

# FIDIC Business Days

Georgian Infrastructure  
with FIDIC Knowledge

Tbilisi, Georgia  
29 - 30 June 2017

**GIORGIANA TECUCI**

Capacity Building Committee  
**FIDIC**



ACEG  
ASSOCIATION OF CONSULTING ENGINEERS GEORGIA



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## **“BEST PRACTICES” IN TRANSLATION OF FIDIC CONTRACTS – DOs & DON’Ts or ABOUT LOCALIZATION AND LEGAL ENGINEERING**



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## Translation – what it is?

- Translation is the communication of meaning from one language (the source) to another language (the target).
- The purpose of translation is to convey the original tone and intent of a message, taking into account cultural and regional differences between source and target languages.



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## Language, writing and law

- Language, alphabets and graphic signs; knowledge of culture - LOCALIZATION
- Legal concepts across different jurisdictions – LEGAL ENGINEERING



## Accuracy

A single misplaced word or comma can cost millions. The source texts should be translated completely and accurately. Accuracy is the single most important skill in *legal* translation – and documents should always be proofread before delivery.

## Know the laws, not just the tongues

A translator working from one jurisdiction to another must know both the target language and the legal codes of each country involved. It's not just the legal terminology, but the culture, application and tone of voice. English legal documents, for example, are highly formal and tend to use the passive voice. Translation to a language that uses the active voice, such as Latin languages, could affect the tone if not translated properly.





## Format / Layout

- A full translation should approximately follow the format and layout of the source text.
- If this is not possible, appropriate notes should be inserted within square brackets (e.g. [above right:], [left margin:], [vertical:], etc.).
- When translating forms, empty columns may be omitted or should bear the words "No entry/No entries" within square brackets.
- Such typographical conventions as a dotted line used to prevent unauthorised insertions in the source text may either be reproduced or their meaning indicated by a Translator's note.
- Logos, taglines or slogans should be identified as such within square brackets and not be copied and pasted into the translation as images. Relevant text within a logo or tagline may be translated within the brackets (e.g. [company logo; tagline underneath: 'Accredited training provider']).



## Uni-cameral and Bi-cameral alphabets

A unicast or unicameral alphabet is one that has no case for its letters.

Persian, Kannada, Tamil, Arabic, Old Hungarian, Hebrew, Georgian, and Hangul are unicast alphabets,

while (modern) Latin, Greek, Cyrillic, and Armenian are bicameral, as they have two cases for each letter, e.g., B/b, B/β, Б/б, Р/р.

## Cursive alphabets

Arabic is more stylized and standardized as cursive - is the main / only way to write it



## Capitalised words... emphasis

Emphasis can be done in a myriad of ways including font styling, putting dots over letters, putting periods [.] in between characters; putting them in quotes 「」 『』 , etc.





## Capitalised words... emphasis

A Korean teacher explains that in common use (phone) the period (.) is commonly used:

사랑해 - I love you

뭐라고? - What?

사랑한다고 - I said I love you

뭐? 안들리거든 - What?? I really can't hear you what?

사.랑.한.다.고! - I SAID I LOVE YOU!

In Chinese, names of people and titles of works are underlined with straight lines and wavy lines respectively.

In a way that replaces the usual capitalisation that is used in English and other Latin-script languages. However there is not an equivalent in Chinese for capitalising starts of sentences or words.



## Names of concepts and institutions - Adjudicator

In cases where it is important for official purposes that the name of an official body, legal concept or institution be left in the original language or transliterated, a translation of the name should be inserted in square brackets after the name or as a footnote.

- the Georgian word საქართველო can be **transliterated** as “sak’art’velo” and **translated** as **Georgia**

Alternately, a translation of the term may be followed by the original language version or a transliteration either in square brackets or in the form of a footnote.



## Knowledge of the field

- **shop drawings** or **working drawings** – which one comes first?
- **Delay Damages** – liquidated damages? (UK) – penalties (penal clause - civil law)?
- **Claim** (a demand or request for something considered one's due):  
allegation application assertion call case demand interest  
petition plea request requirement suit affirmation birth-right  
counterclaim declaration dibs due entreaty lien part postulation  
prerogative pretense pretension privilege profession protestation  
reclamation requisition title ultimatum



## Numbers and dates

- Reference numbers (as opposed to dates) should be copied without change (e.g. as Roman or Arabic numerals).
- Numbers written in words in the source text should also be written in words in the translation.
- If the stated date is based on a different calendar, the conversion should be mentioned in a translator's note, i.e. [date converted].

## Abbreviations

- Abbreviations should be deciphered and translated in full. If this is not possible, a note should be inserted to this effect.
- Very common and known abbreviations may be translated using equally known abbreviations in the target language (for example “e. g.”, “et al.” etc.).



## Best Practices for Translation

- Translator has a knowledge of formal aspects of the target language at a native level, including grammar, spelling, punctuation, capitalization, and syntax.
- Translator has native-language knowledge of the source language, the language from which he or she is translating. Generally, the translation should be into the language the translator knows at an educated level.
- Translator has knowledge of the cultural aspects of both language groups.
- Translator *knows the audience* / is familiar with the field, is trained or experienced in the colloquial lexicon (branch of knowledge).
- Translator conveys meaning rather than word - for - word translations.
- Translator is skilled in proofreading or secures a proof-reader for all work.
- *Translator is certified if the material to be translated is a legal document.*



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**Thank you!**

**გმადლობთ!**

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