



**National Accreditation Authority For
Translators And Interpreters**

TWELFTH REPORT

1 July 1990 to 30 June 1991

NAATI
S.A. REGIONAL OFFICER

NATIONAL ACCREDITATION AUTHORITY
FOR TRANSLATORS AND INTERPRETERS
(NAATI)

TWELFTH REPORT

Covering the Period
1 July 1990 to 30 June 1991

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NATIONAL ACCREDITATION AUTHORITY
FOR TRANSLATORS AND INTERPRETERS

(Incorporated in the A.C.T.)

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(Information correct as at 30 June 1991)

NATIONAL ACCREDITATION AUTHORITY
FOR TRANSLATORS AND INTERPRETERS

(Incorporated in the A.C.T.)
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A.C.N. 008 596 996

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(Information correct as at 30 June 1991)

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NAATI's Regional Officer in Perth, Ms Susan Bessel-Browne;
the Governor of Western Australia, His Excellency Sir Francis Burt; and
Mr Len Roberts-Smith Q.C. at the official launch of
"Working with Interpreters in Law, Health and Social Work"
in Perth, 4 December 1990.

PART A: OVERVIEW

A.1 Introduction

The National Accreditation Authority for Translators and Interpreters (NAATI) is a public company, subsidised by the federal, state and territory governments, which has the basic responsibility of setting and monitoring standards for interpreting and translating in Australia.

During the year 1990/91 NAATI carried out a wide range of activities to fulfill its charter and to meet the particular objectives set down in Year 5 of the Five Year Plan. These activities included administration of nearly 3130 tests in some twenty-three languages, further progress in the reduction of the backlog of applicants waiting for tests, the review of the current NAATI guidelines on course accreditation, the regular production of a newsletter ("NAATI News"), the review of the role and functions of the State Advisory Panels for Translation and Interpreting (SAPTI), the publication of the book "Working With Interpreters in Law, Health and Social Work", the inspection and approval of courses of study leading to interpreter and translator qualifications, continuing financial support to the Australian Institute of Interpreters and Translators (which the Authority had helped to establish in 1987), the decision to develop an ID card to include an individual's details about accreditation, the decision to undertake a special research project in relation to NAATI testing, the decision to proceed with the development of Level 4 interpreting tests in a limited number of languages with a view to introduction in 1992, the development of accreditation tests at Level 2 in three Aboriginal languages, the decision to develop a prestigious A4 size brochure to promote NAATI, the accreditation system and the I/T profession and numerous consultations with members of the profession and service providing organisations.

Careful financial management has resulted in a surplus of income over expenditure for the year, and this, together with the small surplus from the previous year, has allowed the Authority to make substantial progress towards the goal of a small capital fund to cover contingencies and to provide for modest but necessary research and development.

This report contains detailed information on the operations and financial affairs of NAATI and includes the audited statements presented to the Annual General Meeting of the company in December, 1991.

A.2 Major Decisions and Recommendations

The Board made a number of significant decisions during the year, aimed at enabling NAATI to achieve many of its agreed goals. Such decisions and recommendations included:

- * the decision to produce a special monograph in memory of Jill Blewett to commemorate her contributions to NAATI and to the I/T profession;
- * the revision of guidelines for obtaining NAATI approval of a course in interpreting and translation;
- * the development of strategies to ensure a faster turn-around between the NAATI test and the return of the result;
- * a review of the appeals procedures and the procedures related to the resolution of grievances;

- * the submission to DILGEA of the Model Bill for Registration of Interpreters and Translators together with the Technical Appendix and the Digest of Responses;
- * the reconstitution of all Language Panels through reappointments and new appointments for a three year term from 1 July 1991 to 30 June 1993;
- * the introduction of an assessment fee for applications received through the National Office of Overseas Skills Recognition (NOOSR) to cover increasing costs;
- * the decision to initiate a special research project to evaluate the NAATTI test formats in relation to I/T requirements in the workplace, a project made possible by the offer of additional funds from DILGEA;
- * the decision to review the role and functions of the SAPTIs, and as a consequence the decision to dissolve all SAPTIs from 1 December 1990 and to create new administrative structures in each State to be called the NAATTI Regional Advisory Committee (State), effective from 1 March 1991; the new Committees are to follow the revised rules concerning the role and functions;
- * the decision to produce a security standard identification card to include a photo and accreditation details;
- * the decision to press charges against a candidate who misrepresented his accreditation status through the use of a fraudulent NAATTI letter;
- * the decision to produce a high profile information brochure to promote NAATTI, the accreditation system and the I/T profession;
- * the decision to introduce appropriate remuneration for NAATTI Directors as agreed upon with the Commonwealth Minister;
- * the formation of the first Language Panel for an Aboriginal Language, namely Pitjantjatjara; and
- * the decision to investigate the feasibility of establishing an office in New Zealand.

A.3 Other Events

- * On 10 July 1990, NAATTI participated in the INFO EXPO 90 in Brisbane. NAATTI's Regional Officer in Queensland, aided by members of the Queensland SAPTI staffed a NAATTI display of information which included books, booklets, other printed and recorded material and an audio-visual film. Dozens of enquiries were answered and a large amount of material was distributed.
- * On 26 July 1990, the Executive Director, Assistant Registrar (Courses) and the Victorian Regional Officer visited the Point Cook School of Languages. The purpose of the visit was to clarify issues which had previously been seen as barriers to NAATTI approval of a course in I/T currently offered by the School.
- * On 17-18 August 1990 NAATTI participated in a Seminar on the Use of French in Interpreting and Translating in Australia, hosted by the University of Queensland and the French Cultural Services. Guest speakers included the internationally known educators and researchers in I/T, Prof. Marianne Lederer and Prof. Danica Seleskovitch from the University of Sorbonne. The Executive Director of NAATTI, Sherrill Bell also presented a paper at the seminar.

- * On 5 October 1990 the NSW Regional Office moved to new premises at Glebe. The move was necessary due to the need for more space and separate rooms for conducting the interpreting tests.
- * During the year NAATI participated in several meetings of the Working Party for the review of the Linguistic Availability/Performance Allowance (LAPA) under the auspices of the Office of Multicultural Affairs.
- * In September the Executive Director consulted with Prof D Seleskovitch and Prof M Lederer, the Co-Ordinators of the Interpreting and Translating course at the Universite de la Sorbonne-Nouvelle with a view to seeking comment on the comparability of the standards set by NAATI at Level 4 with those expected of graduates of their course. Comments received were most supportive of the work NAATI is doing and of the standards it has set.
- * On 27-28 September, the Executive Director participated in the Conference of the Interpreter/Translator Educators Association in Adelaide by giving a paper entitled "The Importance of I/T to Business, Commerce and Trade."
- * In October and November, NAATI was represented at two important conferences, namely the "Language is Good Business" Conference sponsored by the Australian Advisory Council on Languages and Multicultural Education and the Immigration Conference hosted by the Bureau of Immigration Research.
- * In November the NAATI Board of Directors decided to press charges against a candidate who was misrepresenting his qualifications through the use of a fraudulent NAATI letter. The candidate was convicted and fined in early 1991.
- * On 30 November the Board of Directors met with Mr Joe Lo Bianco to discuss the roles and functions of NAATI and the NLLIA with a view to establishing a complementary working relationship and to avoiding any possible overlap of functions.
- * On 4 December 1990, the publication "Working With Interpreters in Law, Health and Social Work" was launched in Perth by the Governor of Western Australia, His Excellency Sir Francis Burt. The book was produced by the Western Australian SAPTI and was funded by NAATI, the Law Society of WA Public Purposes Trust, the Public Service Commission and the Health Department of WA. The book targets legal, health, and social workers who use the services of interpreters and intends to provide useful background information on the vagaries of interpretation, the importance of cross-cultural issues , practical information regarding interviews, and where to locate interpreters.
- * On 17 January the Executive Director was subpoenaed to the NSW Supreme court as an expert witness concerning the qualifications of a certain interpreter, the NAATI accreditation system and the application of the accreditation system to the employment sector, in particular, to the employment of court interpreters.
- * On 8 February, the Executive Director participated in a consultative meeting concerning the Green Paper released by the Minister for Employment, Education and Training entitled "The Language of Australia: A Discussion Paper on an Australian Literacy and Language Policy for the 1990's". NAATI participation was instrumental in gaining recognition for I/T as part of the Literacy and Language Policy which became clear in the White Paper which was released later in the year.
- * On February 21-22 1990, the NAATI Board met in Hobart for consultations and its quarterly Board Meeting. The decision to visit Hobart was in response to the need for

support for the development of the I/T profession by way of the new preparatory course offered by the Hobart TAFE, the establishment of a small but struggling branch of AUSIT and the need to stimulate the demand for I/T services by Government agencies and the community.

- * On 22 February the NAATI Board met with the Hon G.L. Hand, Minister for Immigration, Local Government and Ethnic Affairs. Issues of discussion included the relationship of NAATI with the proposed National Language Service Organisation, NAATI funding and the Five Year Plan, registration and remuneration for Directors.
- * On 22 March and on 10 May , NAATI participated in a meeting of a Working Party to investigate the feasibility of establishing a Legal Interpreting Service in the ACT. The Working Party also investigated the means by which special training programs could be provided for legal interpreters working in the ACT.
- * In March 1991, NAATI assisted with a special interpreting workshop in Cairns. Although it involved considerable cost to NAATI, it provided an excellent opportunity to promote professionalism among practitioners, to break down the barriers between NAATI and its clients and to encourage practitioners to seek recognition of their skills through the accreditation process.
- * At the May Board meeting the Directors endorsed the recommendations of the Qualifications Assessment and Advisory Committee concerning the proposed guidelines for the preparation of the Level 4 Interpreting Accreditation test with the result that such tests in two languages (French and Spanish)would be commissioned for use in 1992.
- * In May the first Language Panel was established for an Aboriginal Language. With the formation of the Pitjanjatjara Language Panel, it is anticipated that accreditation tests in this language will become available in the next financial year.

Throughout the year under review, the NAATI Board of Directors, together with the Executive Director and certain Regional Officers, conducted consultative meetings and public receptions, normally in conjunction with the scheduled Board meetings. Meetings were convened in Adelaide, Melbourne, Hobart and Canberra to provide direct interaction between NAATI and various groups with an interest in the interpreting and translating profession.

In addition to these activities, there were four Board meetings held during the year under review. They were convened in Adelaide, Melbourne, Hobart and Canberra.

A.4 Testing Objectives

The testing program in 1990/91 included approximately 3,130 tests in 23 languages from Level 2 through to Level 4. In this testing program equal emphasis was given to Level 2 and Level 3 with the exception of Filipino (Tagalog) where only Level 2 tests were offered. Since the demand for Level 3 tests in this language was extremely limited, it was felt that by offering the tests at Level 2 only, the demand for Level 3 in a future program would be increased to a viable number. Level 4 translation tests were offered in five languages, namely French, German, Japanese, Mandarin and Russian. Approximately 50% of tests were conducted at Level 2, 38.5% at Level 3, 0.7% at Level 4 and 10.3% were special on-demand tests at varying levels. Some of the languages of lower client demand included in the program were Czech, Dutch, Persian, Hungarian, Indonesian, Khmer, and Filipino (Tagalog).

In relation to the elimination of the backlog, the Authority continued to implement the policy on invitations to tests as established in 1986/87. This policy provides each candidate with three opportunities to sit for a particular test, after which his/her name is withdrawn from the list of

eligible candidates. This policy was first implemented in 1987/88 and has had a growing significance over the three year period. By 30 June 1991 approximately 14,965 requests for tests had been removed from the lists which almost cleared the long standing backlog of requests which had accumulated over the previous five year period. The backlog is now expected to stabilise at approximately 5,000 per year in relation to the continuation of new requests which are received between testing programs.

A.5 Advisory Bodies

A.5.1 State Advisory Panels on Translating and Interpreting (SAPTI) / NAATI Regional Advisory Committees (State)

Since all appointments to the State Advisory Panels on Translating and Interpreting were to expire on 30 December 1990, and since the review of the role and functions of the SAPTIs was due to be completed by this date, the NAATI Board of Directors dissolved all SAPTIs on this date and created a new regional administrative structure to be known as the NAATI Regional Advisory Committee (State), effective from 1 March 1991. The new Committees are to have roles and functions as set out in Appendix III.

The main function of the Regional Advisory Committees is to advise NAATI regularly on the needs of local employers and the local communities for qualified translators and interpreters, and on other I/T issues relevant to their State. The Committee is also expected to promote an understanding of the profession of interpreting and translating and of NAATI's role in relation to this profession.

Accordingly, up to sixteen members were appointed to each Regional Advisory Committee with representation from the major service providers, the professional association (AUSIT), business, commerce, tourism, and the health and legal professions. Members were appointed for a two or three year term.

In the first six months of the financial year, the SAPTIs were involved in a range of activities, the most significant of which was the production of the book "Working With Interpreters in Law, Health and Social Work". This project was undertaken by the Western Australian SAPTI. Other SAPTIs were involved in issues related to the employment conditions for I/Ts (Victoria), the testing program (NSW) and the need to educate professional users of I/Ts (SA).

In the first few months of operation of the new Committees, priorities were established for their activities. Several Committees formed sub-committees to address specific problems related to areas such as education, health, Aboriginal languages, and legal issues. The Western Australian Committee began preparations for the launch of the new NAATI Information Brochure, the Victorian Committee reviewed the role and functions as determined by the Board and made recommendations for a few amendments.

The members of the Regional Advisory Committees at 30 June 1991 are listed in Appendix II

A.5.2 Examiners and Language Panels

In order to conduct tests in particular languages, NAATI must first appoint people suitably qualified to perform the following tasks:

- the setting of translation (written) and interpreting (oral) tests;
- the marking of translation tests;
- the marking of "live" interpreting tests; and
- the marking of tape-recorded interpreting tests.

Language Panel members are appointed to undertake all or any of the above tasks. These people play a central role in the operations of NAATI, and therefore are expected to possess NAATI accreditation (at least at Level 3 and preferrably in both interpreting and translation), tertiary qualifications and extensive experience in translating and interpreting. Since the Panels had been reconstituted in the previous financial year, and were appointed for a three year term, the only changes in composition were those related to resignations and new appointments to fill vacancies or to provide special skills.

During the year, NAATI appointed its first Language Panel for an Aboriginal Language, namely Pitjantjatjara. Three members were appointed, two native speakers of Pitjantjatjara and one native speaker of English. The members of the Panel are involved with I/T training programs at the Institute of Aboriginal Development at Alice Springs.

At 30 June 1991, there were thirty-five Language Panels covering thirty-eight languages. Three Language Panels covered two languages each namely, Cantonese/Hakka, Indonesian/Malaysian and Czech/Slovak. At 30 June 1991 there were 143 members of NAATI Language Panels as listed in Appendix IV. The terms and conditions of Language Panel appointments are provided in Appendix V of this report.

Interpreting Test Examiners were appointed in 1986 to perform the assessment of "live" interpreting tests only, and therefore the criteria for selection are basically dependent upon the possession of NAATI Level 3 accreditation in interpreting and extensive experience in the interpreting field. Examiners were appointed for a period of five years from 1986 or for the balance of the intervening period. With the introduction of the policy to conduct all interpreting tests by the tape-to-tape method and the increasing emphasis on standardisation of testing procedures, very few Interpreting Test Examiners were employed in 1990/91. Alternatively, most interpreting tests were assessed by the members of the Language Panel.

A complete list of Language Panel members and interpreting test examiners is provided in Appendix IV.

A.5.3 Qualifications and Assessment Advisory Committee (QAAC)

The Qualifications and Assessment Advisory Committee, under the chairmanship of Mr Peter Davidson, met four times during the period under review. This Committee assesses and monitors Australian courses in Interpreting and Translating, holding or seeking NAATI approval. It also assesses applications for accreditation based on overseas qualifications. The work of the Committee covered a range of issues including:

- * the approval and re-approval of courses in I/T in Australian tertiary institutions leading to NAATI accreditation;
- * the completion of the review of the guidelines for course approval, and publication of the revised NAATI Courses Manual;
- * assessment of applications for accreditation on the basis of overseas qualifications;
- * assistance with the development of Level 4 interpreting test setting guidelines.

PART B PROFESSIONAL ACTIVITIES AND ACHIEVEMENTS

B.1 Testing Related Activities

B.1.1 General Background

Contrary to the proposed strategy of the Five Year Plan, NAATI conducted in 1990/91 a larger testing program than anticipated. The Five Year Plan prophesied that the demand for testing would decline and that in the fifth year, NAATI would conduct a program of approximately 2,500 tests. However, due to the reduced availability of tests at Level 2 in the preceding year, the demand for accreditation by testing increased substantially for 1990/91 due to the backlog created and the increased number of new applicants during the year under review. NAATI responded by offering tests in twenty-three languages at varying levels, including Levels 2, 3 and 4.

In the year under review, NAATI conducted tests in twenty-three languages of which twenty-one were offered at Level 2, twenty at Level 3 and five at Level 4. The program included several of the low demand languages such as Czech, Dutch, Farsi, Hungarian, Indonesian, Khmer, Romanian and Filipino (Tagalog). Due to the very small candidature for Level 3 Filipino, the program offered tests only at Level 2 in order to increase the eligible candidacy for Level 3 in the following year. The program included tests in French and German at Level 4 only, since employer demand indicated an adequate supply of interpreters and translators at Levels 2 and 3. Other Level 4 tests included those in Japanese, Mandarin and Spanish.

In addition to the tests conducted in the major capital cities of Australia, NAATI conducted seventy one tests in non-capital cities. These cities include Cairns, Townsville, Alice Springs, Shepparton, Wollongong, Newcastle and Auckland New Zealand. The candidature in Cairns and Townsville increased from two in 1989/90 to eleven in 1990/91. The number of tests in New Zealand increased marginally from twenty-one in 1989/90 to twenty-six in 1990/91. Testing in New Zealand has been made possible with the co-operation of the University of Auckland. The tests were set and marked in Australia but conducted in New Zealand.

In accordance with the policy established in 1987/88, all passages for translation from English into the other language, and the English consecutive passage for the Level 3 Interpreting test were selected by the NAATI professional staff and approved by English language consultants for use across all languages tested. Consequently, it was possible to achieve a greater level of standardisation across all languages in the testing program. Further, for those Language Panels which did not have a native English speaker, English language specialists were recruited to participate in the marking by assessing the grammar, spelling, and style of passages translated from the other language into English.

For many years, NAATI has received requests to test with greater frequency. However, its resources were such that the annual program could not be extended beyond one round of tests per year. In order to meet in part the demand for more frequent testing, NAATI made available special on-demand tests for individuals or small groups of candidates. Such tests are provided on a cost-recovery basis and are therefore priced well above the normal test fees. The demand for special on-demand tests has increased remarkably in the last two years, growing from 63 in 1988/89 to 262 in 1989/90 to 317 in 1990/91. Of the 317 special tests in 1990/91, one hundred and ninety-three were conducted at Level 2 (37 translation, 156 interpreting), 121 at Level 3 (69 translation, 52 interpreting), and three tests at Level 4 (translation).

The financial aspect of the annual testing program for 1990/91 was very positive in that the direct testing revenue exceeded the direct testing expenditure by \$240,871. The margin of direct profit was considerably more than in the previous year (\$31,532) as a result of the nature of the testing program. It should be noted, however, that the direct expenditures related to the testing program represent only a proportion of the total cost since there are many indirect costs which are difficult to separate from the general operational expenditures. Indirect testing costs such as the salaries of the Registrar, Regional Officers, computer operator, accounts personnel, and associated costs such as postage/courier and telephone, cost considerably more than the balance of the direct "profits". In order to contain the costs of testing, the Authority did not increase the remuneration fees for examiners who set, mark or supervise the tests. As in the previous period, the Authority reduced the work required of Language Panels in setting the tests by requiring them to provide only the "other" language texts and by NAATI assuming a large proportion of the technical preparation of the tests. The use of English passages common across all languages also represents considerable cost savings.

B.1.2 The 1990/91 Testing Program: Detailed Analysis

Having considered the general issues associated with the testing process, this section now analyses the testing program for the year under review by providing details of the performance of applicants, viewed across a range of indicators such as acceptance rates, pass rates, geographic variations etc. In the following analysis, an important distinction must be made between "applicant" or "candidate" statistics and language entry statistics. The terms applicant and candidate refer to persons who apply for accreditation. Language entry refers to the request for accreditation in a specific language, level and skill. For example, one person who requests accreditation in Spanish at Level 2 in translation and interpreting, will have two language entries. On average, each person who applies for NAATI accreditation does so for 2.8 language entries. In the following statistical tables, language entries are the basic statistics, unless otherwise stated.

B.1.2.1 Languages and Levels Tested

Table 1: The National Testing Program for 1990/91

Language	Level and Category				
	2T	2I	3T	3I	4T
Arabic	X	X	X	X	
Cantonese	X	X	X	X	
Czech	X	X	X	X	
Dutch	X	X	X	X	
Deaf Sign		X		X	
Farsi	X	X	X	X	
French					X
German					X
Greek	X	X	X	X	
Hungarian	X	X	X	X	
Indonesian	X	X	X	X	
Italian	X	X	X	X	
Japanese	X	X	X	X	X
Khmer	X	X	X	X	
Korean	X	X	X	X	
Macedonian	X	X	X	X	
Mandarin	X	X	X	X	X
Polish	X	X	X	X	
Romanian	X	X	X	X	
Russian	X	X	X	X	X
Spanish	X	X	X	X	
Tagalog	X	X			
Vietnamese	X	X	X	X	

The main features of the program included:

- a) the moderate range of languages offered (twenty-three);
- b) testing at Levels 2 and 3 in twenty and twenty-one languages respectively and at Level 4 in five languages;
- c) the inclusion of languages of low candidate demand but of significant community need;

In accordance with the policy decision of April 1989 to discontinue the Level 2 Admission test and to temporarily suspend the Level 1 accreditation test until such time that a proper review of its function and format could be conducted, no tests at these Levels were conducted in the 1990/91 program.

The 1990/91 testing program was one of moderate size in terms of the number of languages tested and reasonably large in terms of the total number of tests conducted. In summary, NAATI conducted a total of 2,813 tests over twenty-three languages within the annual testing program and 317 special on-demand tests in the period under review. This resulted in 1048 accreditations.

The program was announced in June 1990. It was conducted in three sessions, viz; Level 2 and 3 translation tests on 21-22 November 1990, Level 2 and 3 interpreting tests between March and July 1991 and Level 4 Translation tests from 11-15 July 1991. In order to achieve a better balance in the overall testing program, the Level 4 Translation tests were delayed from the normal testing month of November to July 1991. Similarly, the Deaf Sign and Deaf Oral Interpreting tests were also conducted in July 1991. The testing of Level 4 Translation and the Deaf Sign/Deaf Oral Interpreting involves small numbers of candidates and special testing requirements. It was felt that the Regional Offices were best able to cope with these needs at a time after the main testing program had been completed. Although these two sets of tests were technically outside the financial year under review, they were part of the 1990/91 Testing Program and have therefore been included in this report.

Over the past two years, NAATI has been altering the timing of various types of tests seeking to spread the total workload in relation to testing for both the Central Office, the Regional Offices and the Language Panels over a longer period of the year. The timing of the various tests in the 1990/91 program has proven to be the most successful to date. It is anticipated that the annual testing programs in future will schedule Level 2 and 3 Translation tests in November, Level 2 and 3 Interpreting tests between March and June, the Level 4 Translation tests in July and the Deaf Sign and Deaf Oral Interpreting tests in July.

The details of the 1990/91 testing program and its relationship to previous programs, are provided by the following series of statistical tables and graphs.

Table 2 compares the number of tests and range of languages offered by NAATI over the previous five years 1986-91. For the purpose of comparability in Table 2, the statistics of the Level 2 Admission test as shown in the Annual Reports of 1986/87, 1987/88 and 1988/89 have been split to reflect the separate written and oral tests that can be sat individually. Further, the single two-direction translation tests at Level 3 in all previous Annual Reports have been split to reflect the separate tests for each language direction. Table 2 in this report now provides statistics which are both comparable and more detailed than in the previous Annual Reports.

Table 2: Number of Tests Conducted 1986-1991(a)

Test	86/87	87/88	88/89	89/90	90/91
Level 1	343	6	318	1	0
Level 2 Adm. Paper 1(b) Paper 2	9 557	177 186	375 419	N/A N/A	N/A N/A
Level 2 Tra.	724	364	714	194	770
Level 2 Int.	615	304	764	268	987
Level 3 Tra. Into "O"(c) Into "E"	3 571	664 625	564 460	729 627	518 441
Level 3 Int.	308	368	346	422	364
Level 4 Tra. Into "O" Into "E"	31 37	38 37	18 21	12 10	18 32
Total	4238	2769	3999	2263	3130
No of Lang.	17	33	27	30	23

- (a) Table includes tests conducted within the annual program AND as special on-demand tests.
- (b) Paper 1 is the written test; paper 2 is the oral test.
- (c) Into "O" means into the other language; into "E" means into English.

Table 2 indicates the following:

- the 1990/91 testing program was moderate in terms of the range of languages (23) and levels offered (Levels 2, 3 and 4 and relatively large in terms of the number of tests conducted (3130);
- the number of tests conducted at Level 2 was the largest in five years with 1,757 tests. This is partly due to the fact that testing at Level 2 in 1989/90 was very limited and a backlog was created;

the demand for Level 3 testing continues to be very strong, alternating between 1300 and 1700 tests each year. The strong demand may be related to growing acceptance of Level 3 as the basic professional qualification and the increasing requirement by employers for practitioners to hold NAATI Level 3 accreditation; and

the demand for testing at Level 4 increased markedly from 22 in 1989/90 to 50 in 1990/91. Further, the demand for tests into English was much greater in this testing program than the demand for tests into the "other" language.

Table 3 below indicates the number of tests conducted within specified States and Territories. It can be seen that approximately 40% of tests are conducted in New South Wales, 23% in Victoria and the remainder distributed throughout the other States and Territories. In more recent years a small number of tests have been conducted for candidates with overseas addresses. These include tests conducted in New Zealand and tests conducted in Australia for residents of Hong Kong and a few other Southeast Asian cities.

Table 3: Number of Tests Conducted by State/Territory 1986/87 - 1990/91

STATE	86/87	87/88	88/89	89/90	90/91
ACT	348	178	242	112	159
NSW	1769	1180	1868	901	1357
NT	84	37	59	38	26
QLD	292	187	324	188	262
SA	356	265	330	176	235
TAS	27	26	39	8	32
VIC	1135	649	765	615	788
WA	223	237	311	141	233
OTHER*	4	10	61	84	38
TOTAL	4238	2769	3999	2263	3130

* Includes candidates with overseas addresses or "unknown" addresses.

Table 4 below indicates the pattern of languages and levels tested over the period 1980-1991.

Table 4: Languages and Levels Tested: 1980-1990

Language	1980	1981	1982	1983	1984	85/86	86/87	87/88	88/89	89/90	90/91
Arabic	2T	2T	2,3	2,3	2,3		1,2,3	3,4 1,2,3	1,2,3	3	2,3
Bulgarian				2	2,3	2,3	1,2,3		1,2,3	3	2,3
Cantonese			2,3	2,3	2,3	2A,3A	2,3	2,3	1,2,3	3	2,3
Croatian	2,3	2T	2,3	2,3	2,3				1,2,3	3	2,3
Czech					2,3			2,3		3	2,3
Deaf Oral		1		1,2I,3I	2A,2I	2A,2I	2A,2I,3I	2I,3I			
Deaf Sign				2I	2I	2I	3I	1,2I,3I	1,2I,3I	3	2,3
Dutch					2,3			2,3			2,3
Filipino									1,2,3		2
Finnish											2,3
French	2,3	2,3			2,3	2A,3A	1,2,3,4	2,3,4	1,2,3,4	3	4
German	2,3	2,3	2,3		2,3	2A,3A	1,2,3	2,3,4	1,2,3,4	3	4
Greek	2,3	2,3	2,3	2,3	2,3	2A,3A	1,2,3		1,2,3	3,4	2,3
Hakka								2A,2I			2,3
Hungarian					2,3	2,3		2,3	1,2,3		2,3
Indonesian					2,3		1,2,3		1,2,3	3	2,3
Italian	2,3	2,3	2,3	2,3	2,3	2,3	1,2,3,4	3,4	1,2,3,4	3	2,3
Japanese		2I,3I	2,3		2,3			2,3	1,2,3,4	2,3	2,3,4
Khmer		2T,3T			2	2,3		2,3	1,2,3	2,3	2,3
Korean								1,2,3	1,2,3	2,3	2,3
Lao			2,3		2,3	2,3		2,3	1,2,3	2,3	
Macedonian			2,3	2T,3T				2,3	1,2,3	3	2,3
Malay					2,3		1,2,3		1,2,3		
Maltese					2,3			2,3			3
Mandarin	2,3	2,3	2,3	2,3	2,3	2,3	1,2,3	3,4	1,2,3,4	3	2,3,4
Persian								1,2,3	1,2,3	3	2,3
Polish		2T	2,3	2,3	2,3		1,2,3	2,3	1,2,3	3	2,3
Portuguese			2,3	2	2,3	2,3		2,3	1,2,3	2,3	
Romanian					2,3			2,3	1,2,3	3	2,3
Russian	2,3	2T,3T	2,3	2,3			1,2,3	3,4	1,2,3,4	3	2,3,4
Serbian	2,3	2T,3T	2,3	2,3	2,3	2A,3A	1,2,3	2,3	1,2,3	3	
Slovak								1,2,3			
Spanish	2,3	2,3	2,3	2,3	2,3	2,3	1,2,3,4	3,4	1,2,3,4	3	2,3,4
Thai					2,3	2,3		2,3			
Turkish	2	2T	2,3	2,3	2,3	2,3		3	1,2,3	3	
Ukrainian								1,2,3			
Vietnamese	2,3		2,3	2,3	2,3	2,3	1,2,3	3	1,2,3	3	2,3
Total No of Languages	11	14	17	15	25	18	17	33	27	30	23

Notes:

1 = Level 1; 2 = Level 2; 3 = Level 3; 4 = Level 4

A = Admission Test only; T = Translation Test only; I = Interpreting Test only

Table 4 shows:

- after three years of offering tests in a very extensive range of languages (27 to 33), a reduction to 23 languages;
- the provision of tests at Levels 2, 3 and 4 in the 1990/91 testing program;
- the availability of testing at Levels 2 and 3 in a limited number of languages of community need but low candidate demand in 1990/91, including Czech, Dutch, Indonesian, Khmer, and at Level 2 only, Filipino;
- the consistency of testing in languages of major employer demand including Arabic, Cantonese, Deaf Sign, Greek, Italian, Mandarin, Polish, Spanish and Vietnamese;
- the reduction in testing in languages of significant candidate demand but low employer demand, including French, German and Turkish;
- availability of tests at Level 4 in five languages in 1990/91; and
- the clarification of the name of the official language of the Philippines, namely Filipino as opposed to Pilipino or Tagalog.

It should be noted that programs which contain a wide range of languages at both Levels 2 and 3 such as the one in this financial year, have a number of effects, namely:

- Language Panels are extended in order to meet the time schedules for the design and marking of tests; the total number of tests for both design and marking will be much greater;
- Smaller Language Panels are less able to meet the NAATI requirements in terms of specifications and time lines since the small number of Panel members who collectively have a narrower range of expertise are more pressured;
- Both the Central Office and Regional Offices carry a very heavy load in relation to the preparation of the test materials, the conducting of tests and the overall administration.

In summary, the larger volume of tests has had the effect of stretching the resources of the NAATI staff and the Language Panels.

B.1.2.2 Acceptance Rates and Pass Rates

An analysis of the rates of acceptance of invitations to tests and rates of passes, as demonstrated by Table 5 below shows that:

- the overall candidature was approximately 139% of that of the previous program (3,130 tests vs 2,258 tests) and can be attributed to the availability of tests at Level 2 in a wide range of languages and a higher acceptance rate at Level 3;
- the overall acceptance rate in the annual program was 30.11%, approximately the same as for the previous program (30.35%);

a significant decrease in the acceptance rate at Level 2, from 25.0% to 19.25%. It should be noted that in the previous program only a very limited range of languages were tested at Level 2 and those languages are tested on an infrequent basis only, thus encouraging candidates to accept the invitations when offered. This would have had the effect of increasing the acceptance rate for this Level in 1989/90;

for the second consecutive year, an increase in the acceptance rate for tests at Level 3 from 25.9% in 1989/90 to 32.7% in 1990/91. This may reflect the increasing level of qualification demanded by major employers;

the average of pass rates across all tests was 25.6%, a decrease of 1.0% from that of the previous program. Specifically, the pass rates by level varied from 35.1% at Level 2 to 30.0% for the Level 3 to 9.6% for Level 4 Translation tests;

the significant variation in the pass rate between translation (29.3%) and interpreting (40.9%) at Level 2;

the significant variation in the pass rate between the language direction of translation at Level 3, namely 23.8% from English into the other language and 44.8% from the other language into English. The same type of variation can be seen at Level 4;

the acceptance rate for special on-demand tests was 99.7%. Only one candidate did not sit for a test to which he was invited;

the average pass rate for special on-demand tests was 45.0%, approximately 19.4% higher than for the tests in the annual program (25.6%). This may reflect the greater confidence and competence of candidates seeking accreditation by this type of test which has a fee at full cost recovery.

Table 5: 1990/91 Testing Program: Rates of Acceptance of Invitations and Rates of Passes

Test	Annual Testing Program					Special Tests				
	No of Inv	No Sat	% of Accept	No Pass	% of Pass	No of Inv	No Sat	% of Accept	No Pass	% of Pass
Level 2 Translation	3,720	733	19.7	215	29.3	37	37	100	16	43.2
Level 2 Interpreting	4,415	831	18.8	340	40.9	157	156	99.4	53	34.0
Level 3 Translation										
Paper 1	1,305	479	36.7	114	23.8	39	39	100	16	41.0
Paper 2	1,129	411	36.4	184	44.8	30	30	100	18	60.0
Level 3 Interpreting	1,249	312	25.0	67	21.5	52	52	100	19	36.5
Level 4 Translation										
Paper 1	54	17	31.4	1	5.8	1	1	100	1	100.0
Paper 2	70	30	42.8	4	13.3	2	2	100	0	0.0
Total	11,942	2,813	30.11 (Avg)	925	25.6 (Avg)	318	317	99.7 (Avg)	123	45.0 (Avg)

A comparison of the pass rates for the various levels of tests in the period 1986/87 to 1990/91 highlights several variations (Refer to Table 6 below). The pass rate at Level 1 decreased very significantly from 1986/87 to 1988/89 (from 52.6% to 22.6%). In 1987/88 the small candidature (6 candidates) rendered the pass rate (66.7%) as statistically insignificant. However, the number of candidates in 1986/87 (304) and in 1988/89 (318) is comparable although the pass rate differential is substantial. The test format and marking guidelines remained the same over the period suggesting that the competence of the candidature in the latter year was significantly less than that of the earlier period. Tests at Level 1 have not been conducted since 1988/89.

The variation between the Level 1 pass rate and the Level 2 Admission test pass rate between 1986/87 and 1988/89, may be explained by the fact that candidates must pass both parts of the Level 1 test for a "pass" to be recorded, while candidates may be awarded a "pass" for one of the two parts of the Level 2 Admission test, allowing them to proceed to the Level 2 translation test and/or interpreting test. The pass rate for the Admission test in 1988/89 (60.8% for Part 1 and 49.8% for Part 2) are comparable for the pass rates for the previous two years as is the average pass rate for both parts of the test over the three years it was offered (53.5% in 1986/87, 55.4% in 1987/88 and 55.3% in 1988/89).

The pass rates for the Level 2 translation tests are comparable for the period 1986/87 to 1989/90 ranging from 38.2% in 1988/89 to 45.38% in 1989/90. However, in 1990/91 there was a marked decrease in the pass rate to 29.3%. The pass rates for the Level 2 interpreting tests declined from 50.3% in 1986/87 to 36.30% in 1989/90 but rose again in 1990/91 to 40.9%.

The average pass rates for both papers of the Level 3 translation tests over the five year period 1986/7 to 1990/91 have remained constant, ranging from 32.3 in 1989/90 to 34.7% in 1987/88. Similarly, the average pass rates for Paper 1 and Paper 2 of the translation test have remained constant over the first four years of the period as is shown in Table 5. However, in 1990/91 there was a substantial decrease in the pass rate for Paper 1 (into the LOTE) to 23.8% and a substantial increase in the pass rate for Paper 2 (into English) to 44.8%. This may reflect a larger proportion of second generation Australians attempting the test. For this group, the LOTE would have been learned informally in the home while English would have been learned in Australian schools.

The pass rate for the interpreting test at Level 3 has fluctuated between 32.1% in 1988/89 to 20.82% in 1989/90 with other years falling between these values. In 1990/91 the pass rate was 21.5%.

Apart from 1986/87, the average pass rate for Level 4 translation tests in both language directions has been relatively consistent ranging from 9.5% in 1989/90 to 12.0% in 1987/88. In 1986/87 the format of the test was quite different from that of other years since it required candidates to nominate only one specialised subject area. The result was a substantially higher pass rate. In subsequent years the candidates were required to translate one general passage and select two of four specialised passages, thus requiring candidates to work in a limited range of specialised fields. This change was implemented to reflect the situation in the workplace. The statistics relating to Level 4 tests should be treated with some caution due to the small number of candidates participating in tests at this level.

Overall, the average pass rates for all Levels have fallen consistently over the five year period from 43.7% in 1986/87 to 25.6% in 1990/91, although there appears to be a levelling out in the 1990/91 program. A number of factors may have contributed to this trend including the declining quality of candidates presenting themselves for testing, the

tightening of NAATI standards in the interpreting tests and the continuing lack of suitable training programs to precede the testing process.

Table 6: A comparison of Average Pass Rates by Level and Test: 1986/87, 1987/88, 1988/89, 1989/90 and 1990/91

Test	Pass Rate 86/87	Pass Rate 87/88	Pass Rate 88/89	Pass Rate 89/90	Pass Rate 90/91
Level 1	52.6	66.7	22.6	N/A	N/A
Level 2 Adm.	53.5	55.4	55.3	N/A	N/A
Level 2 Trans.	40.2	45.3	38.2	45.4	29.3
Level 2 Int.	50.3	57.2	49.3	36.3	40.9
Level 3 Trans Paper 1: Paper 2:	34.9 33.6	31.5 37.8	31.4 37.6	30.6 34.1	23.8 44.8
Level 3 Int.	27.8	23.1	32.1	20.8	21.5
Level 4 Trans. Paper 1: Paper 2:	64.5 35.9	13.2 10.8	22.2 0.0	9.1 10.0	5.8 13.4
Average of all Levels	43.7	37.89	36.08	26.6	25.6

A comparison of pass rates on a State/Territory basis as shown by Table 7 (below) reveals the following patterns:

- Due to the small candidature in the Northern Territory and Tasmania, comparisons with the national average cannot be made with any reliability.
- At Level 2 Translation, the ACT candidates performed well above the national average. However, the ACT statistic has been distorted by the fact that fewer than ten candidates sat for tests in each of the languages tested and nearly 50% passed in each language, giving a high average pass rate. This raised the overall pass rate for the Territory to a level well above the national average. In Queensland and Western Australia, candidates performed considerably below the national average. However the smaller number of candidates sitting in each State gives less reliability to the statistics. In all other States, the pass rates approximated the national average or were slightly above.
- At Level 2 Interpreting, the pass rates for different States and Territories were relatively comparable. With a national average pass rate of 40.9% candidates in most States and Territories performed within the range of 7.1% below the average to 9.1% above it. Candidates in the ACT had the highest performance at 50.0% pass rate and South Australia had the lowest performance rate of 33.8%.
- At Level 3 Translation (into the other language), the ACT and QLD performed well above the average. Most other States and Territories performed at a level close to the

national average except in those locations where the small number of candidates distorted the statistics (See NT and TAS). In tests into English (Paper 2), candidates from the ACT and Western Australia performed well above the national average while those from other States and Territories performed at a level close to the national average. Again, in NT and TAS, the low candidature has distorted the statistics.

In the Level 3 Interpreting test, candidates from the ACT and QLD performed well above the national average while those from other States and Territories (excluding NT and TAS) had pass rates similar to the national average.

At Level 4 the comparison to the national average has little meaning since very few candidates sat in any particular State or Territory. Further, there were 8 candidates with overseas addresses who sat for the tests and whose results were taken into consideration in the "national average".

The State variations in pass rates are often influenced by the regional pattern of languages in demand. The pass rates for languages vary considerably depending on the educational backgrounds of the candidates and the length of time they have been resident in Australia. As an example, the national pass rates for various languages tested at Level 3 (translation into English) with a candidature in excess of 20 ranged from 26.9% for Greek to 63.6% for Vietnamese.

Table 7: Percentage Pass Rates for NAATI Tests by State/Territory: 1990/91 Program

Test	ACT	NSW	NT	QLD	SA	TAS	VIC	WA	Nat Avg.
Level 2 Tran	44.8	29.2	31.3	31.1	19.6	44.4	31.1	22.9	29.4
Level 2 Int	50.0	40.5	35.7	40.8	33.8	42.8	41.1	37.5	40.9
Level 3 Tran Paper 1 Paper 2	52.0 68.4	17.1 39.7	0.0* 100.0*	38.7 45.4	24.3 48.5	0.0* 66.6*	20.0 40.7	29.4 62.0	23.7 44.7
Level 3 Int	33.3	21.0	0.0	30.4	17.3	100.0*	19.5	16.6	21.5
Level 4 Tra Paper 1 Paper 2	0* 25.0*	0* 0	N/A N/A	0* 0*	0* 0*	N/A 0*	0* 28.5	0* 0*	5.8 13.3

Note: Table 7 includes pass rates for special tests. The National Average includes results for overseas candidates.

* Indicates that less than 5 candidates sat for the test which results in extreme percentage pass rates.

B.1.2.3 Persons Awaiting Testing

Since 1986 NAATTI has made a conscious effort to reduce the "backlog" of candidates waiting to sit for tests. In 1987/88 NAATTI redefined the "backlog" as the number of candidates who are waiting for their first invitation to be tested in a language that is tested on a frequent or occasional basis. This definition excluded those candidates who have applied for accreditation in a language never likely to be tested since candidates in this category are eligible for Recognition. The number of candidates in this category is relatively small, (see Table 8 below). During the year under review, 55 requests for testing in these languages were added to the list bringing the total to 761. The languages of strongest demand within this category include Hokkien (119), Hebrew (55), Danish (45), Hindi (36), Punjabi (34), Norwegian (28) and Lithuanian (26).

Table 8: Number of Language Entries Seeking Accreditation in Languages Never Likely to be Tested

Test	30.6.87	30.6.88	30.6.89	30.6.90	30.6.91
Level 1 Accreditation	79	92	102	93	104
Level 2 Admission	278	284	288	0	0
Level 2 Translation	72	78	108	212	220
Level 2 Interpreting	49	53	55	247	281
Level 3 Translation	111	112	130	79	79
Level 3 Interpreting	38	49	48	73	77
Level 4 Translation	1	2	9	2	0
TOTAL	628	670	740	706	761

In terms of the number of candidates awaiting their first invitation to be tested in a language that is tested on a frequent or occasional basis, (the "backlog") Table 9 below demonstrates that the backlog was reduced substantially in the period under review from 6,455 at 30 June 1990 to 4,555 at 30 June 1991. During this period, the backlog was significantly reduced for the Level 2 tests in Translation and Interpreting since the Testing Program for this year offered a wide range of languages at this level. The backlog for Level 3 has increased significantly and may relate to the increasing demand for qualifications at this level and the unavailability of tests in French and German at Level 3 in the 1990/91 Testing program. These two languages are ones of major candidate demand but low employer demand.

It can be seen from Table 9 that as of 30 June 1991, 14,026 requests for testing have been removed from the eligible candidates list. In each case, the candidate had been given three opportunities to sit for the test. At this same date, there were 4,555 requests for an invitation to the first test.

It should also be noted that in the twelve month period between 30 June 1989 and 30 June 1990, the backlog appears to have increased significantly from 2,484 language entries to 6,455. This anomaly occurred due to the discontinuation of the Level 2 Admission test which had 4,517 language entries registered under zero to two invitations in the previous year and the redistribution of these entries to the zero invitation category for Level 2 translation or interpreting. Without this redistribution, the backlog for 30 June 1990 would have been 1,938 which would have represented even further progress on the previous year.

Each year NAATI receives approximately 1600 new applicants who make requests for approximately 4,400 accreditations (Based on 2.751 entries per applicant). However, in the year under review, NAATI received 1926 new applicants who requested approximately 5300 accreditations, mostly by test. Many of these requests are fulfilled during the year of application within the annual testing program. The requests associated with languages not tested within the program, or those which have been received after the closing date for testing are included in the backlog statistics. As a result of the unexpected increase in new applicants, the backlog is higher than planned. The forecasted stabilisation of the backlog at approximately 2,000 language entries made in 1990 may need to be revised upwards. There will always be a "backlog" in excess of 2,000 given the number of languages covered and the impracticability of testing all levels and languages every year.

Table 9: Status of Language Entries in Relation to Invitations to Tests: at 30 June 1989, 30 June 1990 and 30 June 1991

(a) 30 June 1989					
Test Type	Not Yet Inv (1)	Inv. Once	Inv. Twice	Inv. Thrice	Removed (2)
Level 1 Accreditation	417	1274	1567	1	29
Level 2 Admission	589	2095	1833	14	5165
Level 2 Translating	343	1293	1108	652	457
Level 2 Interpreting	364	1394	864	581	560
Level 3 Translating	340	851	1300	1060	690
Level 3 Interpreting	288	751	1090	916	684
Level 4 Translating	143	44	95	55	15
Total	2484	7702	7857	3279	7600

(b) 30 June 1990					
Test Type	Not Yet Inv (1)	Inv. Once	Inv. Twice	Inv. Thrice	Removed (2)
Level 1 Accreditation	355	1235	1550	1	29
Level 2 Admission	0	0	0	0	4874
Level 2 Translating	2523	1287	1008	74	1112
Level 2 Interpreting	2841	1388	798	78	1143
Level 3 Translating	392	763	611	989	1846
Level 3 Interpreting	190	725	516	894	1596
Level 4 Translating	154	72	89	9	63
Total	6455	5470	4572	2045	10663

(c) 30 June 1991					
Test Type	Not Yet Inv (1)	Inv. Once	Inv. Twice	Inv. Thrice	Removed (2)
Level 1 Accreditation	473	1260	1549	1	29
Level 2 Admission	0	0	0	0	4836
Level 2 Translating	1575	2386	1122	3	1961
Level 2 Interpreting	1439	2884	1178	605	1269
Level 3 Translating	642	789	628	7	3316
Level 3 Interpreting	290	589	554	385	2552
Level 4 Translating	136	105	38	64	63
Total	4555	8013	5069	1065	14026

Footnote:

- (1) Entries which have not been invited to sit for a test constitute the "backlog".
- (2) Persons who have been invited three times to a particular test but have not achieved accreditation, either by failure of the test and/or by not sitting for the test, are removed from the waiting list. Unlike the other figures in the table, these are cumulative figures, since the inception of the policy. In addition to these figures, a small number of removals arise from other causes, eg. death of an applicant, withdrawal of application for testing, or permanent relocation overseas.

B.1.2.4 Testing Activities: Summary

Table 10 below summarises the statistics on applicants and language entries for the 1990/91 period. During the period NAATI received 1,926 new applications for accreditation, considerably more than in the previous year (1,544). In the period under review 830 candidates received their first accreditation and an additional 275 candidates received a second, third or more accreditation, giving a total of 7,342 accredited persons at the end of the period under review. At 30 June 1991 these persons held 12,023 accreditations, while 725 persons held 1344 recognitions. Of the 12,023 accreditations 4,075 are at Level 3, 174 at Level 4 and 8 at Level 5.

Table 10: Applicant Statistics: Persons and Language 1 Entries: 1990/91

a) PERSONS

Number of applicants, up to 30.6.1990	17,571
Number of new applicants 1.7.1989-30.6.1990	1,926
Total number of applicants, as at 30.6.1990	19,497
Number of persons accredited, up to 30.6.1990	6,512
Number of applicants accredited, 1.7.90-30.6.1991 without previous accreditations	830
Total number of persons accredited as at 30.6.1991	7,342
Number of persons recognised, up to 30.6.90	673
Number of persons recognised 1.7.90-30.6.91	52
Total number of persons recognised as at 30.6.91	725
Total persons accredited and/or recognised at 30.6.90	7,185
Total persons accredited and/or recognised at 30.6.91	8,067

b) LANGUAGE ENTRIES

Number of language entries, up to 30.6.1990	49,076
Number of new language entries 1.7.90-30.6.91	4,331
Total number of language entries as at 30.6.1991	53,407
Number of language entries accredited up to 30.6.90	10,664
Number of language entries accredited 1.7.90-30.6.91	1,359
Total number of language entries accredited as at 30.6.91	12,023
Number of language entries recognised up to 30.6.1990	1,199
Number of language entries recognised 1.7.90-30.6.91	145
Total number of language entries recognised as at 30.6.91	1,344
Total number of language entries accredited/recognised as at 30.6.90	11,863
Total number of language entries accredited/recognised as at 30.6.91	13,367

The general trends in the testing process are demonstrated by Graphs 1 to 3. Graph 1 illustrates the size of the various testing programs between 1986 and 1991. It can be seen that the 1990/91 program was comparable to that of 1988/89 and 1986/87, and that all represent relatively large programs. A pattern of alternatively larger and smaller programs is beginning to emerge which permits NAATI to better manage the candidate demand for tests and the market demand for interpreters and translators. Admission tests decreased in importance from 1984/85 and were discontinued according to the policy introduced in 1988/89. Consequently no admission tests were conducted in the period under review.

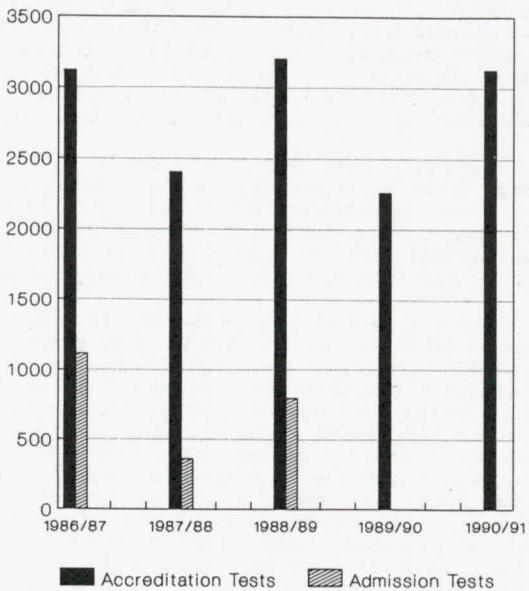
Graph 2 illustrates the person statistics at 30 June 1991. As expected, it can be seen that New South Wales and Victoria have the largest number of applicants and accredited persons. In most States between 35% and 45% of applicants are accredited, the only exception being Tasmania which has approximately 25% of its applicants accredited. It is interesting to note that of the overseas applicants, approximately 56% have achieved accreditation, most of whom have done so by the testing method.

Graph 3 shows the level activity associated with the testing program for 1990/91 on a State basis. It can be seen that New South Wales and Victoria dominate the activities with a large number of new requests for testing, the majority of test results being issued and the largest number of accreditations awarded. It can also be seen that the ACT, South Australia, Queensland and Western Australia are comparative in the level of activity at approximately 15% to 20% of that of New South Wales. Activity in the Northern Territory and Tasmania is well below that of other States and indicates that additional encouragement is needed in these States to promote professional interpreting and translation. Overall, the number of accreditations awarded represents only about 16% of the results given. This may be explained by the fact that the component designated as "results" includes a result of "did not sit" in addition to "pass" and "fail". Thus, the proportion of results which are shown as accreditations should not be considered as an indication of the pass rate for tests.

In summary, it is clear from the graphs that there is not only a continuing demand for NAATI tests from new applicants but a growing one. In the period under review NAATI received an additional 4,331 requests for accreditations of which 3,744 were for tests. To date, 8,565 accreditations have been awarded on the basis of testing with 970 being awarded in the period under review. Approximately 50% of all accreditations (by testing) made during the period under review were awarded to persons resident in New South Wales and Victoria. Additional accreditations have been made on the basis of NAATI-approved courses or by overseas qualifications.

Graph 1

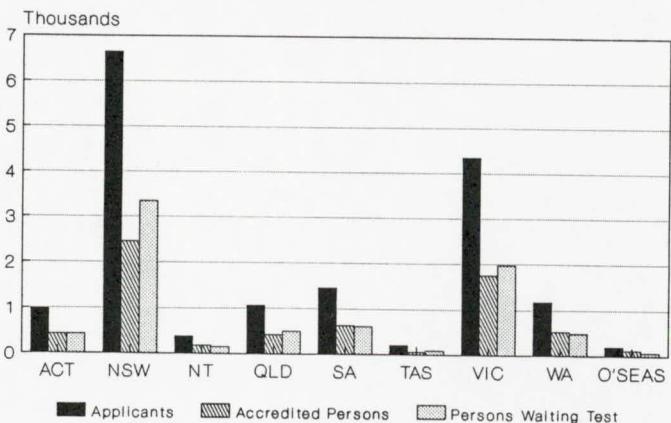
Number of Tests 1986-1991 Accreditation and Admission Tests



Based on Language Entries

Graph 2

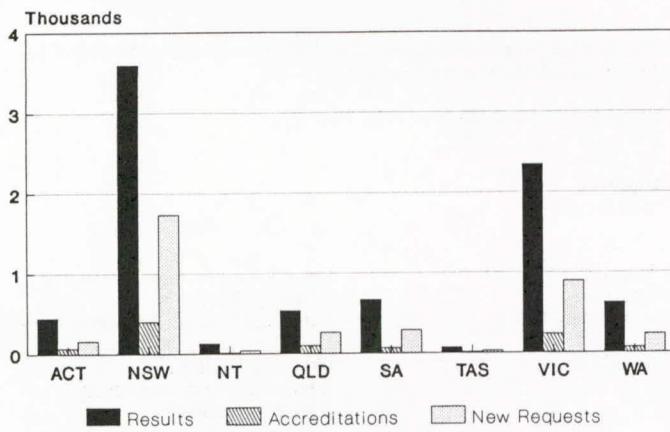
PERSON STATISTICS: 30.6.91 Applicants, Accredited, Awaiting Tests



Graph 3

TESTS : 1.7.90 to 30.6.91

Results,Accreditations,New Requests



Based on Language Entries

B.1.2.5 Testing Policy Issues

During the period under review, the Board gave consideration to the Review Procedures for test results and agreed that the present procedures are adequate but that they need to be publicised more by their inclusion in the Candidates' Manual.

In order to reduce the time delay between the test and the release of results, the Registrar undertook to make more personal contact with Language Panel members to ensure their ability to meet deadlines and to follow-up outstanding results when they become overdue.

Late in the financial year, NAATI received an additional grant from the Department of Immigration, Local Government and Ethnic Affairs which made possible the decision to commence the first major research project. Accordingly, it was decided to engage professional consultants/researchers to evaluate the NAATI test formats in relation to the I/T requirements within the workplace. The project was to commence in the next financial period.

B.2 COURSES OF STUDY

B.2.1 Approval/Re-Approval of Courses

Submissions for approval/re-approval of I/T or Language Aide (Level 1) courses from the institutions listed below were assessed.

Results of assessments made as at 30 June 1991.

A - approved

R - re-approved

R	Northern Territory University Institute of TAFE	Level 2 Interpreting/Translating course (1991-1995) Language stream: Mandarin (1991-1995)
R	WACAE	Graduate Diploma of Arts in Interpreting and Translating (Level 3) Mandarin Graduate Diploma of Arts in Translating (Level 3) German French (1991-1995)
R	Central Metropolitan College (Perth)	Level 1 Language Aide (1991-1993)
A	ACT Institute of TAFE	New language stream: Japanese (1991-1992)
R	University of Queensland	Level 4 I/T Course (1991-1995)
A	Liverpool College of TAFE	New language stream: Lao (1991-1992)

* A list of NAATI-approved courses as at 30 June 1991 can be found at Appendix VII.

Other Course Submissions considered by the Qualifications and Assessment Advisory Committee

Proposal for a Rarer Language course at Level 3 - Victoria College

NAATI approved the pilot course in principal for a period of 2 years, but required revision of the submission to provide evidence that the course was based on at least 50% of the common core of the Graduate Diploma course (26.4.91).

B.2.2. Accreditations by Course

The number of persons accredited and total accreditations granted on the basis of course completion are shown in Tables 11 and 12 below.

Table 11: Number of Accreditations by Course - 1/7/90 to 30/6/91

	Lev 4	Lev 3	Lev 2	Lev 1	Total
New South Wales					
University of Western Sydney, Macarthur	N/A	47	33	N/A	80
Petersham TAFE	N/A	N/A	16	13	29
Sydney TAFE	N/A	N/A	1	N/A	1
Liverpool TAFE	N/A	N/A	N/A	12	12
University of Wollongong	N/A	N/A	6	N/A	6
					128
Australian Capital Territory					
ACT Institute of TAFE	N/A	N/A	13	N/A	13
Canberra CAE	N/A	1	N/A	N/A	1
					14
Queensland					
SouthBrisbane TAFE	N/A	N/A	18	N/A	18
South Australia					
SACAE (Now Uni of Adelaide)	N/A	21	N/A	N/A	21
Adelaide TAFE	N/A	N/A	21	N/A	21
					42
Victoria					
RMIT Technical College	N/A	N/A	109	N/A	109
Victoria College#	N/A	54	N/A	N/A	54
					163
Western Australia					
Central Metropolitan College	N/A	N/A	11	N/A	11
WACAE (now Edith Cowen Uni)##	N/A	5	N/A	N/A	5
					16
TOTAL ACCREDITATIONS	0	128	228	25	381

* N/A Not Available

Total of BA & Post-Graduate students

Table 12: No of Persons Accredited by Course

State	Level 88/89					Level 89/90					Level 90/91				
	4	3	2	1	T	4	3	2	1	T	4	3	2	1	T
<u>ACT</u>															
ACT TAFE	-	-	8	-	8	-	-	16	-	16	-	-	9	-	9
Canberra CAE	-	2	-	-	2	-	-	-	-	-	-	1	-	-	1
<u>Total</u>	-	2	8	-	10	-	-	16	-	16	-	1	9	-	10
<u>NSW</u>															
Uni of Western Sydney,															
Macarthur	-	27	37	-	64	-	-	-	-	-	-	27	15	-	42
Sydney TAFE	-	-	8	-	8	-	-	4	-	4	-	-	1	-	1
Petersham TAFE	-	-	13	34	47	-	-	13	19	32	-	-	16	13	29
Liverpool TAFE	-	-	-	-	-	-	-	-	-	-	-	-	12	12	12
University of Wollongong	-	-	8	-	8	-	-	-	-	-	-	-	4	-	4
<u>Total</u>	-	27	71	45	143	-	41	39	19	99	-	27	36	25	88
<u>NT</u>															
Northern Territory Uni (TAFE)	-	-	7	-	7	-	-	10	-	10-	-	-	-	-	-
<u>QLD</u>															
University of Qld	4	-	-	-	4	1	-	-	-	1	-	-	-	-	-
South Brisbane TAFE	-	-	13	-	13	-	-	12	-	12	-	-	17	-	17
<u>Total</u>	4	-	13	-	17	1	-	12	-	13	-	-	17	-	17
<u>SA</u>															
SA CAE (now Uni of Adelaide)	-	*13	-	-	*13	-	2	4	-	6	-	-	11	-	11
Adelaide TAFE	-	-	33	-	33	-	-	22	-	22	-	-	21	-	21
<u>Total</u>	-	13	33	-	46	-	2	26	-	28	-	-	32	-	32
<u>VIC</u>															
Victoria College (now Deakin Uni)	-	12	-	-	12	-	*49	-	-	*49	-	28	-	-	28
RMIT TAFE	-	-	163	-	163	-	-	92	-	92	-	-	79	-	79
<u>Total</u>	-	12	163	-	175	-	49	92	-	141	-	28	79	-	107
<u>WA</u>															
WA CAE (now Edith Cowan Uni)	-	*11	-	-	*11	-	*14	-	-	*14	-	*4	-	-	4
Central Metropolitan	-	-	26	-	26	-	-	15	-	15	-	-	11	-	11
<u>Total</u>	-	11	26	-	37	-	14	15	-	29	-	*4	11	-	16
Totals Overall	4	*65	321	45	*435	1	*106	210	28	*345	-	60	184	25	270

Total Persons accredited: 270 Total Accreditations: 381

* Total of B.A. & Post Graduate Students

B.2.3 Course Related Policy Matters

A number of policy matters have been under review during the year 1990/91.

1. The Revision of Guidelines for Obtaining NAATI Approval of a Course in Interpreting/Translating (Course Co-ordinators' Handbook) was completed and published in a new two-ring binder format. The new guidelines will allow NAATI closer control of certain aspects of course approval procedures and standards.
2. Test Setting Guidelines for Level 4 Interpreting

The Committee formulated detailed guidelines for the preparation of the Level 4 Interpreting accreditation test. It was agreed that such tests would be in one direction only and that one language must always be English. The details will be published in the Language Panel Manual.

3. Review of the NAATI Levels System

A decision was taken to commence a comprehensive review of the NAATI Levels System in the next financial year.

B.3. Overseas Qualifications

Accreditation on the basis of overseas qualifications is available at Levels 4 and 5 only (except in the case of languages unlikely to be tested by NAATI or where other exceptional circumstances exist).

14 applications were assessed, of which 5 resulted in 7 accreditations.

Details of accreditations awarded on the basis of overseas qualifications during the period are as follows:-

Table 12: Accreditation by Overseas Qualifications: 1/7/89 - 30/6/90

	<u>Awarded</u>	<u>Languages Covered</u>
<u>Level 5 Accreditation</u>		
Interpreter	1 accreditation	Cantonese.
<u>Level 4 Accreditation</u>		
Translator	1 accreditation	German
Translator into English	5 accreditations	French, German, Spanish, Italian
Total number of applications assessed by the Committee:	14	
Total number of accreditations awarded:	7	
Total number of persons accredited:	5	

Table 14: Accreditations by Overseas Qualifications: 1984/85 - 1989/90

	84/ 85*	85/ 86	86/ 87	87/ 88	88/ 89	89/ 90	90/ 91
** Number of applications assessed	32	22	25	17	20	14	14
Number of persons accredited	17	17	18	13	18	10	5
Number of accreditations awarded:-							
Level 5							1
Level 4	7	9	6	16	17	8	6
Level 3	11	9	14	5	6	4	0
Level2	13	6	4	4	0	0	0
Total number of accreditations:	31	24	24	25	23	12	7

* First meeting of the new Overseas Qualifications Committee (3/8/84).
The previous Committee last met in May 1983 so a larger number of applications were assessed.

** This is not the total number of applications received: only those eligible for assessment by QAAC.

B.4: Recognition

Policy on the Award of NAATI Recognition

Recognition may be granted only in special circumstances to applicants who have applied since 31 March 1983. An application for recognition will be considered only if the eligibility criteria are met and if a NAATI credential is required for the purpose of retaining or obtaining employment as an interpreter/translator. To ensure that the status of Recognition would in future be distinct from the levels scheme for Accreditation, the NAATI Board decided that as from March 1989 a level of competence should no longer be specified. In the case of a language which is unlikely to be included in a testing program at any time, Recognition is awarded on an indefinite basis. Recognition is available in English and one or more other languages.

In May 1990, the Board of Directors made a decision to grant NAATI Recognition to certain members of the Official Court Interpreters and Translators Association of NSW (OCITA) according to a set of very strict conditions which required compliance with all of the following:

- a) applicants must hold a certificate or document issued by the Attorney General's Department which specifically states that they were formally appointed to The Official Panel of Court Interpreters and Translators and were authorised to appear as court interpreters in any State jurisdiction;
- b) applicants must have been appointed to the Official Panel of Court Interpreters and Translators before 12 September 1977 (the date of NAATI's inception);
- c) applicants must demonstrate continuity of membership on the Official Panels as authorised by the relevant authorities with responsibility for the supply of legal interpreters for the courts between 1977 and 1989;
- d) applicants must be currently an active member of the Panel of the relevant authority with responsibility for the supply of legal interpreters for the courts;
- e) applicants must have practised for at least 20 years in legally related situations;
- f) applicants must undertake approved educational activities each year to retain the Recognition;
- g) the Recognition will only remain in force until the applicants retire;
- h) Recognition will only be granted after NAATI is satisfied with the documentation provided by the applicant to verify that they can meet the above conditions.

By taking this decision the Board believed that NAATI could continue to protect the standards of the I/T profession while at the same time enable the OCITA members to continue practising within the courts and provide a means by which they could enter the registration system when it was implemented.

Following this decision, NAATI received applications for Recognition from members of OCITA and during the period under review granted 76 Recognitions to 31 individuals. Details are provided in Table 15.

During the period under review, Recognition was awarded in the following languages (not tested by NAATI):

Table 15: Number of Recognitions awarded, 1/7/90-30/6/91

To General Applicants		To OCITA Applicants	
Armenian	3	Arabic	8
Burmese	3	Cantonese	4
Danish	4	Croatian	2
Dari	1	Czech	2
Hebrew	1	Dutch	2
Hindi	9	Finnish	2
Kurdish	2	French	2
Latvian	4	German	2
Malayalan	2	Greek	10
Norwegian	1	Hungarian	4
Punjabi	8	Italian	6
Samoan	3	Macedonian	2
Swedish	2	Maltese	2
Tamil	2	Mandarin	4
Tongan	10	Persian	2
Torres Strait Island Creole	4	Polish	6
		Portuguese	2
		Romanian	2
		Russian	2
		Spanish	4
		Turkish	2
		Ukrainian	4
Recognitions Awarded		Recognitions Awarded	
No of Persons		No of Persons	

It can be seen from the following statistics that the number of persons "Recognised" in the period under review has increased significantly. With the increasing emphasis placed on minimum qualifications for employment in the public sector, there has been an increasing demand for NAATI accreditation at Level 3 or above, and recognition. No further applications from OCITA members are anticipated and none will be accepted after 30 June, 1992.

Table 16: Number of Persons Recognised: 1985/1990/91

Year	85/86	86/87	87/88	88/89	89/90	90/91
No of Persons	16	19	5	25	35	59

* Note:

- Of the total number of persons recognised in 1990/91, 31 were OCITA members.
- Some people have Recognition in more than one language and more than one skill (i.e.) interpreting and translating).

B.5: Patterns of Accreditation

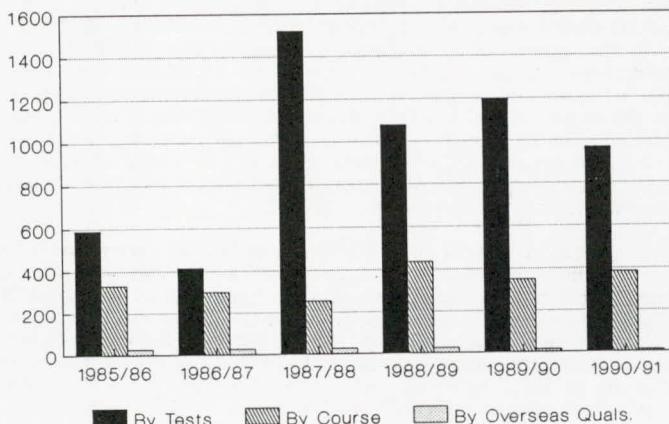
NAATI accreditation may be attained by three methods: by sitting for a NAATI test; by successfully completing a NAATI-approved course at an Australian institution; and by qualifications in I/T obtained from a recognised training institution overseas. Since the inception of NAATI in 1977, the majority of accreditations have been awarded by the testing method, although it had been expected that accreditation by testing would decrease as accreditation by course became the normal means of entry to the profession. However, Graph 4 illustrates that accreditations by the testing method increased significantly between 1986/87 and 1987/88. It should be noted, however, that at least one third of the accreditations granted in the period 1987/88 were as a result of tests conducted in the previous testing program (1986/7) while at least 85% of those shown for 1988/89 and 1989/90 are related to that particular program. Over the longer term accreditation by testing has maintained its importance by providing the means of accreditation for approximately 70% of those granted. It should also be noted that the accreditations by course completion have remained relatively constant between 300 and 400 per year despite the fluctuation in testing programs.

There was some concern in 1986/87 and 1987/88 that **accreditations by course** had fallen to a low level. However, these early statistics include graduates of courses from more than one year whereas the more recent statistics relate more directly to graduates of that particular year. Graph 4 illustrates that the number of accreditations by course completion increased significantly in the period 1988/89 but fell back by about 20% in 1989/90. There has been some recovery in the year under review with an increase of approximately 10%. It should be noted that of the 381 course accreditations, in the period under review, only 127 were at Level 3. As in the preceding year, a large number of accreditations were granted at Level 2, in 1990/91, especially in interpreting (171, of which 79 were a result of the course at RMIT in Victoria.)

The trend in **accreditation by overseas qualifications** shows that it remained reasonably constant between 1985/86 and 1988/89 at approximately 35 per year. The number of accreditations granted in the past three years has declined from 23 in 1988/89 to 7 in 1990/91 as the policy of granting such accreditations at Levels 4 and 5 only has been implemented.

Graph 4

ACCREDITATIONS BY METHOD By Test, Course, Overseas Qualification



B.6: The Second Five Year Plan:1991-1996

In the previous financial year, NAATI, together with a Working Party of representatives of State and Commonwealth Governments, developed the Second Five Year Plan: 1991-96 which recommended the following:

- NAATI, within the current structure of a public company, be maintained as the national body to set and monitor the standards of interpreting and translation in Australia;
- the activities of NAATI be expanded, particularly at the Regional Office Level, to include a more active role in raising its profile and in promoting the I/T profession in relation to the new requirements emerging in language service provision in Australia;
- sufficient additional financial contributions be made by Governments to enable NAATI to increase the range of its activities, particularly with a view to promoting the profession in order to maximise the contribution of I/T services to the development of the Australian economy;
- the Conference of Ministers make a statement to clarify the roles of NAATI and the National Languages Institute of Australia (NLIA) in regard to testing vis-a-vis NAATI maintaining the sole testing and consultancy function for interpreting and translation and that they make a recommendation that NAATI be included on the Steering Committee of the Language Testing Unit of the NLIA.

At the Conference in June 1990, the report of the Working Party was received by the Ministers and it was agreed that the functions of NAATI as carried out in the first Five Year Plan, 1986-1991, be continued in the second Five Year Plan, 1991-96 and that Government funding should be provided on the basis of that contributed in 1990/91, indexed each year by the Consumer Price

Index. However, the Governments declined to make additional contributions to fund the new initiatives until a review had taken place to consider the role of NAATI in conjunction with the proposed new Language Services Bureau.

As a result of this decision NAATI proceeded to operate with the assurance that the normal level of funding would be provided in the year under review and that it could anticipate similar funding for the forthcoming first year of the Second Five Year Plan (1991-92). Further, NAATI expected that a review would take place during the financial year 1990/91 so that the Plan could be finalised prior to its commencement on 1 July 1991. However, by March 1991, the review had not commenced and the Ministers at their Conference on 1 March 1991 decided that "NAATI's Five Year Plan and additional activities/funding would be reviewed within the context of the National Language Services Organisation and that the report would be provided to the October 1991 Meeting of Officials."

B.7 Model Registration Bill

At the Conference of Ministers in March 1989, the Ministers agreed that a system of regulation for the profession was required and that the most appropriate system would be a non-exclusionary system of registration. It was also agreed that the system would be national, uniform and legislatively based. Accordingly, the development and drafting of the legislation would become the responsibility of the Commonwealth Government through the Department of Immigration, Local Government and Ethnic Affairs (DILGEA).

During the period 1 July 1989 and 1 March 1990 no action was taken by the Department of Immigration, Local Government and Ethnic Affairs in relation to the development and drafting of the legislation. As a result, NAATI proposed to DILGEA that it develop a Model Bill for an Interpreters and Translators Registration Act which could then be used to expedite the drafting of the legislation. It was agreed in April 1990, that Dr Martin would prepare the Model Bill on a consultancy basis.

The drafting of the Model Bill was completed by June 1990 and was then circulated widely among those involved in the profession for comment. A Digest of Responses and a Technical Appendix was prepared, and, together with the Model Bill, submitted to DILGEA in October 1991.

Although it was the intention of DILGEA to prepare the legislation for the Bill forthwith, it proved impossible to have the Bill given priority for introduction to Parliament in the immediate future. By the end of the period under review (30 June 1991), no further action had taken place.

B.8 NAATI Preparatory Course in North Queensland

In recent years NAATI has received an increasing number of requests for preparatory courses and workshops to assist candidates to prepare for NAATI tests. Over the period, NAATI organised at least one translation workshop and one interpreting workshop in each State capital city immediately prior to the national tests. Most workshops were conducted over a half-day period and covered issues related specifically to NAATI testing (formats, standards, etc.). They did not instruct in the skills of interpreting and translation nor were they language specific.

In February 1991, NAATI received a special request from the Migrant Resource Centre in Cairns for a workshop to prepare interpreters for NAATI accreditation tests. A workshop was planned by the Migrant Resource Centre to take place in April. In addition to the NAATI Regional Officer

from Sydney, the workshop involved the Co-ordinator of the Migrant Resource Centre, the Co-ordinator of the Telephone Interpreter Service (Brisbane), the Assistant Director of the Institute of Modern Languages of James Cook University of North Queensland and the Director, Bureau of Ethnic Affairs. The NAATI component of the workshop dealt with the qualifications and accreditation of interpreters and test preparation techniques.

The organisation of the workshop was done by the Migrant Resource Centre, with NAATI being a key participant. NAATI participation in the workshop was at its own cost but it was felt that such a contribution was necessary in North Queensland to help promote the use of qualified interpreters and translators and to overcome some of the misunderstandings that existed in relation to NAATI. According to correspondence from the organisers at a later date, these objectives were achieved.

B.9 NAATI Submissions to National/State Inquiries

B.9.1. Comments on the Interpreter Translator Category Review

In December 1990 NAATI was invited to comment on the Interpreter Translator Category Review as conducted by the Department of Immigration, Local Government and Ethnic Affairs. The Category Review was conducted as a means to review the conditions of service of interpreters and translators, their classifications and their remuneration within the public sector. The review was brought about in response to statements made in the Peat Marwick Hungerford consultancy on Language Services that stated that the structure and classification levels of the Telephone Interpreter Service and Translation Service units were no longer appropriate to work requirement expectations or optimum service delivery.

In its response NAATI made a number of comments and recommendations including:

- a. the need for the placement of the proposed structure within the categories of the new Professional Officer Structure rather than in the Administrative Services Officer group;
- b. the recognition of a retrograde step by basing the career path on interpreting/translating skills AND clerical and administrative abilities which denies interpreters and translators recognition as professionals in their own right;
- c. the reinforcement to this concept that is given by the new title Language Service Officer to replace Interpreter/Translator;
- d. the inappropriateness of tying Language Service Officer Level 4 and above to NAATI Level 3 when a minimum of NAATI Level 4 would be required; and
- e. the need for close consultation with NAATI in developing in-service examination preparatory courses.

In summary, NAATI commented that the change of name from Interpreter/Translator to Language Servicers Officer contributed to the deprofessionalisation of interpreting and translation; that the establishment of a nexus between the levels and classes of employment to NAATI accreditation is to be commended and that the need for liaison and co-operation with NAATI in relation to testing and training is vital.

B.9.2. Discussion Paper on the Australian Literacy and Language Policy for the 1990s

In March 1991 NAATI made a submission on the above paper to the Department of Employment, Education and Training. The Discussion Paper stated that "as a result of increasing awareness of the importance of language and literacy issues over the last decade many of the language and literacy programs advocated by the National Policy on Languages (adopted in 1987) have been achieved, there are still many areas of concern which must be addressed in the development of the Australian Literacy and Language Policy for the 1990s."

NAATI's greatest concern with the Discussion Paper was the almost total absence of reference to interpreting and translation and in particular that the fourth goal of the original Language Policy, namely that there be widespread and equitable language service provision, was completely omitted.

In making its response NAATI recommended that the Language Policy of Australia as outlined in the 1987 Lo Bianco Report be regarded as accepted policy; that all four principles included in the 1987 Report be maintained as the current goals; that the final paper include more extensive comment in regard to the role of interpreting and translation in applied language education and as a means to support the development and maintenance of equitable and widespread language services for the non-English speaking communities; that the final paper include more extensive comment in regard to the language education and services for Aboriginal Languages and for the Deaf Sign languages; that the recommendations of the 1987 National Policy on Languages be adopted; that the specific programs related to support for Aboriginal and Torres Strait Islander Languages be initiated and that the progress made in the language education and literacy programs be capitalised upon and supported by the development of language services and the corresponding training programs to meet the needs of the community.

B.10 Consultations

During the year under review the Chairman, the NAATI Board of Directors and/or the Executive Director held consultations with selected individuals and groups in various locations by arrangement, as opportunities arose or in conjunction with the Board meetings. Accordingly, contact was made with a wide variety of individuals and groups who have an interest in interpreting and translation. Consultations were held with the following:

The Hon G. L. Hand, Minister for Immigration, Local Government and Ethnic Affairs
Mr George Papadopoulos, The Chairman, Victorian Ethnic Affairs Commission
Mr Joe LoBianco, Director of National Languages Institute of Australia
Representatives of major Language Service Units, educators of I/Ts, practitioners, AUSIT and SAPTI/RAC in: Adelaide - 8 August 1990, Melbourne - 28 November 1990, Hobart - 20 February 1991 and Canberra - 15 May 1991;
Prof. D Seleskovitch and Prof M Lederer of the Advanced School of I/T at the New Sorbonne University, Paris.
The Executive of AUSIT

In addition, the Executive Director attended the following conferences/seminars and presented papers as indicated by the asterisk:

The Place of French in I/T in Australia, August 1990
(* I/T Training in Australia: Retrospects and Prospects for French)
Language Is Good Business, October 1990
Conference of the I/T Educators' Association of Australia, 27-28 September 1990

(*I/Ts Make the Difference: The Importance of I/T in Australian Business, Trade and Commerce)

NLIA Language Testing Users' Workshop, 26 November 1990

(*Interpreting and Translation in the Workplace)

NLIA Seminar on I/T Language Policy, 12 June 1991

(*I/T in Australia: Professional Status and Standards)

The Executive Director also participated in the following Working Parties:

A Legal Interpreter Service for the ACT

(The working party was established to investigate the feasibility of establishing such a service and of providing an appropriate short training program)

The Review of the Linguistic Availability and Performance Allowance (LAPA)

(The working party was established under the auspices of the Office of Multicultural Affairs in the context of the Access and Equity Policy. The working party commenced its review in August 1990 and did not complete its task by the 30 June 1991. The work will continue into the next period.)

Part C: Financial Report

C.1 Overview

Operations in the year ended 30 June 1990 resulted in an audited profit of \$136,927, down on the 1990 profit of \$148,301 by \$11,374. Although the Authority had increased revenues from Government (\$8,262), Testing (\$113,159) and Other sources (\$27,203), this was not sufficient to meet the increase in operating costs of \$205,247. The main areas of expenditure to increase were salaries, superannuation, directors fees and travel costs. By adding the accumulated profit of the preceding year (\$169,114) to the current operating profit of \$136,927, the Authority has accumulated a profit of \$306,041 at 30 June 1991. Since the Authority has now substantially met its goal of achieving sufficient accumulated profits to meet contingencies and to provide for research and development, it invested a further \$64,000 to replace its computer system and \$10,000 to add to the special research grant received from DILGEA to undertake its first major research project. With the continuing decline in interest rates and the economic recession, the accumulated surplus is vital for the company's long-term stability.

C.2 NAATI Income and Expenditure: 1990/91

Table 17 below is based on cash-flow accounting and indicates the actual income and expenditure during the specified period. It also includes information for the preceding two years, providing total coverage for years three, four and five of the Five Year Plan 1986-1991.

The table is based on cash flow operations during the year and indicates a cash surplus of \$136,927 on 30 June 1991. This provided a short-term reserve to commence the new financial year without having to negotiate with the bank for an overdraft to cover the period prior to the receipt of the Government grants. In the period under review, seven Governments paid their full subsidy in one payment during the first two months of the financial year. This permitted early investment of funds allowing a moderate return during the year. The Commonwealth Government paid in two installments, in August and April while the Victorian Government paid approximately 70% of its contribution in two installments in August and May, leaving an outstanding amount of \$25,000 at the end of the financial year.

Table 17: NAATI Income and Expenditure (a)

	1988/89	1989/90	1990/91			
A. INCOME						
1. <u>Government</u>						
Commonwealth	334,572	318,500	322,575			
ACT	1,250	5,350	5,500			
New South Wales	118,442	112,850	114,250			
Northern Territory	2,958	2,850	2,900			
Queensland	54,612	51,800	52,650			
South Australia	29,640	28,200	28,550			
Tasmania	9,559	9,200	9,175			
Victoria	86,000	84,963	86,025			
Western Australia	30,148	28,700	29,050			
Total	667,181	(59.9%)	650,675	(51.4%)		
2. <u>Non-Government</u>						
Testing-Related	327,311	301,556	414,556			
Other	102,144	163,882	190,421			
OMA*	17,896	--	--			
MOC*	--	--	9,585			
Total	447,351	(40.1%)	614,562	(48.6%)		
B. EXPENDITURE						
Testing-Related (b)	228,299	(24.2%)	218,913	(22.8%)	173,685	15.4%)
Other	686,424	(72.9%)	740,637	(77.2%)	945,866	(83.8%)
OMA	27,233	(2.9%)	--	--	--	--
MOC	--	--	--	--	8,759	(0.7%)
Total Expenditure	941,956	(100%)	959,550	(100%)	1,128,310	(100%)
C. SURPLUS/(DEFICIT)	172,576		148,301		136,927	

- (a) These figures are related to actual cash-flow and, therefore, do not coincide exactly with those appearing in the annual audited financial statements, published elsewhere in the annual report.
- (b) It is not practicable to attribute all testing-related items; e.g. staff salaries, postage/courier, telephone etc. are still shown under "Expenditure - Other".

NOTE: Figures in parentheses represent the proportion (in percentages) of the total income or expenditure.

- * OMA - Office of Multicultural Affairs
- * MOC - Melbourne Olympic Committee

C.3 Financial Statements; 1990/91

The following pages provide the audited reports for the financial year ending 30 June 1991. The Balance Sheet indicates an accumulated profit for the company of \$306,041.56 compared with an accumulated profit of \$169,114.19 in the preceding year. The detailed Profit and Loss statement for the year ending 30 June 1991 shows a net operating profit for the year of \$136,927.37. This small profit has been the result of strong growth in new applications, the sale of selected NAATI publications and sample tests and good interest on investments. Careful control over expenditure was also implemented during the year.

An analysis of the financial statements for 1990/91 indicate a number of trends:

- a) the maintenance of Government revenue at 1989/90 levels in real terms (increased only by the Consumer Price Index);
- b) an increase in the significance of non-Government income from 40.1% in 1988/89 to 48.57% in 1990/91;
- c) a significant increase (17.6%) in expenditure in the year under review mostly attributable to salaries, superannuation and directors' fees; and
- d) the maintenance of a small annual surplus,

In accordance with the change of policy in late 1987, the financial resources in 1990/91 were managed by using a cash-flow accounting system. This permits a better system for controlling the revenue and expenditures on a monthly basis and permits forecasting techniques to be used with greater accuracy. This accounting system is a major factor in controlling the balance between income and expenditure. Members of the Board are supplied with monthly financial statements which incorporate the cash-flow accounting system. In contrast, the end-of-year financial statements are based on standard accrual accounting procedures.

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.

(A COMPANY LIMITED BY GUARANTEE)

AUDIT REPORT

We have audited the accounts set out on the following pages in accordance with Australian Auditing Standards.

In our opinion, the accounts are properly drawn up in accordance with the provisions of the Corporations Law so as to give a true and fair view of:

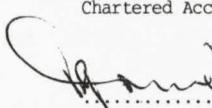
- (i) the state of affairs of National Accreditation Authority For Translators And Interpreters Ltd. as at 30th June 1991, and of the Profit of the Authority for the year ended on that date; and
- (ii) the other matters required by Division 4 of Part 3.6 of that Law to be dealt with in the accounts;

and are in accordance with Statements of Accounting Concepts, applicable Australian Accounting Standards and applicable Approved Accounting Standards.

HARDWICKE'S
Chartered Accountants

Date: 10.11.1991

Canberra


P.G. DRIVER
B. Comm., F.C.A.,
Registered Company Auditor

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.

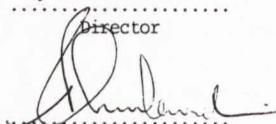
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT BY DIRECTORS

1. In the opinion of the Directors of National Accreditation Authority For Translators And Interpreters Ltd.:
 - a) The accompanying Profit and Loss Account is drawn up so as to give a true and fair view of the profit of the Authority for the financial year ended 30th June 1991.
 - b) The accompanying Balance Sheet is drawn up so as to give a true and fair view of the state of affairs of the Authority as at the end of the financial year and,
 - c) At the date of this statement, there are reasonable grounds to believe that the Authority wil be able to pay its debts as and when they fall due.
2. The accompanying accounts, being the Profit and Loss Account and Balance Sheet, have been made out in accordance with applicable approved accounting standards.

Signed in accordance with a
resolution of Directors.

Date: *8 November, 1991*


.....
Director

.....
Director

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET
 AS AT 30TH JUNE 1991

	Note	1991	1990
		\$	\$
CURRENT ASSETS			
Cash	4	357,936.48	243,439.22
Receivables	5	-	4,482.00
Other	6	30,740.99	2,753.76
TOTAL CURRENT ASSETS		388,677.47	250,674.98
NON-CURRENT ASSETS			
Property, Plant and Equipment	7	101,511.61	59,729.00
TOTAL NON-CURRENT ASSETS		101,511.61	59,729.00
TOTAL ASSETS		490,189.08	310,403.98
CURRENT LIABILITIES			
Creditors and Borrowings	8	61,591.22	52,047.87
Provisions	9	42,980.29	33,483.72
Other	10	60,076.07	43,337.84
TOTAL CURRENT LIABILITIES		164,647.58	128,869.43
NON-CURRENT LIABILITIES			
Provisions	11	19,499.94	12,420.36
TOTAL NON-CURRENT LIABILITIES		19,499.94	12,420.36
TOTAL LIABILITIES		184,147.52	141,289.79
NET ASSETS (LIABILITIES)	\$	306,041.56	169,114.19
ACCUMULATED FUNDS			
Retained Profit	\$	306,041.56	169,114.19

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
AS AT 30TH JUNE 1991

1 STATEMENT OF ACCOUNTING POLICIES

The accounts have been prepared in accordance with the accounting standards issued by the Australian accounting bodies, Approved Accounting Standards and with the disclosure requirements of Schedule 5 of the Corporations Law. The accounts have been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the Authority in the preparation of the accounts.

PRINCIPAL ACTIVITIES

The principal activities of the Authority are to provide and maintain standards for translators and interpreters and to promote, encourage and develop competence and skill in translating and interpreting from one language to another.

PROPERTY, PLANT & EQUIPMENT

Property, plant and equipment are included at cost or at independent valuation. All fixed assets including buildings but excluding freehold land, are depreciated over their estimated useful lives commencing from the time the asset is held ready for use.

EMPLOYEE BENEFITS

Provision is made in respect of the Authority's liability for annual leave and long service leave at balance date. Long service leave is accrued in respect of all employees with more than 7 years' service with either the Authority or any other Commonwealth Public Service Department and who are expected to qualify for their entitlements.

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
 AS AT 30TH JUNE 1991

	1991	1990
	\$	\$
2 OPERATING REVENUE		
INCLUDED IN THE OPERATING PROFIT (LOSS) ARE THE FOLLOWING ITEMS OF OPERATING REVENUE:		
SALES REVENUE	1,074,815.86	995,014.28
OTHER REVENUE		
Non-trading revenue	190,421.41	156,924.51
	-----	-----
	1,265,237.27	1,151,938.79
	=====	=====
3 OPERATING PROFIT (LOSS)		
THE OPERATING PROFIT (LOSS) BEFORE INCOME TAX HAS BEEN DETERMINED AFTER CHARGING THE FOLLOWING ITEMS:		
Amortisation:		
Depreciation of property, plant and equipment	22,806.00	14,076.00
Interest paid/payable:		
Interest Paid	-	1.50
Provisions:		
Holiday pay	9,496.57	8,338.71
Long service leave	7,079.58	1,513.33
	-----	-----
	39,382.15	23,929.54
	=====	=====

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
 AS AT 30TH JUNE 1991

	1991	1990
	\$	\$
4 CASH		
Deposits at Call - MLC	151,050.40	-
CAB Savings A/C	10.00	10.00
CBS Cash Management A/C	-	36,148.72
CBS A/C 325514008	-	176,327.50
CAB A/C 9586795	109,997.13	-
Petty Cash - ACT	1,608.23	1,371.45
Cash at Bank - ACT	88,110.61	23,617.07
Cash at Bank - NSW	2,071.34	864.48
Cash at Bank - VIC	344.72	2,095.64
Cash at Bank - QLD	952.06	548.07
Cash at Bank - SA	874.94	663.86
Cash at Bank - WA	2,181.55	1,428.68
Cash at Bank - NT	501.45	37.17
Cash at Bank - TAS	234.05	326.58
	-----	-----
	357,936.48	243,439.22
	=====	=====
5 RECEIVABLES (CURRENT)		
Trade Debtors	-	4,482.00
	=====	=====
6 OTHER CURRENT ASSETS		
Accrued Income	1,321.69	-
Government Grant in Arrears	25,000.00	-
NSW Bond Money	737.00	737.00
Prepayments	3,682.30	2,016.76
	-----	-----
	30,740.99	2,753.76
	=====	=====
7 PROPERTY, PLANT & EQUIPMENT		
Office Equipment - at Cost	158,362.05	109,984.00
Less: Accumulated Depreciation	75,320.00	69,134.00
	-----	-----
	83,042.05	40,850.00
	=====	=====
Furniture & Fittings - at Cost	30,148.56	28,915.00
Less: Accumulated Depreciation	11,679.00	10,036.00
	-----	-----
	18,469.56	18,879.00
	=====	=====
8 CREDITORS & BORROWINGS (CURRENT)		
Trade Creditors	61,591.22	52,047.87
	=====	=====
9 PROVISIONS (CURRENT)		
Provision for Holiday Pay	42,980.29	33,483.72
	=====	=====

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
 AS AT 30TH JUNE 1991

	1991	1990
	\$	\$
10 OTHER CURRENT LIABILITIES		
Accrued Charges	37,201.07	32,485.14
Exam Fees in Advance	5,450.00	10,852.70
Government Grant in Advance	17,425.00	-
	=====	=====
	60,076.07	43,337.84
	=====	=====
11 PROVISIONS (NON-CURRENT)		
Provision for Long Service Leave	19,499.94	12,420.36
	=====	=====
12 AUDITORS' REMUNERATION		
Amounts received, or due and receivable by:		
Auditors of the Authority		
- Auditing Services	8,915.00	9,877.00
- Other services	6,000.00	7,800.00
	=====	=====
	14,915.00	17,677.00
	=====	=====
13 DIRECTORS' REMUNERATION		
Amounts received, or due and receivable, by Directors of the Authority	51,200.00	12,385.00
	=====	=====
The Number of Directors of the Authority whose remuneration fell within the following bands was:		
Up to - \$10000	4	5
\$20001 - \$30000	1	-

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

DETAILED PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE 1991

	1991	1990
	\$	\$
<u>Government Revenue</u>		
Commonwealth Government	322,575.00	318,500.00
ACT Government Revenue	5,500.00	5,350.00
NSW Government Revenue	114,250.00	112,850.00
VIC Government Revenue	86,025.00	84,963.00
QLD Government Revenue	52,650.00	51,800.00
SA Government Revenue	28,550.00	28,200.00
WA Government Revenue	29,050.00	28,700.00
NT Government Revenue	2,900.00	2,850.00
TAS Government Revenue	9,175.00	9,200.00
<hr/>	<hr/>	<hr/>
Total Government Revenue	650,675.00	642,413.00

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
 (A COMPANY LIMITED BY GUARANTEE)

DETAILED PROFIT AND LOSS STATEMENT
 FOR THE YEAR ENDED 30TH JUNE 1991

	1991	1990
	\$	\$
<u>Test Related Revenue</u>		
Level 1	-	25.00
Level 2 - Translation	73,365.08	9,615.00
Level 2 - Interpreting	104,992.00	34,638.00
Level 2 - Review	620.00	600.00
Level 3 - Translation	64,055.00	83,330.00
Level 3 - Interpreting	60,385.70	70,861.80
Level 3 - Review	2,400.00	2,560.00
Level 4 - Translation	-	4,680.00
Level 4 - Interpreting	98.50	400.00
"On Demand" Tests	56,830.00	51,105.00
Sale of Sample Tests	47,225.00	41,755.50
Viewing of Tests	1,385.00	1,786.60
Cancellation Fees	3,200.00	40.00
 Total Testing Revenue	 414,556.28	 301,396.90
<u>Less Testing Expenditure</u>		
Marking - Level 1	(350.00)	142.30
Setting - Translation Level 2	1,497.22	624.00
Setting - Interpreting Level 2	3,238.17	1,800.00
Marking - Translation Level 2	18,115.20	3,856.48
Marking - Interpreting Level 2	17,344.39	2,968.11
Level 2 - Review of Tests	1,838.38	2,282.32
Setting - Translation Level 3	2,837.00	3,629.99
Setting - Interpreting Level 3	5,564.16	12,763.34
Marking - Translation Level 3	49,379.80	75,137.07
Marking - Interpreting Level 3	13,475.75	16,534.25
Level 3 - Review of Tests	(39.90)	-
Setting - Translation Level 4	-	493.09
Setting - Interpreting Level 4	2,812.50	-
Marking - Translation Level 4	300.00	4,000.00
Marking - Interpreting Level 4	(75.00)	-
Technician Level 1/Admission Level 2	-	321.99
Printing of Tests	4,419.58	2,123.91
Typing/Recording of Tapes	1,862.90	11,788.80
Tape Purchase	3,620.66	752.95
Tape Duplication/Erasure	314.37	391.05
Hire of Test Venues	2,152.60	5,939.56
Inscription of Certificates	376.45	1,911.00
Supervision/Invigilation -		
Translation	1,683.66	4,608.58
Supervision/Moderation - Interpreting	2,084.02	8,697.91
Live Examiners	3,777.81	15,525.46
Readers for Interpreting Tests	1,897.25	4,091.16
Technician Interpreting Tests	347.00	1,347.97
Marking - "on Demand" Tests	9,993.45	10,020.05
Sample Tests	13,683.37	15,247.47
Language Panel Honourarium	7,450.00	7,550.00
Miscellaneous Testing Expenditure	4,083.98	4,364.72
 Total Testing Expenditure	 173,684.77	 218,913.53
 Net Profit on Testing	 240,871.51	 82,483.37

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
 (A COMPANY LIMITED BY GUARANTEE)

DETAILED PROFIT AND LOSS STATEMENT
 FOR THE YEAR ENDED 30TH JUNE 1991

	1991 \$	1990 \$
<u>Melbourne Olympics Committee</u>		
MOC Translations	9,584.58	50,293.01
MOC Reimbursements	-	911.37
 Total Revenue	9,584.58	51,204.38
Less Expenditure		
Translation Fees	8,759.04	42,117.59
Travel	-	1,008.56
Telephone	-	407.70
Facsimilie	-	335.56
Postage/Courier	-	198.42
Miscellaneous	-	17.76
 8,759.04	44,085.59	
 Net Revenue	825.54	7,118.79
 <u>Other Revenue</u>		
Application Fee	47,318.00	29,385.00
Late Application Fee	9,735.00	7,335.00
Re-instatement Fee	480.00	20.00
Overseas Qualifications	260.00	730.00
Recognition Fee	2,595.00	1,895.00
Sale of Initial Certificates - Level 2	9,370.00	13,930.00
Sale of Initial Certificates - Level 3	8,805.00	13,710.00
Sale of Initial Certificates - Level 4	90.00	315.00
Accreditation by Local Course	13,140.00	10,750.00
Course Accreditation	1,689.00	1,425.00
Sale of Courses Booklet	22.00	199.50
Sale of Directory	8,277.00	6,727.00
Sale of Annual Report	279.00	432.00
Sale of NAATI News	5,072.50	3,851.50
Sale of Candidates Manual	390.00	343.50
Sale of Barry Turners's Publication	2,998.91	2,640.50
Sales - Working With Interpreters	7,729.00	-
Sales - Ethics of the Profession	1,669.00	1,222.00
Sale of Video	4,725.00	1,615.60
Interest	48,918.53	41,014.44
Insurance Recovery	238.00	4,160.00
Workshops - SAPTI	2,086.12	7,914.47
Workshop - NSW	3,432.01	-
Workshop - QLD	1,209.00	-
Workshop - SA	255.00	-
Workshops - VIC	5,641.55	-
Training Programs	240.00	3,840.00
Newsletter Advertising	-	359.00
SAPTI Publications	8.00	3,110.00
Other Revenue	3,748.79	-
 Total Other Revenue	190,421.41	156,924.51

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
 (A COMPANY LIMITED BY GUARANTEE)

DETAILED PROFIT AND LOSS STATEMENT
 FOR THE YEAR ENDED 30TH JUNE 1991

	1991	1990
	\$	\$
<u>Operating Expenditure Australia</u>		
Accountancy Fees	6,000.00	7,800.00
Advertising	1,813.60	4,372.85
AUSIT Costs	7,500.00	5,000.00
Auditor's Remuneration	8,915.00	9,877.00
Bank Charges	4,432.82	3,135.39
Books Purchase	177.20	343.30
Board & Lodging	8,868.43	4,534.80
Computer Consultant	22,880.00	19,360.00
Depreciation	22,806.00	14,076.00
Directors' Remuneration	51,200.00	12,385.00
Electricity	4,476.24	3,267.45
Equipment Hire	1,748.00	1,389.00
Equipment - Repairs & Maintenance	3,363.38	6,042.48
Facsimile	299.49	571.80
Furniture & Fittings - Purchase	54.94	-
Hire of Meeting Venues/Other	573.46	868.72
Interest	-	1.50
Holiday Pay	9,496.57	8,338.71
Insurance - Contents	1,437.58	1,162.34
Insurance - Public Liability	1,267.41	914.82
Insurance - Workers/Compensation	7,684.17	5,039.92
Legal Costs	1,881.50	1,621.75
Leo Cusson Royalties	520.00	185.16
Long Service Leave Provision	7,079.58	1,513.33
Miscellaneous Expenses	4,301.41	2,008.33
Office - Rental	56,120.99	50,038.96
Office - Upkeep (Including Cleaning)	3,423.05	3,864.31
Office Expenses	4,592.49	1,783.00
Payroll Tax	17,149.54	15,546.27
Penalties	-	25.00
Postage/Courier	32,535.27	32,218.60
Printing - Directory	5,875.00	-
Printing - Annual Report	385.20	860.00
Printing - Newsletter	2,986.95	3,658.49
Printing - Working With Interpreters	2,755.09	-
Printing, Photocopying & Stationery	38,816.15	27,422.34
Printing - Law Conference Proceedings	-	187.00
Salaries - Permanent/Contract	483,501.03	406,206.51
Salaries - Casual	4,230.21	7,325.52
Salaries - Overtime	11,701.50	6,809.00
Salaries - Higher Duties	169.08	622.24
Salaries - Rec. Leave Loading	4,565.47	7,028.73
SAPTI Book Project	411.80	-
Superannuation Contributions	30,536.11	5,598.88
Staff Development/Training	2,053.61	3,359.96
Telephone/Facsimile	18,159.52	21,145.56
Travelling Expenses	37,232.09	20,015.17
Video Production Costs	1,739.00	3,293.70
Workshop Expenses	4,870.14	300.00
Workshops - SAPTI	3,280.02	9,519.76
 Total Operating Expenditure Australia	945,866.09	740,638.65

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

DETAILED PROFIT AND LOSS STATEMENT
 FOR THE YEAR ENDED 30TH JUNE 1991

	1991	1990
	\$	\$
TOTAL REVENUE FROM ALL SOURCES	1,265,237.27	1,151,938.79
less Testing Expenditure	173,684.77	218,913.53
less Other Direct Costs	8,759.04	44,085.59
less Operating Expenditure	945,866.09	740,638.65
	=====	=====
	1,128,309.90	1,003,637.77
	=====	=====
NET SURPLUS (DEFICIT)	136,927.37	148,301.02
	=====	=====

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

PROFIT AND LOSS STATEMENT
 FOR THE YEAR ENDED 30TH JUNE 1991

	Note	1991	1990
		\$	\$
OPERATING REVENUE	2	1,265,237.27	1,151,938.79
		=====	=====
Operating profit (loss)	3	136,927.37	148,301.02
Retained profit (losses) at the beginning of the financial year		169,114.19	20,813.17
RETAINED PROFITS (LOSSES) AT THE END OF THE FINANCIAL YEAR	\$	306,041.56	\$ 169,114.19
		=====	=====

NATIONAL ACCREDITATION AUTHORITY FOR
 TRANSLATORS AND INTERPRETERS LTD.
 (A COMPANY LIMITED BY GUARANTEE)

SOURCES AND APPLICATIONS OF FUNDS STATEMENT
 FOR THE YEAR ENDED 30TH JUNE 1991

	1991	1990
	\$	\$
SOURCES OF FUNDS		
FUNDS FROM OPERATIONS		
Inflows of Funds From Operations	1,265,237.27	1,151,938.79
Outflows of Funds From Operations	1,088,927.75	979,709.73
	-----	-----
	176,309.52	172,229.06
	-----	-----
REDUCTIONS IN CURRENT ASSETS		
Trade Debtors	4,482.00	-
Other Receivables	-	8,710.00
	-----	-----
	4,482.00	8,710.00
	-----	-----
INCREASES IN CURRENT LIABILITIES		
Trade Creditors	9,543.35	-
Accrued Charges	4,715.93	2,328.00
Government Grant in Advance	17,425.00	-
	-----	-----
	31,684.28	2,328.00
	-----	-----
	-----	-----
	\$ 212,475.80	\$ 183,267.06
	=====	=====
APPLICATIONS OF FUNDS		
INCREASES IN CURRENT ASSETS		
Cash	114,497.26	110,838.06
Accrued Income	1,321.69	-
Government Grant in Arrears	25,000.00	-
Prepayments	1,665.54	187.00
Trade Debtors	-	4,482.00
	-----	-----
	142,484.49	115,507.06
	-----	-----
INCREASES IN NON-CURRENT ASSETS		
Office Equipment	60,728.05	9,177.00
Furniture and Fittings	3,860.56	2,846.00
	-----	-----
	64,588.61	12,023.00
	-----	-----
REDUCTIONS IN CURRENT LIABILITIES		
Trade Creditors	-	39,785.00
Exam Fees in Advance	5,402.70	15,952.00
	-----	-----
	5,402.70	55,737.00
	-----	-----
	-----	-----
	\$ 212,475.80	\$ 183,267.06
	=====	=====

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A COMPANY LIMITED BY GUARANTEE)

SOURCES AND APPLICATIONS OF FUNDS STATEMENT
FOR THE YEAR ENDED 30TH JUNE 1991

	1991 \$	1990 \$
RECONCILIATION OF OPERATING PROFIT TO FUNDS FROM OPERATIONS IS AS FOLLOWS:		
Net Profit From Operations	136,927.37	148,301.02
Add: Non Fund Items Charged		
Depreciation	22,806.00	14,076.00
Provision For Holiday Pay	9,496.57	8,338.71
Provision For Long Service Leave	7,079.58	1,513.33
 Funds From Operations	 \$ 176,309.52	 \$ 172,229.06
	=====	=====

ATTACHMENT 1: DIRECTORS' PARTICULARS

NAME	QUALIFICATIONS	SPECIAL RESPONSIBILITIES	SHARES IN	CONTRACTS WITH
			THE COMPANY	CONTRACTS / PROPOSED COMPANY
Peter Martin	Agricultural & Educational Consultant	Chairman	Nil	Nil
Peter Davidson	Senior Lecturer In Japanese	Director	Nil	Nil
John Kiosoglous	Senior Member, Administrative Appeals Tribunal	Director	Nil	Nil
Sybille Kovacs	Immigration Consultant	Director	Nil	Nil
Luciana Nicholls	Interpreter/ Translator	Director	Nil	Nil

(A COMPANY LIMITED BY GUARANTEE)
SUMMARY OF STATES OPERATING EXPENDITURE FOR THE YEAR ENDED 30TH JUNE, 1991

	ACT		NSW		VIC		TAS		SA		WA		NT		QLD		AUSTRALIA		
	1990	1991	1990	1991	1990	1991	1990	1991	1990	1991	1990	1991	1990	1991	1990	1991	1990	1991	
Accountancy	7,800	6,000															7,800	6,000	
Advertising	1,525	392	1,415	1,013	1,433	409											4,373	1,814	
AUSIT Costs	5,000	7,500															5,000	7,500	
Audit Remun.	9,877	8,915															9,877	8,915	
Bank Charges	2,400	3,782	176	181	250	113	46	53	46	58	61	128	112	40	44	3,135	4,433		
Books Purch.	343	177															343	177	
Board & Lodg.	4,535	8,668															4,535	8,668	
Comp. Consult.	19,360	22,880															19,360	22,880	
Deprec.	9,255	15,078	2,184	3,742	2,324	3,574	48	41	107	122	66	106	16	14	76	129	14,076	22,806	
Dir. Rem.	12,385	51,200															12,385	51,200	
Electricity	2,444	2,898	587	469	236	1,109											3,267	4,476	
Equip. Hire	874	1,748															1,389	1,748	
Equip. Re. & M	4,401	2,510	454	415	1,052	-											6,042	3,363	
Facsimile	572	299															572	299	
Hire of Meet.																			
Venues/Other	869	573															869	573	
Interest	2	-															2	-	
Holiday Pay	6,811	6,307	2,428	1,740	(900)	1,449											8,338	9,497	
Ins. - Cont.	1,162	1,438															1,162	1,438	
Ins. - Pub. Lim	915	1,267															915	1,267	
Ins. - W. Comp	5,040	7,625															5,040	7,684	
Legal Costs	1,622	1,882															1,622	1,882	
Leo Cusson																			
Royalties	185	520															185	520	
LSL Prov.	1,513	7,080															1,513	7,080	
Misc. Exp.	2,008	4,301															2,008	4,301	
Office Rental	27,815	30,842	10,146	11,791	8,512	9,314	157	186									50,039	56,121	
Off. Upkeep																			
(inc. Clean.)	2,928	2,986	629	212	307	255	-	25									3,864	3,479	
Office Exp.	444	654	742	2,555	553	795	22	10	-	58	23	772	-	45	-	115	1,783	5,004	
Payroll Tax	6,768	5,833	3,495	3,646	4,323	3,586	(221)	52	(162)	2,010	632	532	(186)	87	899	1,403	15,546	17,150	
Penalties	25	-															25	-	
Post/Cour.	26,661	24,392	2,704	3,571	1,169	1,343	67	303	245	391	548	1,522	252	217	572	797	32,219	32,535	
Print. - Direct.	-	5,875															-	5,875	
- Ann Rep.	860	385															860	385	
- Newsletter	3,658	2,987															3,658	2,987	
- Work.																			
With Interp.	-	2,755															-	2,755	
Print. Photo.																			
4 Stat.	16,158	30,610	3,319	3,106	2,541	3,017	65	30	226	504	78	915	-	802	635	27,422	38,816		
Print - Law																	187	-	
Conf. Proceed.	187	-																	
Salaries -																			
Perm/Cont.	247,357	300,522	62,338	69,851	45,574	47,520	3,010	3,574	15,791	18,218	15,276	17,704	4,235	5,567	16,860	20,545	406,207	483,501	
Sal - Casual	4,375	3,503	2,346	727	330	-				275	-						7,326	4,230	
Sal - O/Time	2,270	3,037	1,280	2,802	478	761				303	161	711	2,660				6,809	11,702	
Sal - High. Dut	622	49	-	120													622	169	
Sal - Rec.																			
Leave Load	4,700	3,075	1,799	903	530	565											7,029	4,565	
Super Cont	4,637	21,194	-	2,152	-	4,237											5,599	30,536	
Staff Dev/																	55	-	
Training	3,121	1,347															3,160	2,054	
Tele/Facs	10,634	9,322	3,511	3,100	3,934	1,878	400	413	-	105	786	1,324				1,882	2,122	21,146	
Trav. Exp	20,015	36,972	-	244													7	20,015	37,232
Video Prod.																			
Costs	3,294	1,739															3,294	1,739	
Workshop Ex.	-	2,242	-	21	-	1,435				300	-						851	300	4,870
Workshop SAPTI	7,520	3,280															9,520	3,280	
	\$494,947,656,841	899,553,611,361	573,400	\$81,967	\$3,594	\$4,696	\$17,131	\$22,219	\$24,550	\$31,823	\$4,429	\$5,970	\$23,038	\$29,990	\$740,638	\$845,866			

PART D: CONCLUSION

The year 1990/91 was the final year of the first Five Year Plan and a year in which the final goals of the Plan were achieved. In the year under review, NAATTI added to the small profit achieved in the previous year, thereby permitting the Authority to accumulate sufficient funds to meet contingencies and to provide for research and development.

In addition, several other important achievements were made, namely:

- a) the revision of Guidelines for Obtaining NAATTI Approval of a Course in Interpreting and Translation;
- b) the review of the appeals procedures and the procedures relating to the resolution of grievances;
- c) the reconstitution of the Language Panels;
- d) the creation of new administrative structures in each State to replace the State Advisory Panels on Translation and Interpreting, to be known as Regional Advisory Committees;
- e) the decision to produce an identification card to include personal and accreditation details;
- f) the formation of the first Language Panel for an Aboriginal language, namely Pitjantjatjara;
- g) the implementation of a substantial testing program;
- h) the publication of an important text book entitled "Working With Interpreters in Law, Health and Social Work";
- i) the development of test setting guidelines for Level 4 Interpreting tests;
- j) the submission of responses to inquiries on issues related to interpreting and translation; and
- k) the submission of the Model Bill for Registration, the Digest of Responses and the Technical Appendix to DILGEA.

By the end of 1990/91 NAATTI had achieved all the major goals set out in the first Five Year Plan: 1986-91, namely:

- a) the provision of testing programs to meet both employer and candidate demand;
- b) the reduction of the "backlog" of requests for testing;
- c) the making of sufficient profit to increase the financial reserves to a point approaching that at which the Company could be said to be able to meet its statutory commitments;
- d) the expansion of staff to carry out the testing programs and other activities;
- e) the establishment and fostering of a national professional association, known as AUSIT;

- f) the development of a Model Bill for the Registration of Interpreters and Translators;
- g) the active promotion of the profession through the publication of books, brochures and newsletters; and
- h) the commencement of research into existing problems and future needs.

In relation to a national system of Registration for interpreters and translators, NAATI commenced work on this development in 1989/90 by convening the Working Party which reached a decision as to the form the registration system should take and the means by which it could be achieved. In 1990/91 NAATI completed its work by submitting the Model Bill to DILGEA on the understanding that the formal legislation would be drafted and introduced to Parliament in the Autumn session of 1991. Although the responsibility for registration now lies with the Commonwealth Government, NAATI is disappointed that further action is unlikely to take place in the near future. NAATI will continue to press for completion of this important step.

At the end of the first Five Year Plan, NAATI had streamlined its administrative procedures, brought its financial management under tight control, increased its attention to its candidature for testing by providing an increased number of seminars and workshops and by providing "on-demand" tests, eliminated its long-term backlog of candidates waiting for tests and commenced a program to more actively promote the profession.

NAATI also continued to achieve a more visible public image during 1990/91 through public meetings, consultations, participation at conferences and seminars, membership of Government committees and task forces and wider circulation of NAATI NEWS. NAATI is experiencing a higher level of inquiry from Government and semi-Government departments, businesses, conference organisers, and newspapers.

As the Authority moves into its second Five Year Plan: 1991-96, it anticipates that it will maintain its important role of setting and monitoring the national standards for interpreting and translating. It will do so by continuing its current activities which will be supported by contributions from Commonwealth, State and Territory Governments. NAATI is enthusiastic to develop new activities related to promotion of the profession, education of the users of interpreters and translators and research into important I/T issues and needs. However, these latter activities will be dependent upon the outcome of a review of NAATI which is to take place in the forthcoming financial year.

Approved for printing and distribution at the meeting of the Directors on 5 June 1992.

P. Martin	Chairman
P. Davidson	Director
S. Kovacs	Director
J. Kiosoglou	Director
L. Nicholls	Director
S. Bell	Executive Director

APPENDICES

APPENDIX I

NAATI PERSONNEL AT 30.6.91

1. Members of the Company

Mark Lynch
(First Assistant Secretary, Department of Immigration, Local Government and Ethnic Affairs)

Uri Themal
(Director, Bureau of Ethnic Affairs, Queensland)

Stepan Kerkyasharian
(Chairman, Ethnic Affairs Commission, NSW)

Ramdas Sankaran
(Program Manager, Multicultural and Ethnic Affairs Commission of WA)

George Papadopoulos
(Chairman, Victorian Ethnic Affairs Commission)

Michael Z Schulz, AM
(Chairman, SA Ethnic Affairs Commission)

Karle L Underwood (observer)
(Executive Officer, Multicultural Affairs Office, Tasmanian Department for Community Welfare)

Jenny Medwell
(Director, Ethnic Affairs, Office of Youth, Sport, Recreation and Ethnic Affairs, Darwin)

2. Board of Directors

Peter M Martin, B.Sc.Agr.(Hons), M.Sc.Agr., Ph.D., Dip.Ed.,
F.L.S., F.A.I.A.S
Chairman (Private Consultant in Agricultural Science)

Peter M Davidson, B.A. (Hons)
(Department of Japanese and Chinese Studies, University of Queensland)

John Kiosoglou, M.B.E., K.S.A., A.E.
(Senior Member, Commonwealth Administrative Appeals Tribunal)

Sybille Kovacs, B.A., (ANU) Grad. Dip. (University of Canberra)
(Educator in Interpreting/Translation, Private Consultant in Immigration Settlement Issues)

Luciana Nicholls
(Freelance Interpreter/Translator)

NAATI COMMITTEES

Qualifications and Assessment Advisory Committee

Meetings: 24-5 July (Melbourne)
 6-7 December (Sydney)
 21-22 March (Canberra)
 25-26 April (Melbourne)

Membership: Mr Peter Davidson, *
 Director
 Japanese Language Proficiency Unit
 Department of Japanese and Chinese Studies
 University of Queensland
 Brisbane

 Mr Rhys Williams
 Level 2 Course Co-ordinator
 School of Communication and Social Science
 RMIT Technical College
 Melbourne

 Mrs Susanna Hovell
 Freelance Conference Interpreter
 Member of AIIC

 Mrs Angela Mauro
 Co-ordinator
 I/T Department
 S.A.C.A.E

* Chairperson

STAFF

Central Office (Canberra)

Executive Director: Sherrill Bell, B.A. (Hons) (U.W.O.), M.A. (UNE) Dip. Co. Dir. (UNE)
Registrar: Ian Sullivan, T.C. (Strathfield), B.A. (ANU) M. Ed. (Uni of Canberra)
Assistant Registrar: Anne V Looker, Dip. D'Etudes Francaises (Lille/Paris), NAATI 3E (Spanish), 3E (French), 2T (French)
Publications Officer: Neil Sinclair, B.A. (ANU), B.A. (Uni of Canberra)
Administrative Officer: (Finance & Personnel):
Administrative Officer: (Accounts)
Computer Systems Officer: Eugenia Krikonis
Receptionist/Clerical Assistant: Mirela Sharrock, Dip.Lic. (Bucharest), NAATI 3I, 3E (Romanian), 2I, 2T (Italian)
Casual Assistants: Gina Rasmussen (to 19.12.90)
Senja Immonen (from 7.1.91)
Pilar Varela
Pam Floro
Santa Jugovac

ACT Regional Office: Regional Officer:

John McCauley

NSW Regional Office: Regional Officer:

Miriam Zolin, B.A. (UNE) R.S.A. Prep Cert in TESOL (ACL)
Steven Barker, B.A. (UNE)

NT Regional Office: Regional Officer:

Juan Federer, B.Sc, MSc, MEc, Dip. Theol.

QLD Regional Office: Regional Officer:

Birgit King-Martin

SA Regional Office: Regional Officer:

Cheryl Appelkamp, Dip. K.T.C. (Adel.), Grad. Dip. Arts (Int.), NAATI 3E, 3I (Italian), 2T (Italian)

TAS Regional Office: Regional Officer:

Susan Gelber B.A. (New England) Teaching Dip. A.T.T.I. (Melb)

VIC Regional Office: Regional Officer:

Cynthia Toffoli, B.A. in I/T (Vic College), NAATI 3I, 3T (Italian)

WA Regional Office: Regional Officer:

Susan Bessell-Browne, Dip. Fr. (Perugia)

APPENDIX II

REGIONAL ADVISORY MEMBERS (RAC) AT 30 JUNE 1991

ACT

Bouladon, Ms Sabine
Brewster, Dr Jennifer
Foreman, Ms Lisa
Ireland, Mr Rosh
Kazan, Ms Philia
Kovacs, Ms Sybille
McCauley, Mr John
Meszaros, Ms Esther *
Milman, Ms Amalia
Nasca, Dr Salvatore
O'Neil, Mr Mark
O'Riva de Phelan, Dr Joseph
Ong, Dr Lucy
Pintos-Lopez, Mr Rafael
Romano, Mr Dominico
Watkins, Mr Malcolm

NT

Dickenson, Mrs C
Federer, Mr Juan
Findhamer, Mr Ted
Haslett, Mr D
MacGregor, Mr Alasdair
Melbye, Mrs Iro
Mulder, Mrs Beryl
Nicholls, Ms Luciana
Quinn, Dr George
Quinn, Ms A
Wait, Ms A *

NSW

Campisi, Mr Sam
Ebied, Prof Rifaat
Ferris, Mr John
Gibbons, Dr John *
Kandil, Mr E
Zolin, Ms Miriam
Ozcan, Mrs Hatice
Pearce, Ms Christine
Thei, Mr Bonna
Valverde, Dr Estela
Witton, Dr Ron
Zavos, Ms Judy

QLD

Bowyer, Ms Lynette
Brandle, Dr Max
Garner, Mr David
Kahlert, Mr John
Karas, Mr Steve *
King-Martin, Ms Birgit
Marshman, Mr A
Mitchell, Ms Fiona
Davidson, Mr Peter
Rygielski, Mr J
Spring, Mrs M
Tse, Mrs M
Turkay, Mr Arman

* Indicates Chairperson

SA

Appelkamp, Ms Cheryl
Armiesto, Mr M
Costa, Mr D
Cream, Ms C
Hallett, Mr J
Hill, Ms G
Kiosoglous, Mr John *
Marovich, Mr Nevan
Master, Mrs L
McClelland, Mr Hugh
Radford, Mrs Anna
Rowan, Mrs M
Rubichi, Mr Romano
Sheridan, Ms K
Timpano, Mr Luigi
Vuckovich, Mrs D

TAS

Abel, Mr Robert
Apandy, Mr Bin
Brown, Dr Colin
Cipollone, Mr Peter
Duenow, Ms Claudiadyer, Ms Penny
Flutsch, Dr Maria
Gelber, Ms Susan *
Hill, Mr Peter,
Pathik, Mr Mahendra
Pritchard, Ms Galina
Sallis, Dr Judy
Scott, Mr Jonathon
Skinner, Ms Judy

VIC

Almatrah, Mr A
Augoustakis, Mr Savas *
David, Mrs Lorraine
Dogan, Ms Sultan
Filipovich, Mr Bob
Gentile, Mr Adolfo
Georgiev, Mrs P
Hammond, Ms Sue
Heliotis, Mrs Carmen
Loviescu, Mrs D
Pappas, Mr Ari
Robson, Mr Lauri
Sofic, Ms Senada
Toffoli, Ms Cynthia
Turner, Mr Barry
Wong, Mr Richard

WA

Bessell, Browne, Ms Susan
Blackmore, Dr Harry
De Pieri Tentori, Mrs E
Dixon, Mrs D
del Borello, Ms M
Glass, Ms Heather
Hopkins, Mrs Sandy
Mr W Frick
Ms Clara Martinez
Sang, Dr David
Sankaran, Mr R *
Tokarczyk, Mrs M
Trimmer, Ms Cathy
Whitaker, Mr Ian

* Indicates Chairperson

APPENDIX IV

(A) LANGUAGE PANEL MEMBERS AT 30.6.91

Adan, Ms C	Golebiowski, Mrs Z
Andrews-Hay, Ms N	Gruszka, Mrs M
Armstrong, Mrs R	Gruttko, Miss C
Banyansz, Mrs A	Hallett, Mr J
Barker, Mr P	Hellander, Mr P
Barua, Mrs L	Hermes, Mr K
Bouladon, Ms S	Honari, Dr M
Bergstrom, Mrs H	Hood, Mrs R
Birnberg, Dr J	Hovell, Mrs S
Blackmore, Dr H	Hull, Dr G
Bolland, Mr D	Huynh, Mr V
Borthwick, Mrs R	Ireland, Mr R
Brandle, Dr M	Jamieson, Ms P
Bucknell, Dr R	Janda, Mr S
Budiman, Mr J	Karakira, Mr S
Burke, Mr J	Kikirekov, Mr P
Buzo, Mr A	Koscharsky, Mrs H
Camilleri, Mr C	Kouzmin, Dr L
Campbell, Mr S	Koyunoglu, Mrs K
Campiao, Ms A	Kranjec, Mr S
Carrascalao, Mr J	Kunz, Dr E
Chan, Mr A	Lam, Mrs M
Chittleborough, Ms C	Lewis, Mr B
Chow, Mrs A	Lovett, Mr J
Chrystello, Mr C	Lovinescu, Mrs D
Chui, Mr R	Lowden, Dr F
Coen, Mr P	Madden, Miss M
Collins, Dr J	Mahle, Mrs C
Curmi, Mrs P	Marr, Dr D
Dalton, Mrs E	Marshall, Mrs E
Daniel, Mr J	Milman, Ms A
Davidson, Mr P	Mitic, Mrs V
Doerfler, Mr M	Mocnay, Mrs E
Ebied, Prof R	Motyka, Mr W
Ellis, Mrs E	Nasir, Mr M
Fanaian, Dr F	Nguyen, Mr P
Fekete, Mrs E	Nicholls, Ms L
Ferris, Mr J	Nicholls, Dr T
Fifis, Mr C	Nikolic, Mrs T
Filipovich, Mr B	North-Samardzic, Mrs C
Freckleton, Dr P	O'Callaghan, Mrs J
Frey, Mr R	Oakley, Mrs E
Frick, Mr W	Ojala, Mr V
Gelbak, Mrs L	Ozcan, Mrs H
Gencer, Mr G	Padilla, Mr D
Gentile, Mr A	Pak, Mr P
Gerbin, Mrs G	Panasbodi, Mrs P
Gibbon, Ms L	Pastor, Mr M
Girke, Mrs E	Patradoon, Mr P

Pavkovic, Mr A
Pelekanakis, Mr B
Phoumirath, Mr T
Piccioli, Dr M
Popova, Dr M
Plimer, Mrs A
Radford, Mrs A
Roppola, Mrs A
Reynolds, Mr B
Riazi, Dr H
Rich, Mrs M
Ritoniemi-Tiovanen, Mrs K
Rodriguez-Orona, Ms A
Rubichi, Mr R
Sang, Dr D
Sayeg, Ms Y
Seyed-Isfahani, Mr J
Shahat, Mr S
Soos, Mrs E
Stevanoni, Mr R
Sussex, Mrs B
Tan, Mr A
Tang, Mr C
Taylor-Bouladon, Mrs V
Theam, Mr B
Thei, Mr B
Theodorakis, Mrs I
Thong, Mr T
Tindale, Miss J
Trinh, Mr F
Tung, Mrs M
Uchiyama, Mr H
Ulmer, Ms B
Vasilakakos, Mr J
Vieira, Mrs J
Villis, Mr D
Watt, Dr E
Wilson, Mrs L
Witton, Dr R
Wong, Mr R
Xu, Mr A
Xu, Mr Y
Zabukovec, Mrs A
Zakarija, Mrs D
Zakarija, Mr N

APPENDIX IV

(B) INTERPRETING TEST EXAMINERS AT 30.6.91

Ackroyd, Prof J	Labib, Mrs S
Adams, Mrs A	Lavotha, Ms A
Almatrah, Mr A	Le, Mr V
Banyasz, Mrs A	Lee, Mr M
Barany, Mrs M	Lewis, Mr P
Bazzi, Mr E	Lewis, Mr B
Bedewi, Mrs M	Linnert, Ms H
Blasi, Mr A	Locsei, Dr J
Boffa, Dr G	Louch-Schroefel, Ms G
Boffa, Mrs L	Marovich, Mr N
Bogdanovic, Ms J	Matelicani, Ms L
Bonser, Mr P	Mauro, Ms A
Brereton, Mrs N	Milman, Ms A
Budak, Mr L	Modesto, Ms D
Buu, Dr K	Moses, Mr M
Campiao, Mrs A	Mustafa, Mr A
Chow, Mrs A	Nguyen, Mr S
Corboz, Mr A	Nguyen, Mr V
D'Ambrosio Matelicani, Mrs L	Nguyen-Hoang, Mr P
Del Mela, Mrs J	Nicholls, Dr T
Dennett, Ms S	Noonan, Ms C
Deschamps, Ms K	Norman, Mrs T
Diaz, Mr P	Ozcan, Mr M
Dolejsi, Mrs A	Ozcan, Mrs H
Donnell, Mr K	Palcic, Mr Z
Dubossarsky, Mr V	Pavan, Miss A
De Barua, Mrs L	Pazdzior, Mrs K
Flynn, Mr J	Petale, Mrs O
Galanos, Mr N	Piccioli, Dr M
Gallos, Mr S	Potocki, Mrs M
Gibas, Mrs E	Rossi Gori, Mrs L
Ginori, Mr L	Samuel, Mr G
Golebiowski, Mrs Z	Shamat, Mr S
Gruszka, Mrs M	Silveira, Ms M
Gruttke, Miss C	Smit, Mrs I
Grynglas, Mr W	Steiner, Mrs K
Gurgone, Mrs M	Stevanoni, Mr R
Hamadeh, Mr A	Sumaryono, Mr J
Hamilton-Smith, Ms S	Taylor-Bouladon, Mrs V
Harvey, Dr S	Temur, Mrs F
Hellander, Mr P	Tisch, Prof H
Honan, Ms L	Teselli, Mr G
Hovell, Mrs S	Tran Thi Nien, Sr M
Hureta, Mr V	Treloggen, Mrs M
Huynh, Mr A	Tse, Mrs M
Jones, Mr M	Tuffin, Dr P
Kaboha, Mr G	Ulmer, Ms B
Kalotas, Mr A	Valverde, Ms Estela
Kandil, Mr E	Vorst, Ms U
Klim, Dr G	Woods, Ms P
Kontrobarsky, Mrs F	Young, Mrs K

APPENDIX V

LANGUAGE PANELS APPOINTMENTS AND INTERPRETING TESTING BOARDS TERMS AND CONDITIONS

A. Language Panels

i Composition

that wherever possible, a panel should be composed of:

- a minimum of 4 persons and a maximum of 6 persons (or 8 in exceptional circumstances);
- a minimum of 2 native speakers of English and 2 native speakers of the other language;
- male and female members.

ii Qualifications

that members should possess:

- excellent competence in the language(s) concerned;
- Level 3 or 4 accreditation in interpreting and/or translation or otherwise have eminent status as an academic in a relevant language or skill area;
- good character and ethics;

and wherever possible:

- tertiary educational qualifications, preferably in an appropriate discipline;
- substantial experience as an accredited practitioner in interpreting and/or translation;
- proven experience in setting and marking tests, if not through an interpreting/translation course then in another related academic capacity.

iii Other Factors

Other factors to be taken into account would be:

- length of residence in Australia;
- continuing contact with the "other" language/culture;
- pattern of language use;
- access to resources;
- familiarity with the interpreting/translation situation in Australia;
- satisfactory referees' reports;
- willingness to make a commitment, in terms of available time, to NAATI.

iv Chairperson

that, in addition to the above, the Chairperson should possess:

- sound administrative and delegatory skills;
- a knowledge of NAATI philosophy and procedures;
- professional detachment.

v Appointment Guidelines

that in appointing Panel members, the following be considered:

- language panels must be capable of working as a team;
- the major criterion for appointment should be expertise rather than location or other factors;
- the members should ideally be drawn from around Australia;
- the members should not be drawn from a single institution or group of closely related institutions;
- the members should, wherever possible or appropriate, reflect or be aware of the diversities within the language as used in different countries of the world and as reflected in the Australian population; for example, French as used in France, Belgium, Algeria, New Caledonia, etc;
- members would not be appointed on an *ad hoc* basis, but applications for appointment will be considered once a year in a prescribed month. Casual vacancies will be filled on an interim basis from the register of approved examiners.

vi Selection and Appointment Procedure

that:

- applications first be vetted by the Executive Director and Registrar according to the new composition criteria, including the seeking of referees' reports, verification of claims and interviews if appropriate;
- the Executive Director and Registrar make recommendations to the Board;
- the Board, after consideration of the recommendations, appoint the successful applicants for a period of three years.

vii Induction and Maintenance

that, after appointment, members:

- be required to attend an initial briefing and information session in each major city, conducted by the Regional Officer, and such other persons as deemed appropriate and, ideally, also the Registrar (Sydney and Melbourne only);
- attend periodic meetings of Language Panel members;
- receive a 6 monthly information circular (on testing) from the Regional Officer or Registrar;
- be provided with additional information such as papers on the philosophy of interpreting;
- be called on to assist as readers or to be observers in NAATI-approved course activities and RAC workshops so as to create a better sense of involvement in the organisation.

B. **Examiners for Interpreting Testing Boards:**

that:

- new appointments and re-appointments be made on a similar basis to Language Panels;
- all new examiners;
- possess a minimum of Level 3 accreditation in interpreting;
- have substantial experience as an accredited interpreting practitioner;
- demonstrate professional detachment;
- possess good character and ethics;
- be appointed for three years.

APPENDIX VI

THE NAATI LEVELS STRUCTURE

The Authority has established five levels at which interpreters and translators may be accredited, ranging from the low level and the incidental use of a language (Level 1) to the high level of proficiency which would be required, for instance, at international conferences (Levels 4 and 5). The levels are described in detail in the Authority's booklet Levels of Accreditation for Translators and Interpreters. Briefly, the levels are as follows:

Level 1: Level 1 is an elementary level. At this level, persons are accredited not as interpreters and/or translators, but as "language aides". This level of accreditation is appropriate for persons who are capable of using a minimal knowledge of a language for the purpose of simple communication. This capacity may be a useful adjunct in performing their principal duties.

Level 2: Level 2 represents a level of ability for the ordinary purposes of general business, conversation, reading and writing. This level is generally suitable for those who use a second language as part of their principal duties.

Level 3: Level 3 is the first professional level for those who undertake the general purpose tasks of interpreting and translating in a wide range of subjects. In some cases, practitioners may specialise in particular areas or subjects.

Level 4: Level 4 is the first professional level for specialist translating and interpreting. Interpreters working at this level are expected to be capable of both consecutive and simultaneous interpreting at international economic, scientific and political meetings and conferences. Translators working at this level are expected to be capable of translation of highly complex economic, scientific, legal and political documents. Level 4 interpreters and translators are expected to operate, under supervision, at high levels of proficiency, compatible with general international standards.

Level 5: Level 5 is the pinnacle of the profession and will therefore be represented by a very small select group of interpreters and translators. Interpreters and translators working at this level will have satisfied all the requirements for Level 4 and, in addition, will have proven, extensive experience and demonstrate leadership in the field.

APPENDIX VII

INTERPRETING/TRANSLATING AND LANGUAGE AIDE COURSES APPROVED BY NAATI AS AT 30 JUNE 1991

An alternative means of obtaining accreditation is by completing successfully a NAATI-approved course of studies. The following courses have received NAATI approval as at 1 January 1992.

Courses that are no longer approved are marked *. While approval for these courses has now expired, graduates who passed courses during the period shown are eligible for accreditation and may submit an application. Accreditation of successful students is subject to the recommendation of the institution concerned.

Further current information on the courses listed, including the languages offered in any particular year, may be obtained from the institutions concerned.

Institution	Category & Level	Languages	Term of NAATI Approval
1. AUSTRALIAN CAPITAL TERRITORY			
*Canberra CAE	Int/Trans	3 Spanish Italian	1975-1980 1975-1978
ACT Institute of TAFE	Int/Trans (Certificate)	2 Italian, Spanish, Mandarin, Greek Japanese	1988-1992
1991-1992			
2. NEW SOUTH WALES			
Sydney TAFE	Interpreter	2 *Polish *Macedonian *Arabic, Greek, Italian	1983-1989 1983-1984
Petersham TAFE	Interpreter (Certificate)	2 *Serbian/Croatian, *Spanish, Turkish Cantonese Vietnamese Mandarin, Khmer Arabic, Deaf Sign, Farsi, Greek, Italian, Korean, Lao, Macedonian, Polish, Spanish	1978-1984 1985-1994 1983-1994 1989-1994 1990-1994
	*Language Aide	1 Cantonese, Mandarin, Vietnamese, Arabic, Khmer, Korean, Spanish	1987-1991
Liverpool College of TAFE	Language Aide	1 Cantonese, Khmer, Spanish, Vietnamese Lao	1990-1992 1991-1992

Institution	Category & Level	Languages	Term of NAATI Approval
University of Wollongong	Int/Trans	2 Italian	1983-1992
University of Western Sydney, Macarthur (formerly Macarthur Inst of Higher Education)	* Int/Trans (Associate Diploma)	2 Arabic, German, Italian, Spanish, Turkish Vietnamese	1982-1988 1983-1988
Macarthur Inst of Higher Education)	Int/Trans (B.A.)	3 Arabic, German, Italian, Spanish, Vietnamese	1985-1992
*Newcastle TAFE	Interpreter	2 *Serbian/Croatian *Polish *Greek, Italian, *Spanish, Vietnamese *Macedonian	1980-1984 1986-1989 1983-1984 1986-1989 1980-1984 1983-1984
*Burwood Girls' High School	Language Aide	1 Cantonese, Greek, Italian, Spanish, Turkish, Vietnamese	1986-1990

3. NORTHERN TERRITORY

*Adult Migrant Education Centre, Casuarina	Language Aide	1	Polish, Vietnamese, Hakka, Malay, Portuguese, Spanish Tagalog German, Cantonese	1986-1990 1988-1990
*Casuarina Secondary College	Language Aide	1	Greek, Italian, French, Mandarin German, Indonesian Spanish, Vietnamese	1979-1988 1980-1988
Northern Territory Uni. (formerly Darwin Institute of Technology)	Int/Trans (Certificate)	2	Greek	1984-1995
			Mandarin Portuguese Vietnamese	1986-1995 1987-1989 1985-1995
*Centre for Aust Languages and Linguistics, Batchelor College	Int/Trans.	2	Nominated Aboriginal Languages	1980-1990
	Language Aide	1	Nominated Aboriginal Languages	1986-1990
*Institute for Aboriginal Development	Language Aide (in 50 hours)	1	Arandic, Ngarrka, Western Desert groups	1980-1991
	Interpreter (in 200 hours)	2	Waramungu Groups	1982-1991

Institution	Category & Level	Languages	Term of NAATI Approval
4. QUEENSLAND			
The University of Queensland	* Translator	3 Japanese (Japanese into English only)	1980-1984
	Interpreter (both directions)		
	Translator (Japanese into English only)	4 Japanese	1985-1995
	Interpreter (both directions) (M.A.)		
South Brisbane College of TAFE	Interpreter/Translator (Certificate)	2 Spanish, Vietnamese Cantonese	1988-1992
			1990-1992
5. SOUTH AUSTRALIA			
Adelaide College of TAFE	Interpreter (Certificate)	2 Greek, Serbian/ Croatian, Italian Spanish	1980-1992
			1981-1982
			1986-1992
		Polish, Vietnamese	1983-1992
		Khmer	1985-1992
		Mandarin	1987-1992
		Farsi	1988-1992
University of Adelaide (formerly South Australian C.A.E.)	*Int/Trans (Associate Diploma)	2 Greek, Italian, Polish, Serbian/ Croatian, Vietnamese	1979-1991
	Int/Trans (B.A.)	3	
	*Int or Trans (Graduate Diploma)	3 Vietnamese, Serbian/Croatian, Polish, Greek, Italian, Japanese, Cantonese/Mandarin, Indonesian/Malay, Spanish, German, French	1987-1991
*West Lakes High School	Language Aide	1 Serbian/Croatian Russian	1983-1985

Institution	Category & Level	Languages	Term of NAATI Approval	
6. VICTORIA				
RMIT Technical College	Int/Trans (Certificate)	2	Turkish, Spanish, Vietnamese Polish Cantonese Khmer, Macedonian Arabic Arabic, Japanese Lao, Mandarin Nominated "Minority Languages" Country Interpreters Streams (Italian, Greek, Turkish) (Spanish, Serbian)	1980-1992 1983-1992 1985-1992 1986-1992 1980-1981 1987-1992 1988-1992 1987 1987-1992 1990-1992
*RMIT CAE (1978-1982)	Int/Trans	3	Greek, Serbian/Croatian	1975-1982
*RMIT Technical College (1975-1978)			Italian	1978-1982
Deakin University - Toorak Campus (formerly Victoria College) (Graduate Diploma)	Int/Trans (B.A.)	3	Greek, Italian, Turkish, Serbian/Croatian Arabic, Spanish, Vietnamese	1981-1994 1990-1994
	Int/Trans	3	Mandarin, Japanese, Korean, Arabic, Spanish, Italian, Greek, Croatian, Serbian, Vietnamese	1988-1992
7. WESTERN AUSTRALIA				
Edith Cowan University (formerly Western Australian C.A.E.)	Int/Trans (B.A.)	3	Italian, German Vietnamese, Portuguese Indonesian/Malay	1982-1993 1986-1993 1990-1993
	Int or Trans (Grad.Dip.)	3	German (trans) Mandarin (trans/int) French (trans)	1986-1995 1988-1995 1988-1995
Central Metropolitan College of TAFE (formerly Perth Technical College)	Interpreter (Certificate)	2	Polish Vietnamese *Portuguese, Greek, German, Cantonese *French, *Croatian *Spanish, Italian Australian Deaf Sign Japanese, Khmer	1982-1993 1983-1993 1984-1988 1982-1984 1983-1984 1981-1982 1986-1988 1987-1993 1989-1993

Institution	Category & Level	Languages	Term of NAATI Approval	
Central Metropolitan College of TAFE (formerly Perth Technical College)	*Translator	2	French, Polish, Italian, Spanish, Vietnamese German, Portuguese Greek Japanese	1984-1988 1986-1988 1987-1988 1987

APPENDIX VIII

Fees and Charges: 1990/91

The Authority's complete schedule of fees and charges as at 30 June 1991 was as follows:

APPLICATION FEE

Initial application only	\$25	(non-refundable)
Late application	\$20	
Reinstatement of application	\$40	

TESTING FEE

Level 1	\$55	
Level 2 translation	\$100	(\$55 each direction*)
Level 2 interpreting	\$125	
Level 2 review	\$35	
Level 3 translation	\$140	(\$75 each direction)
Level 3 interpreting	\$165	
Level 3 review	\$65	(each direction)
Level 4 translation	\$200	(each direction)
Level 4 interpreting		to be determined
Level 4 review	\$150	

* Mandarin, Cantonese and Japanese only

CANCELLATION FEES**

Admission and Translation	\$20
Interpreting	\$50

** waivable in certain circumstances

CERTIFICATE OF ACCREDITATION (initial and renewal)

Level 2	\$35
Level 3	\$40
Level 4	\$45
Level 5	\$50
Recognition (renewal only)	\$30
Lost Certificate	\$25

(with Statutory declaration)

ASSESSMENT FEES

NOTE: The application fee for new applicants should also be added to these when applicable.

Overseas Qualifications	
Assessment Level 4	\$110
Level 5	\$120
Recognition	\$45
Accreditation of Course	
Graduates	
Level 1	\$25
Level 2	\$45
Level 3	\$55
Level 4	\$65

MAJOR PUBLICATIONS

Directory		\$45
Annual Report (1984 onwards)		\$8
NAATI News		\$12
Working with Interpreters in Law, Health & Social Work		\$14

SAMPLE TESTS (Available in most languages)

Translation tests	Level 2	\$10
	Level 3	\$15

Interpreting script & tapes	Level 2	\$20
	Level 3	\$30

