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Policies Related to Translation of OGC Standards

Warning

This document captures OGC Policies related to the proper translation of technical content in an OGC standards document. This document is <u>not</u> an OGC Standard and may not be referred to as an OGC Standard. It is subject to change without notice. However, this document is an <u>official</u> position of the OGC membership.

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Translation of OGC Public Documents

Policy

The working language of the OGC is English. The official (normative) version of an OGC document is the English language version available on the OGC site. As a global organization, the OGC wishes to have OGC standards usable by as many people and organizations around the world as possible. Therefore, we invite you to volunteer to translate one or more OGC standards Please see ' How to volunteer ' below for details.

Existing Translations

A number of OGC standards have been translated into other languages.
Please, check whether the document you intend to translate has already been translated into your target language in order to avoid duplications. You should also check on the archives of the mailing list ogc-translators@lists.opengeospatial.org whether somebody has already declared his or her intention to translate that document. If you know about a translation that is not listed here, please write to ogc-translators@lists.opengeospatial.org .

How to Volunteer as a Translator

We invite you to volunteer to translate an OGC standard or other documents alone or together with somebody else. Before you start a translation, please make sure you have read the information on translations in this document as well as the detailed OGC Document Copyright Policy.

The OGC publishes various types of public documents, including Implementation Standards, Best Practice Documents, and Discussion Papers. *We strongly encourage translators to concentrate on OGC Standards and Best Practice documents only, namely:*

- OpenGIS Implementation Standards - these are the stable OGC adopted standard documents. Their translations will have the greatest impact in the marketplace.
- OGC Best Practices - These are official OGC positions on how to use or implement a specific OGC interface or encoding standard.

In terms of the requirements of the OGC, standards and best practices and related educational documents are considered to be top priority for translation.

For notifying us about starting or completing a translation (required), to find other volunteers to help you translate large standards, or to discuss questions you have when

translating, we have created a publicly available and archived list. To subscribe to this list, please send an email to:

ogc-translators@lists.opengeospatial.org

with the word "subscribe" in the subject line (include the word "unsubscribe" if you want to unsubscribe). You can also browse through the archives:

http://lists.opengeospatial.org/pipermail/ogc-translators/

If you still have problems, please contact info@opengeospatial.org.

Copyright and other Translation Policies

Anyone may translate a public OGC document provided that they comply with the all of the following requirements:

1. Inform the OGC of your plan to translate an OGC standard or related document. Such notice must be sent in English.
2. Prominently disclose in the target language the following 3 items:
    a. The original URL, the status of the document, and its original copyright notice.
    b. That the normative version of the standard is the English version found at the OGC web site. All translated documents are informative. Therefore, every translated document must contain one of the following statements on the cover page:
        i. For a translation that is not going to be a national or regional standard:
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If you wish to translate any OGC public document other than an OGC Implementation Standard or a Best Practice, you must also request permission from the OGC. Further, please recognize that OGC documents are likely to change on a regular basis. Please send your request to the document author/editor and

ogc-translators@lists.opengeospatial.org.

If you find an error while translating an OGC standard

During the translation process, you may discover errors in the text of the document. If you find any errors or inconsistencies, you shall report these to the OGC so that the source OGC document may be corrected. The correct procedure is to use the OGC public change request application. The url to this application is:

http://portal.opengeospatial.org/public_ogc/change_request.php

The OGC shall coordinate with the translation team to insure that the OGC base document and the translated document maintain the same normative content.

If you wish to make informative changes to the standard

From time to time, the team translating an OGC document may wish to make informative changes to the document to reflect local requirements. A typical case might be to modify the examples using a coordinate reference system (CRS) to use a national system instead of the global EPSG 4326 code that is often used in OGC standards.

If informative changes are required, the translation team shall:

- Notify the OGC that there is a requirement to make some informative changes.
- Document each case where an informative change is required.
- Changes are discussed and approved by OGC staff.
- Approved changes may be incorporated into the translated document.
- All differences (changes) between the translated document and the original OGC document shall be inserted in the preface of the final translated document.

The OGC shall notify the original document editors and contributors of these informative changes. The OGC may consider these informative changes as future Change Requests to the existing OGC document.