



**National Accreditation Authority for
Translators and Interpreters**

SIXTEENTH REPORT

1 July 1994 to 30 June 1995

NATIONAL ACCREDITATION AUTHORITY
FOR TRANSLATORS AND INTERPRETERS
(NAATI)

SIXTEENTH REPORT

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NATIONAL ACCREDITATION AUTHORITY
FOR TRANSLATORS AND INTERPRETERS
(Incorporated in the A.C.T.)

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FOR TRANSLATORS AND INTERPRETERS

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(Information correct as at 30 June 1995)

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Mr John Kiosoglous, Chairman, with Ms Hana Youssef and Mr Skender Bregu of the NAATI NSW office at the I/T Seminar, Language Expo 94.



The first I/T Practitioner's Conference, 3 December 1994 as organised by the NAATI Regional Advisory Committee (Victoria).

Ms S Bell (Executive Director), Mr Paul Hellander (Practitioner), Mr John Kiosoglous (Chairman) and Mr Paolo Nocella (NAATI Member - SA).

PART A: OVERVIEW

A.1 Introduction

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

During the year 1994/95 NAATI carried out a wide range of activities to fulfil its charter. The Authority continued with its normal activities and introduced new developments even though the ongoing government review remained unresolved. Following the submission to governments of a three year Corporate Plan by NAATI, governments decided to request NAATI to engage the services of an external consultant to produce an business review and plan. The report by the consultants was submitted in May 1995 but Ministers were dissatisfied with the report and requested NAATI to produce a three year Business Plan. The uncertainty created by the ongoing requests for reviews continues to retard the Authority's progress since major decisions were again postponed until the Members of NAATI reach consensus on the future directions of the company.

NAATI activities for the financial year included administration of 3830 tests in some forty-one languages, the introduction of one new language (Punjabi), the extension of testing to a wider range of rural centres and the further reduction (by 421) of the backlog of applicants waiting for tests.

New initiatives included the launch of the new Interpreter Symbol, participation in Language Expo 94, the production of the new publication *Interpreting and Translation in Australia: A Concise Guide for Employers*, the introduction of the new Language Aide test for government employees seeking language allowances, the organisation of the first I/T Practitioners' Conference through the Victorian Regional Advisory Committee, the development of a discussion paper entitled *Towards a National Training Strategy for Interpreting and Translation in Aboriginal and Torres Strait Islander Languages*, the commencement of a joint project with the Attorney General's Department to convene a national forum on the Aboriginal I/T training proposal, the commencement of a joint project with AUSIT to produce a code of ethics which may be useful for the forthcoming I/T Registration Board and a revision of NAATI's policy for granting Recognition in rare languages.

In addition to the above initiatives, NAATI continued to produce a newsletter ("NAATI News"), ID cards showing the accreditations of its holder, translator stamps for accredited Translators and the Directory of Accredited and Recognised Practitioners of Interpreting and Translation. It also continued to monitor procedures for NAATI-approved courses of interpreting and translation, to support the extension of I/T training courses for Aboriginal languages in Western Australia, to give financial support to the Australian Institute of Interpreters and Translators, to reconstitute the I/T Examiners' Panels and provide specialist training sessions for members of these Panels, to organise and coordinate several functions to promote the profession particularly the Interpreter Awareness Day and to convene numerous consultations with members of the profession and service providing organisations.

Financially, the expenditures marginally exceeded the income for the year which resulted in a small deficit of \$17,412, part of which may be attributed to the unexpected payment for the Business Review Plan which was requested by the Members of NAATI mid-way through the financial year and not budgeted for. The accumulated surplus remains substantial at \$423,442 and allows the Authority to retain 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 on 30 November 1994.

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 make available to employers the book entitled *Interpreting and Translation in Australia: A Concise Guide for Employers*, free of charge as a service to the I/T profession. The cost will be recouped by adding it to the sale price of the main publication at a later date.
- * the decision to require the final I/T examination in all NAATI-approved courses to follow the NAATI test format precisely in so far as the I/T components and for it to be assessed according to NAATI marking guidelines for tests.
- * the decision to monitor and, if invited, to participate in the AUSIT *Level 3 Equivalence Project*.
- * the decision to contribute \$5000 to AUSIT for the 1994/95 financial year for the purposes of supporting the FIT Congress (Federation Internationale des Traducteurs) scheduled for February 1996.
- * the decision to contribute \$3000 for assistance to produce a video on the Ethics for Community Interpreters by the Sydney Institute of Technology.
- * the decision to include a clause on the test acceptance form that "NAATI reserves the right to conduct an alternative oral or written test if for any reason it is not satisfied with the original test conditions or procedures" as a means to overcome occasional technical administration problems or cases of suspected cheating.
- * The decision to engage the services of Coopers & Lybrand to conduct the external Business Review and to formulate a three year Business Plan.
- * the decision to approve the ACTRAC National Curriculum for the Diploma of Interpreting and the additional Course in Language Consolidation for Professional I/T for all participating TAFE colleges. (ACTRAC = Australian Council for Training and Curricula)
- * the decision to release a discussion paper entitled *Towards a National Strategy for I/T Training in Aboriginal and Torres Strait Islander Languages*.
- * the decision to participate in the FIT Congress by accepting an invitation to chair a session and to present a paper.
- * the decision to consider the report by the Australian Council for Educational Research (ACER) as being incomplete and to seek ways in which on-going research into the reliability and validity of NAATI tests could be progressed.
- * the decision to take out Directors' and Officers' Liability insurance.
- * the decision to introduce a three year testing program from July 1995 but for it to have sufficient flexibility so that some languages and levels can be added immediately prior to the implementation of the annual program.
- * the decision that applications for retrospective approval of courses and/or language streams by tertiary institutions will not be considered under any circumstances after 1 July 1995.
- * the decision to participate in the first international conference on Community Interpreting in Toronto, Canada in June 1995.

- * the decision to conduct an internal review of the performance, role, functions and composition of the Regional Advisory Committees.
- * the decision to offer Language Aide tests in three additional languages including Filipino, Indonesian and Thai, bringing the total number of languages available to fifteen.
- * the decision to form two new examiners panels in Bosnian and Urdu with a view to testing in the next financial year.
- * the decision to appoint 11 new examiners, to re-appoint 246 examiners and to not re-appoint 9 examiners.
- * the decision to approve the Paraprofessional Interpreter course at Batchelor College in five Aboriginal Languages.
- * the decision to alter the policy on indefinite "Recognition" to one by which "Recognition" will be valid from the date of the initial award until such time as NAATI offers the opportunity to obtain accreditation by testing.
- * the decision to consider specialist qualifications in health and legal areas.

A.3 Other Events

- * In July, the Chairman of NAATI launched the South Australian Language Services company (SALS), this being the first occasion on which NAATI has participated in the launch of a private agency. It did so because of its confidence in the practices of its owner and as a means to encourage the development of reputable private agencies in I/T.
- * On 22-23 August 1994, the Chairman and the Executive Director attended the *Access to Justice Forum* convened by the Attorney General's Department to enable discussion on the outcomes of the Sackville report on Access to Justice. References were made to NAATI during the forum in the context of the propose National I/T Training Strategy for Aboriginal and Torres Strait Islander Languages.
- * On 6 October 1994 a special meeting of the Members of NAATI took place which addressed the corporate plan, funding and registration.
- * Between 5 October and 7th October the Chairman and the Executive Director conducted numerous consultations in Alice Springs and Darwin in relation to I/T needs for Aboriginal Languages.
- * On 4 November 1994, the Executive Director participated in the first meeting of the Appointment of Women Working Group which had been convened by the Commonwealth government to develop strategies for implementing its decision to increase women's representation on Boards, councils and authorities.
- * On 30 November 1994 the NAATI Annual General Meeting was convened in Melbourne.
- * On 3 December 1994, the Regional Advisory Committee of Victoria convened the first I/T Practitioners' Conference.
- * On 21 February 1995 an Extraordinary General Meeting of NAATI was convened in Adelaide to discuss the method of appointment of directors, the Business Management Review and Plan and Registration.
- * In March 1995, the Chairman attended the launch of the South Australian Interpreter Card at which the NAATI accreditation system was acknowledged by the South Australian Premier and the Chairman of the Office of Multicultural and Ethnic Affairs.

- * In April 1995 NAATI submitted a response to the ACT Government on its draft ACT Languages Policy.
- * Between 1-3 June, the Executive Director delivered a paper at the first international conference on Community Interpreting in Toronto Canada.

Throughout the year under review, the NAATI Board of Directors, together with the Executive Director and certain Regional Officers, conducted consultative meetings normally held in conjunction with the scheduled Board meetings or the Officials or Ministers meetings. Consultative meetings were convened in Sydney, Melbourne (December) and Canberra (April).

In addition to these activities, there were four Board meetings held during the year under review. They were convened in Sydney (July and February), Melbourne (December) and Canberra (April).

A.4 Major Accreditation Objectives

Testing

The 1994/95 testing program was designed to meet the major demand of employers, satisfy candidate demand for testing, and provide opportunities in a wide range of languages for the paraprofessional translator test, given that this test will be phased out from January 1995. The program also aimed to provide accreditation facilities in one new language, namely Punjabi.

Accordingly, the 1994/95 testing program involved 340 fewer tests than in the previous year but in an increased range of languages (41 as opposed to 31 in 1993/94). A total of 3,380 tests in forty-one languages were conducted in this financial year, 3,410 being in the annual program and 420 being conducted as on-demand special tests. The 1994/95 program was designed to offer the final opportunity for testing at the Paraprofessional Translator level in all languages for which testing had been available for more than five years as well as in the newly introduced languages. In all, testing in 41 languages was available at this level. To balance the large expected candidature for this test, translator tests at the professional level were made available in a reduced number of languages (17). Interpreter tests were conducted in 27 languages with an emphasis at the professional level.

In addition to the normal I/T annual program, NAATI introduced Language Aide tests. Such tests had been requested by governments as a replacement for the previously offered Level 1 tests. A pass in the new Language Aide test will qualify government staff for a language allowance where it is offered. The format, marking guidelines and pass mark were agreed by major participating government departments in 1994. All Language Aide tests are requested and sponsored by government departments. In September 1994 NAATI conducted 317 oral and 192 written Language Aide tests.

In the 1994/95 testing program, there was an 8% decrease in the total number of tests across all levels. Thirteen percent (13%) of tests were at the Language Aide level, forty-two percent (42%) at the paraprofessional level, forty-four percent (44%) at the first professional level and about one-half a percent (0.6%) at the advanced professional level. For the first time in the history of NAATI the candidature at the professional level exceeded that at the paraprofessional level. Eleven percent of all tests were conducted as special on-demand tests.

Paraprofessional tests in the one new language, namely Punjabi, involved 23 tests for which 8 accreditations were awarded. In addition NAATI conducted 110 translation and 58 interpreting tests in fifteen other low demand languages for which 40 and 23 accreditations were awarded respectively. These languages included Albanian, Bulgarian, Czech, Dari, Dutch, Filipino, Finnish, Hindi, Khmer, Lao, Maltese, Samoan, Thai, Tongan and Ukrainian.

At the Advanced Translator level, NAATI offered tests in Mandarin only for which there were twenty candidates all of whom were unsuccessful. There were two additional special on-demand tests in Japanese but again the candidates were unsuccessful. Although NAATI has available a Conference Interpreter Test in French which could be implemented in conjunction with an international conference convened in Australia, there was no demand for this test during the year under review.

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 since this time. By 30 June 1995, a further 4,318 requests for tests had been removed from the lists bringing the cumulative total to 24,425. This has cleared the long standing backlog which had accumulated over the previous years. The backlog has now stabilised at approximately 3000 per year, a number commensurate to the number of new requests which are received between testing programs. A small backlog also occurs because tests in all languages are not offered in each year which necessitates the carry-over of the opportunities to sit for them. The backlog for 1994/95 has been reduced from 3,482 at 30 June 1994 to 3,061 at 30 June 1995.

Courses

Throughout the year under review, NAATI has worked with the tertiary education sector to assist with the approval and implementation of paraprofessional and professional I/T courses with a view to increasing the standardisation across courses within Australia. To this end, NAATI has maintained its requirements for course approvals and the moderation process to ensure that all courses conform to the standards set by NAATI.

In addition, following extensive consultation, NAATI produced a discussion paper entitled *Towards a National I/T Training Strategy for Aboriginal and Torres Strait Islander Languages*. The purpose of the document was to provide the basis for the development of an appropriate curriculum and delivery modes for such courses.

Assessment of Overseas Qualifications

During 1994/95, NAATI received a variety of requests for the assessment of qualifications from overseas institutions. In so doing, NAATI has conducted a large number of investigations into the quality of such courses to ensure that graduates meet similar standards to those graduating from Australian I/T courses. As a result of the investigations, NAATI's list of accepted I/T qualifications from overseas institutions has been increased from 58 in August in 1992 to more than 70 by June 1995.

A.5 Advisory Bodies

A.5.1 NAATI Regional Advisory Committees (RAC)

The Regional Advisory Committees in their present form have been operating since 1 March 1991. Since this time appointments to the Regional Advisory Committees were made on the basis of a two or three year term, commencing from 1 March of a particular year. Approximately fifty percent of members were newly appointed or reappointed for a twelve month term ending on 28 February 1996. The remaining fifty percent were appointed the year previously for a two year term. Consequently, all appointments to the RACs will terminate on 28 February 1996. This will permit NAATI to conduct a review of the Regional Advisory Committees prior to this date and to make new appointments thereafter.

The current role and functions of the Regional Advisory Committees are set out in Appendix III.

The main function of the Regional Advisory Committees is to provide a two-way channel of communication between NAATI and the I/T profession within each State. The Committees advise NAATI regularly on the needs of local employers and the local communities for accredited translators and interpreters, and on other I/T issues relevant to their state or territory. 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 are 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 are appointed for a two or three year term.

During the period under review, the RACs were involved in a range of activities, the most significant of which was the continued fostering of the government sponsored interpreter training program for a variety of Aboriginal languages in rural W.A. and the first national Practitioners' Conference organised and convened by the Victorian RAC. All RACs commenced a state/territory audit of I/T training programs for the purpose of compiling an annual national catalogue. The NSW RAC initiated the concept and completed the first state audit. Other RAC activities included the input into the NAATI response to the ACT draft Languages Policy (ACT), the first NAATI Information Workshop delivered in an language other than English, namely Cantonese (QLD), the promotion of a better understanding of the role of interpreters and how to work with them among legal and health professionals (QLD and SA).

All committees were concerned with issues related to the employment conditions for practitioners, the testing program and the need to educate professional users of I/Ts. In order to achieve their goals, several committees formed sub-committees to address specific problems related to areas such as education, health, Aboriginal languages, and legal issues.

Three RACs, namely those in the Northern Territory, Queensland and Tasmania provided a forum for information exchange among their members who were representing government departments or agencies with interests in I/T.

Over the past few years the level of activities among the RAC's has been highly variable. As a result the Board has decided to review the role, function, and membership of RAC's within the next financial year.

The members of the Regional Advisory Committees at 30 June 1995 are listed in Appendix II.

A.5.2 I/T Examiners 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 tape or video-recorded interpreting tests.

Examiners Panel members are appointed to undertake all or any of the above tasks. These experts play a central role in the operations of NAATI, and therefore are expected to

possess NAATI accreditation (at least at the Translator and/or Interpreter level and preferably in both, tertiary qualifications and extensive experience in translating and interpreting.

Prior to May 1993, all appointments to such panels were made for the three year period. However, since NAATI had experienced problems with some examiners, in May 1993, the eligibility criteria for membership and contract conditions were strengthened to foster improved performance of the panels. Accordingly, from May 1993, all appointments were made for a one year period only. This permits the Board of Directors to review examiners' performance each year and to make changes where necessary. Accordingly, all panels were reviewed in May 1995 in anticipation of the termination of appointments at the end of June. All changes in the composition of the panels will become effective on 1 July 1995.

At 30 June 1995, there were forty-two Examiners Panels (including the English Panel) covering forty-four languages other than English. Three panels cover two languages each namely, Cantonese/Hakka, Indonesian/Malaysian and Czech/Slovak. At 30 June 1995 there were 250 members of NAATI Examiners Panels as listed in Appendix IV. The terms and conditions of Language Panel appointments, as applied in the current financial year, are provided in Appendix V of this report.

A.5.3 Qualifications Assessment Advisory Committee (QAAC)

The Qualifications Assessment Advisory Committee, under the chairmanship of Mr Peter Davidson, met twice during the period under review: Melbourne, 30 September 1994 and Melbourne, 10 March 1995. This committee assesses and monitors Australian courses in Interpreting and Translating which hold or are seeking NAATI approval/re-approval. It also assesses applications for accreditation based on overseas qualifications. It makes recommendations to the NAATI Board concerning policy issues in these and related areas. 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;
- * monitoring of final examination standards on NAATI-approved courses;
- * assessment of applications for accreditation on the basis of overseas qualifications;
- * formal approval of the ACTRAC National Curriculum for Paraprofessional Interpreter course (National Diploma in Interpreting) for the period 1.1.95 to 31.12.99
- * ongoing review of overseas qualifications assessment guidelines;
- * further revision of the Courses Manual;
- * completion of the review of accreditation requirements in the Mandarin and Cantonese languages.

PART B PROFESSIONAL ACTIVITIES AND ACHIEVEMENTS

B.1 Testing Related Activities

B.1.1 General Background

In the year 1994/95, NAATI conducted tests in forty-one languages with all languages being tested at the paraprofessional translator level since this test was to be discontinued after 31 December 1994. The program included a heavy weighting of tests in interpreting at the professional level. Also included were several of the low demand languages such as Filipino, Indonesian, Khmer, Maltese, Portuguese, Slovak, Thai and Ukrainian. It also included Advanced Translator tests in Mandarin.

In addition to the tests conducted in the major capital cities of Australia, NAATI conducted tests in 16 non-capital cities as listed on page 38 of this report. In New Zealand tests were conducted in Auckland, Christchurch and Wellington. The number of tests in New Zealand increased from twenty-six in 93/94 to thirty-eight in 1994/95. Testing in New Zealand has been made possible with the co-operation of individuals working at the University of Auckland, Christchurch Polytechnic and Victoria University in Wellington. The tests were set and marked in Australia but conducted in New Zealand.

The 1994/95 program saw the continuation of testing in the five new languages of Albanian, Dari, Hindi, Samoan and Tongan at the paraprofessional level and the extension of testing these languages to the professional level. In addition, one new language, namely Punjabi was introduced.

All passages for translation from English into the other language, and the English consecutive passage for the Interpreter Test were selected by the NAATI professional staff in accordance with advice and approval of English language consultants for use across all languages tested. Consequently, it was possible to maintain an acceptable level of standardisation across all languages in the testing program. Further, for those Examiner 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.

In order to meet the demand for more testing outside the annual testing program, 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 above the normal test fees. The demand for special on-demand tests has increased remarkably in the last few years from 262 in 1989/90 to 420 in 1994/95. This is clearly shown in Table 1 below. Of the 420 special tests in 1994-95, 143 were conducted at the paraprofessional level (19 in translation, 124 in interpreting), 275 at the first professional level (222 in translation and 53 in interpreting) and two tests at the advanced translator level.

Table 1: Growth of On-Demand Tests: 1988/90 - 1994/95

Year	No of Tests
1989-90	262
1990-91	317
1991-92	380
1992-93	438
1993-94	312
1994-95	420

The financial aspect of the annual testing program for 1994/95 was very positive in that the direct testing revenue exceeded the direct testing expenditure by \$241,589. The margin of direct profit was greater than that in the previous year (\$265,991) 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 other associated costs such as postage/courier and telephone, cost considerably more than the balance of the direct "profits". NAATI continued to assume a large proportion of the technical preparation of the tests and the provision of English passages common across all languages.

B.1.2 The 1994/95 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 the paraprofessional level in translation and interpreting, will have two language entries. On average, each person who applies for NAATI accreditation does so for 2.7 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 2: The National Testing Program for 1994/95**

Language	Test Category				
	Paraprof Translator*	Paraprof Interpreter	Translator	Interpreter	Advanced Translator
Albanian	X	X	X	X	
Arabic	X	X	X	X	
AUSLAN		X			X
Bulgarian	X				
Cantonese	X	X	X	X	
Croatian	X	X	X	X	
Dari	X	X	X	X	
Dutch	X				
Filipino	X	X		X	
Finnish	X				
French	X				
German	X				
Greek	X				
Hindi	X	X	X	X	
Hungarian	X			X	
Indonesian	X				
Italian	X	X	X	X	
Japanese	X			X	
Khmer	X	X	X	X	
Korean	X			X	
Lao	X	X	X	X	
Macedonian	X	X	X	X	
Malaysian	X				
Maltese	X				
Mandarin	X	X	X	X	X
Persian	X			X	
Polish	X			X	
Portuguese	X			X	
Punjabi	X	X			
Romanian	X				
Russian	X	X	X	X	
Samoan	X	X	X	X	
Serbian	X	X	X	X	
Slovak	X				
Spanish	X	X	X	X	
Thai	X			X	
Tongan	X	X	X	X	
Turkish	X			X	
Ukrainian	X				
Vietnamese	X	X	X	X	

*Discontinued after 31 December 1994

The main features of the program included:

- the greater range of languages offered (41 compared to the previous year's 31).
- offering the widest possible range of languages for the Paraprofessional Translator Test (40 languages).
- placing a greater emphasis on the professional level for interpreting tests.

- d) the inclusion of languages of low candidate demand but of significant community need.
- e) The extension of testing to the professional level in five languages first introduced in the previous program, namely Albanian, Dari, Hindi, Samoan and Tongan.
- f) The introduction of one new language, namely Punjabi, at the paraprofessional level.

The 1994/95 testing program was considerably larger in terms of the number of languages tested compared with 1993/94 but marginally smaller in terms of the total number of tests conducted. In summary, NAATI conducted a total of 3410 tests over forty-one languages within the annual testing program and 420 special on-demand tests totalling 3830 tests in the period under review. This resulted in 1266 accreditations by tests conducted within the period.

The program was announced in June 1994. It was conducted in three sessions, viz; translation tests on 18-19 November 1994, interpreting tests between March and July 1995 and Advanced Translator Tests from 10-21 July 1995. AUSLAN Interpreting Tests were also conducted in July 1995. Although a small number of tests were conducted outside the financial year under review, they were part of the 1994/95 Testing Program and have therefore been included in this report.

In addition to interpreting and translation tests offered in the annual program NAATI introduced tests for the Language Aide qualification in twelve languages. Those included Arabic, Cantonese, Croatian, Greek, Italian, Macedonian, Mandarin, Russian, Serbian, Spanish, Turkish and Vietnamese. The tests were conducted in September 1994 and included 317 or tests and 197 written tests.

Over the past few years, NAATI has established a set pattern for the timing of various types of tests which seeks to spread the total workload in relation to testing for both the Central Office, the Regional Offices and the Examiner Panels over a longer period of the year. The established timing of the various tests has proven to be most successful. It is anticipated that the testing programs in future will schedule Language Aide tests in September, translation tests for both levels in November, interpreting tests for both levels between March and June and the Advanced Translator tests and AUSLAN tests in July.

The details of the 1993/94 testing program and its relationship to previous programs, are provided by the following series of statistical tables and graphs.

Table 3 compares the number of tests and range of languages offered by NAATI over the previous five years 1990-95. The number of Translator tests has been recorded to reflect the separate tests for each language direction.

Table 3: Number of Tests Conducted 1990/91 - 1994/95 (a)

Test	90/91	91/92	92/93	93/94	94/95
Language Aide (b) oral written	0	1	9	4	317 192
Paraprofessional Translator	770	770	701	1059	892
Paraprofessional Interpreter	987	1050	830	915	703
Translator Into "O" (c) Into "E"	518 441	661 562	723 651	895 775	678 573
Interpreter	364	489	472	496	453
Advanced Translator Into "O" Into "E"	18 32	14 12	5 7	14 12	11 9
Total	3130	3559	3398	4170	3828
No of Lang.	23	25	28	31	41

- (a) Table includes tests conducted within the annual program AND as special on-demand tests.
- (b) Language Aide tests were introduced in 1994/95.
- (c) Into "O" means into the other language; into "E" means into English.

Table 3 indicates the following:

- * the 1994/95 testing program was larger than the previous year in terms of the range of languages (41) and levels offered but marginally smaller in terms of the number of tests conducted (3830);
- * despite the great range of languages offered, there were fewer paraprofessional translator tests conducted (892) as compared with 1993/94 (1059). As well there was a decrease of 23% in paraprofessional interpreter tests conducted;
- * the number of Translator Tests decreased by 25% in comparison to the previous years while the number of Interpreter Tests, decreased by only 8.7% from the previous year;
- * the number of professional tests (1704 was slightly lower than the previous year (2166). This may be attributed to the design of the testing program whereby Translator and Interpreter Tests were made available in a limited number of languages only (20 and 27 respectively). This was necessary to balance the large number of languages offered at the paraprofessional level.

- * while the number of Interpreter and Translator Tests conducted at the professional level were fewer than in the previous year, proportionately they surpassed the demand for paraprofessional test for the first time representing 52% of all I/T tests.
- * the demand for accreditation at the professional level continued to be very strong, with the number of Interpreter and Translator Tests (2166) being the highest since 1989/90. The strong demand may be related to the growing acceptance of this level of testing as the basic professional qualification required by employers of practitioners in the interpreting and translating field; and
- * with only one language (Mandarin) offered for the Advanced Translator Test, the demand was still very strong.

Table 4 below indicates the number of tests conducted within specified States and Territories. In 1994/1995 it can be seen that approximately 48% of tests were conducted in New South Wales, 24% in Victoria and the remainder distributed throughout the other States and Territories. In more recent years a small number of tests has 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 4: Number of Tests Conducted by State/Territory 1990/91 - 1994/95

STATE	90/91	91/92	92/93	93/94	94/95
ACT	159	137	164	131	122
NSW	1357	1623	1476	2075	1861
NT	26	32	40	43	16
QLD	262	303	288	368	307
SA	235	224	255	294	257
TAS	32	51	61	63	41
VIC	788	825	781	850	905
WA	233	291	262	278	234
OTHER*	10	11	63	25	49
NZ	28	39	8	43	38
TOTAL	3130	3559	3398	4170	3830

- * Includes candidates with overseas addresses or "unknown" addresses, except New Zealand.

Table 5 below indicates the pattern of languages and levels tested over the period 1984-1995. Of particular interest are:

- * the provision of tests from the paraprofessional to the advanced levels in the 1994/95 testing program;
- * the availability of testing at the paraprofessional and first professional level in a limited number of languages of community need but low candidate demand in 1994/95, including Indonesian, Khmer, Filipino and Thai;
- * the introduction of testing at the professional level in Albanian, Dari, Hindi, Samoan and Tongan in 1994/95;
- * the consistency of testing in languages of major employer demand including Arabic, Cantonese, Italian, Mandarin, Spanish and Vietnamese;
- * the inclusion of all languages for the Paraprofessional Translator Test and the exclusion of selected high demand languages for which the Translator Test was offered such as French, German, Greek and Japanese;
- * availability of tests at the Advanced Translator level in one language only in 1994/95.

It should be noted that programs which contain a large range of languages at both the paraprofessional and first professional levels such as the one in this financial year, have a number of effects, namely:

- (a) Examiner Panels are extended in order to meet the time schedules for the design and marking of tests since the total number of tests for both design and marking will be much greater;
- (b) Smaller Examiner 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;
- (c) 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.

Table 5: Languages and Levels Tested: 1984/85 - 1994/95

Language	84/85	85/86	86/87	87/88	88/89	89/90	90/91	91/92	92/93	93/94	94/95
Albanian										2	2,3
Arabic	2,3		1,2,3	3,4	1,2,3	3	2,3	2,3,4	3	2,3,4	2,3
AUSLAN	2I	2I	3I	1,2I,3I	1,2I,3I	3I	2I,3I	2I,3I	2I,3I	2I,3I	2I,3I
Bulgarian			1,2,3		2			2,3			2T
Cantonese	2,3	2,3	1,2,3		1,2,3	3	2,3	2,3	2I,3I	2T,3	2,3
Croatian	2,3	2A,3A	2,3	2,3	1,2,3	3	2,3	2,3	3	2,3	2,3
Czech	2,3			2,3		3	2,3				2T
Dari										2	2,3
Deaf Oral	2A,2I	2A,2I	2A,2I,3I	2I,3I			2,3				
Dutch	2,3			2,3				2,3			2T
Filipino					1,2,3		2		2,3		2,3I
Finnish						2,3					2T
French	2,3	2A,3A	1,2,3,4	2,3,4	1,2,3,4	3	4	3	2,3,4	2T,3T	2T
German	2,3	2A,3A	1,2,3	2,3,4	1,2,3,4	3	4	3	2,3,4	2T,3T	2T
Greek	2,3	2A,3A	1,2,3		1,2,3	3,4	2,3	2,3,4	3	2,3,4	2T
Hakka					2A,2I		2,3			2I,3I	
Hindi									2		2,3
Hungarian	2,3	2,3		2,3	1,2,3		2,3				2T,3I
Indonesian	2,3		1,2,3		1,2,3	3	2,3	3	2,3	2,3	2T
Italian	2,3	2,3	1,2,3,4	3,4	1,2,3,4	3	2,3	3,4	2,3	2T,3	2,3
Japanese	2,3			2,3	1,2,3,4	2,3	2,3,4	2,3	2,3	2,3,4	2T,3I
Khmer	2	2,3		2,3	1,2,3	2,3	2,3	2,3	2,3	2,3	2,3
Korean				1,2,3	1,2,3	2,3	2,3	2,3	2,3	2,3	2T,3I
Lao	2,3	2,3		2,3	1,2,3	2,3		2,3	2,3		2,3
Macedonian				2,3	1,2,3	3	2,3	2,3	2,3	2,3	2,3
Malay	2,3		1,2,3		1,2,3			2	2,3		2T
Maltese	2,3			2,3		3			2,3		2T
Mandarin	2,3	2,3	1,2,3	3,4	1,2,3,4	3	2,3,4	2,3	2,3,4	2T,3	2,3,4
Persian				1,2,3	1,2,3	3	2,3		2,3		2T,3I
Polish	2,3		1,2,3	2,3	1,2,3	3	2,3	2,3	3	2,3	2T,3I
Portuguese	2,3	2,3		2,3	1,2,3	2,3		2,3	3	2,3	2T,3I
Punjabi										2	
Romanian		2,3		2,3	1,2,3	3	2,3		3		2T
Russian			1,2,3	3,4	1,2,3,4	3	2,3,4	2,3	3	2,3,4	2,3
Samoan										2	2,3
Serbian	2,3	2A,3A	1,2,3	2,3	1,2,3	3		2,3	3	2,3	2,3
Slovak				1,2,3							2T
Spanish	2,3	2,3	1,2,3,4	3,4	1,2,3,4	3	2,3	2,3,4	3	2,3,4	2,3
Thai	2,3	2,3		2,3	1,2,3,4	2,3		2,3	2,3	2,3	2T,3I
Tongan										2	2,3
Turkish	2,3	2,3		3	1,2,3	3		2,3	3	2,3	2T,3I
Ukrainian					1,2,3					2,3	2T
Vietnamese	2,3	2,3	1,2,3	3	1,2,3	3	2,3	2,3	3	2,3	2,3
Total No of Languages	25	18	17	33	27	30	23	25	28	31	41

Key to Levels:

1 = Language Aide: 2 = Paraprofessional Translator and Interpreter: 3 = Translator and Interpreter: 4 = Advanced Translator
 T = Translation Test only; I = Interpreting Test only; A = Admission Test only.

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 6 below shows that:

- * the overall candidature was 8.1% less than the previous program (3830 tests vs 4170 tests) and reflects a slight decline in the acceptance rate of invitations at the first professional level from approximately 45% to 41%. As more candidates attend NAATI workshops and realise the standard required, more withdraw their interest in testing;
- * the overall acceptance rate in the annual program at 26.3% was comparable with the previous program (26.5%);
- * the same acceptance rate for paraprofessional testing (18.4%) as is 1993/94. The advertised cessation of accreditation after December 1994 did not encourage a greater acceptance rate for the Paraprofessional Translator Test in 1994/95 as expected;
- * a return to a more normal level in the acceptance rate at the professional level at 36.6% after an abnormally high rate in 1993/94 of 41.2% (34.6% in 91/92, 36.4% in 92/93);
- * the average of pass rates across all tests was 32.7%, marginally higher than for the previous program (31.1%). Specifically, the pass rates by level varied from 37.3% at the paraprofessional level to 21.5% for the first professional level;
- * a higher pass rate for translation (40.4%) but lower for interpreting (34.1%) at the paraprofessional level compared with the previous year (40.8%) and (37.3%) respectively;
- * the significant variation in the pass rate between the language directions for the Translator Test, namely 16.5% from English into the other language and 26.4% from the other language into English;
- * the acceptance rate for special on-demand tests was 87%, marginally higher than last year 85.2%;
- * the average pass rate for special on-demand tests was 35.9%, slightly higher than for the tests in the annual program (32.7%). This may reflect the greater confidence and competence of candidates seeking accreditation by this type of test which has a fee at a higher level of cost recovery;
- * the average pass rate for the oral Language Aide test was 56.1% and for the written test 44.8%, a good result for the first program;
- * a more meaningful interpretation of acceptance and pass rates should exclude values where only a small number of candidates sat for a test, such as for the Advanced Translator Test.

Table 6: 1994/95 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 Inv	No Sat	% of Accept	No Pass	% of Pass
Language Aide Oral Written	569 569	317 192	55.7 33.7	178 86	56.1 44.8	n/a	n/a	n/a	n/a	n/a
Paraprofessional Translator	4555	872	19.1	351	40.4	20	19	95.0	14	71.35
Paraprofessional Interpreter	3283	580	17.7	198	34.1	157	124	78.9	44	35.5
Translator Paper 1 Paper 2	1354 1121	567 462	41.8 41.2	94 122	16.5 26.4	118 116	111 111	94.0 95.6	28 46	25.2 41.4
Interpreter	1491	400	26.8	86	21.5	68	53	77.9	18	77.9
Advanced Translator Paper 1 Paper 2	24 18	11 9	45.8 50.0	0 0	0.0 0.0	3 1	1 1	33.3 100.0	0 1	0.0 100.0
Total	12984	3410	26.3 (Avg)	1115	32.7 (Avg)	483	420	87.0 (Avg)	151	35.9 (Avg)

A comparison of the pass rates for the various levels of tests in the period 1990/91 to 1994/95 as presented in Table 7 below, highlights several variations.

The pass rates for the Paraprofessional Translator Tests fluctuated between 29.3% in 1990/91 and 40.8% in 1993/94 with a rate of 40.3% for the current year. The pass rate for the Paraprofessional Interpreter Test has also fluctuated between 30.3% in 1991/92 and 41.8% in 1992/93 with a rate of 34.1% in the current year.

The average pass rates for the Translator Test (English into LOTE) has varied from a peak of 23.8% in 1990/91 to 16.5% in the current year. By comparison the pass rate for papers from LOTE into English has fluctuated between 44.8% in 1990/91 and 26.4% in the current year.

The lower pass rate for Paper 1 (into the LOTE) 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 rather than as the language of instruction or study in overseas educational systems.

The pass rate for the Interpreter Test has returned to the 1990/91 level ie. 21.5%.

The average pass rates for the Advanced Translator Tests have fluctuated widely over the past five years with a peak pass rate in paper 1 for 1991/92 (28.5%). It should be noted, however, that the statistics relating to these tests should be treated with some caution due to the small number of candidates participating at this level.

Overall, the average pass rates for all levels fell consistently over the period 1990/91 to 1992/93 from 25.6% to 21.0%. However the average pass rate for 1993/94 recovered to a higher rate of 27.2%, but has reverted to more normal levels at 24.4% in the current year.

Table 7: A Comparison of Average Pass Rates by Level and Test: 1990/91 - 1994/95

Test	Pass Rate 90/91	Pass Rate 91/92	Pass Rate 92/93	Pass Rate 93/94	Pass Rate 94/95
Language Aide	n/a	n/a	n/a	n/a	56.1
Paraprofessional Trans.	29.3	32.3	39.6	40.8	40.3
Paraprofessional Int.	40.9	30.3	41.8	37.3	34.1
Translator Paper 1: Paper 2:	23.8 44.8	20.1 35.1	18.2 30.9	22.5 27.2	16.5 26.4
Interpreter	21.5	19.6	16.5	20.9	21.5
Advanced Trans. Paper 1: Paper 2:	5.8 13.4	28.5 8.3	0.0 0.0	14.2 27.2	0.0 0.0
Average of all Levels	25.6	24.9	21.0	27.2	24.4

A comparison of pass rates on a State/Territory basis as shown by Table 8 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.
- * Except for the Northern Territory and South Australia, the pass rates for all other states show a remarkable consistency varying only by about 5%. While the smaller number of candidates sitting in Northern Territory and Tasmania gives less reliability to the statistics, results from other states cluster close to the nation average.

- * Greater variation about the mean of 34.1% exists for pass rates in the Paraprofessional Interpreter Test.
- * For the Translator Test (Paper 1: English into LOTE), NSW, Qld and Victoria performed at a level close to the national average while the ACT performed significantly higher. For paper 2 (LOTE into English) the performance is more consistent with the mean, except for Tasmania.
- * The pass rate for the Interpreter Test showed considerable variation from the national average of 21.5% with Tasmania showing a 100% pass rate and the Northern Territory at zero percent. The small number of candidates in these areas tend to distort the statistics.
- * For the Advanced Translator Test rates, a comparison with the national average has little meaning since very few candidates sat in any particular State or Territory.
- * 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 in the Translator Test with a candidature in excess of 20 ranged from 5.7% for Arabic to 29.6% for Cantonese (into the LOTE) and 17.9% for Mandarin to 30.0% for Spanish (into English).

Table 8: Percentage Pass Rates for NAATI Tests by State/Territory: 1994/95 Program

Test	ACT	NSW	NT	QLD	SA	TAS	VIC	WA	Nat Avg.
Language Aide	70.0	60.0	-	53.3	50.0	66.6	52.2	53.3	56.1
Paraprof. Tran	47.2	40.2	47.7	45.3	35.8	52.5	42.8	26.7	40.4
Paraprof. Int	50.0	33.9	100.0	34.7	40.7	71.4	26.5	24.1	34.1
Translator Paper 1	46.6	12.8	n/a	18.6	28.0	28.5	18.2	8.3	16.5
Paper 2	18.1	25.9	n/a	21.4	24.0	66.6	29.8	18.7	26.4
Interpreter	40.0	19.5	0.0	20.0	23.0	100.0	21.3	25.0	21.5
Advanced Trans Paper 1	0.0	0.0	n/a	0.0	n/a	n/a	0.0	0.0	0.0
Paper 2	0.0	0.0	n/a	0.0	n/a	n/a	0.0	n/a	0.0

National Average Pass rate for all tests at the paraprofessional and first professional level = 27.8%

Note: Table 8 includes pass rates for special tests.

B.1.2.3 Persons Awaiting Testing

Since annual testing programs include only a selection of languages and levels based on demand for testing by candidates and demand for qualified practitioners by employers, testing in all languages and levels cannot be made available in any one year. However, candidates may request a special on-demand test if they seek urgent accreditation. The annual testing policy together with the fact that applications for testing are received all year round, means that there will always be some candidates who are waiting for testing. This group of candidates represent the "backlog."

NAATI makes a conscious effort to keep to a minimum the "backlog" of candidates waiting to sit for tests. NAATI defines 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 excludes 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, though growing (see Table 9 below). During the year under review, 424 requests for testing in these languages were added to the list bringing the total to 1655. The languages of strongest demand within this category include Tetum (172), Bosnian (156), Hokkien (127), Assyrian (118), Urdu (96), Hebrew (87), Armenian (86), Swedish (83), Slovene (78) Danish (63), Tamil (63), Sinhalese (49), Pushto (45), Norwegian (36), Lithuanian (36), and Burmese (26).

In view of the growing demand for accreditation tests in the above languages, NAATI will continue to establish new examiners panels each year with a view to introducing accreditation testing in a wider range of language. As indicated previously in this report, examiners panels have been established for Bosnian and Urdu with a view to introducing testing in 1995/96.

Table 9: Number of Language Entries Seeking Accreditation in Languages Never Likely to be Tested: 1991 - 1995

Test	30.6.91	30.6.92	30.6.93	30.6.94	30.6.95
Language Aide	104	104	111	110	160
Paraprofessional Translator	220	280	343	393	488
Paraprofessional Interpreter	281	351	427	483	715
Translator	79	90	114	123	134
Interpreter	77	89	116	122	156
Advanced Translator	0	0	0	0	2
TOTAL	761	914	1111	1231	1655

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 10 below demonstrates that the backlog was reduced again in the period under review from 3,482 at 30 June 1994 to 3,061 at 30 June 1995. The backlog has been significantly reduced for the Paraprofessional Tests in Translation since the current testing programs offered a very wide range of languages at this level. In the last twelve month period the backlog has been reduced for this level from 2080 to 1201. There has been an increase for the professional level from 1255 to 1701. The backlog appears to be stabilising at a number commensurate with the number of new requests for testing made each year.

During the years prior to 1990, NAATI received approximately 1600 new applicants per year who made requests for approximately 4400 accreditations (based on 2.751 entries per applicant). However, since 1990 the number of new applicants has consistently exceeded this number and shown signs of consistent growth. The 2386 new candidates in 1994/95 was only slightly lower (by 172) than the record set in 1994/95. They sought 6514 accreditations or 2.73 each. Many of these requests were 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.

**Table 10: Status of Language Entries in Relation to Invitations to Tests:
30 June 1993, 30 June 1994 and 30 June 1995**

(a) 30 June 1993						
Test Type	Not Yet Inv (1)	Inv. Once	Inv. Twice	Inv. Thrice	Removed (2)	
Language Aide	490	1264	1540	0	32	
Paraprofessional Admission	0	0	0	0	4803	
Paraprofessional Translator	1315	2021	2025	503	2897	
Paraprofessional Interpreter	1017	2363	2443	798	2827	
Translator	589	881	620	474	3867	
Interpreter	312	685	531	413	3405	
Advanced Translator	140	88	59	59	88	
Total	3863	7302	7218	2247	17919	

(b) 30 June 1994						
Test Type	Not Yet Inv (1)	Inv. Once	Inv. Twice	Inv. Thrice	Removed (2)	
Language Aide	11	4	72	3190	32	
Paraprofessional Admission	0	0	0	0	4753	
Paraprofessional Translator	949	1673	1781	1867	3377	
Paraprofessional Interpreter	1131	2516	1852	1725	3583	
Translator	718	1054	707	429	4408	
Interpreter	537	807	532	358	3821	
Advanced Translator	136	82	59	33	133	
Total	3482	6136	5003	7602	20107	

(c) 30 June 1995						
Test Type	Not Yet Inv (1)	Inv. Once	Inv. Twice	Inv. Thrice	Removed (2)	
Language Aide	27	382	71	3149	32	
Paraprofessional Admission	0	0	0	0	4697	
Paraprofessional Translator	212	1153	1534	1744	5233	
Paraprofessional Interpreter	989	2270	1821	1072	5260	
Translator	1160	1140	784	324	4882	
Interpreter	541	823	583	347	4169	
Advanced Translator	132	93	61	14	152	
Total	3061	5861	4854	6650	24425	

(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, e.g. death of an applicant, withdrawal of application for testing, or permanent relocation overseas.

B.1.2.4 Testing Activities: Summary

Table 11 below summarises the statistics on applicants and language entries for the 1994/95 period. During the period NAATI received 2,386 new applications for accreditation. In the period under review 1,130 candidates received their first accreditation and an additional 364 candidates received a second, third or more accreditation, giving a total of **11,479 accredited persons** at the end of the period under review. At 30 June 1995 these persons held 18,679 accreditations, while 947 persons held 1,777 recognitions. Of the 18,679 accreditations 6,423 are at the Interpreter and Translator Level, 242 at the Advanced Translator and Conference Interpreter level and 31 at the Advanced Senior level.

In September 1994, NAATI offered the first tests for the Language Aide resulted in qualification. There were 317 oral tests in twelve languages which resulted in 178 qualifications being awarded. The Language Aide award is referred to as a "qualification" rather than an accreditation and as such is not part of the Interpreter/Translation accreditation spectrum.

Table 11: Applicant Statistics: Persons and Languages Entries: 1994/95

a) PERSONS	
Number of applicants, up to 30.6.1994	26,328
Number of new applicants 1.7.1994-30.6.1995	2,386
Total number of applicants, as at 30.6.1995	28,714
Number of persons accredited, up to 30.6.1994	10,349
Number of applicants accredited, 1.7.94-30.6.1995 without previous accreditations	1,130
Total number of persons accredited as at 30.6.1995	11,479
Number of persons recognised, up to 30.6.94	858
Number of persons recognised 1.7.94-30.6.95	89
Total number of persons recognised as at 30.6.95	947
Total persons accredited and/or recognised at 30.6.94	11,207
Total persons accredited and/or recognised at 30.6.95	12,426
 b) LANGUAGE ENTRIES	
Number of language entries, up to 30.6.1994	72,755
Number of new language entries 1.7.94-30.6.95	5,566
Total number of language entries as at 30.6.1995	78,321
Number of language entries accredited up to 30.6.94	16,900
Number of language entries accredited 1.7.94-30.6.95	1,779
Total number of language entries accredited as at 30.6.95	18,679
Number of language entries recognised up to 30.6.1994	1,627
Number of language entries recognised 1.7.91-30.6.95	150
Total number of language entries recognised as at 30.6.95	1,777
Total number of language entries accredited/recognised as at 30.6.94	18,621
Total number of language entries accredited/recognised as at 30.6.95	20,456

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 1990 and 1995. It can be seen that the 1994/95 program although slightly smaller than the previous year, was still a large one.

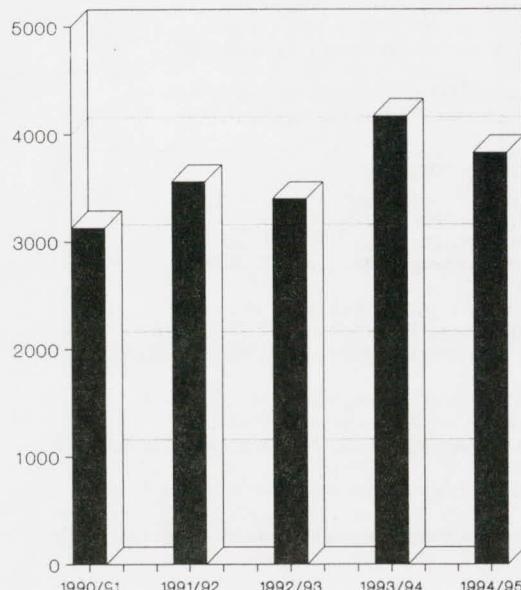
Graph 2 illustrates the person statistics at 30 June 1995. As expected, it can be seen that New South Wales and Victoria have the largest number of applicants and accredited persons. In most States, approximately 40 to 45% of applicants are accredited, the only exception being Tasmania which has approximately 35% of its applicants accredited. It is interesting to note that of the overseas applicants, approximately 58% have achieved accreditation, most of whom have done so by the testing method.

Graph 3 shows the level of activity associated with the testing program for 1994/95 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 South Australia, Queensland and Western Australia are comparable in the level of activity for all three categories at approximately 17% 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. However, the total population in each of these states and the population of non-English-speaking background people is well below that of other states and hence a lower level of activity in Interpreting/Translation accreditation is to be expected. Overall, the number of accreditations awarded represents only about 20% 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.

Graph 1

Number of Tests 1991-1995

Accreditation Tests

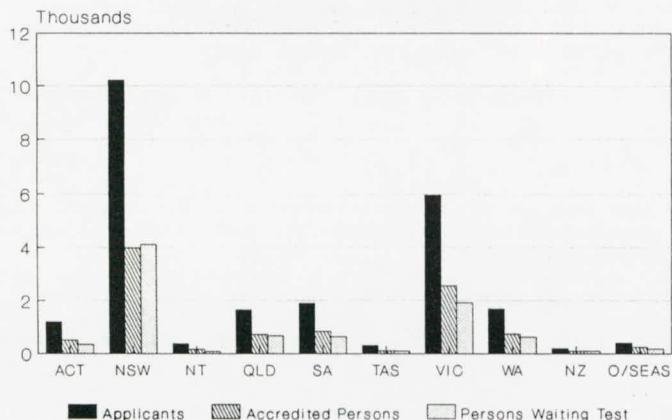


Based on Language Entries

Graph 2

PERSON STATISTICS: 30.6.95

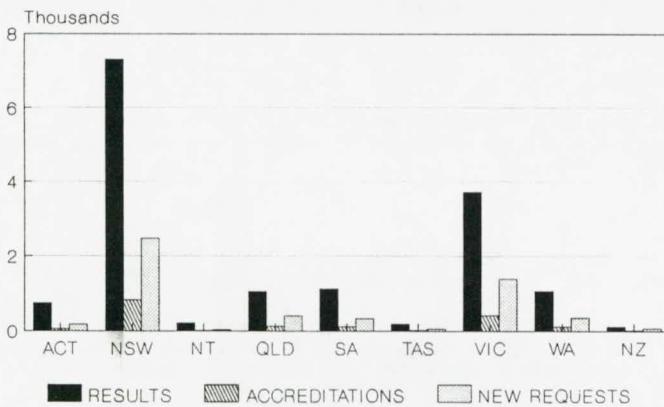
Applicants, Accredited, Awaiting Tests



Graph 3

TESTS: 1.7.94 to 30.6.95

Results, Accreditations, New Requests



Based on Language Entries

In summary, it is clear from the graphs that there is a continuing and strong demand for NAATI tests from new applicants. In the period under review NAATI received an additional 5566 requests for accreditations of which 4953 were for tests. To date, 13,576 accreditations have been awarded on the basis of testing with 1218 being awarded in the period under review. Approximately 67% 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.

B.1.2.5 Testing Policy Issues

During the period under review, NAATI implemented decisions taken in the previous period. Specifically, the following changes were introduced:

- a) NAATI notified candidates of the topics of the consecutive passages on the Interpreter Test two weeks prior to the test. In each case, the field and sub-field of the topic was identified; eg. Medical: cardiology.
- b) New criteria for eligibility for testing became effective from 1 January 1995. They are:

Paraprofessional Level

Candidates must have general education equivalent to at least 4 years of Australian secondary education and demonstrated proficiency in both languages, indicated through one or more of the following:

- i) a demonstrable involvement in I/T within the community;
- ii) reaching a satisfactory rating in an English and/or foreign language proficiency test;
- iii) a pass in a Language Aide test in the language in which testing is required.

In cases where a person's education has been interrupted for any special reasons, these criteria may be waived at the discretion of NAATI.

First Professional Level

- i) Interpreting:

Candidates must have general education to degree or diploma level; or NAATI accreditation as an interpreter at the paraprofessional level in the language in which they are seeking testing.

- ii) Translation

Candidates must have general education to degree or diploma level; or NAATI accreditation as a Paraprofessional Translator in the language in which they are seeking testing;

OR:

From 1 January 1995, demonstrated work experience attested to by an employer; or evidence of relevant post-secondary studies.

(Note: Paraprofessional translation was phased out after 31 December 1994 except for languages of special community need for recent immigrant and refugee arrivals and for the Aboriginal and Torres Strait Islander languages.)

In addition to the implementation of the above policies, the Board determined the following new policies:

- * Format changes to the Translator and Interpreter tests which were accepted by the Board in 1993/94 would be implemented in the 1995/96 program.
- * NAATI would introduce a three year testing program from July 1995 but that the languages included for the second and third year would include a minimum number of languages so that languages of unexpected demand could be added on a yearly basis.

B.1.2.6 Test Research

a) Review of Test Reliability

At the end of the 1992/93 financial year, the Board commissioned a research project to the Australian Council for Educational Research to analyse selected NAATI tests in terms of reliability, including comparability of test results from year to year, comparability of test results across languages, issues of within-test comparability/reliability and inter-marker reliability. Although the project was due for completion within the 1994/95 financial year, the ACER was unable to meet its obligation in terms of the agreed time framework. The report was finally submitted in January 1995.

The ACER report was disappointing since it did not provide as much detail or analysis as was expected. Further, the methodology lacked rigour and the subcontracted language experts lacked credibility in the context of I/T. Despite these inadequacies, the major findings of the report included:

Spanish Exams 1989-1992:

- * Test designers generally followed the guidelines for sources of materials, variety of topics, and length of passages/segments.
- * As required, the language register was at a general level requiring only general knowledge of the subject areas.
- * The translation tests from Spanish into English have become more difficult since 1989.

Mandarin Exams, 1989-1992:

- * The level of difficulty of the dialogues in the Interpreter Tests between 1989 and 1992 was to a large extent similar and reflective of everyday language use.
- * From 1990, there was a change in the content of the consecutive interpreting passages which used more appropriate source of materials, such as speeches rather than written texts.
- * The level of difficulty of material in consecutive interpreting tests was comparable over the four years. No excessively difficult terminology or structures were found.
- * Translation texts for 1990, 1991 and 1992 were largely comparable with little variation in the level of difficulty. The 1989 texts, however, were more difficult due to the greater length which had to be translated in the same amount of time.

General Findings:

- * NAATI tests pose special difficulties for ensuring comparability of test scores statistically from year to year because of the small numbers of candidates in each language on which to conduct analyses.
- * There are opportunities to more closely address the comparability issue through processes of test design and processes of test analysis.

The NAATI Board decided that further research would be appropriate at a future date, when more suitable research expertise could be identified.

b) Assessment of the Eligibility Criteria for Entry to NAATI Translator and Interpreter Examinations

At the beginning of the year under review NAATI received the report by Ms Loree Rudd on the above topic. Ms Rudd, an Honours student in the Department of Modern European Languages at the Australian National University, undertook the project as part of her degree requirements.

To obtain the primary data, the backgrounds of more than a thousand NAATI candidates who had sat for nearly two thousand tests in six languages were examined. The languages selected were Arabic, French, Italian, Mandarin, Spanish and Vietnamese.

Some of the main findings included:

- * Candidates most likely to succeed on NAATI tests, across the six languages studies are most likely to be between the ages of 30 and 50, to have studied in a non-English speaking country and are native speakers of a language other than English (LOTE).
- * In addition to the above, successful translation candidates are likely to have reached an educational standard at B.A. or higher and also hold formal language qualifications.
- * Successful interpreting test candidates do not necessarily hold educational qualifications to B.A. level but are likely to have studied in an English speaking country.
- * The importance of formal language studies as adequate preparation for interpreting and translation is surprisingly insignificant, particularly for interpreting.
- * The greatest majority of accredited translators and interpreters achieved success on their first attempt at the test. In general, those resitting a previously failed test, without considerable upgrading to higher level language competence through formal and informal study and through working knowledge in a broad field within the area of competence sought, are likely to fail the second and third attempts.

B.1.2.7 Examiners Training

In the year under review NAATI conducted two examiner training days, one in Sydney on 8 April and the other in Melbourne on 22 April 1995. The workshops were attended by 85 examiners representing 34% of the total and by 13 teaching staff at tertiary institution responsible for NAATI approved I/T courses. Additional workshops were planned for Canberra, Adelaide, Brisbane and Perth and were to be conducted between July and September.

The training days focussed on the new formats for the Translator and Interpreting tests. Examiners were trained in developing questions to ascertain knowledge of social/cultural and ethical issues particularly in relation to the dialogues presented in tests. In addition, issues of standardisation in marking were addressed.

The workshops in Sydney and Melbourne were facilitated by Professor Adolfo Gentile, Head of the Department of Languages and I/T at Deakin University. They were organised and attended by the NAATI Registrar. The one in Sydney was attended by the NSW Regional Officer and the Executive Director while the Victorian Regional Officer attended the one in Melbourne.

B.2 COURSES OF STUDY

B.2.1 Approval/Re-Approval of Courses

Submissions for approval/re-approval of I/T courses from the institutions listed below were assessed.

Results of assessments made as at 30 June 1995.

A - approved

R - re-approved

A	ACTRAC National Curriculum	National Diploma in Interpreting - Paraprofessional (1995-1999)
A	Centre for Australian Languages and Linguistics, Bachelor College	National Diploma in Interpreting - Paraprofessional (1995)
R	ACT TAFE CMC Perth RMIT	* National Diploma in Interpreting - Paraprofessional (1995-1999)
A	Southbank Institute of TAFE	New language stream: Torres Strait Creole (1994-1995)
R	Deakin University	B.A. in Int/Trans (1995-1999)
A	CMC Perth	New language streams: Jaru, Kukatja, Kitja (1995-1999), as part of the Aboriginal Interpreter Training Project.

***NOTE:**

Other Paraprofessional Interpreting courses were given a one year extension to their existing terms of approval, pending the introduction of the National Curriculum (National Diploma of Interpreting) in January 1996 in those colleges.

A list of NAATI-approved courses as at 30 June 1995 can be found at Appendix VI.

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 12 and 13 below.

Table 12 Number of Accreditations by Course - 1/7/94 to 30/6/95

	CI/AT	I/T	PPI/PPT	Total	
<u>Australian Capital Territory</u> ACT Institute of TAFE	N/A	N/A	1	1	
				--	
				1	
<u>New South Wales</u> University of Western Sydney, Macarthur	N/A	22	47	69	
Petersham TAFE	N/A	N/A	48	48	
Sydney TAFE	N/A	N/A	0	0	
Liverpool TAFE	N/A	N/A	N/A	0	
University of Wollongong	N/A	N/A	7	7	
University of NSW	N/A	N/A	12	12	
				--	
				136	
<u>Northern Territory</u> NT University (Institute of TAFE)	N/A	N/A	0	0	
<u>Queensland</u> Southbank Institute of TAFE	N/A	N/A	10	10	
University of Queensland	2			2	
				--	
				12	
<u>South Australia</u> University of Adelaide (formerly SACAE)	N/A	0	N/A	0	
Adelaide TAFE	N/A	N/A	26	26	
				--	
				26	
<u>Victoria</u> RMIT Technical College	N/A	N/A	40	40	
Deakin University (formerly Victoria College) #	N/A	55	N/A	55	
RMIT CAE (previous years)	N/A	4	N/A	4	
				--	
				99	
<u>Western Australia</u> Central Metropolitan College	N/A	N/A	24	24	
Edith Cowan University # (formerly WACAE)	N/A	2	N/A	2	
				--	
				26	
TOTAL ACCREDITATIONS	2	83	215	300	

Key to Abbreviations:

- 1 CI/AT - Conference Interpreter/Advanced Translator (formerly level 4)
- 2 I/T - Interpreter/Translator (formerly level 3)
- 3 PPI/PPT - Paraprofessional Interpreter/Translator (formerly level 2)
- 4 N/A Not Available

Table 13: Number of Persons Accredited by Course: 1992/93 - 1994/95

State	Level 92/93					Level 93/94					Level 94/95				
	AT/ CI	T/I	PPI/ PPT	1	T	AT/ CI	T/I	PPI/ PPT	1	T	AT/ CI	T/I	PPI/ PPT	1	T
<u>ACT</u>															
ACT TAFE	-	-	2	-	2	-	-	0	-	0	-	-	1	-	1
<u>Total</u>	-	1	2	-	3	-	0	0	-	0	-	-	1	-	1
<u>NSW</u>															
Uni of Western Sydney, Macarthur	-	20	9	-	29	-	21	21	-	42	-	15	27	-	42
Sydney TAFE	-	-	3	-	3	-	-	5	-	5	-	-	0	-	0
Petersham TAFE	-	-	20	1	21	-	-	39	0	39	-	-	41	0	41
Liverpool TAFE	-	-	-	2	2	-	-	-	0	0	-	-	-	0	0
University of Wollongong	-	-	1	-	1	-	-	2	-	2	-	-	7	-	7
University of NSW	-	-	3	-	3	-	-	7	-	7	-	-	7	-	7
<u>Total</u>	-	20	36	3	59	-	21	74	0	95	-	15	82	0	97
<u>NT</u>															
Northern Territory Uni (TAFE)	-	-	2	-	2	-	-	-	-	-	-	-	0	-	0
<u>QLD</u>															
University of Qld	2	-	-	-	2	3	-	-	-	3	2	-	-	-	2
Southbank Institute of TAFE	-	-	16	-	16	-	-	23	-	23	-	-	10	-	10
<u>Total</u>	2	-	16	-	18	3	-	23	-	26	2	-	10	-	12
<u>SA</u>															
University of Adelaide	-	10	2	-	12	-	-	0	-	0	-	-	-	-	-
Adelaide TAFE	-	-	38	-	38	-	-	30	-	30	-	-	24	-	24
<u>Total</u>	-	10	40	-	50	-	-	30	-	30	-	-	24	-	24
<u>VIC</u>															
Deakin University	-	*63	-	-	63	-	*41	-	-	41	-	*36	-	-	*36
RMIT CAE	-	-	-	-	-	-	-	-	-	-	-	3	-	-	3
RMIT TAFE	-	-	57	-	57	-	-	62	-	62	-	-	39	-	39
<u>Total</u>	-	63	57	-	120	-	41	62	-	103	-	39	39	-	78
<u>WA</u>															
Edith Cowan University	-	*4	-	-	4	-	*4	-	-	4	-	*4	-	-	4
Central Metropolitan College of TAFE	-	-	24	-	24	-	-	29	-	29	-	-	24	-	24
<u>Total</u>	-	*4	24	-	28	-	*4	29	-	33	-	*4	24	-	28
<u>Totals Overall-</u>	2	*98	177	3	280	3	66	218	0	287	2	*58	180	-	240

* Total of B.A. & Post Graduate Students Total Persons Accredited 1994/95 = 240; Total Accreditations = 300

B.3 Overseas Qualifications

Table 14: Number of Accreditations by Overseas Qualifications: 1/7/94 - 30/6/95

	<u>Awarded</u>	<u>Languages Covered</u>
<u>Translator</u>		
Translator into other Language	30 accreditations	Arabic, French, German, Mandarin, Portuguese Russian, Spanish
Translator into English	12 accreditations	Cantonese, French, Italian, Japanese
Translator (both directions)	18 accreditations	French, German, Mandarin
<u>Conference Interpreter/Advanced Translator</u>		
Conference Interpreter (both directions)	1 accreditation	Mandarin
Conference Interpreter (into other language)	1 accreditation	Korean
Conference Interpreter (into English)	0 accreditations	
Advanced Translator (both directions)	2 accreditations	French, German
Advanced Translator into other language	2 accreditations	French, Korean
Advanced Translator into English	0 accreditations	
<u>Conference Interpreter (Senior)/Advanced Translator (Senior)</u>		
Conference Interpreter (S) (both direction)	5 accreditations	French, German, Japanese, Spanish
Conference Interpreter (S) (into other language)	1 accreditation	French
Conference Interpreter (S) (into English)	2 accreditations	German, Portuguese
Conference Interpreter (S) (other language combinations)	3 accreditations	French/Spanish, German/Spanish Portuguese/Spanish,
Advanced Translator (S) (into other language)	1 accreditation	Russian
Advanced Translator (S) (other language combinations)	2 accreditations	Dutch/German, Italian/German
Total number of applications assessed*:	98	
Total number of persons accredited*:	67	
Total number of accreditations awarded:	81	

* Formal applications only (there are numerous enquiries also)

Table 15: Number of Accreditations by Overseas Qualifications: 1988/89 - 1994/95

Details of accreditations awarded on the basis of overseas qualifications during the period are as follows. The increase in the number of accreditations awarded on this basis reflects the new assessment procedures introduced in April 1992, ie. accreditation on the basis of overseas qualifications includes translation at Level 3. Accreditation at Level 3 in **interpreting** will remain unavailable on the basis of overseas qualifications assessment.

	88/ 89	89/ 90	90/ 91	91/ 92	92/ 93	93/ 94	94/ 95
# Number of applications received	N/A	N/A	N/A	70	85	83	98
**Number of persons accredited	18	10	5	27	57	44	67
Number of accreditations awarded:-							
CI/AT (Senior)			1	0	0	8	11
CI/AR	17	8	6	8	14	6	10
Translator	6	4	0	30	54	30	60
Total number of accreditations:	23	12	7	38	68	54	81

Complete computer records of applications received were not available until 1992/93. In this year, some of the total number of applications received were successful but accreditations were not actually awarded until after 30.06.92.

** Figures from 1991/92 onwards include accreditations by special overseas assessment, (in association with migration applications from overseas).

Key to Abbreviations:

- 1 CI/AT - Conference Interpreter/Advanced Translator (formerly level 4)
- 2 I/T - Interpreter/Translator (formerly level 3)
- 3 PPI/PPT - Paraprofessional Interpreter/Translator (formerly level 2)
- 4 N/A Not Available

B.4 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. Recognition is awarded in the case of a language which is unlikely to be included in a testing program at any time. Recognition is available in English and one or more other languages.

As a result of a Board decision in April 1995, Recognition will no longer be valid indefinitely but, from 1 July 1995, will be valid from the date of the initial award until such time as NAATI offers the opportunity to obtain accreditation by testing.

During the period under review, Recognition was awarded in the following languages. Recognitions in Bosnian and Urdu were awarded up until 30 June 1995, when these languages were included for the first time in the following year's testing program.

Table 16: Number of Recognitions awarded: 1/7/94 - 30/6/95

Amharic	1	Sinhalese	2
Armenian	4	Somali	1
Assyrian	7	Slovene	2
Bengali	8	Swedish	2
Bosnian	67	Tamil	4
Burmese	2	Teo Chiew	2
Danish	1	Tetum	4
Hokkien	2	Urdu	4
Kurdish	6		
Lithuanian	2		
Oromo	1		
Total No of Recognitions Awarded		123	
* Total No of Persons		73	

- * Some people have Recognition in more than one language and more than one skill, i.e. interpreting **and** translating).

It can be seen from the following statistics in Table 17 that the number of persons "Recognised" in the period under review has increased substantially from the previous year. With the increasing emphasis placed on minimum qualifications for employment in the public sector, there has been an increasing demand for NAATI accreditation at Interpreter/Translator level or above, and for Recognition in the case of languages for which NAATI is unable to offer testing.

Table 17: Number of Persons Recognised: 1989/90 - 1994/95

Year No of Persons	89/90 35	90/91 59	91/92 27	92/93 55	93/94 59	94/95 73
-----------------------	-------------	-------------	-------------	-------------	-------------	-------------

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 accreditation by each method has maintained its relative position and at approximately the same level. The most significant growth has been in accreditations on the basis of overseas qualifications which is a result of the change of policy which since 1992 permits such accreditations for translation at the Interpreter/Translator level. Another important reason is the system of special overseas assessments (submitted in association with migration applications)

which was introduced in 1992. There has been an increase in the number of applications of this type. Over the longer term accreditation by testing has maintained its importance by providing the means of accreditation for approximately 70% of candidates.

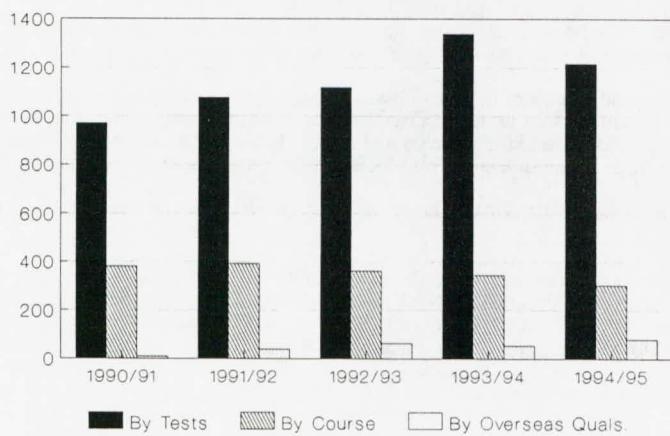
Graph 4 also illustrates that **accreditations by course** completion have declined for the fourth consecutive year from 392 in 1991/92 to 303 in 1994/95. This has occurred despite the variations in testing programs. It should be noted that of the 303 course accreditations, in the period under review, only 86 were at the Interpreter/Translator level. As in previous years, the largest number of course accreditations (215) were granted at the paraprofessional level especially in interpreting (182). This reflects the impact of the NAATI policy to phase out translation at the paraprofessional level.

The trend in **accreditation by overseas qualifications** shows that it has increased substantially from 8 in 1991 to 80 in 1995. This increase has been a result of the re-introduction of assessment (translation only) at the first professional level in April 1992 and the introduction of special overseas assessment procedures.

Graph 4

ACCREDITATIONS BY METHOD

By Test, Course, Overseas Qualification



B.6 The NAATI Review

At the March 1994 Officials Meeting and Ministers Conference, Ministers noted the latest paper on NAATI directions and consequent funding issues, noting that these matters had now been on their agenda for several years without resolution. The Commonwealth, States and Territories could not reach consensus on the proposed Corporate Plan or Registration Board. Ministers resolved that the Commonwealth Department of Immigration and Ethnic Affairs would prepare papers for an out-of-session meeting of Officials to resolve the Corporate Plan directions.

The out-of-session meeting did not eventuate and the matter was discussed next at the October 1994 meeting of the Standing Committee of Immigration and Multicultural Affairs (formerly known as the Officials Meeting). At this meeting Members of NAATI decided that NAATI would commission an external business management consultant to assist NAATI to develop a business plan. A key objective would be to identify efficiencies which would, *inter alia*, allow for additional functions to be undertaken, such as expanded and/or alternative service delivery, certification for specialist interpreting (eg. courts) and to establish limits for any such measures bearing in mind NAATI's core functions.

Having engaged the consulting firm Coopers and Lybrand, the review commenced in mid-November, with Steering Committee meetings on 17 November 1994, 16 December 1994 and 17 January 1995. An Extraordinary General Meeting of the company was convened on 21 February 1995. Members expressed dissatisfaction with the report and plan and requested Coopers & Lybrand to amend the business review and plan so that a definitive business plan, including options, was produced. Coopers and Lybrand submitted the final report in May 1995.

The Business Plan as prepared by Coopers and Lybrand was discussed by Officials and Ministers at their June 1995 meetings. In accordance with the Members of NAATI, Ministers also expressed dissatisfaction and noted that there was a need to undertake further discussions and work to ensure development of a business plan acceptable to NAATI Members.

Ministers noted that the Members of NAATI would meet the incoming Board during August to establish clear understandings on preferred directions for NAATI. It was agreed that the incoming Board of NAATI should be asked to develop and cost a Business Plan for NAATI based on this meeting with Members, for consideration by officials at their meeting in October 1995.

The financial year ended with NAATI being under "review" for the fourth consecutive year without resolution.

As expressed in previous annual reports, the continuation of unresolved reviews has tended to retard the development and progress of NAATI. Although normal functions were maintained, NAATI operations were affected by the lack of resolution of the review. Expenditures on important equipment were curtailed and staff numbers remained the same, despite the increased workloads created by both natural growth and the inability to introduce new labour-saving technology. Staff morale remained low and NAATI had its first case of worker's compensation related to stress. However, in spite of these difficulties, NAATI experienced a very productive year as is witnessed by the list of major decisions and activities on pages 2 and 3 of this report.

B.7 NAATI Training and Testing in Capital and Non-Capital Cities

During the financial year 1994/95 NAATI increased its provision of training workshops throughout Australia. In total 57 programs were delivered as follows:

State	Preparatory Test Workshops	Skill Specific Workshops
ACT	2	0
NSW	16	9
NT	2	0
QLD	5	0
SA	9	0
TAS	1	0
VIC	6	1
WA	2	4
TOTAL	43	14

Significant growth in training provision was made in New South Wales, South Australia and Victoria where sixteen, nine and six test preparatory workshops respectively were delivered to NAATI candidates. In addition 14 special skills workshops were delivered to individuals and employers seeking specialised training.

In addition to the delivery of training programs, NAATI testing was conducted in all the state/territory capital cities as well as in country centres. The extension of testing beyond the capital cities doubled from eight centres in 1994/95 to sixteen centres in 1994/95. These centres included:

Wollongong, NSW
Newcastle, NSW
Coffs Harbour, NSW
Lismore, NSW
Parkes, NSW
Port Macquarie, NSW
Walgett, NSW
Alice Springs, NT
Townsville, QLD
Cairns, QLD
Coober Pedy, SA
Wodonga, VIC
Bendigo, VIC
Malden, VIC
Geraldton, WA
Karratha, WA

The organisation of test venues and times was administered by the Regional Officers in the state/territory capital cities while the actual conducting of tests in rural centres was devolved to selected local supervisors. NAATI met all known demands for testing in regional centres during the year under review.

B.8 NAATI Contributions to National/State Inquiries or Developments

B.8.1 Access to Justice - an Action Plan

In September 1994, NAATI was requested to provide a response to the report entitled *Access to Justice: An Action Plan* which was issued by the Attorney-General's Department. The report was aimed at improving the accessibility and the affordability of the justice system in Australia.

With reference to the recommendations in the report, NAATI was able to respond to issues related to the need for interpreter services, the right to an interpreter, competence of interpreters, interpreting in Aboriginal languages and funding for interpreters. More specifically, NAATI provided details about its accreditation facilitates and strongly supported the recommendation that a national registration system be established.

B.8.2 ACT Languages Policy

In April 1995 NAATI submitted a response to the ACT draft Languages Policy. The policy included specific references to interpreting and translation, which were welcomed by NAATI. NAATI supported the recognised need for appropriate pre- and in-service training for translators and interpreters and emphasised the need to employ NAATI accredited practitioners for all official work.

NAATI noted that the policy was based on sound purposes and objectives; that is was ambitious and would require strong political support, innovative implementation strategies and adequate funding.

B.9 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 when opportunities arose, such as, in conjunction with the times when the Board met. Accordingly, contact was made with a wide variety of individuals and groups who have an interest in interpreting and translation. Consultations were made with the following:

AUSIT, National Executive representatives and State Branch officials on 23 July 1994 (Sydney), 30 November 1994 (Melbourne), 8 February 1995 (Sydney)

The Regional Advisory Committees of Victoria, 30 November 1994

Health Care Interpreter Service (NSW) and the Translating and Interpreting Services (NSW Branch); 20 July 1994

Institute of Law, NSW; 20 July 1994, Sydney

Australian Medical Association, NSW Branch; 20 July 1994, Sydney

The Roads and Traffic Authority, NSW; 20 July 1994, Sydney

Director of the Office of Multicultural Interests, (W.A.); 5 September 1994

Ms Dagmar Dixon, Lecturer, CMC Perth; 5 September 1994

The Crown Prosecutor, and the Stipendary Magistrate re the need for interpreters in Aboriginal languages; 3 October 1994, Alice Springs

Australian Aboriginal Legal Aid Service, 3 October 1994, Alice Springs

Institute of Aboriginal Development, 3 October 1994, Alice Springs

Chief Magistrate, and Magistrate, 4 October 1994, Darwin

Office of Aboriginal Development; 4 October 1994, Darwin

NT Legal Aid Commission; 5 October 1994

Department of Social Security, 3 October, Alice Springs and 5 October, Darwin

The Victorian Interpreter and Translator Service (VITS); 30 November 1994, Melbourne

The Central Health Interpreter Service (CHIS), Melbourne; 30 November 1994 Melbourne

Translating and Interpreting Service (TIS) (Victorian Branch), 30 November 1994, Melbourne

Victorian Private I/T Agencies including, All Graduates I/T Services, A to Z Berlin International Language Centre, Conference Interpreters International, and International Language Company; 30 November 1994, Melbourne

NSW Private I/T Agencies including Language Professionals, the Multilingual Translation Centre, and Associated Translators and Linguists; 8 February 1995, Sydney

Law Society of NSW; 8 February 1995, Sydney

In addition, NAATI was represented at the following conferences by the Executive Director who also presented papers at the April and June Conferences

I/T Practitioners' Conference, 3 December 1994, Melbourne

I/T Conference, University of Western Sydney, 1 April 1995

First International Conference on Community Interpreting, Toronto, Canada, 1-3 June 1995

Part C: Financial Report

C.1 Overview

Operations in the year ended 30 June 1994 resulted in an audited loss of \$17,412, down from the 1994 surplus of \$34,327 by \$51,739. The Authority's revenue was lower than in the previous year by \$36,061 giving a total revenue of \$1,561,770. The major cause of the decreased revenue was the decline in testing revenue by \$57,500. This decline in test revenue was marginally offset by increases in "other" revenue by \$6,824 and government funding by \$14,615. During 1994/95, NAATI self-generated 52.4% of its revenue, slightly less than the record set in the previous year at 54.3%.

Total expenditure increased very marginally during the year under review by \$15,678. An increase in operating expenditure of \$48,771 was offset by a decrease in testing expenditure of \$33,093. The main increases in the operating expenditure included the Coopers & Lybrand consultancy, office rental and salaries. The overall effect has been to reduce the accumulated profit of the preceding year (\$440,854) by \$17,412 to \$423,442 at 30 June 1995. Although the Authority has now substantially met its goal of achieving sufficient accumulated profits to meet contingencies and to provide for research and development, it deferred investment into its future in this financial year, waiting for the outcome of the review to be made known.

C.2 NAATI Income and Expenditure: 1994/95

Table 18 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 the financial years ending 30 June 1993, 1994 and 1995. The table is based on cash flow operations during the year and indicates a cash deficit of \$17,412 on 30 June 1995. This caused a small decrease in the reserves to commence the new financial year. The reserves provided a source of funds for NAATI to commence the new year prior to the receipt of the Government grants. In the period under review, six governments paid their full subsidy in one payment (Commonwealth, ACT, NSW, NT, QLD and VIC); two half year payments (SA and TAS), and one government made its contribution by four quarterly payments (WA). As more governments pay in single payments, greater administrative efficiency can be achieved.

Table 18: NAATI Income and Expenditure: 1992/93 - 1994/95

	1992/93		1993/94		1994/95
A. INCOME					
1. <u>Government</u>					
Commonwealth	363,000		374,000		382,000
ACT	6,000		6,000		6,100
New South Wales	124,000		124,000		126,350
Northern Territory	3,150		3,150		3,200
Queensland	57,150		57,150		58,250
South Australia	31,000		31,000		31,600
Tasmania	9,950		9,950		10,150
Victoria	93,400		93,400		95,000
Western Australia	31,500		31,500		32,115
Total	\$719,150	(51.0%)	730,150	(45.7%)	744,765
2. <u>Non-Government</u>					
Testing-Related (a)	483,052		569,561		512,061
Other	207,567		298,120		304,944
Total	690,619	(49.0%)	867,681	(54.3%)	817,005
Total Income	1,409,769		1,597,831	(100%)	1,561,770
B. EXPENDITURE					
Testing-Related (b)	263,567	(18.5%)	303,570	(19.4%)	270,477
Other	1,160,309	(81.5%)	1,259,934	(80.6%)	1,308,705
MOC	-		-		-
Total Expenditure	1,423,876	(100%)	1,563,504	(100%)	1,579,182
C. SURPLUS/(DEFICIT)	(\$14,107)		\$34,327		(\$17,412)

(a) It is not practicable to attribute all testing-related items to this category; e.g. staff salaries, postage/courier, telephone etc. are included under "Expenditure - Other".

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

C.3 Financial Statements: 1994/95

The following pages provide the audited reports for the financial year ending 30 June 1995. The balance sheet indicates an accumulated profit for the company of \$423,442 as compared to an accumulated profit of \$440,854 in the preceding year. The detailed profit and loss statement for the year ending 30 June 1995 shows a net operating loss for the year of \$17,412. This represents an decrease in operating profit from the previous year of \$51,739. Contributing to the reversal from an operating profit to an operating loss was an decrease in operating revenue of \$36,061 in relation to a small increase in operating expenditure of \$15,678.

An analysis of the financial statements for 1994/95 indicate a number of trends:

- a) the maintenance of Government revenue at 1994/95 dollar levels, adjusted by a deflator but not keeping pace with general inflation and resulting in a real decrease in disposable revenue;
- b) the maintenance of self-generated income at a level above 50%;
- c) an reduction in the increase in expenditure from 8.8% in 1994/95 to 1.00% in 1994/95 mostly attributable to the deferral of investment in equipment, fewer promotional activities, and economies in postage/courier, staff overtime and staff training and development.
- d) an decrease in testing expenditures (9.2%) reflecting the 8.2% decrease in the number of tests conducted; and
- e) the maintenance of a near break-even result.

The financial resources in 1994/95 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 accrual accounting procedures.

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A Company Limited By Guarantee)
A.C.N. 008 596 996**

Independent Audit Report to the Members of National Accreditation Authority for Translators and Interpreters Ltd.

Scope

We have audited the financial statements, being the Statement by Directors, Profit and Loss Account, Balance Sheet, Statement of Cash Flows and notes to and forming part of the financial statements of the National Accreditation Authority for Translators and Interpreters Ltd for the year ended 30 June 1995. The Authority's directors are responsible for the preparation and presentation of the financial statements and the information they contain. We have conducted an independent audit of these financial statements in order to express an opinion on them to the Members of the Authority.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian accounting standards and statutory requirements so as to present a view of the Authority which is consistent with our understanding of its financial position and the results of its operations and cash flows.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion, the financial statements of the National Accreditation Authority for Translators and Interpreters Ltd are properly drawn up:

- (a) so as to give a true and fair view of:
 - (i) the state of affairs as at 30 June 1995, and of the profit and cash flows for the year ended on that date of the Authority and;
 - (ii) the other matters required by Division 4, 4A and 4B of Part 3.6 of the Corporations Law to be dealt with in the financial statements;
- (b) in accordance with the provisions of the Corporations Law; and
- (c) in accordance with applicable Accounting Standards

HARDWICKE'S
Chartered Accountants

Robert J. Johnson



Date:
Canberra

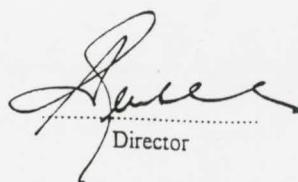
NATIONAL ACCREDITATION AUTHORITY FOR
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A.C.N. 008 596 996

STATEMENT BY DIRECTORS

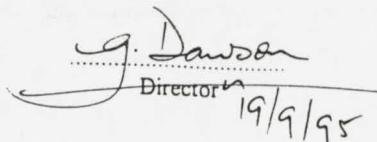
1. In the opinion of the Directors of National Accreditation Authority For Translators and Interpreters Limited:
 - a. The accompanying Profit and Loss Account is drawn up so as to give a true and fair view of the loss of the Authority for the financial year ended 30th June, 1995;
 - b. The accompanying 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 will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the directors by:

Date: 15/9/95



.....
Director



.....
g. Dawson
.....
Director
19/9/95

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.**
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A.C.N. 008 596 996

BALANCE SHEET AS AT 30TH JUNE, 1995

1994		Note	1995
	CURRENT ASSETS		
577,352	Cash	4	562,660
-	Receivables		13,118
9,699	Other	5	11,975
<u>587,051</u>	TOTAL CURRENT ASSETS		<u>587,753</u>
	NON-CURRENT ASSETS		
79,732	Property, Plant and Equipment	6	73,508
<u>79,732</u>	TOTAL NON-CURRENT ASSETS		<u>73,508</u>
<u>666,783</u>	TOTAL ASSETS		<u>661,261</u>
	CURRENT LIABILITIES		
78,854	Creditors and Borrowings	7	59,709
58,661	Provisions	8	66,094
42,598	Other	9	47,040
<u>180,113</u>	TOTAL CURRENT LIABILITIES		<u>172,843</u>
	NON-CURRENT LIABILITIES		
<u>45,816</u>	Provisions	10	<u>64,976</u>
<u>45,816</u>	TOTAL NON-CURRENT LIABILITIES		<u>64,976</u>
<u>225,929</u>	TOTAL LIABILITIES		<u>237,819</u>
<u>\$440,854</u>	NET ASSETS (LIABILITIES)		<u>\$423,442</u>
	ACCUMULATED FUNDS		
<u>\$440,854</u>	Retained Profits		<u>\$423,442</u>

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A Company Limited By Guarantee)
A.C.N. 008 596 996**

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE, 1995**

NOTE 1 - STATEMENT OF ACCOUNTING POLICIES

The accounts have been prepared in accordance with applicable Accounting Standards and the Corporations Law, including the disclosure requirements of Schedule 5 of the Corporations Regulations. The financial statements have also 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. Cost is based on the fair values of the consideration given in exchange for the 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 financial statements.

Property, Plant & Equipment

Property, plant and equipment are brought to account at cost or at independent or directors' valuation, less, where applicable, any accumulated depreciation or amortisation. The carrying amount of property, plant and equipment is reviewed annually by directors to ensure it is not in excess of the recoverable amount from these assets.

The depreciable amount of all fixed assets is depreciated over their 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 arising from services rendered by employees to the reporting date. Long service leave is accrued in respect of all employees with more than 5 years' service with either the Authority or any other Commonwealth Public Service Department and who are expected to qualify for their entitlements. The provision for long service leave includes the Authority's current legal obligations and the expected future payments where no legal entitlement has arisen.

Liabilities have not been discounted to their present values.

Contributions are made by the Authority to an employee superannuation fund and are charged as expenses when incurred.

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A Company Limited By Guarantee)
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**NOTES TO AND FORMING PART OF THE ACCOUNTS
(Cont'd)**

Income Tax

The Authority is exempt from income tax under Section 23 of the Income Tax Assessment Act.

NOTE 2 - OPERATING REVENUE

Included in the Operating Profit (Loss) are the following items of Operating Revenue:

1994		1995
569,561	Exam Revenue	512,061
730,150	Grant Revenue	744,765
298,120	Other Revenue	304,944
<u>\$1,597,831</u>		<u>\$1,561,770</u>

NOTE 3 - OPERATING PROFIT (LOSS)

The Operating Profit (Loss) Before Income Tax has been determined after:

(a) charging the following items:

1994		1995
20,843	Depreciation of property, plant & equipment	21,802
	Provisions:	
20,796	Holiday Pay	7,434
10,549	Long Service Leave	19,159

(b) crediting as income the following items:

22,195	Interest Received from other persons	51,123
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**NATIONAL ACCREDITATION AUTHORITY FOR
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**NOTES TO AND FORMING PART OF THE ACCOUNTS
(Cont'd)**

NOTE 4 - CASH

43,490	Deposits at Call - MLC	60,949
311,012	Deposits with Savings Banks	446,743
1,335	Petty Cash	2,344
210,350	Cash at Bank - ACT	43,734
2,664	Cash at Bank - NSW	1,024
1,852	Cash at Bank - VIC	1,482
1,162	Cash at Bank - QLD	922
1,326	Cash at Bank - SA	1,017
1,789	Cash at Bank - WA	1,557
1,164	Cash at Bank - NT	1,539
1,208	Cash at Bank - TAS	1,349
<u>\$577,352</u>		<u>\$562,660</u>

NOTE 5 - OTHER ASSETS

CURRENT		
2,096	Accrued Income	2,642
737	NSW Bond Money	737
6,866	Prepayments	8,596
<u>\$9,699</u>		<u>\$11,975</u>

NOTE 6 - PROPERTY, PLANT & EQUIPMENT

1994		1995
226,583	Office Equipment - At Cost	236,958
170,443	Less: Accumulated Depreciation	185,265
<u>56,140</u>		<u>51,693</u>
51,068	Furniture & Fittings - At Cost	54,052
27,476	Less: Accumulated Depreciation	32,237
<u>23,592</u>		<u>21,815</u>
<u>\$79,732</u>	Total Property Plant & Equipment	<u>\$73,508</u>

**NATIONAL ACCREDITATION AUTHORITY FOR
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**NOTES TO AND FORMING PART OF THE ACCOUNTS
(Cont'd)**

NOTE 7 - CREDITORS & BORROWINGS

1994	CURRENT	1995
<u>\$78,854</u>	Trade Creditors	<u>\$59,709</u>

NOTE 8 - PROVISIONS

CURRENT		
<u>\$58,661</u>	Provision for Annual Leave	<u>\$66,094</u>

NOTE 9 - OTHER LIABILITIES

CURRENT		
24,161	Accrued Charges	25,805
3,982	Exam Fees in Advance	9,945
14,455	Entry Fees in Advance	11,290
<u>\$42,598</u>		<u>\$47,040</u>

NOTE 10 - PROVISIONS

NON-CURRENT		
<u>\$45,816</u>	Provision for Long Service Leave	<u>\$64,976</u>

NOTE 11 - AUDITORS' REMUNERATION

Amounts Received or due and Receivable by
the Auditors of the Authority for:

8,900	- Auditing Services	9,400
7,150	- Other Services	7,930
<u>\$16,050</u>		<u>\$17,330</u>

NATIONAL ACCREDITATION AUTHORITY FOR
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NOTES TO AND FORMING PART OF THE ACCOUNTS
(Cont'd)

NOTE 12 - DIRECTORS' REMUNERATION

1994	Amounts received, or due and receivable by	1995
<u>\$52,893</u>	the Directors of the Authority	<u>\$52,880</u>

The number of Directors of the Authority whose remuneration fell within the following bands was:

Directors		Band
4	Up to	- \$10,000
1 Chairman	\$20,001	- \$30,000

**NATIONAL ACCREDITATION AUTHORITY FOR
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**PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE, 1995**

1994

1995

GOVERNMENT REVENUE		
374,000	Commonwealth Government	382,000
6,000	ACT Government Revenue	6,100
124,000	NSW Government Revenue	126,350
93,400	VIC Government Revenue	95,000
57,150	QLD Government Revenue	58,250
31,000	SA Government Revenue	31,600
31,500	WA Government Revenue	32,115
3,150	NT Government Revenue	3,200
9,950	TAS Government Revenue	10,150
<hr/> <u>\$730,150</u>	Total Government Revenue	<hr/> <u>\$744,765</u>

TEST-RELATED REVENUE

325	Level 1	-
113,402	Level 2 - Translation	101,035
116,774	Interpreting	84,927
1,085	Review	1,965
122,715	Level 3 - Translation	85,551
88,084	Interpreting	68,734
3,870	Review	3,180
6,915	Level 4 - Translation	4,515
270	Review	45
49,570	"On Demand" Tests	62,965
62,776	Sale of Sample Tests	56,572
3,015	Viewing of Tests	1,800
760	Cancellation Fees	6,402
-	Lanugage Aide Tests	34,370
<hr/> <u>\$569,561</u>	Total Testing Revenue	<hr/> <u>\$512,061</u>

**NATIONAL ACCREDITATION AUTHORITY FOR
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**PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE, 1995
(Cont'd)**

1994	LESS TESTING EXPENDITURE	1995
4,320	Language Aide	16,560
250	Marking - Level 1	-
2,400	Setting - Translation Level 2	3,323
6,173	Setting - Interpreting Level 2	4,400
28,645	Marking - Translation Level 2	24,412
21,184	Marking - Interpreting Level 2	16,483
1,469	Level 2 - Review of Tests	1,501
4,370	Setting - Translation Level 3	2,927
11,755	Setting - Interpreting Level 3	13,045
91,175	Marking - Translation Level 3	61,332
33,245	Marking - Interpreting Level 3	22,034
3,729	Level 3 - Review of Tests	2,457
1,911	Setting - Translation Level 4	2,999
(700)	Setting - Interpreting Level 4	-
3,603	Marking - Translation Level 4	4,790
320	Level 4 - Review of Tests	80
4,416	Printing of Tests	3,160
5,937	Typing/Recording of Tapes	11,207
67	Tape Purchase	998
59	Tape Duplication/Erasure	212
5,572	Hire of test Venues	4,750
1,874	Printing of Certificates	5,015
4,266	Supervision/Invigilation - Translations	2,642
4,761	Supervision/Moderation - Interpreting	1,069
2,108	Live Examiners	-
2,618	Readers for Interpreting Tests	1,840
-	Technician Interpreting Tests	60
16,311	Marking - "On Demand" Tests	23,388
15,990	Sample Tests	15,102
-	Chairperson Hon.Fees	9,900
8,700	Language Panel Honorarium	-
4,911	Postage/Courier/Phone - Test Rel.Exp.	9,887
3,011	Monitoring - Interpreting Level 2	3,736
3,990	Monitoring - Interpreting Level 3	350
240	Monitoring - Translation Level 2	-
4,890	Monitoring - Translation Level 3	818
<hr/> 303,570	Total Testing Expenditure	<hr/> 270,477
<hr/> \$265,991	Net Profit on Testing	<hr/> \$241,584

**NATIONAL ACCREDITATION AUTHORITY FOR
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PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE, 1995
(Cont'd)

1994

1995

OTHER REVENUE	
60,051	Application Fees
9,812	Late Application Fee
5,510	Cancellation Fee
250	Newsletter Advertising
3,375	Re-instatement Fee
5,025	Overseas Qualifications
3,040	Recognition Fee
13,685	Sale of Initial Certificates - Level 2
9,925	Sale of Initial Certificates - Level 3
90	Sale of Initial Certificates - Level 4
14,660	Accreditation by Local Course
325	Course Accreditation - Institution
264	Sale of Courses Booklet
22,976	Sale of Directory
116	Sale of Annual Report
9,710	Sale of NAATI News
161	Sale of Candidates Manual
4,863	Sales - Working with Interpreters
5,720	Sale of ID Cards
2,764	Sales - Ethics of the Profession
945	Sale of Video
22,195	Interest
350	Workshops - ACT
37,289	Workshops - NSW
-	Workshops - NT
2,715	Workshop - QLD
1,480	Workshop - SA
255	Workshops - TAS
6,095	Workshops - VIC
910	Workshops - WA
4,081	Special Overseas Assessment Fee

**NATIONAL ACCREDITATION AUTHORITY FOR
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**PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE, 1995
(Cont'd)**

1994	1995
16,905	Directory Entry Fee
-	Batchelor Project
375	Sale of Jill Blewitt Book
525	Sale of Interpreting and the Law
2,512	Sale of Interpreting in Australia
13,320	Sale of Translator Stamps
-	Sale of RMIT Publications
486	Sale of Symbol Bromides
95	Other Revenue
15,265	Interpreters Awareness Day
-	Education Services
<hr/> <u>\$298,120</u>	<hr/> <u>\$304,944</u>
	TOTAL OPERATING EXPENDITURE
-	QACC Sitting Fees
7,150	Accountancy Fees
912	Advertising
5,000	AUSIT Costs
8,900	Auditor's Remuneration
-	Accountancy Review Costs
6,686	Bank Charges
1,248	Books Purchased
11,728	Board and Lodging
21,109	Computer Consultant
140	Cost of ID Cards
-	Cost of Interpreter's Symbols
20,843	Depreciation
-	Donations
52,893	Directors' Remuneration
-	Education Services
7,132	Electricity
6,484	Equipment Hire
9,718	Equipment - Repairs and Maintenance
30	Filing Fees
497	Hire of Meeting Venues/Other
20,796	Provision for Annual Leave

**NATIONAL ACCREDITATION AUTHORITY FOR
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**PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE, 1995**
(Cont'd)

1994		1995
5,323	Insurance - Contents/Public Liability	7,466
7,629	Insurance - Workers' Compensation	8,154
17,318	Interpreter Awareness Day	11,014
351	Legal Costs	2,563
2,031	Miscellaneous Expenses	1,013
83,343	Office - Rental	93,141
8,025	Office - Upkeep (including cleaning)	8,346
3,656	Office Expenses	2,800
29,581	Payroll Tax	32,936
41,195	Postage/Courier	30,974
14,656	Printing - Directory	4,850
1,282	Printing - Annual Report	-
5,425	Printing - Newsletter	3,190
3,139	Printing - Working with Interpreters	3,855
36,429	Printing, Photocopying and Stationery	43,990
3,262	Publicity and Functions	2,436
2,080	Research and Development	7,044
-	Repairs, Maintenance & Replacements	5,324
-	RMIT Publication Costs	3,745
628,431	Salaries - Permanent/Contract	682,321
15,569	Salaries - Casual	17,311
17,598	Salaries - Overtime	8,361
212	Salaries - Higher Duties	27
4,984	Salaries - Rec. Leave Loading	7,277
10,549	Salaries - Long Service Leave	19,159
15,128	Staff Development/Training	6,228
49,775	Superannuation Contributions	49,866
28,181	Telephone/Facsimile	24,197
6,703	Translator Stamps	1,892
29,191	Travelling Expenses	29,934
641	Video Production Costs	-
6,981	Workshop Expenses	21,343

\$1,259,934 Total Operating Expenditure \$1,308,705

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A Company Limited By Guarantee)
A.C.N. 008 596 996

SUMMARY OF PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE, 1995

1994	1995	
REVENUE		
730,150	Government Revenue	744,765
569,561	Test-Related Revenue	512,061
298,120	Other Revenue	304,944
<hr/>	<hr/>	<hr/>
1,597,831	TOTAL REVENUE	1,561,770
LESS EXPENSES		
303,570	Testing Expenditure	270,477
1,259,934	Operating Expenditure	1,308,705
<hr/>	<hr/>	<hr/>
1,563,504	TOTAL EXPENDITURE	1,579,182
<hr/>	<hr/>	<hr/>
<u>\$34,327</u>	NET SURPLUS (DEFICIT)	<u>(\$17,412)</u>

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A Company Limited By Guarantee)
A.C.N. 008 596 996

PROFIT & LOSS ACCOUNT
FOR THE YEAR ENDED 30TH JUNE, 1995

1994		Note	1995
<u>\$1,597,831</u>	OPERATING REVENUE	2	<u>\$1,561,770</u>
34,327	Operating Profit/(Loss)		(17,412)
406,527	Retained Profit at the Beginning of the Financial Year		440,854
<u>\$440,854</u>	RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR		<u>\$423,442</u>

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
(A Company Limited By Guarantee)
A.C.N. 008 596 996

ATTACHMENT 1:
DIRECTORS' PARTICULARS

NAME	QUALIFICATION	SPECIAL RESPONSIBILITIES	SHARES IN THE COMPANY	CONTRACTS/ PROPOSED CONTRACTS WITH COMPANY
Victor Borg	Solicitor	Director	N/A	Nil
Adolfo Gentile	IT Educator and Practitioner	Director	N/A	Nil
Trace Dawson	General Manager State Public Service	Director	N/A	Nil
Mawsan Madina	Manager SBS Television	Director	N/A	Nil

NATIONAL ACCREDITATION AUTHORITY FOR TRANSLATORS & INTERPRETERS LTD.
 A COMPANY LIMITED BY GUARANTEE
 SUMMARY OF STATES OPERATING EXPENDITURE FOR THE YEAR ENDED 30TH JUNE, 1995

	ACT - 94	ACT - 95	NSW - 94	NSW - 95	VIC - 94	VIC - 95	QLD - 94	QLD - 95	SA - 94	SA - 95	WA - 94	WA - 95	NT - 94	NT - 95	TAS - 94	TAS - 95	NZ - 94	NZ - 95	AUS - 94	AUS - 95
QACC Sitting Fees	0	2,714																	2,714	
Accountancy Fees	7,150	7,930																	7,150	7,930
Advertising	150	611	762				514											912	1,264	
AUSIT Costs	5,000	5,000																5,000	5,000	
Auditors' Remuneration	8,900	9,400																8,900	9,400	
Accountancy Review Costs	0	12,186																	12,186	
Bank Charges	6,493	5,083	48	35	16	17	37	66	33	9	11	37		2	48	40		6,686	5,289	
Books Purchase	1,114	310	109	8			10		10		5							1,248	318	
Board & Lodging	11,707	8,530			21													11,728	8,530	
Computer Consultant	21,109	2,550																21,109	2,550	
Cost Of ID Cards	140	7																140	7	
Cost of Interpreters Symbols	0	1,728																		
Depreciation	17,103	12,715	1,442	4,631	733	617	636	776	456	2,164	438	869	10	9	25	21		20,843	21,802	
Donations		183																	183	
Education Services		11,888																	11,888	
Directors' Remuneration	52,893	52,880																52,893	52,880	
Electricity	4,297	4,275	1,179	1,358	912	1,154			25	37	719							7,132	6,865	
Equipment Hire	907	500	3,592	318	1,985	2,083												6,484	2,901	
Equipment Repairs & Maint	5,419	5,237	1,682	535	145	394	249		1,221		796	813	206					9,718	7,079	
Filing Fees	30																	30	0	
Hire of Meeting Venues/other	497																	497	0	
Annual Leave	17,735	3,365	4,080	2,457	-1,019	1,612												20,796	7,434	
Interpreters Awareness Day	17,318	11,014																17,318	11,014	
Insurance Contents P/L/ability	5,323	7,466																5,323	7,466	
Insurance - Work Comp	4,219	4,450	538	639	1,634	1,891	108	127		468	730	182	200	199	200	200		7,629	8,154	
Legal Costs	351	2,563																351	2,563	
Miscellaneous Expenses	2,031	1,013																2,031	1,013	
Office - Rental	38,855	45,530	18,221	16,527	9,523	10,540	3,090	6,030	5,500	6,100	7,944	8,200		210	214			83,343	93,141	
Office Unkeep (inc cleaning)	4,185	4,370	3,140	3,293	700	708		60		50								8,025	8,346	
Office Expenses	697	1,172	1,235	809	391	117	771	243	395	206	159	142		101	8	10		3,656	2,800	
Payroll Tax	13,881	15,263	8,264	7,883	4,972	4,738	415	1,238	1,052	1,678	997	1,180						29,581	32,936	
Postage / Courier	29,378	18,075	5,998	4,663	1,910	1,899	1,370	1,325	601	588	1,025	956	487	462	189	161	237	2,845	41,195	
Printing - Directory	14,656	4,850																14,858	4,850	
Printing - Newsletter	5,425	3,043																5,425	3,190	
Printing - Working with Interpret	3,139	3,855																3,139	3,855	
Print, Photo & Stationery	22,101	33,932	6,676	4,104	3,315	1,868	1,040	2,557	1,987	834	1,289	619		27	21	49		36,429	43,990	
Publicity & Functions	3,262	2,022			264				150									3,262	2,436	
Research & Development	2,080		7,044															2,080	7,044	
RMIT Publication Costs		3,745																	3,745	
Rep, Maint & Replacement		4,741			403													0	5,324	
Salaries - Per/Contract	367,377	408,723	113,925	125,897	58,913	58,168	34,045	32,812	23,969	23,782	21,059	23,783	4,574	5,717	4,589	4,439		628,431	682,321	
Salaries - Casual	7,536	12,046	8,033	4,741		524		2,767		528		578		232		218		15,569	17,311	
Salaries - Overtime	6,955	8,361	4,551		1,769													17,591	8,361	
Salaries - Higher Duties	100	27	112															10,549	19,159	
Salaries - Rec Leave Load	2,592	5,829	1,197	1,199	1,195	249												4,984	7,277	
Salaries - LSL	10,549	19,159																10,549	19,159	
Staff Development / Training	2,399	6,192	3,856	17	3,216	8	909		766	11	1,730		1,509		943		15,128	6,228		
Superannuation Contributions	39,212	35,513	4,002	6,662	3,693	3,812	1,079	1,578	744	529	727	1,171	171	248	147	155	49,775	49,666		
Telephone / Facsimile	9,884	8,385	7,311	4,727	2,685	2,485	1,615	3,161	2,137	1,562	3,758	2,365	435	985	358	527		28,181	24,197	
Travelling Expenses	28,262	29,689	877	245			8		43						1		29,191	29,934		
Translator Stamps	6,703	1,892																6,703	1,892	
Video Production Costs	641																641	0		
Workshop Expenses	277	370	3,827	6,832	1,540	5,855	765	2,925	382	1,883	170	3,433	20	45			6,981	21,343		
Total Operating Exp	810,032	857,426	204,457	198,447	98,249	99,253	48,914	53,328	39,849	40,236	42,133	43,750	7,844	7,793	6,937	5,627	237	2,845	1,258,652	
																			1,308,705	

PART D: CONCLUSION

The year 1994/95 was a year of maintaining services while anticipating a resolution of the government review. While unwilling to undertake major changes in operations or services, NAATI tried to review a number of its policies and operations with the intention of improving the relevancy of NAATI services within the profession and the efficiency of its operations.

In the year under review, NAATI maintained a small accumulated surplus of funds thereby permitting the Authority to meet contingencies and to provide for research and development. In addition, several important achievements were made, namely:

- a) The extension of NAATI workshops and test to a larger number of rural centres;
- b) The establishment of two new examiners panels, namely Bosnian and Urdu;
- c) The introduction of Language Aide tests in fifteen languages for government employees seeking the Community Language Allowance;
- d) The establishment of procedures to ensure greater standardisation between accreditation by testing and accreditation by course completion;
- e) The release of a discussion paper entitled *Towards a National Strategy for I/T Training in Aboriginal and Torres Strait Languages*;
- f) The release of a new publication entitled *Interpreting and Translation in Australia: A Concise Guide for Employers*;
- g) The introduction of a revised policy on Recognition, limiting its validity to the period prior to the introduction of accreditation by testing; and
- h) The organisation of the first I/T Practitioners' Conference in Australia; and
- i) Increased international recognition achieved through active participation at the first international conference for community interpreters at Toronto, Canada.

The 1994/95 financial year was the fourth year that NAATI operated beyond the original Five Year Plan without firm plans or directions for the future. The EMD consultancy report submitted in July 1992, the NAATI Three Year Corporate Plan submitted and discussed in 1993 and 1994 and the Coopers and Lybrand Business Review and Plan submitted in 1995 have all been rejected by Members of NAATI. In June 1995, governments requested NAATI to develop its own Business Plan for submission to Members of NAATI by December 1995.

Despite the uncertainties created by the lack of government resolution, NAATI continued to modify its administrative procedures, control its financial management and increase its attention to its candidature for testing by extending the number of languages available for testing and by providing an increased number of seminars and workshops across a wider geographic range.

During the year, NAATI continued to maintain a more visible public image and promoted the profession through its organisation and/or participation in conferences and seminars, its participation in Language Expo '94 in July and in Information Expo (Qld) in October, its publication of booklets

and flyers and through continuous liaison between NAATI Regional Officers and I/T service agencies and their clients throughout the year.

1994/95 has been a year of continued growth for NAATI whereby its candidature increased by more than 2350 and its level of service was extended through additional training programs, resource materials and consultancy services. Although the volume of services demanded from NAATI continues to increase, the maintenance of its ability to deliver the services at acceptable standards is becoming more difficult as revenue growth struggles to keep pace with expenditure growth.

As the Authority moves forward, it anticipates that it will maintain its important role of setting and monitoring the national standards of interpreting and translation. Further, it will endeavour to extend these services beyond the capital cities, into regional areas where demand may be low, but community need high. NAATI is enthusiastic to develop new activities related to the extension of its services, the preparation of test candidates, the education of the users of interpreters and translators and research into important I/T issues and needs. Although NAATI continues to maintain its self-generated revenue above 50%, it will continue to be dependent upon funds provided by the Commonwealth, State and Territory Governments. NAATI is expectant of a resolution to the on-going reviews within the next financial year.

Approved for printing and distribution at the meeting of Directors on 23-24 May 1996.

A Gentile	A/Chairman
V. Borg	Director
G. Dawson	Director
S. Madina	Director
S.J. Bell	Executive Director

Graduates of NAATI Approved Paraprofessional Interpreter Course for Torres Strait Islander Creole



Paraprofessional Interpreters in Torres Strait Islander Creole. Ms Ida Watson, Mr Jack Mills, Ms Christine Krynjacki and Ms Evonne Robin successfully completed the NAATI approved course at Southbank Institute of TAFE in Brisbane in 1994 and are eligible for NAATI accreditation.

APPENDICES

APPENDIX I

NAATI PERSONNEL AT 30.6.95

1. Members of the Company

Des Storer
(First Assistant Secretary, Department of Immigration and Ethnic Affairs)

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

Stepan Kerkyasharian
(Chairman, Ethnic Affairs Commission, NSW)

Paula Cristoffanini
(Director, Office of Multicultural Interests, WA)

Ms Jenny Medwell (to 30 November 1994)
Ms Ann Duffield (from 30 November 1994)
(Assistant Secretary, Office of Ethnic Affairs, Department of Premier and Cabinet, Victoria)

Paolo Nocella, AM
(Chairman, SA Ethnic Affairs Commission)

Janicean Price (observer)
(Director, Office of Youth, Sport, Recreation and Ethnic Affairs, NT)

Lyn Andersch (observer)
(Office of Multicultural and Ethnic Affairs, Department of Premier and Cabinet, Tasmanian)

Rosemary Walsh (observer)
(Social Policy Branch, Chief Ministers Office, ACT)

2. Board of Directors

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

Grace Dawson, BHA (Uni. NSW), ACHSE (NSW), Grad. Dip. PSM, RN,
(General Manager, Language Services Division, Ethnic Affairs Commission of NSW)

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

Sybille Kovacs, B.A. (ANU), Grad. Dip. (University of Canberra)
(Educator in Interpreting/Translation, Staff Counsellor)

Luciana Nicholls, B.A. (Uni. NT), NAATI 3I/T (Italian) 3I/T (Indonesian), (Freelance Interpreter/Translator)

NAATI COMMITTEES

Qualifications and Assessment Advisory Committee

Meetings: 30-September 1994 (Melbourne)
10 March 1995 (Melbourne)

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

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

Mr David Lord
Freelance Advanced Translator and former Lecturer at Paris
ESIT, (I/T training institution), Paris

Mr Rafael Pintos-Lopez
NAATI Test Examiner and former Manager of
DIEA (Canberra) Translating and Interpreting Service
Freelance I/T

Professor Adolfo Gentile
Head, Dept of Languages, Interpreting and Translating
Deakin University - Toorak Campus

* Chairperson

NAATI STAFF
(at 30.6.95)

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): Eugenia Krikonis

Administrative Officer: (Accounts) Mirela Sharrock, B.A. (Hons) (Bucharest), NAATI 3I, 3E (Romanian), 2I, 2T (Italian)

Computer Systems Officer: Pilar Varela

Receptionist/Wordprocessors: Tracy Deren (to 2.11.94)
Rebecca Glasson (from 12.9.94)
Tracie Saillard (from 2.11.94)

Casual Wordprocessors: /Clerical Assistant Letitia Deeble
Rosita Farahani (from 11.8.94)
Yvette Hones
Riccardo Jugovac (to 1.9.94)
Santa Jugovac

ACT Regional Office:

Regional Officer: John McCauley

NSW Regional Office:

Regional Officer: Skender Bregu, B.Sc.(Monash Uni.),Dip. I/T (CCAE), Dip. Marketing Management (Chisholm Inst. Tech.), NAATI 3I, 3T (Italian)

Education Testing Officer:

Rowena Ward B.A. (Hon) (Newcastle Uni), M.A. (Uni of NSW)

Testing Officer

Dea Perini

Receptionist/WP

Hana Youssef (to 2.3.95)
Giselle Carnemolla (from 8.3.95)

NT Regional Office:

Regional Officer:

Juan Federer, B.Sc (U of Syd.), MSc (U of Syd.), MEc (U of Syd.), Dip. Theol. (Union Theological Inst. Syd.), PhD (NT Uni.)

QLD Regional Office:

Regional Officer:

Birgit King-Martin

Casual Assistant:

Christa Cave

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)

P/T Assistant:

Elizabeth Galea

WA Regional Office:

Regional Officer:

Bente Sorensen, NAATI 2T (French), 3T (Danish), 3E (French), 3E (German), R (Swedish)

Casual Assistant:

Jeanette Dell' orso (to 15.6.95)

APPENDIX II

REGIONAL ADVISORY MEMBERS (RAC) AT 30 JUNE 1995

ACT

Gilhotra, Mr Menjit
Gredley, Dr Mathew
Ireland, Mr Rosh
Kaminskas, Mr Gintis
Kovacs, Ms Sybille (NAATI Director)
Leader, Mr Malcolm S
McCauley, Mr John (Regional Officer)
Milman, Ms Amalia *
Nasca, Dr Salvatore
Nelson, Mr Garry
Watkins, Mr Malcolm

QLD

Bowyer, Ms Lynette
Brandle, Dr Max
Crainen, Mr Joseph
Davidson, Mr Peter (NAATI Director)
Denver, Ms Mary
Dillon, Insp. Colin
Dove, Ms Ronda
Efstratiou, Mr Stratos
King-Martin, Ms Birgit (Regional Officer)
O'Brien, Mr Patrick
Spring, Mrs Merie *
Tse, Mrs Mary-Rose
Von Stein, Mr Armand

NSW

Bregu, Mr Skender (Regional Officer)
Campisi, Mr Sam
Dawson, Ms Grace (NAATI Director)
Ebied, Prof Rifaat
Gerber, Ms Marjolein
Grassi, Ms Anna *
Hale, Ms Sandra
Lord, Mr David
McMahon, Mr Brian
Nicholson, Ms Marie
Ridoutt, Mrs Patricia
Smit, Mrs Irena

SA

Apostolakis, Mr John
Appelkamp, Ms Cheryl (Regional Officer)
Armentio, Mr Mario
Costa, Mr Daniela
Hart, Ms Tricia
Hellander, Mr Paul *
Kiosoglous, Mr John (NAATI Chairman)
Marovich, Mr Nevan
Sanchez, Mr Ceferino
Schaffer, Mr Frigyes
Sorgini, Mr Ernest
Tudo, Mr Thanh

NT

Coates, Mr Richard
Cook, Mr Michael *
Federer, Mr Juan (Regional Officer)
Findhamer, Mr Ted
Hamid, Mrs Helen
MacGregor, Mr Alasdair
Mulder, Mrs Beryl
Nelson, Ms A
Nicholls, Ms Luciana (NAATI Director)
Quinn, Ms Aurora
Spry, Mr F
Wait, Ms Anne
Warawitya, Mr Chireg

TAS

Andersch, Ms Lyn
Dyer, Ms Penny
Gelber, Ms Susan * (Regional Officer)
Hodson, Ms Elizabeth
Parker, Mrs Catherine

VIC

Akinci, Mr Ismail
Chen, Ms Guosheng
Clare, Ms Karen
Davenport, Ms Wendy
Elliott, Mr Barry
Ioannides, Mrs Mary
Maggio, Ms Maria
Ozolins, Dr Uldis
Pavlovska, Ms Sylvana
Robson, Mr Laurie *
Toffoli-Zupan, Mrs Cynthia (Regional Officer)
Vasilakakos, Mrs Mary
Yucel, Mr Naci

WA

Anderson, Mr Charlie
Bessell-Browne, Ms Susana
Blackmore, Dr Harry *
Cerny, Mrs Homa
Dival, Mr Glen
Dixon, Mrs Dagmar
Eley, Ms Nora
Elicegui, Dr Lidia
Gilkes, Ms Susan
Martin, Mr Frank
Ogawa, Mr Masahiro
Pense, Insp. Bob
Sorensen, Ms Bente (Regional Officer)

* Indicates Chairperson

APPENDIX III

NAATI REGIONAL ADVISORY COMMITTEES

A. Role of the Regional Advisory Committees

Consistent with the change from the title State Advisory Panel for Translating and Interpreting, to the NAATI Regional Advisory Committee, it is intended that the new body constitute a key element of the overall NAATI organisation in two ways:

- (a) by operating as a significant two-way channel of communication by:
 - (i) identifying local problems and needs, and referring them to NAATI for resolution; and
 - (ii) receiving information from NAATI about policies and initiatives and, in turn, distributing appropriate information within their area; and
- (b) by operating as a promotional arm of NAATI at the State level.

B. Functions of a Regional Advisory Committee

- (a) to advise NAATI regularly on the needs of local employers and the local communities for qualified translators and interpreters, and on the levels and languages in which NAATI should test in the ensuing year;
- (b) to encourage employers to demand the appropriate NAATI qualifications for any positions requiring language skills in those languages tested by NAATI by setting priorities and targets to achieve these goals and by undertaking to provide guest speakers at relevant meetings, seminars, workshops etc;
- (c) to promote among the general public, practitioners and the users of practitioners by the public, and private sectors an understanding of the profession on interpreting and translating and of NAATI's role in relation to that profession;
- (d) to identify and assist areas and communities with special I/T needs which are not met within the existing networks;
- (e) to encourage tertiary institutions and TAFE Colleges in the region to introduce and teach NAATI-approved interpreting and translating courses at the paraprofessional and first professional level;
- (f) to maintain liaison with the local branch of AUSIT and, at the committee's discretion, with any other lawfully constituted bodies representing interpreters and translators in the region;
- (g) to make reports or recommendations to NAATI on matters associated with the above functions or on matters specifically referred by NAATI;
- (h) to report annually to NAATI on its activities; and
- (i) to provide advice to the Central Office or Regional Office.

C. Structure and Procedure

- (a) A Regional Advisory Committee shall consist of no fewer than six or more than sixteen members, including the ex officio members, depending on the local situation.
- (b) The members, including the Chairman and Deputy Chairman, shall be appointed by the NAATI Board of Directors, after appropriate consultation.
- (c) In the interest of continuity, the terms of office shall be as follows:
 - (i) on the establishment of the RAC: two or three years,
 - (ii) all subsequent appointments: three years,
 - (iii) for a casual vacancy: for the remainder of the relevant term of office,with no member normally holding uninterrupted office for more than two consecutive terms as an appointment under (i) or (ii).
- (d) the membership shall consist of people drawn from the following groups:
 - (i) practitioners - these shall constitute the largest single group,
 - (ii) I/T or language educators teaching NAATI-approved courses or other language educators at tertiary levels,
 - (iii) employers/users or practitioners,
 - (iv) NAATI language panels/examining boards,
 - (v) professional associations,
 - (vi) community organisations, particularly those involved in settlement programs,
 - (vii) people working in the areas of business and tourism,
 - (viii) government officers involved in access and equity programs.
 - (ix) any other suitable person nominated by the Regional Officer.
- (e) All NAATI Directors and Regional Officers will be appointed ex officio as members of the Regional Advisory Committee in their home State and will have equal rights to speak and vote.
- (f) Appointments to the Regional Advisory Committee are made on an individual basis or as representatives may nominate an alternative. Substitution or co-option to the actual Committee is not permitted, but sub-committees which are established may include representatives and co-opted persons at the discretion of the Committee.
- (g) Given the nature of NAATI, membership of a Regional Advisory Committee does not carry with it any remuneration.
- (h) Meetings shall be held at least six times annually, with due regard to a sub-committee structure where applicable.
- (i) A quorum will consist of one third of the appointed membership, but no less than five.
- (j) Members who are absent for more than two consecutive meetings without due reason may be asked to review his/her commitment to the Regional Advisory Committee.

D. **Relationship with NAATI Regional Officer**

The Regional Officer will facilitate the functions of the Regional Advisory Committee, in particular:

- (a) by being an appointed ex officio member of the Regional Advisory Committee with full speaking and voting rights;
- (b) by assisting with its meetings and activities using an upper limit of 10% of the normal weekly NAATI working hours;
- (c) by acting as a channel of communication between the Regional Advisory Committee and NAATI.

The Regional Office shall operate essentially as the local branch of the NAATI Central Office, with the Regional Officer being directly responsible to the Executive Director.

APPENDIX IV

EXAMINER PANEL MEMBERS AT 30.6.94

Abbas, Mr M	Dalton, Mrs E
Adan, Ms C	Daniel, Mr J
Adibi, Dr H	Darwish, Mr A
Ah Young, Mr T	Davey, Ms D
Akbari, Mr A	Davidson, Mr P
Amin, Mr S	Dejvongsa, Mrs I
Andrews-Hay, Ms N	Denver, Ms M
Aujla, Mr M	Deschamps, Ms K
Aveling, Mr H	Dessewffy, Dr A
Bakalova, Ms M	Diaz, Mr P
Banyansz, Mrs A	Di Biase, Mr B
Barker, Mr P	Dixon, Mrs D
Beligan, Mrs A	Doerfler, Mr M
Bergis, Mr B	Ebied, Prof R
Birnberg, Dr J	Egan, Ms D
Blackmore, Dr H	Ellis, Mrs E
Boland, Mr D	Farkas, Mr R
Bonser, Mr P	Farmer, Ms L
Borissova, Mrs R	Fifis, Mr C
Borthwick, Mrs R	Filipovich, Mr B
Bouladon, Ms S	Filoko, Ms E
Bradley, Dr D	Foran, Dr S
Brandle, Dr M	Freckleton, Dr P
Bridge, Ms M	Freestone, Mr C
Brown, Dr C	Freire, Mrs M
Brown, Dr P	Freitas, Mr P
Budiman, Mr J	Frey, Mr R
Burke, Mr J	Frick, Mr W
Buzo, Mr A	Gelbak, Mrs L
Camilleri, Mr C	Gentile, Prof. A
Campbell, Mr S	Georgiev, Mrs P
Campiao, Ms A	Gerbin, Mrs G
Cao, Ms D	Gibbon, Ms L
Casule, Dr I	Girke, Mrs E
Cerney, Mrs H	Girke, Ms M
Chan, Mr A	Gorman, Dr P
Chan, Mr S K	Gredley, Dr M
Chen, Mr H P	Gretton, Mr M
Chittleborough, Ms C	Gruszka, Mrs M
Chow, Mrs A	Guino, Ms A
Chrystello, Mr C	Haidary, Mr Z
Chui, Mr R	Hallett, Mr J
Coen, Mr P	Hellander, Mr P
Collard, Mr L	Hermes, Mr K
Collins, Dr J	Heron, Mrs A
Corkhill, Dr A	Hill, Dr P
Curmi, Mr R	Holt, Dr R
Czarny, Dr T	Honari, Dr M

Hood, Mrs R
Hull, Dr G
Hunkin, Mr A
Huynh, Mr V
Iana, Mrs G
Ireland, Mr R
Jaccard, Dr H
Jamieson, Ms P
Jehne, Dr H
Jin, Mrs L
Kane, Mrs M
Kang, Mr K H
Karakira, Mr S
Khaiyath, Mrs R
Khalidi, Dr N
Kikirekov, Mr P
Klim, Dr G
Ko, Mr L
Komiti, Mr L
Koscharsky, Mrs H
Koyunoglu, Mrs K
Kranjec, Mr S
Kunz, Dr E
Lam, Mrs M
Lane, Dr C
Latu, Mr L
Lee, Mrs S
Lian, Dr F
Long, Mrs T
Lovinescu, Mrs D
Lowden, Dr F
Luk, Ms B
Madden, Miss M
Mahle, Mrs C
Manchev, Mr G
Marginson, Mrs M
Marshall, Mrs E
McGilvray, Mrs B
McLeod, Mr P
Mikhailov, Mrs A
Milman, Ms A
Mitic, Mrs V
Mocnay, Mrs E
Morris, Mr P
Morris, Ms T
Motyka, Mr W
Nguyen, Mr P
Nicholls, Dr T
Nicholls, Ms L
Nicolaou, Mrs C
Nikolic, Mrs T
Nikolova, Mrs S
Norris, Ms E
North-Samardzic, Mrs C
Nrekic, Ms A
Oakley, Mrs E
Ojala, Mr V
Onishko, Mr A
Osmani, Mrs S
Ozirmak, Mr A
Ozturk, Dr H
Padilla, Mr D
Pak, Mr P
Panasbodi, Mrs P
Pande, Dr R
Pastor, Mr M
Pavkovic, Mr A
Pavleski, Mr G
Pelekanakis, Mr B
Petrova-Draskovic, Mrs B
Phoumidr, Ms P
Phoumirath, Mr T
Piccioli, Dr M
Pintos-Lopez, Mr R
Plimer, Mrs A
Pontes, Ms N
Quinn, Ms A
Radford, Mrs A
Rakkar, Dr J
Randhawa, Mr A
Rando, Assoc. Prof G
Razi, Mr W
Riazi, Dr H
Rich, Mrs M
Ritoniemi-Tiovanen, Mrs K
Rodriguez-Orona, Ms A
Roppola, Mrs A
Ros, Ms S
Rubichi, Mr R
Ryslavý, Ms M
Saffery, Mr P
Sanders, Mr J
Sang, Dr D
Sapozhnikov, Dr A
Sato, Ms M
Sawer, Dr M
Sayeg, Ms Y
Scimone, Mr E
Seyed-Isfahani, Mr J
Shahat, Mr S
Shymkiw, Dr A
Speekman, D W
Spring, Mrs A
Srivastava, Dr D
Steel, Mr B
Steiner, Ms K

Stern, Mrs L
Stevanoni, Mr R
Sulemani, Mr B
Sussex, Mrs B
Sussex, Prof R
Tameifuna, Mr I
Tan, Mr A
Tang, Mr C.P
Tang, Mr K.W
Taulla, Mrs L
Tenodi, Ms V
Theam, Mr B
Thean, Mr M.K
Theodorakis, Mrs I
Thong, Mr T
Tindale, Miss J
Ton-That, Mr Q
Trinh, Mr F
Tuinukaufe, Mr E
Turner, Mr B
Uchiyama, Mr H
Van der Trouw, Mr C
Van Praag, Mr H
Van Steenwyk, Mrs E
Vasilakakos, Dr J
Vieira, Mrs J
Vorst, Ms U
Wakabayashi, Ms J
Watt, Dr E
Wilson, Mrs L
Windle, Dr K
Witton, Dr R
Wong, Mr R
Xu, Mr A
Xu, Mr Y
Ya, Mr P
Yang, Mr P
Zabukovec, Mrs V
Zakarija, Mr N

APPENDIX V

I/T EXAMINERS PANELS APPOINTMENTS: TERMS AND CONDITIONS (at 30.6.95)

A. Examiners 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;
- accreditation in interpreting and/or translation at the professional or advanced professional levels 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 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 one year.

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 Examiners 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.

APPENDIX VI

INTERPRETING/TRANSLATING AND LANGUAGE AIDE COURSES APPROVED BY NAATI AS AT 30 JUNE 1995

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 30 June 1995.

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 Vietnamese	1988-1992 1991-1992
2. NEW SOUTH WALES				
*Sydney TAFE	Interpreter	2	Polish Macedonian Arabic, Greek, Italian Serbian/Croatian, Spanish, Turkish	1983-1989 1983-1984 1978-1984
Petersham TAFE	Interpreter (Certificate)	2	Cantonese Vietnamese Mandarin, Khmer Arabic, Deaf Sign, Farsi, Greek, Italian, Korean, Lao, Macedonian, Polish, Spanish	1985-1994 1983-1994 1989-1994 1990-1994
	*Language Aide	1	Cantonese, Mandarin, Vietnamese, Arabic, Khmer, Korean, Spanish	1987-1993
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	Interpreter	2	Italian	1983-1997
	Translator	2	Italian	1983-1993
University of New South Wales	Int/Trans	2	Mandarin	1992-1994
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
*Newcastle TAFE	# Int/Trans (B.A.)	3	Arabic, German, Italian, Spanish, Vietnamese	1985-1997
			Serbian/Croatian	1980-1984 1986-1989
			Polish	1983-1984 1986-1989
			Greek, Italian, Spanish, Vietnamese	1980-1984
*Burwood Girls' High School	Language Aide	1	Macedonian	1983-1984
			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 Mandarin *Portuguese Vietnamese	1984-1995 1986-1995 1987-1989 1985-1995
*Centre for Aust Languages and Linguistics, Bachelor College	Int/Trans.	2	Nominated Aboriginal Languages	1980-1990
*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 NAATTI Approval
4. QUEENSLAND				
The University of Queensland	* Translator	3	Japanese (Japanese into English only)	1980-1984
	Translator	4	Japanese (both directions)	1985-1995
	Interpreter (M.A.)	4	Japanese (both directions)	
South Brisbane College of TAFE	Interpreter/Translator (Certificate)	2	Spanish, Vietnamese Cantonese Mandarin AUSLAN	1988-1994
				1990-1992
				1993-1994
				1994
5. SOUTH AUSTRALIA				
Adelaide College of TAFE	Interpreter (Certificate)	2	Greek, Serbian/ Croatian, Italian Spanish	1980-1994
				1981-1982
				1986-1994
			Polish, Vietnamese	1983-1994
			Khmer	1985-1992
			Mandarin	1987-1992
University of Adelaide (formerly South Australian C.A.E.)	*Int/Trans (Associate Diploma)	2	Farsi	1988-1992
	Int/Trans (B.A.)	3	Pitjantjatjara, ADSL	1994
	*Int or Trans (Graduate Diploma)	3	Greek, Italian, Polish, Serbian/ Croatian, Vietnamese	1979-1991
*West Lakes High School	Language Aide	1	Vietnamese, Serbian/Croatian, Polish, Greek, Italian, Japanese, Cantonese/Mandarin, Indonesian/Malay, Spanish, German, French	1987-1991
			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) AUSLAN Portuguese/Russian	1980-1994 1983-1994 1985-1994 1986-1994 1980-1981 1987-1994 1988-1994 1987 1987-1994 1990-1994 1992-1993 1993-1994
*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)	Int/Trans (B.A.)	3	Greek, Italian, Turkish, Serbian/Croatian Arabic, Spanish, Vietnamese	1981-1994 1990-1994
	# Int/Trans (Grad. Dip)	3	Mandarin, Japanese, Korean, Arabic, Spanish, Italian, Greek, Croatian, Serbian, Vietnamese Cantonese	1988-1997
	Trans. (M.A.)	4	Mandarin (into Mandarin only)	1994 1994
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 Kriol, Walmajarri	1982-1994 1983-1994 1984-1988 1982-1984 1983-1984 1981-1982 1986-1988 1987-1994 1989-1994 1994-1995

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
	Language Aide		Mandarin, Italian Spanish	1983-1993 1986-1988 1987-1988 1987 1991-1993

* Courses no longer approved

NAATI re-approval pending

+ Key to Levels

- 1 Language Aide
- 2 Paraprofessional Interpreter and/or Translator
- 3 Interpreter, Translator
- 4 Conference Interpreter, Advanced Translator
- 5 Conference Interpreter (Senior), Advanced Translator (Senior)

APPENDIX VII

FEES AND CHARGES: 1994/95

The Authority's complete schedule of fees and charges for the year 1.7.94 to 30.6.95 was as follows:

APPLICATION FEE

Initial application only	\$30	(non-refundable)
Late application	\$20	
Reinstatement of application	\$40	

TESTING FEES

Language Aide	\$ 95
Paraprofessional Translator	\$130 (\$65 each direction*)
Paraprofessional Interpreter	\$155
Paraprofessional Interpreter/Translator review	\$ 42 (I) \$40 (T)
Translator	\$170 (\$90 each direction)
Interpreter	\$195
Interpreter/Translator review	\$ 80 (I) (each direction)
Advanced Translator	\$ 70 (T) (each direction)
Conference Interpreter	\$225 (each direction)
Advanced Translator review	\$310 (each direction)

* Mandarin, Cantonese and Japanese only

CANCELLATION FEES**

Translation	up to 50% of test fee
Interpreting	up to 50% of test fee
** variable within certain time limits	

CERTIFICATE OF ACCREDITATION (initial and renewal)

Paraprofessional Translator/Interpreter	\$40
Interpreter/Translator	\$45
Advanced Translator/Conference Interpreter	\$50
Advanced Translator (Senior)/Conference Interpreter (Senior)	\$65
Recognition (renewal only)	\$30
Lost Certificate	\$30 (with Statutory declaration)

ASSESSMENT FEES

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

Overseas Qualifications Assessment:

Interpreter/Translator	\$110
Advanced Translator/Conference Interpreter	\$120 (incl 1 Certificate)
Advanced Translator (Senior)/Conference Interpreter (Senior)	\$130 (incl 1 Certificate)
Recognition	\$ 60 (incl Certificate)

Accreditation of Course Graduates:

Paraprofessional Interpreter/Translator	\$ 50 (incl Certificate)
Translator/Interpreter	\$ 60 (incl Certificate)
Advanced Translator/Conference Interpreter	\$ 70 (incl Certificate)

MAJOR PUBLICATIONS

Annual Report	\$15
Practitioners Directory	\$40
NAATTI News	\$19.50
The Jill Blewett Papers on Interpreting and Translating	\$15
Working with Interpreters in Law, Health & Social Work	\$17.50

SAMPLE TESTS (Available in most languages)

Translation tests	Paraprofessional Translator	\$11
	Translator	\$18
	Advanced Translator (from English only)	\$27
Interpreting script & tapes	Paraprofessional Interpreter	\$25
	Interpreter	\$35

