations languages, one of which must be French.<sup>79</sup>

78 Ihid

<sup>&</sup>lt;sup>79</sup> *Copy preparers and Proofreaders.* United Nations Careers. [online]

### 7 CONCLUSION

This paper should provide a reader comprehensive overview of the United Nations and its language services. One part of this paper has been dedicated to the interpreting, especially simultaneous interpreting, as it is closely connected with the UN.

For the UN, the multilingualism is essential because it lays the foundations for its existence. It ensures smooth communication between the UN and other participants. In practise, since the UN was established, it has been taken an advantage of translation and interpreting services. Initially, there were five official languages, which were Chinese, English, French, Russian and Spanish and two working languages, which were English and French. The sixth official language Arabic arrived then later.

At the beginning, the consecutive interpretation was applied in the UN, which was naturally time-consuming so later then they inspired by the Nuremberg Trials and switched to simultaneous interpretation, which was new that time. As it began function well, the other three official languages – Chinese, Russian and Spanish; turned successively into working ones as well.

From almost everything, what is said and interpreted on the ground of the UN, a written document arises. That is the translator's turn. Together with précis-writers, they draw up documents and translate them into all official languages. Some important documents are translated also into German.

### 8 ABSTRACT

The bachelor thesis "Translation and interpreting services in the UN" is to provide a comprehensive overview of the United Nations organization and its language services, which are to enable a smooth performance within the UN. Initially there is described the UN; its formation as well as its purposes and structure so the reader is able to understand easily the following content of the bachelor thesis, which includes primarily the interpreting services and marginal also the translation services.

When processing the topics concerning the UN, the author worked mainly with updated electronic sources. The information related to the interpretation comes from the author's knowledge gained during her study in the Czech Republic and Germany, which are supplemented by information from movies "The Interpreter" and "The Interpreters: A Historical Perspective (Interpreting at the UN 1945-1995)" and completed by findings from the books written by Ivana Čeňková and Jean Herbert.

### 9 RESUMÉ

Bakalářská práce "Překladatelské a tlumočnické služby v OSN" si klade za cíl poskytnout čtenáři komplexní přehled o organizaci Spojených národů a jejích jazykových službách, jež umožňují fungování OSN. Nejdříve je popsán vznik OSN, její účel a struktura tak, že čtenář je schopen snadno plně porozumět dalšímu obsahu této práce, který pojednává především o tlumočnických službách a okrajově také o překladatelských službách v rámci Organizace spojených národů.

Při zpracování témat týkajících se OSN autorka pracovala především s aktualizovanými elektronickými zdroji. Informace týkající se tlumočení pochází z autorčiných vědomostí nabytých během studia v Česku a Německu doplněné především informacemi z filmů "The Interpreter" a "The Interpreters: A Historical Perspective (Interpreting at the UN 1945-1995)" a ucelené poznatky z knih od Ivany Čeňkové a Jeana Herberta.

### 10 BIBLIOGRAPHY

### 10.1 Printed sources

ČEŇKOVÁ, Ivana. *Úvod do teorie tlumočení.* 2. oprav. vyd. Praha: Hewer, 2008. s. 111. ISBN 978-80-87218-09-9

HERBERT, Jean. The Interpreter's Handbook: How to become a conference interpreter. 2. Ed. Georg, 1968. p. 115.

United Nations. *Provisional Rules of Procedure of the Security Council.* New York: United Nations Publication, 1983. s. 14.

United Nations. *Rules of Procedure of the General Assembly*. New York: United Nations Publication, 2008. s. 115. ISBN 978-92-1-101163-0

United Nations. *Rules of Procedure of the Economic and Social Council*. New York: United Nations Publication, 1992. s. 50.

Informační centrum OSN v Praze. *Vše o OSN: historie, struktura, financování.* Praha: 2014. s. 15. ISBN 978-80-86348-18-6

Informační centrum OSN v Praze. *Vše o OSN: systém organizace.* Praha: 2014. s. 19. ISBN 978-80-86348-21-6

### 10.2 Internet sources

1945: The San Francisco Conference. [online]. Official website of the UN. [Retrieved 2017-11-29]. Available from:

<a href="http://www.un.org/en/sections/history-united-nations-charter/1945-san-francisco-conference/index.html">http://www.un.org/en/sections/history-united-nations-charter/1945-san-francisco-conference/index.html</a>

*About us.* [online]. United Nations Language Careers. [Retrieved 2018-04-01]. Available from:

<a href="https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=AboutUs">https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=AboutUs</a>

Copy preparers and Proofreaders. [online]. United Nations Careers. [Retrieved 2018-04-04]. Available from: <a href="https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&Fid=5">https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&Fid=5</a>

Department for General Assembly and Conference Management. [online]
Official website of the UN. [Retrieved 2018-03-24]. Available from:
<a href="http://www.un.org/depts/DGACM/">http://www.un.org/depts/DGACM/></a>

*Ecosoc. About us.* [online]. Official website of the UN. [Retrieved 2018-03-05]. Available from: < https://www.un.org/ecosoc/en/about-us>

*Ecosoc. President.* [online]. Official website of the UN. [Retrieved 2018-03-05]. Available from: < https://www.un.org/ecosoc/en/president-ecosoc>

*Editors.* [online]. United Nations Careers. [Retrieved 2018-04-04]. Available from: <a href="https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&FId=1">https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&FId=1</a>

*Editors.* [online]. United Nations Language Careers. [Retrieved 2018-04-04]. Available from:

<a href="https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-Editors">https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-Editors></a>

*General Assembly of the United Nations.* [online]. Official website of the UN. [Retrieved 2018-03-05]. Available from: <a href="http://www.un.org/en/ga/">http://www.un.org/en/ga/>

*Interpreters*. [online]. United Nations Careers. United Nations Careers. [Retrieved 2018-04-03]. Available from:

<https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&FId=2>

*Interpreters.* [online]. United Nations Language Careers. [Retrieved 2018-04-03]. Available from:

<a href="https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-Interpreters">https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-Interpreters></a>

*Maintain International Peace and Security.* [online]. Official website of the UN. Retrieved 2018-02-02]. Available from:

<a href="http://www.un.org/en/sections/what-we-do/maintain-international-peace-and-security/">http://www.un.org/en/sections/what-we-do/maintain-international-peace-and-security/></a>

*MDG Momentum*. [online]. Official website of the UN. [Retrieved 2018-02-05]. Available from:

<a href="http://www.un.org/millenniumgoals/mdgmomentum.shtml">http://www.un.org/millenniumgoals/mdgmomentum.shtml</a>

*Milestones 1941-1950.* [online]. Official website of the UN. [Retrieved 2018-02-04]. Available from:

<a href="http://www.un.org/en/sections/history/milestones-1941-1950/index.html">http://www.un.org/en/sections/history/milestones-1941-1950/index.html</a>

*Milestones 1991-2000.* [online]. Official website of the UN. [Retrieved 2018-02-05]. Available from: <

http://www.un.org/en/sections/history/milestones-1991-2000/index.html>

*Millennium Summit (6-8 September 2000).* [online]. Official website of the UN. [Retrieved 2018-02-04]. Available from:

<a href="http://www.un.org/en/events/pastevents/millennium\_summit.shtml">http://www.un.org/en/events/pastevents/millennium\_summit.shtml</a>

*Outreach.* [online]. United Nations Language Careers. [Retrieved 2018-04-01]. Available from:

<a href="https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Outreach">https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Outreach</a>

Production Editors. [online 2018-04-04]. United Nations Language Careers. [Retrieved]. Available from:

<a href="https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-ProductionEditors">https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-ProductionEditors></a>

Secretariat. [online]. Official website of the UN. [Retrieved 2018-03-05]. Available from: < http://www.un.org/en/sections/about-un/secretariat/index.html>

Simultaneous interpretation equipment. [online]. AIIC Interpreters. [Retrieved 2018-04-06]. Available from: <a href="https://aiic.net/page/4030/">https://aiic.net/page/4030/</a>

*Sustainable development goals.* [online] Official website of the UN. [Retrieved 2018-02-02]. Available from:

<a href="https://www.un.org/sustainabledevelopment/sustainable-development-goals/">https://www.un.org/sustainabledevelopment/sustainable-development-goals/</a>

*The Nuremberg trial.* [online]. AIIC Interpreters. [Retrieved 2018-04-10]. Available from: < https://aiic.net/page/983/>

*Translators.* [online]. United Nations Careers. [Retrieved 2018-04-03]. Available from:

<a href="https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&FId=7">https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&FId=7</a>

*Translators.* [online]. United Nations Language Careers. [Retrieved 2018-04-03]. Available from:

<a href="https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-Translators">https://languagecareers.un.org/dgacm/Langs.nsf/page.xsp?key=Careers-Translators</a>

Trusteeship Council. [online]. Official website of the UN. [Retrieved 2018-03-05]. Available from: < http://www.un.org/en/sections/about-un/trusteeship-council/>

Verbatim reporters. [online]. United Nations Careers. [Retrieved 2018-04-04]. Available from:

<a href="https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&FId=4">https://careers.un.org/lbw/home.aspx?viewtype=LCEFD&FId=4</a>

What is the Security Council?. [online]. Official website of the UN. [Retrieved 2018-03-05]. Available from: <a href="http://www.un.org/en/sc/about/">http://www.un.org/en/sc/about/</a>

Working languages. [online]. AIIC Interpreters. [Retrieved 2018-03-24]. Available from: <a href="https://aiic.net/page/4004/what-are-working-languages-to-a-conference-interpreter/lang/1">https://aiic.net/page/4004/what-are-working-languages-to-a-conference-interpreter/lang/1>

### 10.3 Movies

The Interpreters: A Historical Perspective (Interpreting at the UN 1945-1995). [film]. AIIC Interpreters. Available from:

<a href="https://www.youtube.com/watch?v=2bsjZQU9nuI&t=193s">https://www.youtube.com/watch?v=2bsjZQU9nuI&t=193s</a>

What is the International Court of Justice? The Role and Activities of the ICJ. [short film]. United Nations. Available from: < https://www.youtube.com/watch?v=DME-wfbt08c>

### 11 APPENDICES

### 11.1 Appendix 180



-Crime Prevention and Criminal Justice

FUNCTIONAL COMMISSIONS

-Narcotic Drugs

-Population and Development

Economic Commission for Latin America and the Caribbean (ECLAC)

Economic Commission for Europe(ECE) Economic Commission for Africa(ECA) REGIONAL COMMISSIONS

Economic and Social Commission for Western Asia(ESCWA)

Commission for Asia and the Pacific (ESCAP)

-Economic and Social

-Science and Technology for Development -Social Development

-Statistics

United Nations Forum on Forests -Status of Women

# -International Labour Organization(ILO)

SPECIALIZED AGENCIES

-Food and Agriculture Organization of

 United Nations Educational, Scientific and Cultural Organization(UNESCO) the United Nations(FAO)

-World Health Organization(WHO) -World Bank (WB) -International Monetary Fund(IMF) -International Civil Aviation

International Maritime Organization(ICAO)

Organization(IMO)

-United Nations Industrial Development -World Tourism Organization(UNWTO) -International Fund for Agricultural International Telecommunication -Universal Postal Union(UPU) World Intellectual Property World Meteorological Organization(UNIDO) Organization(WMO) Organization(WIPO) Development(IFAD) Union(ITU)

## RESEARCH AND TRAINING INSTITUTES

-United Nations Interregional Crime and Justice Research

-United Nations Institute for Disarmament Research(UNIDIR) -United Nations Institute for Training and Research (UNITAR)

United Nations System Staff College (UNSSC) United Nations University (UNU) (UNRISD)

### -United Nations Research Institute for Social Development Institute(UNICRI)

## PROGRAMMES AND FUNDS

-United Nations Development Programme(UNDP) -United Nations Environment Programme(UNEP)

-United Nations Population Fund(UNFPA)

-United Nations Human Settlements Programme (UN-HABITAT) -Office of the United Nations High Commissioner for

Refugees(UNHCR)

-United Nations Office on Drugs and Crime(UNODC) -United Nations Children's Fund(UNICEF)

 -United Nations Entity for Gender Equality and the Empowerment of -United Nations Relief and Works Agency for Palestine Refugees in the Near East (UNRWA)

**OTHER ENTITIES** 

World Food Programme (WFP)

Women (UN-Women)

-United Nations Office for Project -Joint United Nations Programme United Nations International on HIV/AIDS(UNAIDS) Strategy for Disaster Reduction(UNISDR) Services(UNOPS)

### **OTHER BODIES**

Committee for Development Policy

Committee of Experts on Public

Administration

Permanent Forum on Indigenous Issues -Committee on Non-Governmental Organizations

-United Nations Group of Experts on

Seographical Names

80 Ecosoc. About us. Official website of the UN. [online]

### 11.2 Appendix 281

### The Nuremberg trial

The War was over. An International Military Tribunal had been set up in Nuremberg to try the leading Nazi war criminals. The Main Trial lasted from November 1945 until the verdicts on 30th September 1

After going to school in Berlin where I lived with my English parents until a few days before the German attack on Poland, I ended up in Switzerland where I saw out the war and spent my last six years of formal education at French-speaking schools and universities.

In Nuremberg, the Trial was being conducted in English, French, Russian and German and was using the novel and largely untried system of simultaneous interpretation. Due to the length of the trial, some interpreters were leaving and had to be replaced. Monitors were dispatched to look for new talent. A test was organised at the Geneva University School of Interpreters which, to my surprise, I passed. We had learnt consecutive interpretation only and to find myself speaking into a microphone at the same time that I was listening to a disembodied voice through earphones was thoroughly disconcerting.

With the ink of my degree scarcely dry, I set out for Nuremberg. It was my first job and, though I did not know it at the time, also my biggest. I went into it with the innocent enthusiasm of my 21 years, looking forward to the freedom from home, the glamour of a foreign assignment and the lure of the unknown. Four months later, the Trial over, I left: ten years older, a great deal wiser, and, indeed, an interpreter.

<sup>81</sup> The Nuremberg trial. AIIIC Interpreters. [online]

En-route, I got lost near Frankfurt in a muddle of travel vouchers, curfews and non-existent trains. When I did reach Nuremberg, I was billeted at the Grand Hotel where I was allowed to remain for the duration. I spent a week in the public gallery listening to the proceedings in the Court Room. Then, after a brief test in the booth during a lunch-break, I was told I would be starting in earnest the following day. I felt it was a matter of sink or swim. I swam.

The lay-out of the Court Room was simple and compact. The accused faced the judges, with assorted German counsel and court reporters in between. Our four booths were at right angles and in very close proximity to the defendants. We could watch them and they often watched us. Facing the interpreters were three sets of Prosecution tables which made up the fourth side of the Court, with the Press and public beyond.

By today's sophisticated technical standards, the booths and the equipment were primitive. We sat in three-sided glass boxes open at the top (photo below). Because of the tight fit, it was impossible to leave the booths except during breaks when we would shuffle out in reverse order to the way we had shuffled in. The earphones were clumsy things and each booth of three interpreters had to share one hand-held microphone which was passed to whoever was working from the language just being spoken.

The system broke down quite frequently and the sound could be bad, but we learned to improvise. Looking back, I am amazed how well we coped and how quickly we acquired the new skills. One of the things we learnt to do fast and well was sight-reading. By the time I got to Nuremberg, it was usual for untranslated prepared speeches to be given to us in writing, which was enormously helpful. Any misgivings I had about my ability to meet the challenge would vanish as soon as I walked into the booth, much like an actor shedding stage-fright when setting foot on the boards.

The monitors would keep a constant close watch on our performance and would tell us where we went wrong or how to improve our delivery. I was told to pitch my voice lower, which I did. Ever since, I have been much aware of the quality of an interpreter's voice and wonder why our occasional screech-owls or excessive regional accents have not been brought to task.

We worked two days in a row and had the third day off. One team was on for 1 1/2 hours in the morning and again for 1 1/2 hours in the afternoon. While a second team took over for the other half of the morning and afternoon, we would sit in a nearby room which was equipped with earphones and where we could follow the proceedings in the Court. There it was that I listened to Lord Justice Lawrence handing down the sentences. The room was packed then, the atmosphere quite as tense and as solemn as in the Court Room itself.

The interpreters were, I think, quite a pleasant cosmopolitan lot; a mixture of ages and nationalities, professions and opinions - including several refugees and Jews.

Living amidst a sullen native population, in a town that was just a heap of rubble, was stressful, as indeed was the never-ending recital of horrors in the Court Room. I learnt to ignore the first and overcame the strain in Court by concentrating on the work itself. I was greatly helped in this by the remarkable team spirit among the interpreters and by the close and, as it turned out, life-long friendship with some of them. We let off steam dancing the night away in the Marble Room of the Grand Hotel. We had a lot of fun, an indispensable antidote to the Court Room blues.

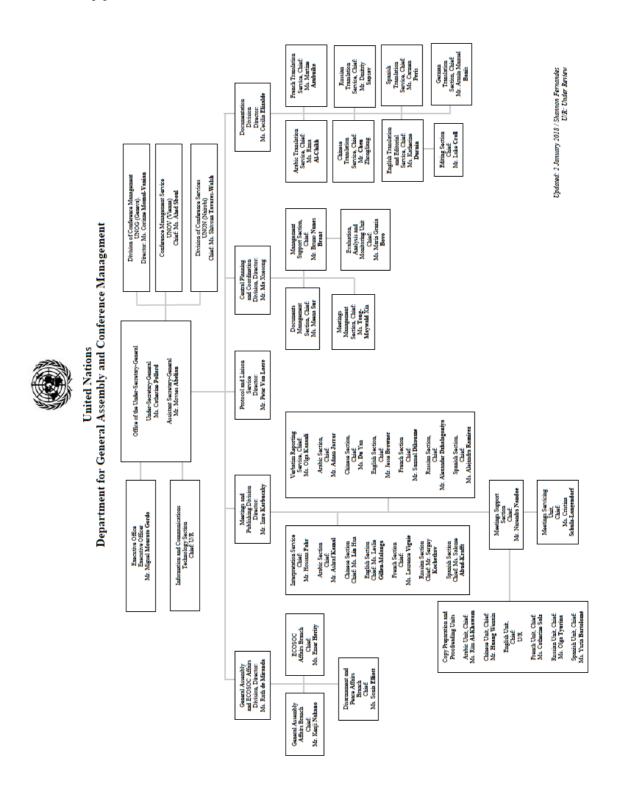
In Court, whatever our private thoughts, it was necessary to remain neutral when working. From being a blur of concentrated human malice the defendants, little by little, emerged as individuals. One could even admire Goering for his intelligence and dignity and share his open contempt for the slimy Streicher. Kaltenbrunner scared me, he was so palpably evil. The closing speech Hess made left me in no doubt that he was completely mad.

We all liked Fritzsche who was only there as a substitute for his dead master Goebbels, and we were glad he was acquitted.

After the verdicts and the ensuing release of tension, I had had enough of Nuremberg. Whereas I had been working from French into English at the Main Trial, I was supposed to transfer to the German booth for the Subsequent Proceedings. I was rescued by the Chief Interpreter of UNESCO who selected me, along with a few others, to work at the First General Conference in Paris (English/French consecutive). I was released from my Nuremberg contract and left.

I returned to Nuremberg recently. The town has been rebuilt, the scars of war no longer visible. The Court Room, after 54 years, seems smaller. A wall now partitions it where the front of the public gallery had been. The large dock has been rebuilt for fewer defendants. The oppressive dark wood panelling and heavy marble door frames remain, though, as does the small lift door at the back of the dock through which the Nazi leaders were daily brought to account. But I had no feeling of past personal involvement. The Nuremberg Trial had become history.

### 11.3 Appendix 382



 $<sup>{}^{82}\ \</sup>textit{Organizational Chart.}\ \textbf{Department for General Assembly and Conference Management.}\ [\textbf{online}]$