

**Establishment of the Translators' Pool**  
**by the Unit of Language Coordination,**  
**National Institute of Education (NIE)**

**Background and Rationale:**

One of the target areas of the Unit of Language Coordination, NIE is **to establish a translators' pool, introducing it to the various fields of work related to translations at the NIE and capacity building of the translators.**

At present, the NIE undergoes a lot of difficulties in translations especially in material development, and due to that, delay in target work is a common drawback to overcome. In addition, poor quality of the resource people who are assigned translations has also become a problem to be responded concerning accuracy in communicating the proper, relevant meaning.

After publishing **the advertisement** in three newspapers in May, 2007, the Unit received nearly 425 applications out of which the unit selected 148 for the two - hour competitive test conducted for selecting suitable resource personnel. Out of the 148 informed, only **84 sat for the test held on the 08<sup>th</sup>, September 2007.**

The paper consisted of two parts: paper one with a passage in general and fifteen sentences with day-to-day idiomatic expressions. And the second paper consisted of technical input for translation focusing mainly the subjects, Science, Mathematics, Geography, History, Health & Physical Education and Civics & Governance. The majority of the passages for technical paper were selected from the text books currently used in the curriculum of general education.

At the test, the technical passages were to be selected according to the candidates' interest and abilities. The general paper was common to all. Even selecting the medium for translations was the choice of the candidates. The papers were provided to them at the test on their selection.

Evaluation of the papers was assigned to the Unit of Translations in the Department of Linguistics at the University of Kelaniya under the leadership and overall responsibility of Dr. Asoka Premarathne, a senior lecturer on translations. Even the papers were finalized under his supervision, especially those in Sinhala and English media. Mr. M.L.M. Irshad handled the Tamil medium papers.

(Please, refer to the Annexe 01 for the members of the evaluation board.)

**Recommendation:**

Members of the Evaluation Board appointed from the University of Kelaniya under the leadership of Dr, Asoka Premarathne consisted of lecturers of translation and they all have their first degrees, and qualifications for translations and some have post graduate degrees upto masters and PhD s.

Even the **candidates** of the test are **qualified in their academic and professional levels to address the target discipline**. 41.7 % possess their postgraduate qualifications and 15.5% have their basic degree with professional qualifications. The rest, 42.8% have their special qualifications like Diploma in translations and earned experience as sworn translators or in the field of education as translators.

The evaluation criteria which were decided through a very extensive and critical discussion with the members of the evaluation board at the University of Kelaniya was used to decide marks of each candidate.

The list of the candidates and their evaluation report are attached to this. (Please refer to the report of Dr. Asoka Premarathne and Prof. W.M. Wijerathne.) According to the evaluation report, 31 have become competent enough to address translation and 37 have been suggested as apprentices who need further development. The rest, are failures.

**The Unit of Language Coordination has, thus, decided to introduce the Translators Pool of the NIE with two groups of resource persons:**

- i. Competent translators and**
- ii. Apprentices who are able to serve under the already identified competent category**

**Thus the different components of the NIE are able to seek their assistance at various levels depending on language, subject and type of translation needed by them and can pay them on piece rate.**

**Timeframe for Effectiveness:**

From the date of the Academic Affairs Board- and Council- approval onwards in 2007, the NIE is suggested to seek the selected translators' service on piece rate. They will be paid accordingly the recommended payments in the Circular 257 for their successfully completed tasks. If there is any change in the payments future the translators' payments will also be done in line with those new changes.

**Suggestions for the Academic Affairs Board, NIE:**

- 1. The Academic Affairs Board is supposed to be vigilant of the translators and their quality of work in their performance when the materials are forwarded for comments.**
- 2. Apart from the list of translators hereby introduced and recommended by the Academic Affairs Board, NIE, any other person or translator is not supposed to be used in translations, both technical and general in nature, done by any Faculty, Department or Unit of the NIE.**
- 3. Translations are also expected to be evaluated when the translated material is forwarded to the Board under any title.**

- 4. Translators' names are suggested to be compulsorily mentioned in any translated piece and their responsibility for their task should be evaluated as a collaborative output in cooperation with the relevant NIE component which has sought their service and the Unit of Language Coordination.**
- 5. Even in payments, Department of Finance, NIE is supposed to do the same before making payments.**

**Officers responsible in the Unit of Language Coordination and their responsibilities:**

The ADG-1 and the Head of the Unit of Language Coordination with the rest of the academic staff in the Unit are responsible with regard to the following:

1. Establishing the translators' pool and introducing it to the NIE
2. Developing professional capacities of the resource people of the translators' pool by conducting workshops and awareness programmes occasionally
3. Making the NIE staff aware of the Translators' Pool and how to get their service
4. Improving the number of translators in the pool whenever it is necessary under the supervision of the NIE management

**Any professional component which needs the service of translators is supposed to select the translators from the given list and get their target work done under their supervision. The Unit of language Coordination is not responsible for getting the translations done by the selected translators.**

**Comments:**

The NIE does need the service of quality translators for various sorts of its translations, but it has become difficult due to lack of a proper channel to get the expected services done. The translators who have been selected at present went through two selective tests and among them are few sworn translators as well.

The recommendation and approval of the Academic Affairs Board, NIE is sought to get the Translators' Pool introduced to the NIE with its members' comments and necessary modifications for quality enhancement of the pool.

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