

Enlarged Editorial Committee

TC-EDC/Mar20/2

Geneva, March 24, 2020

Original: English

Date: February 7, 2020

GUIDE FOR THE ROLE OF CHAIRPERSONS AND LINGUISTIC EXPERTS IN THE ENLARGED EDITORIAL COMMITTEE

Document prepared by the Office of the Union

Disclaimer: this document does not represent UPOV policies or guidance

Objective

1. The purpose of this document is to provide guidance for Chairpersons and linguistic experts for their role in the Enlarged Editorial Committee (TC-EDC).

Completeness of draft Test Guidelines

2. Document TGP/7 section 2.2.5.4 describe the requirements for a draft Test Guidelines to be considered “complete” for submission to the Technical Committee (“final” draft Test Guidelines) (see: section 2.2.5.4 “Requirements for ‘final’ draft Test Guidelines”):

“[...] A draft would be considered to be “complete” if there was no missing information from any chapter of the Test Guidelines. Thus, it should include, for example, **explanations of characteristics contained in the Table of Characteristics and an appropriate set of example varieties**. Where the TWP amends the “complete” draft at its session, the amendments are to be specified and approved in a report of the meeting (i.e. the report on the conclusions or detailed report), and the Test Guidelines are submitted to the Technical Committee on this basis.”

3. At its forty-third session (2007), the TC noted that the TC-EDC had encountered problems in its work because some of the Test Guidelines submitted for adoption had not fulfilled the requirements for “final” draft Test Guidelines as set out in document TGP/7, Chapter 2.2.5.4 and were missing important information. The TC agreed that the TWPs should ensure that the requirements for Test Guidelines to be submitted to the TC were fulfilled and agreed that Test Guidelines which did not fulfill those requirements should be referred back to the relevant TWP.

4. A key role of the TWP Chairpersons is to review “final” draft Test Guidelines before the TWP session to make an assessment of whether requirements set out in TGP/7 are met. It would also be beneficial for the TWP Chairperson to attend the subgroup sessions at which “final” draft Test Guidelines are being discussed to make a final assessment.

Linguistic checking of draft Test Guidelines

5. Linguistic experts are responsible for checking the alignment of texts across the UPOV languages (English, French, German and Spanish) before these are put forward for adoption by the TC.

6. UPOV translators will provide translated versions of the original draft Test Guidelines (usually in English). Document TGP/14 “Glossary of terms used in UPOV documents” is the basis for translations, including the terminology used.

7. The draft Test Guidelines to be considered by the TC will be circulated by the UPOV Office up to four weeks prior to the TC-EDC meeting, in all UPOV languages. Linguistic comments should be provided to the UPOV Office before the TC-EDC meeting.

8. The role of the linguistic experts is to assess the accuracy of the translation from the original language (usually English). A key role of the linguistic expert for the language of the original draft (usually English) is to assess that the original draft is written clearly and to an acceptable linguistic standard. In the case of texts translated by UPOV, this function is part of the role of the translators.

9. Linguistic experts are at liberty to circulate the draft Test Guidelines among suitable colleagues to assist in their work. In the case of languages covering several countries and different regions, it is advisable to circulate proposals among experts in other countries to ensure that technical terms will be acceptable for all UPOV members.

[End of document]