

Exhibit 5 – Translator Qualification Guidelines

Translators should possess a level of translation qualification, language competency, standard of general education, and relevant experience appropriate to the complexity of the text being translated. (Courts) (Melby) (C. Durbin)

Preference will be given to Contractors whose translators:

- a. Hold the American Translator Association (ATA)¹ Certification in ATA certifiable languages;

Or

- b. Score at least 18-25 points on at least one of the two exam texts in the ATA examination.²

Many languages are not certifiable by the American Translator Association. Preference will be given to non-ATA certifiable language translators who demonstrate (in descending order according to importance of qualifications): verifiable translation competency, interpreting competency, language proficiency, paid translation experience, active membership in a professional language organization, academic higher education degree from an institution of higher education, diploma of completion in secondary education, or diploma of completion in primary education.

Demonstration of some or all of the above criteria may be demonstrated through:

A. TRANSLATOR COMPETENCY via recognized translation assessments³:

1. State of Washington DSHS Document Translator Certification;⁴ and/or
2. Score of at least 10 on the ALTA Translation Assessment⁵; and/or
3. Standard Certification for Translation Services ([Canadian] Language Industry Association (AILIA) Translation Services Standard (CAN/CGSB-131) and/or
4. Score of at least ILR2+ on the Interagency Language Roundtable (ILR) Exam;⁶ and/or

¹ www.atanet.org available in (2018) Arabic, Chinese, Croatian, Danish, Dutch French, Finnish, German, Hungarian, Italian, Japanese, Polish, Portuguese, Russian, Spanish, Swedish, and Ukrainian

² The ATA Examination consists of the translation of two, 250 word texts and is based on an error point system, i.e. the lower the score, the better the candidate performed. A score of 17 or lower on each of two texts is required to pass and gain Certification. Scores of 18-25 are close to passing.

³ Translator competencies include reading and writing, so assessments that include these skills and/or translation performance in the target language are best predictors of translation proficiency.

⁴ <https://www.dshs.wa.gov/fsa/language-testing-and-certification-program> available in (2018) Cantonese, Korean, Mandarin, Russian, Spanish, Vietnamese;

⁵ ALTA Translation Assessment is a 12 level scale based on how well the candidate comprehended and maintained the meaning of the original message, used the mechanics of target language, and fluency in writing. <https://www.altalang.com/language-testing/protocols/>

⁶ Interagency Language Roundtable (ILR) is used by US Department of State and the FBI and measures reading, listening, speaking, writing, translation, interpretation, audio translation, intercultural communication. <http://www.govtilr.org/Skills/ILRscale1.htm>

5. Four year academic degree in Translation from a US or international university; and/or
6. Certificate of completion from a formal translation training program of at least 40-99 hours⁷and/or
7. Other recognized translation entity

OR

B. INTERPRETER COMPETENCY via recognized certifying body assessing interpreting knowledge, skills and abilities:⁸

1. Federal Court Interpreter Certification⁹ and/or
2. State Court Interpreter Certification; ¹⁰and/or
3. Hold the State of Washington DSHS Interpreter Certification¹¹; and/or
4. National Healthcare CCHI Certification¹² or NBCMI Certification¹³ and/or
5. State healthcare interpreter credential, such as the State of Washington DSHS Screened Languages Medical Interpreter credential;¹⁴ and/or
6. State social services interpreter credential, such as the State of Washington DSHS Screened Languages Social Service Interpreter credential.¹⁵
7. Other recognized interpreting entity.

OR

C. LANGUAGE PROFICIENCY via a recognized testing entity of language skills:

- 1. ACTFL: (American Council on the Teaching of Foreign Languages) score of “Superior”¹⁶**

⁷ Example: NYU Translator Certificate

⁸ <http://www.courts.ca.gov/documents/KSAs.pdf> Interpreter competencies include linguistic skills, speaking skills, listening comprehension skills, reading comprehensions skills, interpreting skills, and behavioral skills.

⁹ <http://www.uscourts.gov/services-forms/federal-court-interpreters/federal-court-interpreter-certification-examination>

¹⁰ National Center for State Courts Language Access Services Section <http://www.nesc.org/languageaccess>

¹¹ <https://www.dshs.wa.gov/fsa/language-testing-and-certification-program> available in (2018) Cantonese, Korean, Mandarin, Russian, Spanish, Vietnamese;

¹² National Health Care Interpreter Certification Program (CCHI), <http://www.cchicertification.org/>

¹³ National Board of Certification for Medical Interpreters(NBCMI) <http://www.certifiedmedicalinterpreters.org/>

¹⁴ <https://www.dshs.wa.gov/fsa/language-testing-and-certification-program/test-information-registration-policies>

¹⁵ <https://www.dshs.wa.gov/fsa/language-testing-and-certification-program/test-information-registration-policies>

¹⁶ <https://www.languagetesting.com/actfl-proficiency-scale>

2. **TOEFL iBT** (Test of English as a Foreign Language): score of 94+¹⁷ or 470+¹⁸
3. **ECCE** score of 750+¹⁹
4. **ECPE score of 750+** ²⁰
5. **ELPT** (English Language Proficiency Test): score of 950+²¹
6. **MELAB** (Michigan English Language Assessment Battery) Final score of 80+²²
7. **CEFR (Common European Framework of Reference) score of C1+**²³
8. **ECPE** (Examination for the Certificate of Proficiency in English): score of 750+²⁴
9. **(CES) Cambridge English Scale score of 185-190**²⁵
10. (IELTS) International English Language Testing System score of 7.0+²⁶
11. Other recognized language assessment

OR

D. ACTIVE MEMBERSHIP IN PROFESSIONAL LANGUAGE ORGANIZATIONS:

American Translator Association (ATA) or other recognized associations, or other recognized entity [see Appendix I];

OR

E. HAVE PAID TRANSLATION EXPERIENCE / PORTFOLIO OF SAMPLES OF PAID WORK;

1. At least five years' experience and client references, and/or
2. At least three years' experience and client references, and/or
3. Other professional translation experience and client references.

OR

F. HOLD AN ACADEMIC DEGREE FROM AN INSTITUTION OF HIGHER EDUCATION

OR

G. HOLD A DIPLOMA OF COMPLETION FROM A FORMAL SECONDARY EDUCATION;²⁷

OR

¹⁷ <https://www.ets.org/toefl/ibt/scores>

¹⁸ <https://files.eric.ed.gov/fulltext/ED562802.pdf>

¹⁹ <http://cambridgemichigan.org/test-takers/scores/>

²⁰ <http://cambridgemichigan.org/test-takers/scores/>

²¹ <https://files.eric.ed.gov/fulltext/ED562802.pdf>

²² <http://cambridgemichigan.org/test-takers/scores/>

²³ <http://cambridgemichigan.org/test-takers/scores/>

²⁴ <http://cambridgemichigan.org/test-takers/scores/>

²⁵ <http://www.cambridgeenglish.org/images/177867-the-methodology-behind-the-cambridge-english-scale.pdf>

²⁶ <https://takeielts.britishcouncil.org/find-out-about-results/understand-your-ielts-scores>

²⁷ Languages of lesser diffusion may have very few, if any, literate translators.