



International Criminal Tribunal for Rwanda
Tribunal pénal international pour le Rwanda

Guidelines for the Remuneration of External Translators/Self-revisers for the International Criminal Tribunal for Rwanda.

Article 1: Definitions

- a) “Translator Self-reviser”: anyone who is certified by an internationally recognized language institution as having the necessary capacity and expertise to provide translation services with no need for revision by a reviser other than the translator himself or herself.
- b) “The Registrar”: The Registrar of the Tribunal.
- c) “The party hiring the translator-self reviser”: A Defence counsel of the Tribunal who hires a translator-self-reviser to translate and self-revise document(s) to be filed with the Court Management Section of the Tribunal.
- d) “Tribunal”: The International Criminal Tribunal for the prosecution of persons responsible for genocide and other serious violations of international humanitarian law committed in the territory of Rwanda and Rwandan citizens responsible for genocide and other such violations committed in the territory of neighbouring States between 1 January 1994 and 31 December 1994.

Article 2: Accreditation of Translator-self-reviser

- a) A Party who may want to translate documents to be filed with the Court Management Section of the Tribunal through external sources shall hire an accredited fully self-revising Translator from a list available at the Language and Conference Services Section of the Tribunal. Parties can be provided with that list upon request.
- b) The filing Party on submission of a judicial document shall complete the appropriate Court Management Transmission Form (s) attached hereto (Annex II), indicating important information such as the original language, number of pages to be translated, the contact person overseeing the translation, the name and contact details of the translation service as well as the expected date of translation.
- c) Unless authorized by the Registrar in writing, Parties shall hire one self revising Translator only per document.
- d) Documents to be translated under this arrangement shall normally be limited to 100 pages; translation of documents exceeding this length should be first cleared with the Deputy Registrar who will undertake the necessary consultations.

Article 3: Remuneration of the Translator self-reviser

- a) Fees for the self-revising translator shall be paid by the Party who hired him/her. After such payment, the party shall submit a claim for reimbursement of expenses with the original of all supporting documents through the Lawyers and Detention Facilities Management Section.

b) In any event, payments by the ICTR will be made in accordance with the enclosed schedule of fees (Annex I) applicable within the United Nations, as may be revised from time to time by the United Nations.

Article 4: Limitation of responsibilities

- a) The Tribunal will not be involved in nor bound by any arrangement made directly by Parties with self-revising Translators. The Tribunal responsibility is limited to providing the list of self-revising Translator and to the payment of fees to the parties.
- b) The self-revising Translator is ultimate responsible for the quality of the translation work performed, which shall be a totally finished/final product that does not require any further revision.
- c) The Tribunal will not be involved in any dispute arising from any kind of arrangements between the Party and the self-revising Translator.

Article 5: Amendment and circulation of the Guidelines

- a) The Guidelines defining the conditions of remuneration applicable to self-revising Translators shall be circulated to all the Parties.
- b) Any article of the Guidelines may be amended by the Registrar. Any such amendment shall also be circulated to all the parties concerned.
- c) Without prejudice to the rights of the self-revising Translator, amendments shall enter into force upon their adoption.

ANNEX I

SCHEDULE OF RATES APPLICABLE TO EXTERNAL TRANSLATOR/REVISERS SINCE 1995

TRANSLATION/REVISION	Rates (US dollars) <u>a/</u>					
	Average <u>1/</u>	Technical or more difficult text	Very difficult or urgent text			
	Self/Rev	Reprise	Self/Revised	Reprise	Self/Revised	Reprise
Fully self-revised	135	54	140	56	146	58

a/ Per thousand words of original text.

1/ This rate is most commonly applied.

Higher rates are paid only exceptionally (Only a few times a year for very difficult jobs)