



Secretaría General (SG)

Ginebra, 17 de noviembre de 2023

Referencia: **CL-23/45**

Contacto: Sr. CAI Guolei

Correo-e: terminology@itu.int

A los Estados Miembros de la UIT

Asunto: **Petición de interés – Colaboración con la Secretaría General de la UIT en materia de terminología relacionada con las tecnologías de la información y la comunicación (TIC) y las telecomunicaciones**

Muy Señora mía/Muy Señor mío:

La UIT se complace en invitar a los Estados Miembros a recomendar entidades adecuadas para la colaboración en materia de terminología relacionada con las TIC y las telecomunicaciones en los seis idiomas oficiales de la Unión. Las entidades seleccionadas ("socios terminológicos") podrán formular sugerencias sobre la terminología actualmente utilizada y proponer la adición de nuevos conceptos en la base de datos terminológica del Departamento de Conferencias y Publicaciones (C&P) de la Secretaría de la UIT.

Esta iniciativa responde a la modificación de la [Resolución 154 \(Rev. Bucarest, 2022\)](#) de la Conferencia de Plenipotenciarios sobre la utilización de los seis idiomas en condiciones de igualdad, en la que se encarga al Secretario General que siga colaborando con los Estados Miembros interesados y, en la medida de lo posible, perfeccione la traducción de términos y definiciones en los seis idiomas. El objetivo es crear una red mundial de socios que colaboren para definir con una alta calidad términos actualizados y pertinentes en el ámbito de las TIC en constante evolución. Pueden encontrarse todos los detalles de la iniciativa en el [Anexo al Documento CWG-LANG-13/2](#), aprobado por el Grupo de Trabajo del Consejo sobre la utilización de los seis idiomas oficiales de la Unión (GTC-IDOMAS) en octubre de 2023.

Las entidades recomendadas pueden ser institutos, universidades o instituciones académicas con un dominio avanzado del inglés y uno de los otros cinco idiomas oficiales como lengua materna. Su principal esfera de estudio o trabajo deberá ser la terminología, la traducción, las ciencias informáticas, la ingeniería o cualquier otra materia relacionada con las TIC, las telecomunicaciones o la tecnología en general. Se invita a los Estados Miembros a cumplimentar el siguiente [formulario](#) para someter sus recomendaciones antes del 31 de enero de 2024. C&P examinará todas las recomendaciones y procederá a verificar las cualificaciones de las entidades propuestas.

Si desea más información, no dude en dirigirse a terminology@itu.int.

Atentamente,

[Original firmado]

Doreen Bogdan-Martin
Secretaria General

Anexo: Proyecto detallado de flujo de trabajo para la colaboración en materia de terminología

ANNEX

DRAFT DETAILED WORKFLOW FOR COLLABORATION ON TERMINOLOGY

Following the proposal to CWG-LANG on collaboration on terminology ([Annex of document CWG-LANG-13/2](#)), this document presents an initial draft workflow for each type of collaboration (subject to change).

Entities looking to collaborate with C&P on terminology are kindly informed that the selected terminology partners will be collaborating with C&P on a pro bono basis. They are also invited to consider the following workflows. Detailed guidelines on contributing to terminology within [UNTERM](#) (the United Nations terminology database) will also be provided to terminology partners.

- **Proposing equivalents for terms and commenting on existing equivalents**

C&P endeavours to provide terminology entries in all six official languages as far as possible. A list of entries without translations in one or more languages can be provided to entities interested in working on providing missing equivalents (translations). Comments on existing translations of entries may also be provided.

- o C&P periodically provides a list of entries missing a specific language.
- o Terminology partners propose equivalents in their respective working languages, adding suggestions directly into UNTERM in line with the guidelines. The source of the equivalents proposed must be included.
- o C&P language sections review the proposed equivalent and integrates it into UNTERM.
- o The terminology partner is informed by e-mail when the proposal has been processed.
- o Terminology partners may also comment on existing terminology in their working language in accordance with the guidelines.
- o Suggestions appear in the relevant language queue in UNTERM and are reviewed by C&P language sections.
- o The terminology partner is informed by email when their suggestion has been reviewed.

- **Proposing new concepts to be added**

C&P aims to stay up to date with emerging technologies. The field of ICTs and telecommunications moves very fast and translation sections need to be able to propose equivalents in their respective working language. C&P welcomes proposals for new terms to be included in UNTERM. All proposals must be at least bilingual (English and another official language) with a definition and sources.

- o Terminology partners send C&P suggestions for new concepts in accordance with the guidelines. All suggestions must be at least bilingual (English and another official language), include a source and, where possible, a definition and its source.
- o Suggestions are reviewed by the terminology coordinator and forwarded to language sections for validation and completion.

- **Proposing definitions for concepts where they are missing**

Definitions are very important, providing a better understanding and enabling translators to translate the correct concept. Many entries in UNTERM do not currently have definitions. C&P welcomes the help of interested entities in providing definitions with sources.

- o C&P will share on request a list of entries missing definitions.
- o Terminology partners can propose a definition with its source via the suggestion process in the guidelines.
- o Proposed definitions will appear directly in the relevant language queue in UNTERM and be reviewed by C&P language sections.

- **Helping with the translation of terms and definitions coming from the ITU Coordination Committee for Technology (CCT)**

C&P is mandated to provide CCT with the translation of terms and definitions which it has validated in English. Interested entities can help by proposing equivalents and translations of definitions in their respective working languages. The inputs will be sent to C&P language sections for revision and then proposed to CCT for final validation.

- o C&P receives a list of terms and definitions which have been validated in English by CCT and which need to be translated into the five other official languages of the Union.
- o C&P sends an Excel or Word file to terminology partners for them to complete with the relevant translations.
- o Proposals are revised by C&P language sections and presented to CCT for final validation.
- o Terms and definitions are then included in UNTERM.

Suggestions from terminology partners will be reviewed by C&P language sections and the terminology coordinator according to the workload and the capacity of each section. Priority will be given to the work related to CCT in line with deadlines.

C&P also welcomes any suggestions and ideas on new ways to collaborate, such as sharing terminology databases and linguistic resources, or information helpful for translation and terminology work such as specific multilingual resources, useful websites for tracking emerging technologies, multilingual glossaries etc.