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# TERMIUM® as the Mechanism to Support the Maintenance of ISO/IEC Standard 2382

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## *A Proposal from Canada*

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Treasury Board of Canada Secretariat (TBS)

To JTC 1 Sub-Committee Representatives

Gatineau, Québec

May 2, 2005

Canada 

# *Agenda*

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- Background
- Project Objectives
- Project Assumptions
- Guiding Principles
- Project Scope and Phases
- Project Activities
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# Background

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- ISO and IEC play a critical role in developing standards for IT, including for IT Vocabulary.
- A Joint ISO/IEC Technical Committee (JTC 1) was created to develop IT standards in all related fields.
- A JTC 1 sub-committee (SC-1) was put in place to standardize IT Vocabulary (last chaired, until 1999, by Canada).
- SC-1 disbanded in 2000 – The IT Vocabulary has become obsolete.
- Several proposals to update the IT Vocabulary (England and Japan).

## Background (2)

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- In December 2003, Canada presented a preliminary proposal to JTC 1.
- In early 2004, JTC 1 approved, and a formal project proposal prepared by Canada was presented in Berlin in October 2004.
- JTC 1 approved the proposal in principle, subject to Canada hosting a meeting where a more detailed project description would be submitted to JTC 1 sub-committees in early 2005.

# Project Objectives

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- For ISO/IEC
  - Establish a formal mechanism to bring the IT Vocabulary up to date, and to support its regular updating, dissemination and publication in English and French, two of ISO's official languages.
  - Put in place a mechanism to support online access to the Vocabulary by JTC 1 Sub-Committee representatives.
- For Canada
  - Make TERMIUM®, TERMICOM® and Canadian technolinguistic and terminology expertise available to ISO/IEC JTC 1 to enable the initial updating and subsequent regular maintenance of the IT Vocabulary.
  - Promote the use of ISO standardized IT terminology in Canada's two official languages, English and French, within the Canadian federal public service and among other TERMIUM® subscribers.

# Project Assumptions

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- ISO agrees that ISO/IEC 2382 will be accessible on a term-by-term basis from TERMIUM®.
- ISO agrees that lists of terms or portions of ISO/IEC 2382 will be accessible from TERMIUM®.
- Initially Version IV of TERMIUM® will be used and eventually replaced by Version V.

## Project Assumptions (2)

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- Project timeline may vary according to resource availability and unforeseen technical issues.
- Either party may terminate the maintenance agreement with a three-month notice.

# Guiding Principles

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- This project will unfold based on the following guiding principles:
  - JTC 1 Sub-Committees retain exclusive authority to standardize and update English terms and definitions within their respective areas of responsibility.
  - French equivalents, when not already provided by JTC 1, will be proposed/recommended by the Translation Bureau of the Government of Canada, but will have to be vetted by JTC 1 Sub-Committees (particularly by French-speaking Member Bodies).

# Project Scope and Phases

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- Scope: IT Vocabulary, in English and French
- Phases:
  - I. Project Launch (*spring 2005*).
  - II. Developing Update Mechanism (*Spring 2005 to March 2006*).
  - III. Publication of Updated Version (*April 2006 to July 2006*).
  - IV. Project Review (*July 2006 to September 2006*).
  - V. Regular Updating (Maintenance) (*from September 2006 on*).
  - VI. Possible Project Expansion (to other fields and/or languages).

# Project Activities

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- To be presented in detail by the Translation Bureau.

# Roles and Responsibilities

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- ISO/IEC ITTF
- JTC 1 Secretariat
- Ad Hoc Group
- JTC 1 Sub-Committees (Rapporteurs)
- Translation Bureau (Terminology Standardization Directorate)
- Treasury Board of Canada Secretariat (Chief Information Officer Branch)
- ISO TC 37
- External Specialists

## Roles and Responsibilities (2)

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- ISO/IEC Information Technology Task Force (ITTF)
  - Consult with TMB (Technical Management Board) regarding publication of revised IT Vocabulary.
  - Obtain agreement (from TMB) to publish the IT Vocabulary “free of charge”.
  - Meet with Canadian representatives (TSD and TBS) to finalize working relationship (cost, access and dissemination of terminology).
  - Obtain, from TMB, recognition of the Translation Bureau as a “Maintenance Agency” for the IT Vocabulary.

# Roles and Responsibilities (3)

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- JTC 1 Secretariat
  - Provide support and assistance to Ad Hoc Group.
  - Ensure work of Ad Hoc Group is carried out in accordance with ISO/IEC Directives.
  - Carry out balloting process for revised version of ISO/IEC 2382.
  - Report to JTC 1 Member Bodies.
- Ad Hoc Group
  - Develop mechanism to support updating and dissemination of the IT Vocabulary.
  - Facilitate agreements among SCs to reduce the number of terms with alternative definitions.
  - Prepare revised version of ISO/IEC 2382.
  - Submit revised version of ISO/IEC 2382 to JTC 1 Secretariat for balloting.
  - Report to ISO/IEC JTC 1.
  - Recommend to ISO/IEC JTC 1 when Ad Hoc Group should be disbanded.

# Roles and Responsibilities (4)

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- JTC 1 Sub-Committees (Rapporteurs)
  - Coordinate consultation within their SCs.
  - Prepare SC contribution to Ad Hoc Group.
  - Submit SC input to terminology database (TSD).
  - Represent SC position in Ad Hoc Group discussions.
  - Disseminate IT Vocabulary within SC.
  - Ensure coordination of ISO/IEC 2382 maintenance with TSD once initial update has been completed.
  - Approve all proposed English and French IT terms and definitions.
  - Maintain liaison with their research partners and other specialists as required.

# Roles and Responsibilities (5)

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- Translation Bureau (Terminology Standardization Directorate)
  - Offer Canadian expertise in terminology standardization.
  - Offer software and specialized IT resources (e.g., training, help desk, personnel for data conversion and capture, etc.) for easy implementation and use.
  - Coordinate all steps of the initial updating process with special emphasis on the efficient dissemination of information and data to all interested parties.
  - Assume responsibility for the terminology of all disbanded or non-represented SCs.
  - Between official updates of the IT Vocabulary, TSD will maintain the database on a continuous basis using information provided by SCs.
  - Through TERMIUM<sup>®</sup>, promote the use of standardized English and French IT terminology in the Canadian federal public service, the general public and among specialists in the field.

# Roles and Responsibilities (6)

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- Treasury Board of Canada Secretariat (Chief Information Officer Branch)
  - Promote the use of standardized English and French IT terminology within the Canadian federal public service and in the context of the renewal of the Government of Canada's Standards Program.
  - Endorse revised version of ISO/IEC 2382 as Government of Canada standard (update TBITS-23).
  - Ensure liaison between JTC 1 and the Translation Bureau.
  - Monitor progress from the point of view of benefits for the federal Official Languages Program of Canada.

# Roles and Responsibilities (7)

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- ISO TC37
  - The roles and responsibilities of ISO TC 37 will be identified after the initial technical meeting that is taking place today.
- External Specialists
  - Consulted by JTC 1 SC chairs or the Translation Bureau, as required.

# Project Deliverables

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- A detailed Project Plan
- A Project Communication Plan
- A fully-documented initial updating process for the IT Vocabulary
- A fully-documented regular maintenance process for the IT Vocabulary
- A preliminary list of IT terms and phrases
- An updated list of IT terms and phrases (as developed jointly by JTC1 Ad Hoc Group, SCs, and the Translation Bureau)

## Project Deliverables (2)

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- Regular progress reports during the initial updating process
- Entry of standardized IT terms and phrases into TERMIUM®
- An updated ISO/IEC 2382 Standard
- A formal agreement between ISO/IEC and the Translation Bureau for the subsequent regular maintenance of the IT Vocabulary
- Regular updates of the IT Vocabulary
- A final report on the project (presented to ISO/IEC, JTC1, Translation Bureau, and the Treasury Board of Canada Secretariat)

# Project Benefits

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- For ISO/IEC ITTF
  - Responsibility for maintenance of ISO/IEC 2382 is delegated to the Translation Bureau as a Maintenance Agency.
  - Possible reduction in cost of publication of ISO/IEC 2382.
  - Potential for sharing/expanding scope of project (recognition of expertise).
- For JTC1
  - Mechanism for automatic updating of ISO/IEC 2382.
  - Standardized and uniform terminology being used by all SCs in their standards, in two languages.
  - Availability of Canadian technolinguistic and terminology expertise.

## Project Benefits (2)

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- For Sub-committees
  - Consolidated list of relevant terminology for each SC.
  - Standardized terminology for all IT areas.
  - Easier access to standardized terminology.
  - Improved mechanism for inputting and updating their terminology.
  - Availability of wide range of terminology expertise from Canada.
  - Relevant terminology available in two of ISO's official languages (English and French).

# Project Benefits (3)

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- For Ad Hoc Group
  - IT vocabulary is developed in the same fashion by all SCs.
  - Reduction in number of duplicate entries (IT terms).
  - Reduction in overall cost of terminology development (for JTC 1).
- For the Translation Bureau (TB)
  - Promotion of global reach.
  - Transfer of Canadian knowledge and expertise.
  - Support of French on the Internet.
  - Fulfilment of TB's standardization mandate.
  - TB's visibility is extended to the IT community.

# Next Steps

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- Obtain final approvals for the project.
- Carry out the project (initial update of IT Vocabulary).
- Hold a special meeting in fall 2005 to monitor progress and address any technical issues.
- Assess the project after the initial update and provide a final report.
- Have a formal agreement signed between ISO/IEC and the Translation Bureau for the subsequent regular maintenance of the IT Vocabulary.
- Determine the feasibility of expanding the project to other ISO/IEC fields and/or languages.

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