

N A A T I

**National Accreditation Authority for
Translators and Interpreters Ltd**

**Responsible for National Standards
in Interpreting and Translating in Australia**

SEVENTEENTH ANNUAL REPORT

1995-1996

National Accreditation Authority for Translators and Interpreters Ltd
Suite 1, Playoust Building
Hawker Place
Hawker ACT 2614

Telephone:(06) 255 1888

Facsimile:(06) 255 1889

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National Accreditation Authority for Translators and Interpreters Ltd

(NAATI)

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NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS

Company Limited by Guarantee
A.C.N. 008 596 996

Suite 1, Playoust Building
P.O. Box 40
Hawker A.C.T. 2614
Tel: (06) 255 1888
Fax: (06) 255 1889

The Hon. Phillip Ruddock MP
Minister for Immigration and
Multicultural Affairs
Parliament House
Canberra ACT 2600

Dear Minister,

NAATI Annual Report 1995/96

I am pleased to present the Annual Report of the National Accreditation Authority for Translators and Interpreters for the financial year 1995-1996.

This Annual Report documents the first year's work of the Board of Directors appointed from 1 July 1995. The achievements recorded in this report represent a significant and sustained contribution by the Board, the Executive Director, the staff and all the examiner panel members. I wish to publicly acknowledge their work.

A handwritten signature in black ink, appearing to read 'Adolfo'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Adolfo Gentile
Chairman

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NAATI's VISION

To continue to contribute to the improvement of the quality and relevance of the interpreting and translating profession in Australia by monitoring and refining the modes of accreditation and by improving and extending our service delivery functions.



NAATI's MISSION

To facilitate the promotion of quality communication and understanding between people who cannot communicate in each other's languages in the community and internationally by maintaining high standards of interpreting and translation.

NAATI's GOALS

- *To ensure that a high quality interpreting and translating capacity exists within Australia*
- *To encourage the use of accredited or recognised interpreters and translators throughout Australia*
- *To participate with other relevant bodies in promoting the profession of interpreting and translating and*
- *To devise an effective mechanism to regulate the ethics and professional conduct of I/T practitioners*

The National Accreditation Authority for Translators and Interpreters Ltd

(NAATI)

ANNUAL REPORT 1995 - 1996

INTRODUCTION

NAATI is a public company limited by guarantee and incorporated under the ACT Companies Act 1981. It is subsidised by the federal, state and territory government and is accountable to its nine government members.

NAATI is directed by a Board of five which is appointed by the Commonwealth Minister of Immigration and Multicultural Affairs on the advice of a resolution of members.

In order to carry out its primary function of setting and monitoring the standards of the Interpreting and Translation (I/T) profession in Australia, NAATI is managed by an Executive Director and its operations are carried out by 29 full and part time staff members in the Central and Regional offices. NAATI also engages more than 250 examiners to set and mark accreditation tests in more than fifty languages.

NAATI has more than 30,000 candidates on its files who have sought accreditation through testing, courses or overseas qualifications. During 1995/96, NAATI provided tests for 3000 of these candidates. To assist candidates, NAATI provides both workshops and self study materials.

During 1995-96, NAATI produced a Business Plan which projected activities to the year 2000. It plans to widen the range of languages tested, increase the availability and number of workshops and extend services to regional areas.

Members of NAATI

NAATI is a public company which was first established in 1983 by ministers of the Commonwealth, State and Territory governments. These ministers or their delegates are referred to as the 'Members' of NAATI. In practice, they are a First Assistant Secretary of the Commonwealth Department of Immigration and Multicultural Affairs and the Chief Executive Officers of the Ethnic Affairs Commissions or like bodies in the State and Territory Governments.

The maximum number of members which the authority can register is eight. In 1995-96 six governments registered as members and three governments registered as observers. Members have full voting rights at the Annual General Meeting while observers have speaking but not voting rights at this meeting.

The Members of NAATI for 1995-96:

Mr Des Storer	Commonwealth
Mr Stepan Kerkyasharian	New South Wales
Mr Uri Thernal	Queensland
Mr John Kiosoglous	South Australia
Ms Ann Duffield	Victoria
Ms Paula Cristoffanini	Western Australia

The Observers of NAATI for 1995-96:

Mr Nik Manikis	Australian Capital Territory
Ms Janicean Price	Northern Territory
Ms Lyn Andersch	Tasmania

The NAATI Board of Directors



Chairman of the Board
Professor Adolfo Gentile

Professor Gentile is the Head of the School of Languages and Interpreting and Translating, Deakin University, and Vice-President of the International Federation of Translators (FIT). He is a NAATI accredited Advanced Translator (Italian / English). Professor Gentile has international recognition for work associated with the establishment of I/T training in Australia and for research into this field of study.

Mr Borg is the principal of the firm Victor Borg & Co, Barristers and Solicitors, Chairperson of the Ethnic Communities Council of Victoria, President of the Maltese Community Council of Victoria Inc. and a part-time member of the Immigration Review Tribunal. Mr Borg is an active participant on boards of several other organisations with functions assisting migrant and aged groups.

Vice-chairman
Mr Victor Borg A.M.



Ms Sawsan Madina

Ms Madina is the Head of Television, SBS. She is Australia's first woman and person of non-English speaking background to head a national television network. Before joining SBS she was involved in economics research with the Industries Assistance Commission and in Management Education at the University of New South Wales. She was also an adviser on the Interpreter Education Program at the Institute of Languages, University of New South Wales.

Ms Dawson is the General Manager of the Language Services Division at the NSW Ethnic Affairs Commission where she has overall accountability and responsibility for the provision of language services for the state of New South Wales and for advice on language service issues. Prior to this, Ms Dawson was manager of Technical and Professional Services at the NSW Department of Health. She commenced her career in nursing where she rose to the position of Deputy Director in various hospitals before moving into more administrative roles.

Ms Grace Dawson



Mr Steve Karas

Mr Karas has worked as a legal practitioner and is currently serving as a Senior Member of the Immigration Review Tribunal. His association with NAATI extends back to 1980 when he became a foundation member of the NAATI State Assessment Panel for Translators and Interpreters (SAPTI) for the Northern Territory. He was also a NAATI Board member from 1981 to 1983 and the Chairman of the Queensland Regional Advisory Committee from 1990 to 1994. After an absence of a few years he again resumes an active role within the organisation.

Ms Bell currently serves NAATI in the role of Executive Director and is an ex-officio member of the Board. She came to NAATI after a long academic career at the University of Canberra. Ms Bell has responsibility for the management of NAATI and for providing research and direction for Board consideration. She has represented NAATI at a number of national and international events.

Executive Director
Ms Sherrill Bell



CHAIRMAN'S REPORT ON NAATI

1 July 1995 - 30 June 1996

The year extending from 1 July 1995 to 30 June 1996 was the first year of the term for the new Board of Directors. It was a very productive year for NAATI with a large testing program, a significant increase in the number of accreditations and a number of other initiatives including:

- (a) the review of NAATI operations and the production of a Business Plan 1996-2000;
- (b) the joint coordination between NAATI and the Attorney General's Department of a national forum to facilitate the implementation of the national strategy for I/T Training in Aboriginal and Torres Strait Islander languages;
- (c) the provision of country area projects in Albury, Wagga Wagga and Griffith;
- (d) the decision to move forward with the development of course guidelines for legal and health specialisations;
- (e) the relocation of the Central Office from Jamison to Hawker;
- (f) the participation in the FIT Congress;
- (g) the cooperative research project between the ANU and NAATI which evaluated the comparability of translation tests across three languages, namely French, German and Russian; and
- (h) the review of NAATI's various advisory committees and examiners panels.

During the year, NAATI engaged in a number of continuing activities and initiated several new developments. Details concerning these activities are provided separately in this report.

In 1995/96, NAATI continued to meet its service commitments and has extended the range of languages available for testing, added new locations where testing may be conducted and developed a standardised set of resource materials for its training workshops. It has produced a Business Plan with clear directions for the Authority for the following three year period. Its financial position has remained stable.

The year has been marked by continuing collaboration and consultations with NAATI Members, AUSIT, NLLIA, service providers and practitioners. The public image of NAATI continues to improve as evidenced by the increasing number of requests for advice by public and private employers and the decreasing number of complaints registered with the Central Office. Public awareness of NAATI and the I/T profession in general has increased as evidenced by the increasing number of people within public service and the general community who are familiar with the Authority and the increasing invitations to NAATI directors and senior staff to participate in government meetings, seminars and conferences.

NAATI continues to strive to improve its standards of service delivery through better responsiveness to client needs and on-going review of its accreditation standards. NAATI's recognition now extends overseas as is evidenced by the number of inquiries from overseas countries including New Zealand, Hong Kong, Taiwan, Vietnam, Korea, Indonesia, the U.S.A., Canada and the U.K.

The demand for NAATI accreditation and the consequent implications for the profession remain strong. NAATI is well placed to continue and extend its services. NAATI moves into the next financial year with a new Business Plan to steer the continuation of current projects and services and to encourage the development of new and extended ones.

The following pages provide details about specific achievements for 1995 - 96.

FUTURE DIRECTIONS

THE BUSINESS PLAN: 1996-2000

Between September 1995 and March 1996, NAATI reviewed its operations and financial management policies to produce a Business Plan for the period 1996/97 to 1999/2000. The Business Plan aimed to provide clear directions for NAATI both in terms of business activities, methods of implementation and financial outcomes.

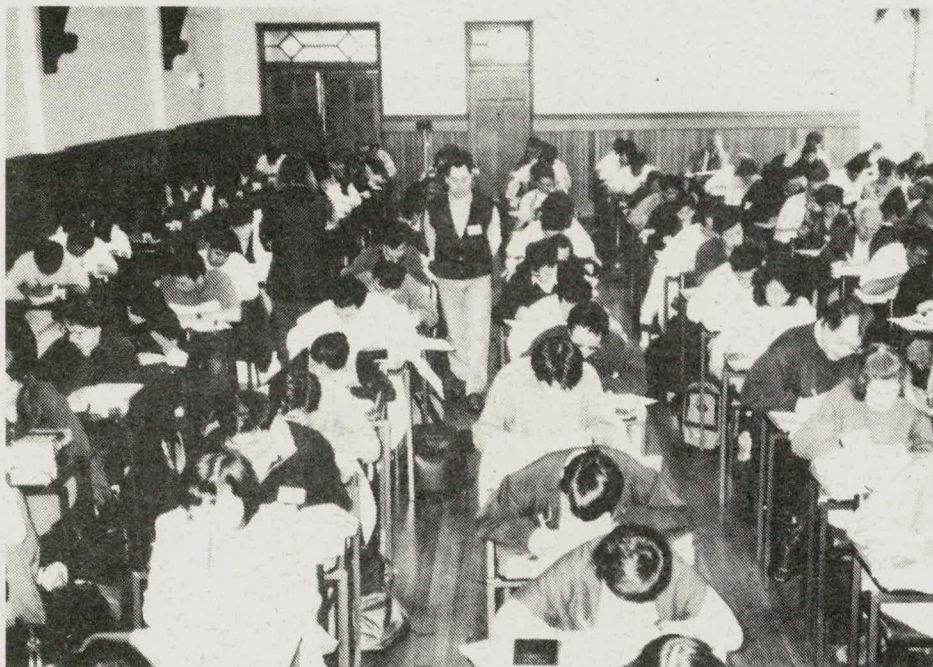
The Business Plan was accepted by Members of NAATI on 25 March 1996 and was endorsed by the Ministers at their meeting in May 1996.

The major recommendations of the Business Plan include:

- (a) Expand accreditation test services by increasing the range of languages available for testing and by conducting training and testing in a greater number of country areas;
- (b) Reduce the total number of tests within annual programs to achieve better cost efficiency of testing while ensuring that all languages are available during the year by "on-demand" testing;
- (c) Develop course guidelines for health and legal interpreting to be implemented by training providers;
- (d) Continue with the national strategy for I/T training in Aboriginal and Torres Strait Islander languages.
- (e) Produce and maintain a national annual catalogue of I/T courses, seminars, workshops and in-service programs;
- (f) Increase the number and distribution of test preparatory workshops in accordance with state/territory demand;
- (g) Develop Candidate Handbooks, new Sample Test materials and additional practice materials for prospective test candidates; and
- (h) Conduct reviews of the administrative structure of NAATI, the human resource needs and the technological needs for the next five year period.

ACCREDITATION ACTIVITIES 1995-1996

TESTING



Candidates sitting NAATI tests, November 1995

During the year NAATI undertook an ambitious testing program which included 40 languages including two new languages, namely Bosnian and Urdu.

The annual program concentrated on tests at the Interpreter and Translator level and the Paraprofessional Interpreter level. Translation tests at the paraprofessional level were discontinued except for newly introduced languages of low demand.

With knowledge of the forthcoming Olympics in 2000, NAATI offered tests at the Advanced Translator level in French and will continue to do so until 2000. Other languages offered at

this level in the 1995/96 program included German, Japanese and Spanish.

During 1995/96, NAATI conducted approximately 2,650 I/T tests within the annual program and 327 on-demand tests in 8 capital cities and 13 other regional locations. In accordance with NAATI's commitment to provide further training and test preparation opportunities for candidates, fifty-four workshops were conducted nationally, twenty-two of which were in New South Wales.

Summary details of accreditation services follow.

Tests and Accreditations: 1995-96

Level	Accreditations				Recognitions
	Number Tested	by test	by course	by o/seas	Number of Recognitions
Para. Tran.	63	21	6	-	
Para. Int.	451	302	110	-	
Trans. Eng	852	266	29	24	
Trans > LOTE	958	273	41	49	
Interpreter	309	106	7	-	
Adv. Trans > Eng	6	-	-	1	
Adv. Trans > LOTE	7	1	1	1	
Conf. Int	-	-	-	1	
Adv. Trans. Sen > Eng.	-	-	-	-	
Adv. Trans. Sen > LOTE	-	-	-	-	
Conf. Int. Sen	-	-	-	7	
Lang. Aide					
Oral	305	154	-	-	
Written	106	-	-	-	
Recognitions:					
Interp.	-	-	-	-	69
Trans	-	-	-	-	35
TOTAL	3057	1123	224	83	104

In comparison with the previous year, the 1995-96 testing program was smaller in overall numbers by 777 mostly attributed to the withdrawal of the paraprofessional translator test in mainstream languages. The nature of the testing program was determined by the market demand for selected languages, the candidate demand for testing and the number of graduates emanating from NAATI approved courses. In the year under review, NAATI received 2100 new applicants requesting approximately 4900 tests.

Another notable feature of the testing program was that 327 on-demand tests were conducted for individuals unable to participate in the annual testing program. The number of accreditations as a result of testing decreased by 9% during this financial year despite a decrease of 20% in the total number of tests thus demonstrating a slightly better pass rate for 1995/96. Accreditations by course declined more significantly by 30% as various institutions are being forced to discontinue courses as a result of insufficient student numbers or inadequate funding. Accreditations by overseas qualifications decreased by 15% from 98 to 83.

NATIONAL TESTING PROGRAM FOR 1995-1996

During the year, tests were offered in the following languages at the specified levels. NAATI also offered tests in all available languages upon individual demand.

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

LANGUAGES TESTED BY NAATI: NAATI ACCREDITATION AVAILABLE

NAATI has tests available in the following languages but not all are tested in any particular year:

Albanian	Amharic	Arabic	Assyrian
AUSLAN	Bosnian	Bulgarian	Cantonese
Croatian	Czech	Dari	Dutch
Eastern Arrernte	Filipino	Finnish	French
German	Greek	Hakka	Hindi
Hungarian	Indonesian	Italian	Japanese
Khmer	Korean	Lao	Macedonian
Maltese	Mandarin	Persian	Pertame
Punjabi	Romanian	Russian	Samoan
Serbian	Slovak	Somali	Spanish
Thai	Tongan	Turkish	Ukrainian
Urdu	Vietnamese	Warlpiri	

LANGUAGES NOT TESTED BY NAATI: NAATI RECOGNITION AVAILABLE

Afrikaans	Armenian	Azerbaijani	Bengali
Bielorussian	Burmese	Catalan	Cebuano
Cook Is Maori	Danish	Estonian	Fijian
Flemish	Gujerati	Hamun	Hebrew
Hindustani	Hiri-Motu	Hokkien	Ilocano
Javanese	Kazakh	Konkani	Kurdish
Latvian	Lithuanian	Malayalam	Marathi
Melanesian	Multani	Nepalese	Norwegian
Oromo	Pidgin	Pukapukan	Pusho
Slovene	Sinhalese	Somali	Sudanese
Swahili	Swedish	Taiwanese	Tamil
Tatar	Telegu	Teo Chiew	Tetum (Timorese)
Tigrinya	Uighuyre	Uzbek	Wu (Shanghainese)
Yiddish			

NOTE: This is not an exclusive list. NAATI will consider Recognition for languages not yet listed.

NAATI RECOGNITION:

Interpreters/translators practising in rarer languages, to whom accreditation is not available through one of the three standard methods of accreditation are eligible for recognition. The authority recognises candidates in this category who are able to provide documented evidence that they are practising on a sufficiently regular basis.

The award of Recognition does not have equal status to accreditation, because NAATI has not had the opportunity to testify by formal assessment to a particular standard of performance. It is an acknowledgement that, at the time of the award, the candidate has had recent and reasonably regular experience as a translator and/or interpreter, but no level of proficiency is specified.

The award of Recognition retains validity only until accreditation testing is introduced.

COURSE APPROVALS

NAATI is responsible for the maintenance and approval of 14 courses for interpreters and translators in tertiary institutions in Australia. Course approvals and re-approvals during the year are listed below.

Course Approvals and Re-approvals 1/7/95 - 30/6/96

New Course Approvals

National Diploma in Interpreting (Paraprofessional)

Centre for Australian Paraprofessional Interpreter course

Languages & Linguistics

(Aboriginal Languages: Kriol, Dhangu, Djambarrpuyngu, Gupapuyngu, Gumatj Murrinh-Patha)

Adult Migrant Education

Services Hobart through

RMIT, Melbourne

Granville TAFE

AUSLAN, Spanish, Vietnamese 1996-99

Arabic

1996-97

Course Re-approvals

National Diploma in Interpreting (Paraprofessional)

Petersham TAFE

Vietnamese, AUSLAN

1996-97

RMIT

Indonesian, Japanese

1996-99

Adelaide Institute of TAFE

Italian, Khmer, Mandarin,

Spanish, Vietnamese

1996-2000

CMC TAFE, Perth

Kriol, Kitja, Kukatja, Burmese

Indonesian, Mandarin, Russian 1996-99

Interpreter/Translator Accreditation

Deakin University

Graduate Diploma in I/T

1996-97

German (new language stream)

Advanced Translator/Conference Interpreter Accreditation

University of Queensland

M.A in I/T

1996-2000

Japanese (Course Reapproval)

OVERSEAS QUALIFICATIONS ASSESSMENTS

During the year under review, NAATI granted the following number of accreditations on the basis of overseas accreditations:

Conference Interpreter (Senior)	7
Conference Interpreter	1
Advanced Translator into English	1
Advanced Translator into LOTE	1
Translator into English	24
Translator	49
	<hr/>
	83

In making the above accreditations NAATI researched and assessed courses at several overseas institutions not previously assessed. Those meeting Australian standards of I/T accreditation at various levels have now been added to the NAATI compendium of overseas qualifications which are eligible for NAATI accreditation. This compendium now exceeds 100 overseas courses.

RESEARCH

JOINT NAATI/ANU PROJECT

In May 1995 NAATI agreed to a joint project between itself and the Australian National University whereby an Honours student would undertake a research project. The agreed study was:

An Assessment of the Comparability of the Level of Difficulty Across Three LOTES for the NAATI Translator Test (The Hill Report)

The study involved the identification of the linguistic characteristics of three languages (French, German and Russian) which can be used as indicators of language difficulty. This, in turn, facilitated the identification of the level of translation difficulty.

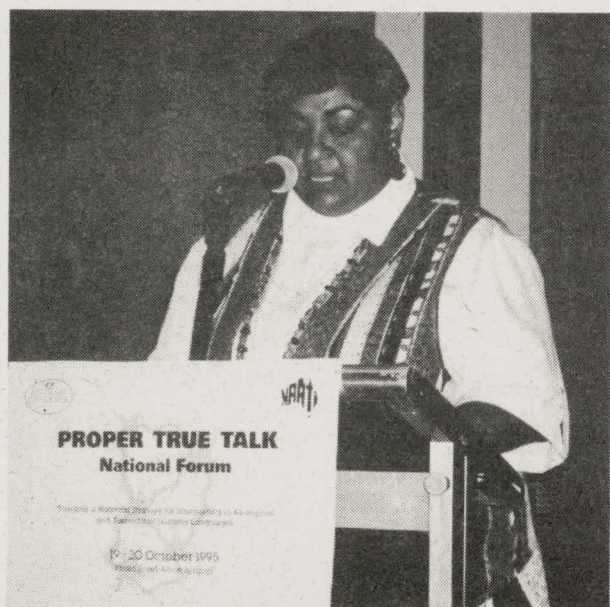
The report of the study is significant in providing verification of comparable standards of the NAATI Translator tests in French, German and Russian both within and across years as well as across the languages. While absolute standardisation is impossible to achieve across languages, this report showed that NAATI has been able to achieve and maintain such standardisation within an acceptable range. The report also formulated some very useful recommendations for NAATI examiners and candidates. It is available from NAATI's Central Office for \$6.00.

NEW DEVELOPMENTS

COUNTRY AREA SERVICE PROVISION

NAATI worked cooperatively with the NSW Ethnic Affairs Commission and the NSW Department of Health to provide basic information/training sessions and paraprofessional interpreter testing in Albury, Wagga Wagga and Griffith. NAATI conducted 35 tests in 20 languages from which 10 candidates received accreditation.

TRAINING AND TESTING IN ABORIGINAL LANGUAGES



Thomasina Mam addresses the forum 'Proper True Talk' held in Alice Springs, 19 - 20 October 1995

During 1994-5 NAATI worked together with I/T educators to develop a national training strategy for interpreting and translation in Aboriginal Languages. The outcome was a discussion paper entitled *Towards a National Training Strategy for Interpreting and Translation in Aboriginal and Torres Strait Islander Languages* which was released in June 1995.

With initiatives from the Attorney Generals Department to fulfil a perceived need for further discussion, debate and involvement with Aboriginal and Torres Strait Islander peoples, NAATI worked together with the AGs department to sponsor a national forum held in Alice Springs in August 1995.

The National Forum generated considerable enthusiasm by I/T trainers in the Northern Territory and by the end of the year, one Paraprofessional Interpreter Course had been approved by NAATI and new proposals for special testing were received.

In April 1996 NAATI received a proposal from Batchelor College, NT to provide intensive preparatory workshops followed by paraprofessional interpreter testing in selected Aboriginal languages. This proposal came in response to the need to determine levels of competence of interpreters who were to be placed on a newly established register of interpreters for the Northern Territory.

NAATI worked with Batchelor College to ensure that the paraprofessional interpreter tests would be suitable for Aboriginal candidates while at the same time meet the NAATI requirements in terms of format, level of difficulty and marking guidelines. NAATI approved both the test scripts and the examiners' panels prior to the tests being implemented.

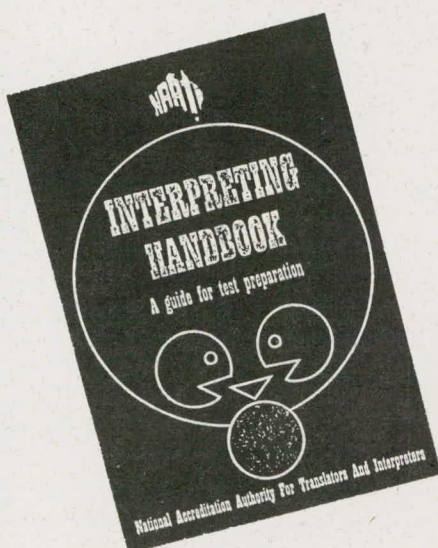
During June, testing was conducted in the Burarra/English languages which resulted in 6 accreditations. Since this time, testing has been conducted in Modern Tiwi (4 accreditations), Murrinh-Patha (2 accreditations), Pitjantjatjara (4 accreditations) and Yankunytjatjara (4 accreditations). Testing will continue in other communities until the end of 1996.

SPECIALIST QUALIFICATIONS IN LEGAL AND HEALTH I/T

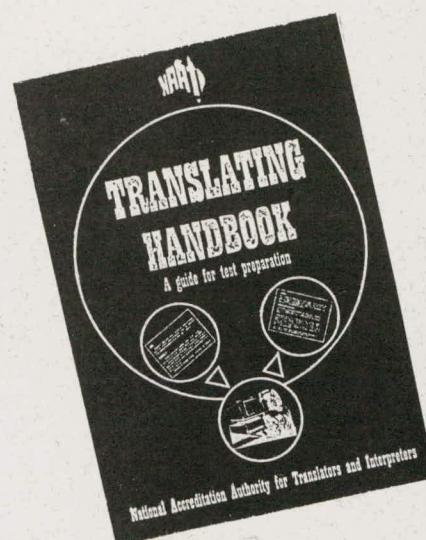
The NAATI Board addressed the growing demand for specialist qualifications in legal and health interpreting and decided that such qualifications should result from an intensive but short training program rather than from a single examination and that such training should follow the acquisition of NAATI accreditation at the first professional level, namely Interpreter. Accordingly, the Board decided that NAATI's role should be one of establishing guidelines for the training programs which could be delivered by educational institutions.

NAATI established two advisory committees to assist with the identification of the required skills and knowledge of professional interpreters working in these areas. The advice of the committees will be used by NAATI's Qualifications Assessment and Advisory Committee to determine the guidelines for specialist training programs and the most appropriate qualification for candidates completing the programs. The committees will meet on 22 November 1996.

NEW SELF-STUDY RESOURCE KITS



During 1995-96 NAATI developed new sample test resource kits for prospective test candidates. The new kits for both interpreting and translation tests include one simulated NAATI test, extra practice materials and a booklet providing information on self-study methods and other reference materials. The resource kits have been developed as a means to help candidates understand the standards expected of them for accreditation and to provide materials for them to practise as part of their test preparation.



OTHER ACTIVITIES

CONSULTATIONS

Throughout the year the Board and the Executive Director met with a range of organisations and institutions to facilitate cooperation among I/T educators, I/T service providers, NAATI as the I/T accrediting body and the consumers of I/T services. The Board met with AUSIT (the Australian Institute of Interpreters and Translators Inc.), Language Australia, Service Providers, the NSW Law Society, and NAATI Regional Advisory Committees.

TRAINING AND WORKSHOPS

Throughout the year NAATI provided 54 workshops in locations for candidates preparing for tests and for accredited practitioners who were seeking continuing professional development. To facilitate the delivery of workshops, NAATI developed a Manual for trainers as a means of standardising NAATI's workshops nationally.

In addition to such programs for its candidates, NAATI also conducted training programs for its examiners in Melbourne, Sydney, Adelaide, Brisbane, Canberra and Perth. All newly appointed examiners were required to attend familiarisation sessions prior to the main workshops.

SUBMISSIONS TO GOVERNMENT INQUIRIES

During 1995-1996 NAATI prepared submissions to three government inquiries including the Parliamentary Inquiry on Migrant Access and Equity, the Aboriginal Witness Project and the National Non-English-Speaking Backgrounds Sexual Health Strategy.

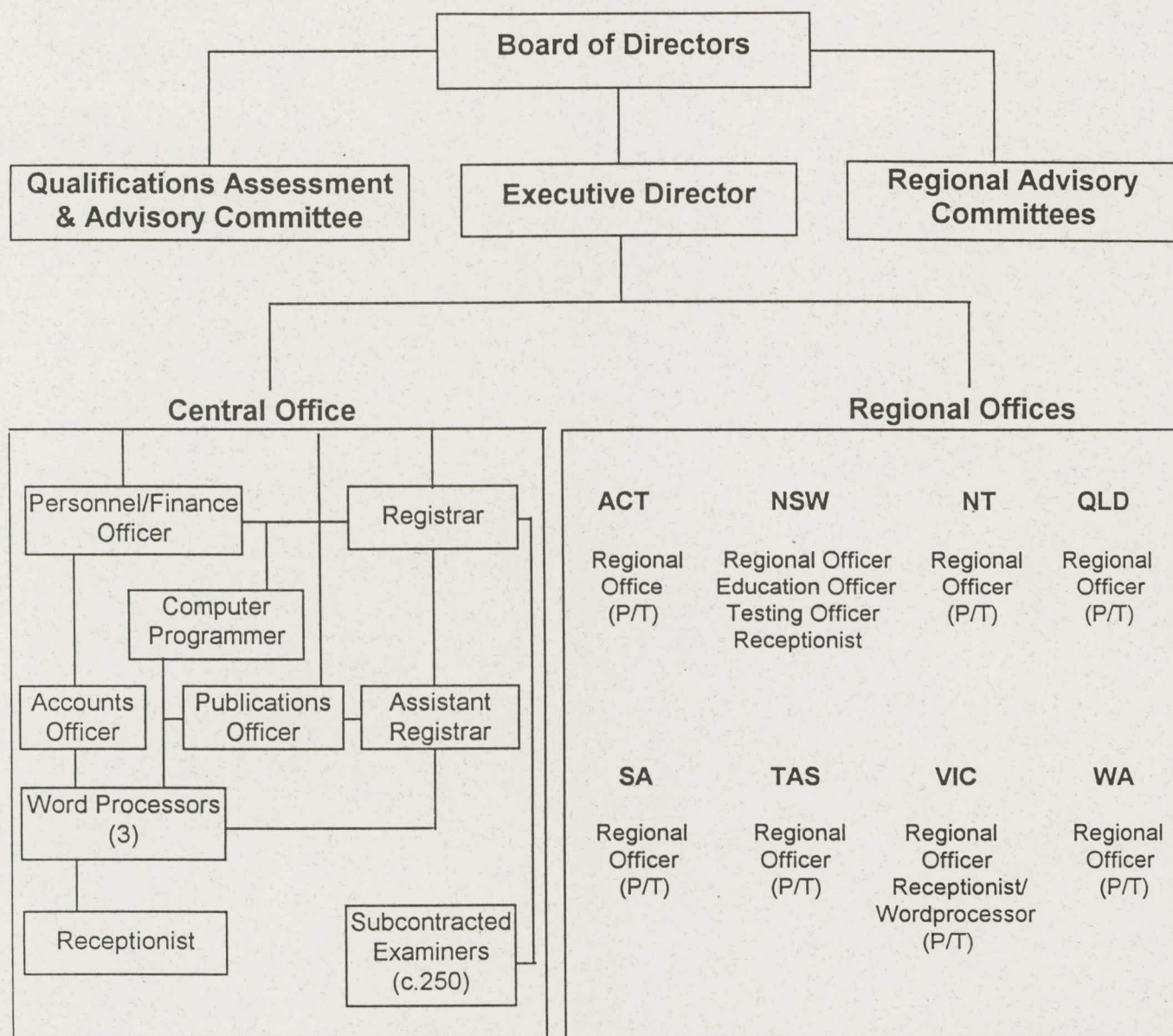
NEW CENTRAL OFFICE PREMISES



After occupying premises at Jamison ACT for twelve years, the Central Office of NAATI was relocated to new premises at Hawker ACT. The move took place in October 1995 and has resulted in staff working in a more appropriate environment. The move was long overdue as the company had outgrown the space and facilities available at Jamison.

NAATI ORGANISATIONAL STRUCTURE

The Authority and its organisation are under the direction of a Board of Directors. Its daily administration is managed by the Executive Director and is carried out by staff in both the Central and Regional Offices. In addition, NAATI has advisory committees and examiners to assist with its work.



COMMITTEES AND STAFF

QUALIFICATIONS ASSESSMENT AND ADVISORY COMMITTEE

Professor Adolfo Gentile (Chairman)
 Mr Peter Davidson
 Ms Anna Grassi
 Mr David Lord
 Ms Amalia Milman

REGIONAL ADVISORY COMMITTEES

Australian Capital Territory

Mr M Gilhotra
 Dr M Gredley
 Mr P R Ireland +
 Mr G Kaminskis
 Mr M Leader
 Miss A Milman *
 Mr G McKergow (RO)
 Dr S Nasca
 Mr G Nelson
 Mr M Watkins (Mr D Cross)

New South Wales

Mr S Bregu (RO)
 Mr S Campisi
 Prof R Ebied
 Ms M Gerber
 Ms A Grassi *
 Ms S Hale
 Mr D Lord
 Mr B McMahon
 Ms M Nicholson
 Mrs P Ridoutt
 Mrs I Smit

Northern Territory

Mr R Coates
 Mr M Cooke *
 Mr J Federer (RO)
 Mr T Findhamer
 Ms H Hamid
 Mr A McGregor
 Ms B Mulder
 Ms A Nelson
 Ms A Quinn +
 Mr F Spry
 Ms A Wait
 Mr C Warawity

Queensland

Ms L Bowyer
 Dr M Brandle
 Mr J Crainean
 Ms M Denver
 Inspector C Dillon
 Ms R Dove
 Mr S Efstratiou
 Mrs B King-Martin (RO)
 Mr P O'Brien
 Ms M Spring *
 Mr A von Stein
 Ms M R Tse +

South Australia

Ms C Appelkamp (RO)
 Mr J Apostolakis
 Mr M Armiento
 Dr D Costa
 Ms T Hart
 Mr P Hellander *
 Mr N Marovich
 Mr E Neophytou
 Mr C Sanchez
 Mr F Schaffer
 Mr E Sorgini
 Mr T Tудо

Tasmania

Ms L Andersch
 Ms S Gelber * (RO)
 Ms E Hodson
 Ms C Parker

Victoria

Mr I Akinci +
 Ms Guosheng Chen
 Ms K Clare
 Ms W Davenport
 Mr B Elliott *
 Mrs M Ioannides
 Ms M Maggio
 Dr U Ozolins
 Ms S Pavlovska
 Mr L Robson
 Ms C Toffoli-Zupan (RO)
 Mrs M Vasilakakos
 Mr N Yucel

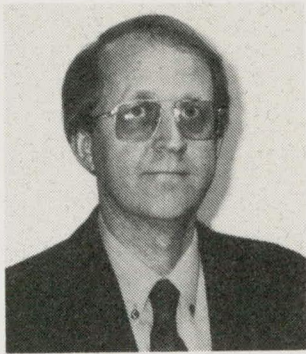
Western Australia

Mr C Anderson
 Ms S Bessell-Browne
 Dr H Blackmore *
 Mrs M Cerny
 Mr G Dival
 Mrs D Dixon +
 Ms N Eley
 Dr L Elicegui
 Ms S Gilks
 Mr F Martin
 Mr M Ogawa
 Ms B Sorensen (RO)

* Denotes Chairperson of Committee

+ Denotes Deputy Chairperson of Committee

CENTRAL OFFICE STAFF



Mr Ian Sullivan (Registrar)



Ms Eugenia Krikonis (Personnel)



Ms Anne Looker (Asst. Registrar)



Ms Mirela Sharrock (Admin.)



Mr Neil Sinclair (Publications)



Mr Hugh Sainty and Mr Emlyn O'Regan (Computing staff)



Ms Pilar Christis, Ms Tracie Saillard, Ms Letitia Deeble and Ms Santa Jugovac. Rebecca Glasson is absent.

REGIONAL OFFICE STAFF

Australian Capital Territory

Mr Geoff McKergow



Mr Geoff McKergow

New South Wales

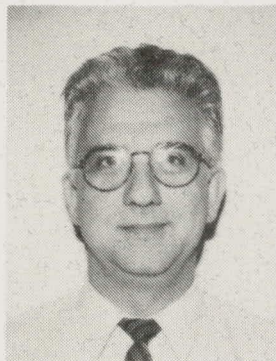
Mr Skender Bregu

Ms Barbara Hermann

Ms Rowena Ward

Ms Dea Perini

Ms Hannah Youssef



Mr Skender Bregu



Ms Claire Ferrier

Northern Territory

Mr Juan Federer



Ms Cheryl Appelkamp

Queensland

Ms Claire Ferrier



Ms Susan Gelber

South Australia

Ms Cheryl Appelkamp



Ms Cynthia Toffoli-Zupan

Tasmania

Ms Susan Gelber



Ms Bente Sorensen

Victoria

Ms Cynthia Toffoli-Zupan

Ms Elizabeth Galea

Western Australia

Ms Bente Sorensen

FINANCIAL STATEMENTS

SUMMARY STATEMENT

The Authority's revenue increased by \$38,759 over the previous year, totalling \$1,600,529. Expenditures also increased by \$43,613, totalling \$1,622,795. The main areas of expenditure to increase include both operational expenditure and testing expenditures. There were also relocation costs associated with the move of the central office. In contrast savings were made in areas such as equipment repairs and maintenance, interpreter awareness days, research and development and travel expenses. Operations in the year ending 30 June 1996 resulted in an audited loss of \$22,266, compared with an audited loss of \$17,412 for the previous year.

In 1995/96 NAATI generated income equivalent to 51.9% of its total income compared to 52.4% in 1995 and 54.3% in 1994.

The accumulated surplus at 30 June 1996 was \$401,176 a decrease of \$22,266 over the previous year. The Authority is in a sound financial position, able to adequately cover its statutory obligations, and with a small working capital to secure its operational functions during periods of low revenue. The Board has been assured by the accountants that the accumulated surplus is adequate but not excessive for the operating conditions of the Authority.

Independent Audit Report to the Members of the

National Accreditation Authority for Translators and Interpreters Limited

Scope

We have audited the attached 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 Limited for the year ended 30 June 1996. The Company's directors are responsible for the preparation and presentation of the financial statements. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the Company.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance 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 Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) and statutory requirements so as to present a view which is consistent with our understanding of the Company's financial position, the results of its operations and its cash flows.

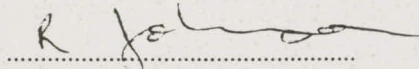
The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

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

- (a) so as to give a true and fair view of:
 - (i) the state of affairs as at 30 June 1996, and of the profit and cash flows for the financial year ended on that date of the company; and
 - (ii) the other matters required by Divisions 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 and other mandatory professional reporting requirements.

HARDWICKE'S
Chartered Accountants


.....
ROBERT J JOHNSON
Partner

Date: 21/10/96
.....
Canberra

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**DIRECTORS' REPORT
FOR THE YEAR ENDED 30 JUNE 1996**

Your Directors submit their report made in accordance with a resolution of the Directors with respect to the financial accounts for the year ended 30 June 1996.

1. Directors

The names of the Directors at the date of this report are:

Victor Borg
Adolfo Gentile
Grace Dawson
Sawsan Madina
Steve Karas

(Refer to Attachment 1 to this report for Director's Particulars).

2. Principal Activities

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

There have been no significant changes in the nature of the principal activities of the Authority during the financial year.

3. Operating Results

The net operating loss of the Authority for the financial year ended 30 June 1996 was (\$22,266).

4. Dividends Paid or Recommended

The Memorandum and Articles of Association prohibit the payment of dividends to Members of the Authority.

5. Review of Operations

Government revenue increased by \$25,000 and other revenues increased by \$8,000. In expenditure, operating expenses were reduced by \$16,000 even after \$22,000 was incurred in relocation costs and an additional \$16,000 in printing costs. The difficulties arose in the test area where revenues were increased by \$7,000 after a major reallocation of revenue from translation level 2 to translation level 3, but total exam expenses rose by \$60,000. This result caused the operating loss to increase marginally from (\$17,725) in 1995 to (\$22,266) in 1996. As can be seen in the cash flow statement, the net cash after operating and investing activities amounted to \$63,298. These figures indicate that the company is operating in cash terms at a surplus and in accounting terms at a loss. Some of the more significant inclusions in the non-cash, accounting figures are depreciation, annual and long service leave accrued but not yet taken, writing off of assets no longer held by the company, and the exclusion of moneys received this year that relate to the following year.

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996

**DIRECTORS' REPORT
FOR THE YEAR ENDED 30 JUNE 1996**

6. State of affairs

The Company continues to operate close to a break even result. With continued efforts to maintain exam and other revenue proving successful, and expenditure being monitored, the company's state of affairs will remain positive.

7. After Balance Date Events

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Authority, the results of those operations, or the state of affairs of the Authority in subsequent financial year.

8. Director's Emoluments

No director has received or become entitled to receive, during or since the financial year, a benefit because of a contract between the Company or a related body corporate with a director, a firm of which a director is a member or an entity in which a director has a substantial financial interest.

This statement excludes a benefit included in the aggregate amount of emoluments received or due and receivable by directors and shown in the Authority's accounts, prepared in accordance with Schedule 5 of the Corporations Regulations, or the fixed salary of a full-time employee of the Company.

9. Likely Developments and Results

The Company has developed a business plan that predicted a (\$16,000) loss for 1996, compared to the (\$22,000) loss achieved. With the measures planned for future years it is expected that the Company will return to profit in 1997. Other than the normal operational changes to achieve the profit no matters or circumstances of significance are planned in the operations of the Company that will significantly affect the expected results of those operation in financial years subsequent to the year ended 30 June 1996.

10. Directors and Auditors Indemnification

The Company has not during or since the financial year in respect of any person who is or has been an officer or auditor of the Company:

- Indemnified or made any relevant agreement for indemnifying against a liability incurred as an officer, including costs and expenses in successfully defending legal proceedings; or
- Paid or agreed to pay a premium in respect of a contract insuring against a liability incurred as an officer for the costs or expenses to defend legal proceedings;

NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996

DIRECTORS' REPORT
FOR THE YEAR ENDED 30 JUNE 1996

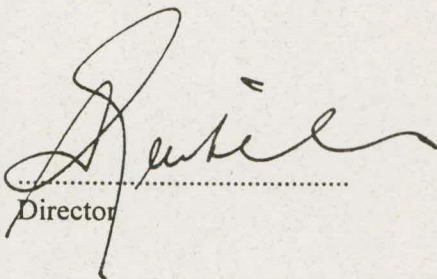
With the exception of the following matters:

- During the year a \$1,130 premium was paid in respect of the persons listed below to insure against liability for costs and expenses incurred by them in defending any legal proceedings arising out of their conduct while acting in the capacity as director or officer of the Company, other than conduct involving a wilful breach of duty in relation to the Company.

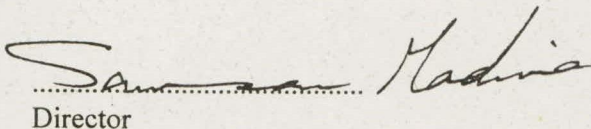
Officers insured include:

V Borg	S Madina
S Bell	A Gentile
S Karas	G Dawson
E Krikonis	

Signed in accordance with a resolution of the Board of Directors.



.....
Director



.....
Director

Date: 21/10/96

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**DIRECTORS' REPORT
FOR THE YEAR ENDED 30 JUNE 1996**

DIRECTORS' PARTICULARS

NAME	QUALIFICATION	SPECIAL RESPONSIBILITIES	SHARES IN THE COMPANY	CONTRACTS/ PROPOSED CONTRACTS WITH COMPANY
Adolfo Gentile	IT Educator and Practitioner	Director (Chairperson)	N/A	Nil
Victor Borg	Solicitor	Director (Deputy Chairperson)	N/A	Nil
Grace Dawson	Health Administrator	Director	N/A	Nil
Sawsan Madina	Manager SBS Television	Director	N/A	Nil
Steve Karas	Senior Member Immigration Review Tribunal	Director	N/A	Nil

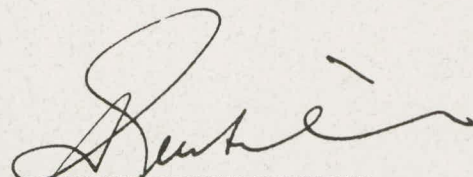
**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**


**STATEMENT BY DIRECTORS
FOR THE YEAR ENDED 30 JUNE 1996**

In the opinion of the directors of the Company:

1. (a) The accompanying Profit and Loss Account gives a true and fair view of the Profit/(loss) for the financial year;
 - (b) The accompanying Balance Sheet gives a true and fair view of the state of affairs of the Company as at the end of the financial year; and
 - (c) The Statement of Cash Flows gives a true and fair view of the cash flows of the Company for the financial year.
2. At the date of this statement, there are reasonable grounds to believe that the Company 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:


.....
Director


.....
Director

Date: 21/10/96

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
ACN 008 596 996**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 1996**

CASH FLOW FROM OPERATING ACTIVITIES

1995 \$		Note	1996 \$
744,765	Government grants		777,313
518,024	Test related revenue		514,723
250,656	Other revenue		296,868
50,577	Interest received		57,084
(278,040)	Testing expenditure		(324,681)
(1,285,096)	Operating expenditure		(1,248,316)
<u>\$886</u>	Net cash provided by operating activities		<u>\$72,991</u>

CASH FLOW FROM INVESTING ACTIVITIES

(15,578)	Payment for property, plant & equipment		(9,693)
<u>(15,578)</u>	Net cash used in investing activities		<u>(9,693)</u>
(14,692)	Net increase (decrease) in cash held		63,298
577,352	Cash at beginning of year	4	562,660
<u>\$562,660</u>	Cash at end of year	4	<u>\$625,958</u>

The accompanying notes form part of the financial statements.

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LTD.
ACN 008 596 996**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 1996**

CASH FLOW FROM OPERATING ACTIVITIES

1995 \$	Note	1996 \$
744,765	Government grants	777,313
518,024	Test related revenue	514,723
250,656	Other revenue	296,868
50,577	Interest received	57,084
(278,040)	Testing expenditure	(324,681)
(1,285,096)	Operating expenditure	(1,248,316)
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CASH FLOW FROM INVESTING ACTIVITIES

(15,578)	Payment for property, plant & equipment	(9,693)
<u>(15,578)</u>	Net cash used in investing activities	<u>(9,693)</u>
(14,692)	Net increase (decrease) in cash held	63,298
577,352	Cash at beginning of year	562,660
<u>\$562,660</u>	Cash at end of year	<u>\$625,958</u>

The accompanying notes form part of the financial statements.

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 1996**

NOTE 1 - STATEMENT OF ACCOUNTING POLICIES

The financial statements are a general purpose financial report that have been prepared in accordance with applicable Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views). 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 material accounting policies adopted by the Company in the preparation of the financial statements.

Income Tax

The Company is tax exempt under Section 23 of the Income Tax Assessment Act.

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 recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining the recoverable amount.

The depreciable amount of all fixed assets including buildings, but excluding freehold land, are depreciated over their useful lives commencing from the time the asset is held ready for use.

The gain or loss on disposal of all fixed assets, including revalued assets, is determined as the difference between the carrying amount of the asset at the time of disposal and the proceeds on disposal, and is included in operating profit before income tax of the company in the year of disposal.

Employee Entitlements

Provision is made in respect of the Company's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave that will be settled within one year, have been measured at their nominal amount. Long service leave is accrued in respect of all employees with more than 5 years' service with either the company or any other Commonwealth Public Service Department and who are expected to qualify for their entitlements. The provision for long service leave includes the Company's current legal obligations and the expected future payments where no legal entitlement has arisen. Contributions are made by the company to an employee superannuation fund and are charged as expenses when incurred.

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 1996**

1995 \$		1996 \$
NOTE 2 - OPERATING REVENUE		
Included in the operating loss are the following items of operating revenue and expense:		
	REVENUE	
744,765	Government revenue	769,100
512,761	Test-related revenue	519,110
304,244	Other revenue	312,319
<u>1,561,770</u>	TOTAL REVENUE	<u>1,600,529</u>
	LESS EXPENSES	
270,477	Testing expenditure	330,723
<u>1,308,705</u>	Operating expenditure	<u>1,292,072</u>
<u>1,579,182</u>	TOTAL EXPENDITURE	<u>1,622,795</u>
<u>(\$17,412)</u>	NET SURPLUS/(DEFICIT)	<u>\$(22,266)</u>

NOTE 3 - OPERATING LOSS

The Operating Loss has been determined after:

(a) charging as expense:

21,802	Depreciation of property, plant & equipment	18,407
7,434	Provisions for annual leave	5,015
19,159	Provision for long service leave	14,432

(b) crediting as income:

<u>\$51,123</u>	Interest received	<u>\$55,448</u>
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NOTE 4 - CASH

2,344	Petty cash accounts	1,135
52,624	Operating accounts	175,627
507,692	Investment accounts	449,196
<u>\$562,660</u>		<u>\$625,958</u>

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 1996**

1995 \$		1996 \$
NOTE 5 - OTHER ASSETS		
	CURRENT	
2,642	Accrued income	996
737	NSW bond money	737
8,596	Prepayments	8,488
<u>\$11,975</u>		<u>\$10,221</u>

NOTE 6 - PROPERTY, PLANT & EQUIPMENT

236,958	Office equipment - at cost	178,490
185,265	Less: accumulated depreciation	137,293
<u>51,693</u>		<u>41,197</u>
54,052	Furniture & fittings - at cost	49,305
32,237	Less: accumulated depreciation	30,751
<u>21,815</u>		<u>18,554</u>
<u>\$73,508</u>	Total property plant & equipment	<u>\$59,751</u>

NOTE 7 - CREDITORS & BORROWINGS

	CURRENT	
<u>\$59,709</u>	Trade creditors	<u>\$56,293</u>

NOTE 8 - PROVISIONS

	CURRENT	
<u>\$66,094</u>	Provision for annual leave	<u>\$71,109</u>

NOTE 9 - OTHER LIABILITIES

	CURRENT	
25,805	Accrued charges	29,568
-	Grants in advance	8,213
9,945	Exam fees in advance	14,260
11,290	Entry fees in advance	45,756
<u>\$47,040</u>		<u>\$97,797</u>

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 1996**

1995 \$	1996 \$
------------	------------

NOTE 10 - PROVISIONS

1995	NON-CURRENT	1996
<u>\$64,976</u>	Provision for long service leave	<u>\$79,408</u>

NOTE 11 - AUDITORS' REMUNERATION

1995	Amounts received or due and receivable by the auditors of the Company for:	1996
9,400	Auditing services	11,400
7,930	Other services	8,300
<u>\$17,330</u>		<u>\$19,700</u>

NOTE 12 - DIRECTORS' REMUNERATION

1995	Income received or due and receivable by all directors of the company from the company and any related bodies corporate	1996
<u>\$52,880</u>		<u>\$41,746</u>

1995	Number of company directors whose income from the company or any related bodies corporate was within the following bands:	1996
4	\$0 - \$9,999	4
1	\$20,000 - \$29,999	1

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 1996**

1995 \$		1996 \$
NOTE 13 - RECONCILIATION OF OPERATING PROFIT/(LOSS) TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
(17,412)	Operating Profit/(Loss)	(22,266)
21,802	Depreciation	18,407
19,160	Long service leave	14,432
7,433	Annual leave	5,015
-	Loss on disposal of assets	5,043
Changes in Assets & Liabilities		
(13,118)	(Increase)/decrease in debtors	3,265
(546)	(Increase)/decrease in accrued income	1,646
(1,730)	(Increase)/decrease in prepayments	108
(19,145)	Increase/(decrease) in creditors	(3,416)
1,644	Increase/(decrease) in accrued charges	3,763
-	Increase/(decrease) in grants in advance	8,213
5,963	Increase/(decrease) in fees in advance	4,315
(3,165)	Increase/(decrease) in entry fees in advance	34,466
\$886	Net cash provided by operating activities	\$72,991

NOTE 14 - ACCUMULATED SURPLUS

The company shows an accumulated surplus of \$401,176. The adequacy of this surplus is constantly under review as the company must ensure that it has sufficient working capital to meet its day to day operational cash flows. The cash management issue is quite different to profitability. Management must ensure that there is sufficient cash to meet liabilities as and when they fall due. For NAATI, cash flow can be significantly affected by such factors as the timing of grant payments from the Federal and State Governments, the considerable up front costs that are incurred in running an exam program before any revenue is received and that it is not possible to budget with certainty how many candidates will sit any given exam. NAATI has operating costs, not including exams, of \$1.3 million, or \$110,000 per month. If no grant funding is received and there is a delayed or unsuccessful exam program then NAATI only has a sufficient surplus to operate for approximately three months. Management is very aware that NAATI does not have capacity in its own right to borrow from financial institutions as it cannot offer any security. For these reasons this accumulated surplus is required to be maintained so that operational stability can be ensured.

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**DETAILED PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 1996**

1995 \$		1996 \$
GOVERNMENT REVENUE		
382,000	Commonwealth Government	398,000
6,100	ACT Government revenue	6,250
126,350	NSW Government revenue	129,200
95,000	VIC Government revenue	97,200
58,250	QLD Government revenue	59,600
31,600	SA Government revenue	32,300
32,115	WA Government revenue	32,850
3,200	NT Government revenue	3,300
10,150	TAS Government revenue	10,400
<u>\$744,765</u>	Total Government revenue	<u>\$769,100</u>
TEST-RELATED REVENUE		
7,102	Cancellation fees	8,401
34,370	Level 1 - language aid test	30,145
101,035	Level 2 - Translation	8,745
84,927	Interpreting	99,994
1,965	Review	470
85,551	Level 3 - Translation	161,290
68,734	Interpreting	86,299
3,180	Review	3,712
4,515	Level 4 - Translation	3,345
45	Review	-
62,965	On Demand tests	58,792
56,572	Sale of sample tests	55,352
1,800	Viewing of tests	2,565
<u>\$512,761</u>	Total testing revenue	<u>\$519,110</u>

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED**
ACN 008 596 996

**DETAILED PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 1996**

1995		1996
\$		\$
	OTHER REVENUE	
2,265	Accreditation - course	3,894
10,900	Accreditation - institution.	11,110
69,612	Application fees	60,643
14,455	Directory entry fee	11,330
914	Education services - ACT	4,174
35,010	Education services - NSW	41,060
75	Education services - NT	180
3,400	Education services - QLD	5,095
2,515	Education services - SA	3,970
55	Education services - TAS	370
7,470	Education services - VIC	12,102
4,945	Education services - WA	1,575
51,123	Interest	55,448
14,137	Interpreters awareness day	880
7,343	Late application fee	8,642
138	Newsletter advertising	200
3,297	Other revenue	4,224
4,130	Overseas qualifications	6,185
-	Profit/(Loss) on disposal of assets	(5,043)
2,295	Re-instatement fee	2,840
5,030	Recognition fee	3,210
2,231	Sale of 'Ethics of the Profession'	7,220
516	Sale of 'Interpreting and the Law'	1,130
448	Sale of 'Introduction to Interpreting'	2,293
405	Sale of 'Symbol Bromides'	672
3,302	Sale of 'Working with Interpreters	2,827
500	Sale of annual report & other booklets	-
22,130	Sale of certificates	22,102
7,106	Sale of directory	9,398
7,419	Sale of ID cards	7,480
600	Sale of Jill Blewitt Book	585
8,702	Sale of NAATI news	8,792
2,126	Sale of RMIT publications	1,728
3,450	Sale of translator stamps	7,631
945	Sale of video	1,673
5,255	Special overseas assessment fee	6,699
<u>\$304,244</u>	Total Other Revenue	<u>\$312,319</u>
<u><u>\$1,561,770</u></u>	TOTAL REVENUE	<u><u>\$1,600,529</u></u>

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**DETAILED PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 1996**

1995		1996
\$		\$
TEST RELATED EXPENDITURE		
-	Bachelor program	2,662
16,560	Language aide	19,097
3,323	Level 2 - setting translation	665
4,400	Level 2 - setting interpreting	6,645
24,412	Level 2 - marking translation	1,851
16,483	Level 2 - marking interpreting	25,834
1,501	Level 2 - review of tests	137
3,736	Level 2 - monitoring interpreting	(898)
2,927	Level 3 - setting translation	4,914
13,045	Level 3 - setting interpreting	13,462
61,332	Level 3 - marking translation	94,524
22,034	Level 3 - marking interpreting	41,576
2,457	Level 3 - review of tests	2,705
818	Level 3 - monitoring translation	1,260
350	Level 3 - monitoring interpreting	665
2,999	Level 4 - setting translation	800
4,790	Level 4 - marking translation	2,724
80	Level 4 - review of tests	48
3,160	Printing of tests	5,905
1,210	Purchase & erasure of tapes	1,134
11,207	Tape production - master	9,507
4,750	Hire of test venues	4,037
5,015	Printing of certificates	2,450
2,642	Supervision - Translation	3,512
1,069	Supervision - Interpreting	1,583
-	Live examiners	30
1,840	Readers for Interpreting tests	5,274
60	Technician - Language aide & Interpreting tests	100
23,388	On Demand tests	21,186
-	Staff development	275
15,102	Sample tests - stock	16,136
-	Sample tests - development	17,867
9,900	Chairperson honorarium fees	10,750
9,887	Telephone/postage/courier - reimbursement	12,306
<u>\$270,477</u>	Total testing expenditure	<u>\$330,723</u>

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**DETAILED PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 1996**

1995 \$		1996 \$
	OPERATING EXPENDITURE	
8,530	Accommodation & board	5,193
7,930	Accountancy fees	8,300
12,186	Accountancy review costs	-
1,264	Advertising	2,886
9,400	Auditor's remuneration	11,400
5,000	AUSIT costs	5,000
5,289	Bank charges	6,706
318	Books purchased	358
30,974	Communications - postage/courier	29,677
24,197	Communications - telephone/facsimile	25,235
2,550	Consultants	600
1,728	Cost of interpreter's symbols	-
21,802	Depreciation	18,407
52,880	Directors' remuneration	41,746
183	Donations	-
33,231	Education services	20,351
6,865	Electricity	10,365
2,901	Equipment - photocopier lease	3,255
12,403	Equipment - repairs and maintenance	5,452
-	Filing fees	82
7	Identification cards	708
7,466	Insurance - contents & liability	6,561
-	Insurance - Directors & travel	249
8,154	Insurance - workers' compensation	14,879
11,014	Interpreters awareness day	2,248
2,563	Legal costs	-
1,013	Miscellaneous expenses	-
2,800	Office - general expenses	3,590
93,141	Office - rental	92,146
8,346	Office - upkeep (including cleaning)	9,254
32,936	Payroll tax	29,567
59,630	Printing - directory/newsletter/stationery	75,907
-	Printing - photocopier charges	265
2,436	Publicity and functions	8,143
2,714	QACC sitting fees	381
-	Relocation costs	22,403
7,044	Research and development	-

**NATIONAL ACCREDITATION AUTHORITY FOR
TRANSLATORS AND INTERPRETERS LIMITED
ACN 008 596 996**

**DETAILED PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 1996**

1995		1996
\$		\$
	OPERATING EXPENDITURE (cont.)	
17,311	Salaries - casual	9,754
27	Salaries - higher duties	-
19,159	Salaries - long service leave	14,432
8,361	Salaries - overtime	15,637
697,032	Salaries - permanent/contract	699,254
6,228	Staff training	2,335
49,866	Superannuation contributions	68,262
1,892	Translator stamps	3,868
29,934	Travelling expenses	16,931
-	Video production costs	285
<u>1,308,705</u>	Total operating expenditure	<u>1,292,072</u>
<u>1,579,182</u>	TOTAL EXPENDITURE	<u>1,622,795</u>
<u>(\$17,412)</u>	OPERATING LOSS	<u>(\$22,266)</u>

