

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>African, Caribbean and Pacific Group</b>	<b>Mr. Olivier-Ossey Pinzi Litumba</b> <i>Head of Conference Services</i> @ pinzi@acp.int ☎ 322 743 06 73	20 staff in Conference Services Organisational structure of the language services: Translation: • 2 English + 1 Reviser • 4 French + 1 Reviser Interpretation • 3 English + 1 post vacant • 3 French + 1 post vacant Languages covered: • English, French, Portuguese and Spanish	<b>Mr. Olivier-Ossey Pinzi Litumba</b> <i>Head of Conference Services</i> @ pinzi@acp.int ☎ 322 743 06 73	<b>Mrs. Nthisana Phillips</b> <i>Assistant Secretary-General in charge of Administration, Finances and Human Resources</i> @ Nthisana@acp.int ☎ 322 743 06 55
<b>African Development Bank</b>	<b>Ms. Micheline Ntchandeu</b> <b>Officer In Charge of the Language Services Department</b> @ m.ntchandeu@afdb.org ☎ 216 71 10 24 35 ☎ 216 22C 65 94 55	39 staff members; 1 English translation Division, 1 French Translation Division, 1 Interpretation Division, 1 Document Control Office; The Director's front office; Mainly French and English. Occasionally Arabic and Portuguese	<b>Ms. Micheline Ntchandeu</b> <i>Officer In Charge of the Language Services Department</i> @ m.ntchandeu@afdb.org ☎ 216 71 10 24 35 ☎ 216 22C 65 94 55	<b>Mr. Korje Bedoumra</b> <i>Vice-President, Corporate Services</i> @ k.bedoumra@afdb.org
<b>African Union Commission</b>	<b>Mrs. Nedjat Khellaf</b> <i>Director of Conference Services</i> @ nadjetlam@yahoo.fr @ khellafn@africa-union.org ☎ 251 911201654	Ms. Nedjat Khellaf, Director Planning and Coordination Unit–6 staff Translation Division: Mr. Victor Afagbegee, Acting Head • Arabic Unit: 7 staff • English Unit: 5 staff • French Unit: 8 staff • Portuguese Unit: 9 staff Interpretation Division: Ms. Fatoumata Keita, Acting Head • Arabic Unit: 3 staff • English Unit: 1staff • French Unit: 1 staff • Portuguese Unit: 3 staff • Interperation Equipment Technician: 3 staff Printing Unit: Mr. Tadele Demeke. Acting Publishing and Reproduction Officer • Printing Unit: 19 staff	<b>Mrs. Nedjat Khellaf</b> <i>Director of Conference Services</i> @ nadjetlam@yahoo.fr @ khellafn@africa-union.org ☎ 251 911201654	<b>Mrs. Nedjat Khellaf</b> <i>Director of Conference Services</i> @ nadjetlam@yahoo.fr @ khellafn@africa-union.org ☎ 251 911201654
<b>African Union/United Nations Hybrid Operation in Darfur (UNAMID)</b>	<b>Mr. Nabil Mohamed</b> <i>Chief, Language &amp; Conference Services Unit, GSS</i> @ mohamed39@un.org ☎ 249-922447561 ☎ 249-915069976	Number of staff: 11 + 600 Language Assistants attached to police Languages covered: Arabic, English, Local languages of Darfur: Fur, Zaghawa, etc.	<b>Mr. Nabil Mohamed</b> <i>Chief, Language &amp; Conference Services Unit, GSS</i> @ mohamed39@un.org ☎ 249-922447561 ☎ 249-915069976	<b>Professor Ibrahim Gambari</b> <i>Joint Special Representative of the African Union &amp; United Nations in Darfur (JSR)</i> @ gambari@un.org ☎ 249-922445500
<b>Asian Development Bank</b>	<b>Ms. Susan Hooper</b> <i>Senior Communications Specialist (Translation)</i> @ shooper@adb.org ☎ 632-632-5724	Translation Services falls under the Department of External Relations in ADB. We have one professional staff and 2 consultants working at headquarters and 23 field office translation focal points in our resident missions. English is our working language but we selectively translate in up to 25 developing member country languages including: Armenian, Azeri, Bahasa Indonesia, Bangla, Chinese, Dari, Fijian, Georgian, Hindi, Kazakh, Khmer, Kyrgyz, Lao, Mongol, Nepali, Russian, Sinhala, Tagalog, Tajik, Tamil, Tetum, Tok Pisin, Urdu, Uzbek and Vietnamese.	<b>Ms. Susan Hooper</b> <i>Senior Communications Specialist (Translation)</i> @ shooper@adb.org ☎ 632-632-5724	<b>Ms. Ann Quon</b> <i>Principal Director, Department of External Relations</i> @ aquon@adb.org

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Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>Bank for International Settlements</b>	<b>Ms. Victoria Torrano</b> <i>Head of Languages</i> @ victoria.torrano@bis.org ☎ 41 61 280 8965	<ul style="list-style-type: none"> <li>• 3 FTE English editors / translators</li> <li>• 1 FTE French translator</li> <li>• 1 FTE German translator</li> <li>• 1 FTE Italian translator</li> <li>• 1.5 FTE Spanish translator</li> <li>• 0.5 FTE terminologist</li> <li>• 0.5 FTE terminologist</li> <li>• Total–8 FTE</li> </ul>	<b>Ms. Victoria Torrano</b> <i>Head of Languages</i> @ victoria.torrano@bis.org ☎ 41 61 280 8965	<b>Mr. Peter Dittus</b> <i>Secretary General</i> @ peter.dittus@bis.org
<b>Bank for Investment and Development (EBID) of the Economic Community of West African States (ECOWAS)</b>	<b>Mr. Magloire Thomas Grimaud</b> <i>Head of the Language Services Division</i> @ mtgrimaud@hotmail.com ☎ (228) 221 68 64 ☎ (228) 933 27 25 ☎ (228) 947 82 27	<p>The Bank currently has six (6) permanent language services staff with indefinite contracts, namely:</p> <ul style="list-style-type: none"> <li>• One French interpreter/reviser;</li> <li>• Two French translators/interpreters;</li> <li>• Three English translators/interpreters.</li> </ul> <p>The following three (3) posts will be filled during the 2010/ 2011 period:</p> <ul style="list-style-type: none"> <li>• One English reviser/interpreter;</li> <li>• One English translator/interpreter; and</li> <li>• One French translator/interpreter.</li> </ul> <p>The Bank plans to recruit two Portuguese translators/interpreters over the next few years, since its working languages are English, French and Portuguese.</p>	<b>Mr. Magloire Thomas Grimaud</b> <b>Head of the Language Services Division</b> @ mtgrimaud@hotmail.com ☎ (228) 221 68 64 ☎ (228) 933 27 25 ☎ (228) 947 82 27	<b>Mr. Ifo M. Bashir</b> <i>Vice-President, Finance and Corporate Services</i> @ bifo@bidc-ebid.org @ ifobm@hotmail.com ☎ (228) 221 68 64
<b>Committee of the Regions and European Economic and Social Committee</b>	<b>Mr. Gonzalo Bescós Ferraz</b> <i>Director, Directorate for Translation, Joint Services</i> @ gonzalo.bescosferraz@cor.europa.eu ☎ 32 2 282 21 56  <b>Ms. Ineta Strautina</b> <i>Deputy Director, Directorate for Translation, Joint Services</i> @ ineta.strautina@eesc.europa.eu ☎ 32 2 546 82 43	<p>353 translators and 114 assistants. The Directorate for Translation has 22 linguistic units, a Coordination Unit and an organisational work flow service called Planning.</p> <p>All European Union languages are covered (22 languages), except Gaelic.</p>	<b>Mr. Gonzalo Bescós Ferraz</b> <i>Director, Directorate for Translation, Joint Services</i> @ gonzalo.bescosferraz@cor.europa.eu ☎ 32 2 282 21 56  <b>Ms. Ineta Strautina</b> <i>Deputy Director, Directorate for Translation, Joint Services</i> @ ineta.strautina@eesc.europa.eu ☎ 32 2 546 82 43	<b>Mr. Gonzalo Bescós Ferraz</b> <i>Director, Directorate for Translation, Joint Services</i> @ gonzalo.bescosferraz@cor.europa.eu ☎ 32 2 282 21 56  <b>Ms. Ineta Strautina</b> <i>Deputy Director, Directorate for Translation, Joint Services</i> @ ineta.strautina@eesc.europa.eu ☎ 32 2 546 82 43
<b>Common Market of Eastern and Southern Africa (COMESA)</b>	<b>Mr. César Badogomba</b> <i>Reviser</i> @ CBadogomba@comesa.int @ cesarebad@yahoo.com ☎ 260-211-229725/32 ☎ 260-966-764590	<ul style="list-style-type: none"> <li>• 1 Reviser</li> <li>• 4 Translators</li> <li>• 1 Bilingual Admin Assistant</li> <li>• 2 Bilingual Secretaries</li> </ul> <p>Languages: English &amp; French (and Arabic in the near future)</p>	<b>Mr. César Badogomba</b> <i>Reviser</i> @ CBadogomba@comesa.int @ cesarebad@yahoo.com ☎ 260-211-229725/32 ☎ 260-966-764590	<b>Mrs. Victoria Mwewa</b> <i>Director of Administration</i> @ VMwewa@comesa.int ☎ 260-211-229725/32 ☎ 260-211-226625
<b>Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)</b>	<b>Mr. Jonathan Barzdo</b> <i>Chief, Governing Bodies and Meeting Services</i> @ jonathan.barzdo@cites.org ☎ 41 22 917 8133	<p>The team dealing with meetings and documentation is very small, comprising seven people, including two translators.</p> <p>The working languages are English, French and Spanish.</p>	<b>Mr. Jonathan Barzdo</b> <i>Chief, Governing Bodies and Meeting Services</i> @ jonathan.barzdo@cites.org ☎ 41 22 917 8133	<b>Mr. John Scanlon</b> <i>Secretary-General</i> @ john.scanlon@cites.org

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<b>Council of Europe</b>	<b>Mr. Rafael Benitez</b> <i>Head of Programme, Finance and Linguistic Services</i> @ rafael.benitez@coe.int ☎ 3 88 41 21 37	Two official languages: English and French French Translation Service: Head–Jean-François ALLAIN (jean-francois.allain@coe.int); 19 revisers/translators • English Translation Service: Head–John PARSONS (john.parsons@coe.int), 12 revisers/translators • plus Terminology, Secretariat, Typing pool (shared between the two) 11 members of staff • Interpretation Service: Head Sally BAILEY-RAVET (sally.bailey-ravet@coe.int); 4 permanent staff, 2 assistants (We also have a separate French/English translation service at the European Court of Human Rights–Head had left.)	<b>Mr. Jean-François Allain</b> <i>Head, French Translation Service</i> @ Jean-Francois.Allain@coe.int ☎ 3 88 41 26 73	<b>Mr. Thorbjorn Jagland</b> <i>Secretary-General</i> @ thorbjorn.jagland@coe.int
<b>Council of the European Union</b>	<b>Ms. Margarida Lacerda</b> <i>Director, DGA 3–Translation and Document Production</i> @ Margarida.Lacerda@consilium.europa.eu ☎ 32-2-281-7205	<ul style="list-style-type: none"> <li>DGA 3 provides the European Council, the Council of the EU and in part the European External Action Service with translations into all official and working languages.</li> <li>Translation services are associated in this Directorate with the Document Management and Production Department, within Directorate General A of the General Secretariat of the Council which lends the European Council and the Council every assistance necessary.</li> <li>The 23 official and working languages of the EU are covered.</li> <li>The Language Department, with a total of around 650 translators and 330 support staff, consists of two groups: <ul style="list-style-type: none"> <li>Group A, 12 language units: Bulgarian, Czech, English, German, Greek, Irish, Italian, Latvian, Lithuanian, Portuguese, Slovak and Spanish.</li> <li>Head of Department: Asterios Zois - Rue de la Loi 145, B-1048 Brussels, Belgium, LEX Building, Office 10.AB.07 / +32-2-281 7691 / Asterios.Zois@consilium.europa.eu</li> <li>Group B, 11 language units: Danish, Dutch, Estonian, Finnish, French, Hungarian, Maltese, Polish, Romanian, Slovene and Swedish.</li> <li>Head of Department: Hendrik Baes - Rue de la Loi 145, B-1048 Brussels, Belgium, LEX Building, Office 10.AB.21 / +32-2-281 7789 /henk.baes@consilium.europa.eu</li> </ul> </li> <li>Horizontal support staff: Quality Policy Coordinator, Terminology &amp; Documentation team, Project Coordinator, CAT Tools Coordinator.</li> <li>For the whole directorate, a Resources Unit manages horizontal tasks and projects concerning Human Resources, Financial Resources and Material Resources.</li> </ul>	<b>Mr. René Smeets</b> <i>Internal Communication Officer DGA 3</i> @ Rene.Smeets@consilium.europa.eu ☎ 32-2-281 7589	<b>Mr. William Shapcott</b> <i>Director General, DG A - Personnel and Administration</i> @ William.Shapcott@consilium.europa.eu ☎ 32-2-281 5824
<b>Court of Justice of the European Union</b>	<b>Ms Maria Letizia Lombardi</b> <i>Director-General for Translation</i> @ mlb@curia.europa.eu ☎ 352 4303 5144 <b>Mr. Patrick Twidle</b> <i>Director for Interpretation</i> @ ptw@curia.europa.eu ☎ (352) 4303-3284	Number of staff of the language services: • Directorate-General for translation: 927 • Interpretation Directorate: 80 • General organisational structure of the language services: The Registrar of the Court of Justice, under the authority of the President of the Court, is responsible for all the departments of the Court, with the exception of the internal audit department, which is directly attached to the President. Those departments, including the two language services that function as two separate administrative entities, support the work of the three courts: the Court of Justice, the General Court, and the Civil Service Tribunal. The Directorate-General for Translation includes two Directorates composed of the language units and four functional units providing research, documentation, terminology and training, and coordinating all translation requests. The Interpretation Directorate is composed of three interpreting units and planning and coordination cells. Languages covered: All 23 official languages of the European Union (Bulgarian, Czech, Danish, Dutch, English, • Estonian, Finnish, French, German, Greek, Hungarian, Irish, • Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, • Romanian, Slovak, Slovene, Spanish, Swedish).	<b>Mr. Johan Bodenkamp</b> <i>Administrator, Office of the Director General for Translation</i> @ jb@curia.europa.eu ☎ 352 4303 2605 or 2034	<b>Ms Maria Letizia Lombardi</b> <i>Director-General for Translation</i> @ mlb@curia.europa.eu ☎ 352 4303 5144
<b>Economic and Social Commission for Western Asia</b>	<b>Ms. Ahed Sboul</b> <i>Chief, Conference Services Section</i> @ sboul@un.org ☎ 961-1-978113	Conference Services at ESCWA works with three language only: Arabic, English and French. We have three P3 Arabic translators, two P4 Arabic revisers, one P3 English editor, one P4 English editor, one P4 English translator. The language staff report directly to the Chief of Conference Services who also evaluates their work. We have no fixed posts for interpretation. We resort to free lance interpreters on a needs basis.	<b>Ms. Ahed Sboul</b> <i>Chief, Conference Services Section</i> @ sboul@un.org ☎ 961-1-978113	<b>Ms. Rima Khalaf</b> <i>Under-Secretary-General and Executive Secretary</i> @ khalaf@un.org

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<b>Economic and Social Commission for Asia and the Pacific</b>	<p><b>Mr. Steve Odera</b> <i>Chief, Conference Services Section</i></p> <p>@ odera2@un.org ☎ 66-2-2288-1110</p> <p><b>cc: Prapaporn Pornruedeerom</b> <i>Staff assistant</i></p> <p>@ pornruedeerom.unescap@un.org</p>	<p>Chinese, English, French and Russian are the four official languages of ESCAP.</p> <p>The Conference Services Section (CSS) includes four units : 1) [English] Editorial Unit (EU); 2) Chinese Language Unit (CLU); 3) French Language Unit (FLU); and 4) Russian Language Unit (RLU).</p> <p>CSS staffing (administrative staff excluded):</p> <table> <tr><td></td><td>C</td><td>E</td><td>F</td><td>R</td></tr> <tr><td>Translators/interpreters</td><td>3</td><td>-*</td><td>2</td><td>2</td></tr> <tr><td>Translators</td><td>1</td><td>-</td><td>1</td><td>2</td></tr> <tr><td>Revisers</td><td>2</td><td>-</td><td>2</td><td>2</td></tr> <tr><td>Editors</td><td>-</td><td>2</td><td>-</td><td>-</td></tr> <tr><td>Text proc.</td><td></td><td></td><td></td><td></td></tr> <tr><td>Clerks &amp; doc management</td><td>3</td><td>4</td><td>3</td><td>3</td></tr> <tr><td>Reference assistants</td><td>1</td><td>1</td><td>1</td><td>1</td></tr> <tr><td>Proofreading assistant</td><td>-</td><td>1</td><td>-</td><td>-</td></tr> </table> <p>* Freelance English interpreters are recruited to service meetings as needed.</p>		C	E	F	R	Translators/interpreters	3	-*	2	2	Translators	1	-	1	2	Revisers	2	-	2	2	Editors	-	2	-	-	Text proc.					Clerks & doc management	3	4	3	3	Reference assistants	1	1	1	1	Proofreading assistant	-	1	-	-	<p><b>Mr. Steve Odera</b> <i>Chief, Conference Services Section</i></p> <p>@ odera2@un.org ☎ 66-2-2288-1110</p> <p><b>cc: Prapaporn Pornruedeerom</b> <i>Staff assistant</i></p> <p>@ pornruedeerom.unescap@un.org</p>	<p><b>Ms. Noeleen Heyzer</b> <i>Executive Secretary</i></p> <p>@ heyzer@un.org</p>
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Translators/interpreters	3	-*	2	2																																													
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Proofreading assistant	-	1	-	-																																													
<b>Economic Commission for Africa</b>	<p><b>Mr. Etienne Kabou</b> <i>Chief, Publications and Conference Management Section</i></p> <p>@ kabou@un.org @ ekabou@uneca.org ☎ 251 115443644 ☎ 51 911814341</p>	<ul style="list-style-type: none"> <li>Number of staff 32 and general organisational structure of the language services; English Translation and Editorial Unit, French Translation and Editorial Unit, Arabic Translation Unit. Text Processing Unit.</li> <li>Languages covered: English, French and Arabic.</li> </ul>	<p><b>Ms. Doreen Bongoy-Mawalla</b> <i>Director, Division of Administration</i></p> <p>@ dbongoy@uneca.org</p>	<p><b>Mr. Abdoulie Janneh</b> <i>Under-Secretary General and Executive Secretary</i></p> <p>@ ajanneh@uneca.org</p>																																													
<b>Economic Commission for Latin America and the Caribbean</b>	<p><b>Mr. Ricardo Pérez</b> <i>Chief of Documents and Publications Division</i></p> <p>@ ricardo.perez@cepal.org ☎ 562-210-2209 ☎ cell 56 9 75699130</p> <p><b>Mrs. Susana Malchik</b> <i>Chief of Spanish Editorial and Translation Section</i></p> <p>@ susana.malchik@cepal.org ☎ 562-210-2084</p> <p><b>Mrs. Sally Shaw</b> <i>Chief of English Editorial and Translation Section</i></p> <p>@ sally.shaw@cepal.org ☎ 562-210-2076</p>	<ul style="list-style-type: none"> <li>Spanish Editorial and Translation Section - 3 Posts</li> <li>English Editorial and Translation Section - 5 Posts</li> <li>Printing and Distribution Section - 10 Posts</li> <li>Prepress Unit - 7 Posts</li> <li>Documents Control - 2 Posts</li> <li>Language Reference - 2 Posts</li> <li>Publishing and Marketing - 1 Post</li> <li>Director Assistants - 3 Posts</li> </ul>	<p><b>Mr. Ricardo Pérez</b> <i>Chief of Documents and Publications Division</i></p> <p>@ ricardo.perez@cepal.org ☎ 562-210-2209 ☎ cell 56 9 75699130</p>	<p><b>Mrs. Alicia Barcena</b> <i>Executive Secretary</i></p> <p>@ alicia.barcena@cepal.org ☎ 562-210-2553</p>																																													
<b>Economic Community of West African States</b>	<p><b>Ms. Olukemi Robinson-Atabuh</b> <i>Language Coordinator</i></p> <p>@ krobins@ecowas.int ☎ 234-7034179021</p>	<ul style="list-style-type: none"> <li>Language Coordinator reports to the Commissioner of Administration and Finance, who reports to the President of the Commission</li> <li>Number of staff: 16</li> </ul>	<p><b>Ms. Olukemi Robinson-Atabuh</b> <i>Language Coordinator</i></p> <p>@ krobins@ecowas.int ☎ 234-7034179021</p>	<p><b>Dr. Adaoha Okwuosa</b> <i>Commissioner, Administration and Finance</i></p> <p>@ okwuosa@ecowas.int</p>																																													
<b>European Bank for Reconstruction and Development</b>	<p><b>Mr. Mike Tigar</b> <i>Head of Language Services</i></p> <p>@ TigarM@ebrd.com ☎ 44 20 7338 7039</p>	<p>Six established posts. Four translation sections based on EBRD official languages–English, French, German and Russian. Interpretation Section (one administrative post).</p> <p>In addition to the official languages, we provide a translation service for all languages to and from English using agencies and the Bank's resident offices in countries where it operates.</p>	<p><b>Mr. Mike Tigar</b> <i>Head of Language Services</i></p> <p>@ TigarM@ebrd.com ☎ 44 20 7338 7039</p>	<p><b>Mr. Mike Tigar</b> <i>Head of Language Services</i></p> <p>@ TigarM@ebrd.com ☎ 44 20 7338 7039</p>																																													

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<b>European Central Bank</b>	<p><b>Ms. Sarah van Baak</b> <i>Head of Language Services Division</i></p> <p>@ sarah.van_baak@ecb.europa.eu</p> <p>☎ 49 69 1344 7451</p>	<p>The ECB communicates in the 23 official EU languages with its external audiences – the international financial markets, European citizens, European and national authorities, the media.</p> <p>The ECB employs Lawyer-Linguists to prepare the ECB’s legal acts and instruments (25: in principle, 1 for each EU jurisdiction), and Translators to edit the English-language documents produced in-house and to translate, revise and proofread the texts of those of the ECB’s reports, official publications and other materials which are issued in all the EU official languages (14 English native-speakers plus, in principle, 2 native-speakers of each of the other EU official languages).</p> <p>The ECB’s linguists use computer-assisted translation tools and are supported by a team of 4 specialists in terminology and language technology. They collaborate closely with the linguists and experts working at the central banks in the Member States and at the other EU institutions. Lawyer-Linguists and Translators rely on the support of freelance collaborators, whose services are procured mainly through public tenders.</p> <p>The ECB advertises vacant staff positions, internships and calls for expressions of interest in supplying freelance services on its website at <a href="http://ecb.europa.eu">http://ecb.europa.eu</a>.</p>	<p><b>Ms. Sarah van Baak</b> <i>Head of Language Services Division</i></p> <p>@ sarah.van_baak@ecb.europa.eu</p> <p>☎ 49 69 1344 7451</p>	<p><b>Ms. Sarah van Baak</b> <i>Head of Language Services Division</i></p> <p>@ sarah.van_baak@ecb.europa.eu</p> <p>☎ 49 69 1344 7451</p>
<b>European Commission, DG for Interpretation</b>	<p><b>Mr. Marco Benedetti</b> <i>Director General</i></p> <p>@ Marco.benedetti@ec.europa.eu</p> <p>☎ 32 2 29 57058</p>	<p>Total number of staff: 742 of which 540 are interpreters.</p> <p>Some 3000 accredited freelance interpreters more or less are regularly under contract with SCIC.</p> <ul style="list-style-type: none"> <li>• Languages covered: EN/FR/DE/ES/IT/PT/NL/EL/DK/SV/FI/PL/HU/CS/SK/SL/ET/LV/LT/MT/BU/RO/IRL</li> </ul>	<p><b>Mr. Diego Marani</b> <i>Policy Officer</i></p> <p>@ diego.marani@ec.europa.eu</p> <p>☎ 32 2 295 9910</p>	<p><b>Mr. Marco Benedetti</b> <i>Director General</i></p> <p>@ Marco.benedetti@ec.europa.eu</p> <p>☎ 32 2 295 7058</p>
<b>European Commission, DG for Translation</b>	<p><b>Mr. Rytis Martikonis</b> <i>Acting Director General</i></p> <p>@ rytis.martikonis@ec.europa.eu</p>	<p>Number of staff: Staff directly involved in translating documents and other language-related tasks: 1750; staff in administrative posts supporting translation work (management, secretarial, IT, training, etc.) 600. Total staff–2350</p> <p>Organisational structure: organisational chart available at <a href="http://ec.europa.eu/dgs/translation/whoweare/organisation_chart_en.pdf">http://ec.europa.eu/dgs/translation/whoweare/organisation_chart_en.pdf</a></p> <ul style="list-style-type: none"> <li>• Languages covered 23, i.e. 506 linguistic combinations–Bulgarian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish, Swedish</li> </ul>	<p><b>Ms. Manuela Enciu</b> <i>Administrator - Legal, Interinstitutional and International Affairs Unit</i></p> <p>@ Roxana-Manuela.ENCIU@ec.europa.eu</p> <p>@ DGT-03-SECRETARIAT@ec.europa.eu</p> <p>☎ 32-298-02-06</p>	<p><b>Mr. Rytis Martikonis</b> <i>Acting Director General</i></p> <p>@ rytis.martikonis@ec.europa.eu</p>
<b>European Court of Auditors</b>	<p><b>Ms. Ulla Falk-Petersen</b> <i>Director, Translation Directorate</i></p> <p>@ Ulla.Falk-Petersen@eca.europa.eu</p> <p>☎ 352 4398 45530</p> <p><b>Ms. Claire-Lise Backes</b> <i>Assistant</i></p> <p>☎ 352 4398 45239</p>	<p>Number of staff: 159</p> <p>The Translation Directorate at the European Court of Auditors is a multicultural department with 159 staff from all the EU Member States.</p> <p>The translators and assistants work in 22 translation units covering all EU official languages.</p> <p>A specialised unit is responsible for the management and coordination of tasks, documentation, terminology and IT support.</p>	<p><b>Ms. Ulla Falk-Petersen</b> <i>Director, Translation Directorate</i></p> <p>@ Ulla.Falk-Petersen@eca.europa.eu</p> <p>☎ 352 4398 45530</p> <p><b>Ms. Claire-Lise Backes</b> <i>Assistant</i></p> <p>☎ 352 4398 45239</p>	<p><b>Ms. Ulla Falk-Petersen</b> <i>Director, Translation Directorate</i></p> <p>@ Ulla.Falk-Petersen@eca.europa.eu</p> <p>☎ 352 4398 45530</p> <p><b>Ms. Claire-Lise Backes</b> <i>Assistant</i></p> <p>☎ 352 4398 45239</p>

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>European Investment Bank</b>	<b>Ms. Christl Schraut</b> <i>Head, Division of Linguistic Services</i> @ c.schraut@eib.org ☎ 352 4379 89138	Linguistic Services (LING) is a division (within Secretariat General and Legal Services) and has 9 units. Staff: 46 persons Structure: Head of Division Language Units: <ul style="list-style-type: none"> <li>• German Unit (16 in total: translators, translators/revisers, assistants)</li> <li>• English Unit (7 in total: translators, translators/revisers, assistants)</li> <li>• French Unit (16 in total: translators, translators/revisers, assistants)</li> <li>• Greek Unit (1 translator/reviser)</li> <li>• Spanish Unit (1 translator/reviser)</li> <li>• Italian Unit (2 in total: 1 translator/reviser + 1 assistant)</li> <li>• Czech unit (1 translator/reviser)</li> <li>• Hungarian Unit (1 translator/reviser)</li> <li>• Polish Unit (1 translator/reviser)</li> </ul> Languages covered: <ul style="list-style-type: none"> <li>• internally: German, English, French, Greek, Spanish, Italian, Czech, Hungarian, Polish</li> <li>• with freelance resources:–all EU languages + occasionally Arabic, Russian and Japanese</li> </ul>	<b>Ms. Christl Schraut</b> <i>Head, Division of Linguistic Services</i> @ c.schraut@eib.org ☎ 352 4379 89138	<b>Mr. Hugo Woestmann</b> <i>Director</i> @ h.woestmann@eib.org
<b>European Organization for the Safety of Air Navigation (EUROCONTROL)</b>	<b>Mr. Stephen Fairhurst</b> <i>Head of Language Service</i> @ stephen.fairhurst@eurocontrol.int ☎ 32.27.29.34.84	Number of staff: 20; EN Section, FR Section, Multilingual Section, Terminology, Chief Interpreter <ul style="list-style-type: none"> <li>• Languages covered: English, French, German, Portuguese, Spanish, Greek and Turkish.</li> </ul>	<b>Mr. Stephen Fairhurst</b> <i>Head of Language Service</i> @ stephen.fairhurst@eurocontrol.int ☎ 32.27.29.34.84	<b>Mr. Dominique Laurent</b> <i>Head of Corporate Services</i> @ dominique.laurent@eurocontrol.int
<b>European Parliament–DG Translation</b>	<b>Ms. Janet Pitt</b> <i>Director General</i> @ janet.pitt@europarl.europa.eu ☎ (+352) 43.00.43.521	The Directorate General has at present 1268 staff members. It comprises three horizontal units reporting directly to the Director General and two Directorates, one with 4 units dealing with support services and the other assembling the 22 language units with English and Irish being together in one unit. We cover all 23 official languages plus occasionally for specific needs other languages such as Arabic and Russian.	<b>Mr. Kent Johansson</b> <i>Administrator, Multilingualism and External Relations Unit</i> @ kjohansson@europarl.europa.eu  <b>Ms. Marie Lechner</b> @ marie.lechner@europarl.europa.eu ☎ 352-4300 22063	<b>Ms. Janet Pitt</b> <i>Director General</i> @ janet.pitt@europarl.europa.eu ☎ (+352) 43.00.43.521
<b>European Parliament–DG Interpretation and Conferences</b>	<b>Mrs. Olga Cosmidou</b> <i>Director General</i> @ olga.cosmidou@europarl.europa.eu ☎ 32 2 2843433	Interpretation organised in specific Directorate General together with some conference services-430 staff. <ul style="list-style-type: none"> <li>• Languages covered: 23 official languages of EU</li> </ul>	<b>Ms. Isabella Quattrocchi</b> <i>Head of Unit, Communication, International and Interinstitutional Cooperation</i> @ isabella.quattrocchi@europarl.europa.eu ☎ 32 2 284 1081 / 32 498 98 15 34	<b>Mrs. Olga Cosmidou</b> <i>Director General</i> @ olga.cosmidou@europarl.europa.eu ☎ 32 2 2843433
<b>European Patent Office</b>	<b>Mr. Peter Hards</b> <i>Director, Language Service</i> @ phards@epo.org ☎ 49 -89-2399-4630	Total of 40 staff, split up into three English, French and German translation sections, two units for engaging external interpreters and translators and an administrative unit.	<b>Mr. Peter Hards</b> <i>Director, Language Service</i> @ phards@epo.org ☎ 49 -89-2399-4630	<b>Mr. Peter Hards</b> <i>Director, Language Service</i> @ phards@epo.org ☎ 49 -89-2399-4630

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>European Police Office (EUROPOL)</b>	<i>Not applicable</i>	<i>Not applicable</i>	<b>Mr. Alfredo Nunzi</b> <i>Secretary of the Management Board</i> @ alfredo.nunzi@europol.europa.eu ☎ 31 70 3025 325	<b>Mr. Michel Quillé</b> <i>Deputy Director Governance</i> @ Michel.Quille@europol.europa.eu
<b>European Space Agency</b>	<b>Mr. Paul Reilly</b> <i>Head, Translation Division</i> @ paul.reilly@esa.int ☎ 33 1 53 69 75 96	Number of staff: 23 including Head of Division; 3 language sections (English, French, German), one Division terminologist, two Division support administrators, and one contract secretary.	<b>Mr. Paul Reilly</b> <i>Head, Translation Division</i> @ paul.reilly@esa.int ☎ 33 1 53 69 75 96	<b>Mr. Paul Reilly</b> <i>Head, Translation Division</i> @ paul.reilly@esa.int ☎ 33 1 53 69 75 96
<b>Extraordinary Chambers in the Courts of Cambodia (ECCC)</b>	<b>Mr. Chanmony Korm</b> <i>Head, Interpretation and Translation Unit</i> @ korm.chanmony@eccc.gov.kh ☎ 855-23-219-814 ext, 6257	The United Nations Assistance to the Khmer Rouge Trials provides technical assistance to the Extraordinary Chambers in the Courts of Cambodia (ECCC). The Interpretation and Translation Unit (ITU) is located in the Court Management Section. The unit provides translation and interpretation services across six language combinations (Khmer, English, French) for the ECCC. • Has a combined budget of 65 posts (ECCC 41 and UNAKRT 24). Activities include translation, revision, field and simultaneous interpretation. These activities are provided using staff, consultants and contractual translation.	<b>Ms. Michelle Keating</b> <i>Senior Coordinator, Interpretation and Translation Unit</i> @ keatingm@un.org ☎ 855-23-219-814 ext. 6249	<b>Mr. Tony Kranh</b> <i>Acting Director</i> @ kranh.tony@eccc.gov.kh  <b>Mr. Knut Rosandhaug</b> <i>Deputy Director of the ECCC and UNAKRT Coordinator</i> @ rosandhaug@un.org
<b>Food and Agriculture Organization of the United Nations</b>	<b>Mr. Sergio Ferraro</b> <i>Chief, Meeting Programming and Documentation Service</i> @ sergio.ferraro@fao.org ☎ 39-06570-56971	Structure of the meeting Programming and Documentation Service: • Meeting Planning and Language Support Group (6 Professional Staff, 8 General Service) • Arabic Translation Group (4 Professional Staff, 3 GS) • Chinese Translation group (4 P, 3 GS) • English Translation Group (1 P, 1 GS) • French Translation Group (5 P, 4 GS) • Russian Translation Group (3 P, 2 GS) • Spanish Translation Group (5 P, 3 GS) • Interpretation Group (7 P, 2 GS) • Printing and Distribution Group (1 P, 13 GS)	<b>Mr. Sergio Ferraro</b> <i>Chief, Meeting Programming and Documentation Service</i> @ sergio.ferraro@fao.org ☎ 39-06570-56971	
<b>International Atomic Energy Agency</b>	<b>Mr. Valentin Ndi Mbarga</b> <i>Director, Division of Conference and Document Services</i> @ V.Mbarga-Ndi@iaea.org ☎ 43 1 2600 21400	The Division of Conference and Document Services comprises 6 language sections, Conference Services Section, Publishing Section and a document Support Section: • Arabic Translation Section–7 staff • Chinese Language Section–7 staff • English Language Section–9 staff • French Translation Section–8 staff • Russian Translation Section–8 staff • Spanish Translation Section–10 staff • Conference Services Section–20 staff • Publishing Section–56 staff • Document Support Section–8 staff	<b>Mr. Valentin Ndi Mbarga</b> <i>Director, Division of Conference and Document Services</i> @ V.Mbarga-Ndi@iaea.org ☎ 43 1 2600 21400	<b>Mr. Yukiya Amano</b> <i>Director-General</i> @ y.amano@iaea.org
<b>International Civil Aviation Organization</b>	<b>Mr. Lamine Chérif</b> <i>Chief, Language and Publications Branch</i> @ lcherif@icao.int ☎ 514-954-6110	Number of staff: 93 in total (includes Professional and General Service Staff) Structure: Chief, Language and Publications Branch (LPB), LPB Administrative Support, English Translation and Publications Section, French Section, Spanish Section, Russian Section, Arabic Section, Chinese Section, Interpretation Section, Documents Control and Terminology and Training. • Languages covered: English, French, Spanish, Russian, Arabic and Chinese	<b>Mr. Lamine Chérif</b> <i>Chief, Language and Publications Branch</i> @ lcherif@icao.int ☎ 514-954-6110  <b>Mr. Alexander Fedorchenko</b> <i>Chief, Russian Section, LPB</i> @ Afedorchenko@icao.int	<b>Mr. Raymond Benjamin</b> <i>Secretary General</i> @ icaohq@icao.int

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>International Committee of the Red Cross</b>	<b>Mr. Christopher Scala</b> <i>Head of Unit, Language Services</i> @ cscala@icrc.org ☎ 41 22 730 3282	The Language Unit has 13.6 full-time posts but many of the staff are part time. The percentages are percentages of a full-time job. The staff is made up as follows: <ul style="list-style-type: none"> <li>• Head of unit (100%)</li> <li>• Coordinator (80%)</li> <li>• Terminologist/Coordination (70%)</li> <li>• Referencer (70%)</li> <li>• Assistants (60% and 50%)</li> </ul> English <ul style="list-style-type: none"> <li>• Chief reviser (80%)</li> <li>• Reviser (100%)</li> <li>• Translator/reviser (100%)</li> </ul> French <ul style="list-style-type: none"> <li>• Chief reviser (80%)</li> <li>• Reviser (80%)</li> <li>• Translator (60%)</li> </ul> Arabic <ul style="list-style-type: none"> <li>• Chief reviser (100%)</li> <li>• Translator (80%)</li> </ul> Spanish <ul style="list-style-type: none"> <li>• Chief reviser (90%)</li> <li>• Reviser (100%)</li> </ul> German <ul style="list-style-type: none"> <li>• Chief reviser (80%)</li> </ul>	<b>Mr. Christopher Scala</b> <i>Head of Unit, Language Services</i> @ cscala@icrc.org ☎ 41 22 730 3282	<b>Ms. Charlotte Lindsey Curtet</b> <i>Director of Communication and Information Management</i> @ clindsey@icrc.org
<b>International Court of Justice</b>	<b>Mr. Patrick Hilgert</b> <i>First Secretary of the Court/Head of the Department of Linguistic Matters</i> @ p.hilgert@icj-cij.org ☎ 31 70 302 23 21	Number of staff: 18 <ul style="list-style-type: none"> <li>• Head + Administrative Assistant</li> <li>• French: 5 revisers + 8 translators</li> <li>• English : 2 revisers + 1 translator</li> </ul>	<b>Mr. Patrick Hilgert</b> <i>First Secretary of the Court/Head of the Department of Linguistic Matters</i> @ p.hilgert@icj-cij.org ☎ 31 70 302 23 21	<b>Ms. Thérèse de Saint Phalle</b> <i>Deputy Registrar of the Court</i> @ SecretariatDeputyRegistrar@icj-cij.org
<b>International Criminal Court</b>	<b>Mr. Richard Redwood</b> <i>Head, Language Services Unit</i> @ richard.redwood@icc-cpi.int ☎ 31 70 515 8019	Number of staff: 20 <ul style="list-style-type: none"> <li>• Languages covered: English, French, Arabic, Swahili, Sango, Kinyarwanda, Fur</li> </ul> Service consists of two main work areas: translation and interpretation, both about the same strength	<b>Mr. Richard Redwood</b> <i>Head, Language Services Unit</i> @ richard.redwood@icc-cpi.int ☎ 31 70 515 8019	<b>Mr. Klaus Rackwitz</b> <i>Senior Administrative Manager</i> @ klaus.rackwitz@icc-cpi.int
	<b>Ms. Alexandra Tomic</b> <i>Chief, Court Interpretation and Translation Section (Language Services of the Registry)</i> @ Alexandra.Tomic@icc-cpi.int ☎ 31-70-5158079	60 + externals, translators, interpreters, terminologists, support staff <ul style="list-style-type: none"> <li>• Working languages (for translation, interpretation–in house): French, English</li> <li>• Other official languages (for translation, interpretation, field interpretation): Chinese, Russian, Spanish (external); Arabic (in house + external);</li> <li>• Judicial Cooperation Language (for translation–external): Albanian, Bulgarian, Croatian, Czech, Georgian, German, Greek, Italian, Japanese, Korean, Latvian, Polish, (Brazilian), Portuguese, (Portuguese) Portuguese, Serbian, Slovak, Slovenian</li> <li>• Situation languages (translation, interpretation, field interpretation): Acholi, Ateso, Fur, Lendu, Lingala, Sango, Swahili (Standard), Swahili (Congolese variant), Zaghawa, etc.</li> <li>• Other languages (translation): Dutch</li> </ul>	<b>Ms. Alexandra Tomic</b> <i>Chief, Court Interpretation and Translation Section (Language Services of the Registry)</i> @ Alexandra.Tomic@icc-cpi.int ☎ 31-70-5158079	<b>Mr. Marc Dubuisson</b> <i>Director, Division of Court Services, Registry</i> @ Marc.Dubuisson@icc-cpi.int

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>International Criminal Tribunal for Rwanda</b>	<p><b>Ms. Justine Ndongo-Keller</b> <i>Chief, Language Services Section</i></p> <p>@ ndongo-keller@un.org +255 27 256 5151 212 963 2850 Ext 515) +255 787 44 44 62 255 754 83 98 69) justndongo@yahoo.com</p>	<p>3 languages: French, English and Kinyarwanda</p> <ul style="list-style-type: none"> <li>4 units: a) Interpretation</li> <li>b) Translation</li> <li>c) Documents Control Unit</li> </ul> <p>2 sub-units: one at the Hague (Netherlands) for the Appeals Chamber and one in Kigali Rwanda)</p>	<p><b>Ms. Justine Ndongo-Keller</b> <i>Chief, Language Services Section</i></p> <p>@ ndongo-keller@un.org +255 27 256 5151 212 963 2850 Ext 515) justndongo@yahoo.com</p>	<p><b>Mr. Adama Dieng</b> <i>Registrar</i></p> <p>@ Dieng1@un.org</p>
<b>International Criminal Tribunal for the Former Yugoslavia (ICTY)</b>	<p><b>Ms. Maja Ruzic</b> <i>Chief, Conference and Language Services Section</i></p> <p>@ ruzicm.icty@un.org 31 70 512 5427</p>	<p>The Section has 140 staff members and five Units:</p> <ul style="list-style-type: none"> <li>English Translation Unit</li> <li>BCS (Bosnian/Croatian/Serbian) Translation Unit</li> <li>French Translation Unit</li> <li>Interpretation Unit</li> <li>Reference, Terminology and Document Processing Unit</li> </ul> <p>Languages covered: French, English, BCS, Albanian, Macedonian (working languages of the ICTY); other languages (Dutch, Russian, Italian, Spanish, etc) covered/outsourced when needed</p>	<p><b>Ms. Maja Ruzic</b> <i>Chief, Conference and Language Services Section</i></p> <p>@ ruzicm.icty@un.org 31 70 512 5427</p>	<p><b>Ms. Maja Ruzic</b> <i>Chief, Conference and Language Services Section</i></p> <p>@ ruzicm.icty@un.org 31 70 512 5427</p>
<b>International Fund for Agricultural Development</b>	<p><b>Ms. Eleanor Alesi</b> <i>Head, Language Services</i></p> <p>@ e.alesi@ifad.org 39 0654592360</p>	<p>Number of staff: 20</p> <p>Language Services is composed of four sections: (i) a Coordination Section comprised of four Assistants and a Reference and Terminology Assistant; (ii) an English Section comprised of two English Editors and three Editorial Assistants; (iii) a Translation Section comprised of three Senior Translators/Revisers who translate, revise, and remain responsible for translation quality in their respective languages, and three Translators who translate documents; and (iv) a Translation Support Section comprised of three staff.</p>	<p><b>Mr. Paolo Ciocca</b> <i>Secretary of IFAD</i></p> <p>@ p.ciocca@ifad.org 39 -0654592254</p> <p><b>Ms. Veronica Villegas</b> <i>Coordination Assistant</i></p> <p>@ v.villegas@ifad.org 39 -0654592212</p>	<p><b>Mr. Paolo Ciocca</b> <i>Secretary of IFAD</i></p> <p>@ p.ciocca@ifad.org 39 -0654592254</p>
<b>International Labour Organization</b>	<p><b>Ms. Althea Wright Byll-Cataria</b> <i>Chief, Official Documentation Branch</i></p> <p>@ wright@ilo.org 41 22 799 7756</p> <p><b>Mr. Ian Newton</b> <i>Chief Interpreter, Official Relations Branch Relations, Meetings and Document Services Department</i></p> <p>@ newton@ilo.org 41 22 799 77 39</p>	<p>There are 35 members of staff in the Official Documentation Branch. The translation unit translates into the seven working languages, i.e. English, French, Spanish, German, Russian, Arabic and Chinese.</p> <p>There are 3 members of the Interpretation section: Chief Interpreter and two secretaries/administration personnel. Freelance interpreters are hired as required (between 6 and 400 interpreters during Conferences)</p> <ul style="list-style-type: none"> <li>Languages covered are the seven working languages mentioned above, plus Japanese and passive Portuguese.</li> </ul>	<p><b>Ms. Althea Wright Byll-Cataria</b> <i>Chief, Official Documentation Branch</i></p> <p>@ wright@ilo.org 41 22 799 7756</p>	<p><b>Ms. Althea Wright Byll-Cataria</b> <i>Chief, Official Documentation Branch</i></p> <p>@ wright@ilo.org 41 22 799 7756</p>

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>International Maritime Organization</b>	<b>Ms. Ariane Gireud</b> <i>Deputy Director for Translation Services, Conference Division</i> @ agireud@imo.org ☎ 44 207 587 3190	The Conference Division is composed of three sections: 1. Translation Services 2. Conference Section 3. Documents Section Translation Services is composed of seven sections for the six official languages of the United Nations and Terminology and Reference Section, and three Word Processing units for the three working languages of the Organization: English, French and Spanish. Conference Section is composed of two units: 1. Conference Services and Resources Unit 2. Audio Visual Unit Total number of staff: • 76 in Translation Services • 10 in Conference Section	<b>Mrs. Olga E. O’Neil</b> <i>Director, Conference Division</i> @ ooneil@imo.org ☎ 44 207 587 3129  <b>cc: Ms. Beatriz Good</b> @ bgood@imo.org	<b>Mr. Efthimios Mitropoulos through Ms. Jane Thompson</b> <i>Secretary-General</i> @ secretary-general@imo.org  <b>Ms. Jane Thompson</b> <i>Head of the Office of the Secretary General</i> @ jthompson@imo.org
<b>International Monetary Fund</b>	<b>Ms. Anne van Wylick</b> <i>Assistant Director, TGS, and Head of Language Services, Technology and General Services Dept.</i> @ avanwylick@imf.org ☎ 1-202-623-8076	About 55 staff positions (including translation and interpretation) Structure: • (1) Front Office consisting of Head of LS/Advisor/Language Systems Officer/2 staff assistants • (2) Translation Coordination Center (10 staff) • (3) Translation Division, made up of six language sections (about 35 staff, including Chief Translator) • (4) Interpretation Services (5 staff, including Chief Interpreter)	<b>Ms. Anne van Wylick</b> <i>Assistant Director, TGS, and Head of Language Services, Technology and General Services Dept.</i> @ avanwylick@imf.org 1-202-623-8076	<b>Ms. Anne van Wylick</b> <i>Assistant Director, TGS, and Head of Language Services, Technology and General Services Dept.</i> @ avanwylick@imf.org ☎ 1-202-623-8076
<b>International Organization for Migration</b>	<i>Due to the size of organization, no actual Language Service. Editing and proofreading are dealt with by the Meetings Secretariat whereas translations are handled by the Translation Unit.</i>	Meetings Secretariat: 6 staff members (also with other duties, except for the English editor). • Translation Unit: 4 staff members (1 French and 1 Spanish translator and their administrative assistants. English translations are outsourced.) The Meetings Secretariat and the Translation Unit are part of the Governing Bodies Division within the Department of International Cooperation and Partnerships. • Languages covered: English, French, Spanish	<b>Ms. Christine Ledermann</b> <i>Head, Meetings Secretariat</i> @ cledermann@iom.int ☎ 22 717 94 14	<b>Ms. Christine Ledermann</b> <i>Head, Meetings Secretariat</i> @ cledermann@iom.int ☎ 22 717 94 14
<b>International Telecommunication Union</b>	<b>Mr. Idrissa Samaké</b> <i>Chief, Conferences and Publications Department (C&amp;P)</i> @ idrissa.samake@itu.int ☎ 41 22 730 5819	Six official languages: Arabic, Chinese, English, French, Russian, Spanish Staff positions: • Head of Interpretation–1 (no staff interpreters–only freelance) Document Production and Administration (workflow, tracking, statistical reporting)–3 • Translation: E–3 + 1 chief + 1 assistant; A–4 + 1 chief + 1 assistant; C–4 + 1 chief + 1 assistant; F–8* + 1 chief + 1 assistant; R–4 + 1 chief + 1 assistant; S–8* + 1 chief + 1 assistant References, Terminology and Computer Aids for Translation–5 • Document composition (text processing): E–5; A–5; C–5; F–6*; R–5; S–6*. [*some posts vacant, may become unbudgeted in 2011]	<b>Mr. Anthony Pitt</b> <i>Head, English Translation Section</i> @ anthony.pitt@itu.int ☎ 41 22 730 5131	<b>Dr. Hamadoun Touré</b> <i>Secretary-General</i> @ sgo@itu.int
<b>International Training Centre of the International Labour Organization</b>	<b>Ms. Valeria Morra</b> <i>Head, Multimedia Design and Production and Translation, Editing and Reporting</i> @ v.morra@itcilo.org ☎ (39) 011 6936 667	Our internal Translation, Editing and Reporting unit (TER) has 3 professional translators (English, French, and Spanish) and one administrative assistant. The unit is managing a network of external translators for the following other languages: Albanian, Arabic, Bulgarian, Chinese, Croatian, Czech; Danish, German, Estonian, Greek, Hungarian, Italian, Latvian, Lithuanian, Dutch, Polish, Portuguese, Romanian, Russian, Slovak, Slovenian, Swedish, Turkish. Ms. Morra manages, with the help of one administrative assistant, the interpretation services (external collaborators) in the same languages listed above.	<b>Ms. Valeria Morra</b> <i>Head, Multimedia Design and Production and Translation, Editing and Reporting</i> @ v.morra@itcilo.org ☎ (39) 011 6936 667	<b>Ms Patricia O’Donovan</b> <i>Director</i> @ p.odonovan@itcilo.org @ r.foravanti@itcilo.org

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>International Tribunal for the Law of the Sea</b>	<b>Mr. James Scharfer</b> <i>Head of Linguistic Services</i> @ scharfer@itlos.org ☎ 49 40 35607 226	Total no. of staff - 5 1 Senior translator/reviser (head of service) 1 Translator/reviser 1 Translator 2 Linguistic assistants	<b>Mr. James Scharfer</b> <i>Head of Linguistic Services</i> @ scharfer@itlos.org ☎ 49 40 35607 226	<b>Mr. Philippe Gautier</b> <i>Registrar</i> @ gautier@itlos.org
<b>Inter-Parliamentary Union</b>	<b>Mr. Alain Valtat</b> <i>Head, Language Services</i> @ av@mail.ipu.org ☎ 41 22 919 41 33	Three professional staff members in Language Services, under Assembly Affairs Division <ul style="list-style-type: none"> <li>• Official languages for translation: English and French.</li> <li>• Translations done in-house and outsourced Official languages for interpretation: Arabic, English, French, Spanish. Interpreters are all freelancers.</li> </ul>	<b>Mr. Alain Valtat</b> <i>Head, Language Services</i> @ av@mail.ipu.org ☎ 41 22 919 41 33	<b>Mr. Anders B. Johnsson</b> <i>Secretary General</i> @ abj@mail.ipu.org
<b>Joint Inspection Unit</b>	<i>Not applicable</i>	<i>Not applicable</i>	<b>Mr. Papa Louis Fall</b> <i>Inspector</i> @ plfall@unog.ch ☎ 41 22 9173061 <b>Ms. Nuria Castells</b> <i>Evaluation and Inspection Officer</i> @ ncastells@unog.ch ☎ 41 22 9173061	<b>Ms. Susanne Frueh</b> <i>Executive Secretary</i> @ sfrueh@unog.ch <b>Mr. Papa Louis Fall</b> <i>Inspector</i> @ plfall@unog.ch ☎ 41 22 9173061
<b>North Atlantic Treaty Organization (NATO)</b>	<b>Mr. Mark Spicer</b> <i>Deputy Secretary General, Headquarter Support Services</i> @ Spicer.Mark@hq.nato.int ☎ 32-2-707-4122	The language services are under Executive Management ,Headquarter Support Services. They include: <ul style="list-style-type: none"> <li>• Interpretation Service( Executive Management /Headquarter Support Services/Interpretation: abbr EM(HQS-INT)): 41 staff members+admin staff</li> <li>• Translation Service EM(HQS-TRA): 55 translators including revisers and terminologists+ admin staff</li> <li>• Russian Language Service-EM(HQS-RLS) tranlation and interpretation: 2 staff members+ admin staff</li> <li>• Official languages are French and English</li> </ul> We recruit freelance interpreters for all other languages (Russian , Ukrainian, Arabic , Pashtu etc...) according to requirements.	<b>Ms. Andrée ROLLA</b> <i>Head, Interpretation Service</i> @ rolla-techeur.andree@hq.nato.int ☎ 32 2 707 4862	<b>Mr. Mark Spicer</b> <i>Deputy Secretary General, Headquarter Support Services</i> @ Spicer.Mark@hq.nato.int ☎ 32-2-707-4122
<b>Office of the United Nations High Commissioner for Refugees</b>	<b>Mr. Khassim Diagne</b> <i>Head of Secretariat and Inter-Agency Service (SIAS)</i> @ diagne@unhcr.org ☎ 4122 739 83 29	8 staff and 2 languages English and French	<b>Ms. Fabienne Morisset</b> <i>Senior French Translator</i> @ morisset@unhcr.org ☎ 41 22 7398291	<b>Mr. Khassim Diagne</b> <i>Head of Secretariat and Inter-Agency Service (SIAS)</i> @ diagne@unhcr.org ☎ 4122 739 83 29
<b>Organisation for the Prohibition of Chemical Weapons</b>	<b>Mr. Mechislav Remishevski</b> <i>Head of Language Services Branch</i> @ mremishevski@opcw.org ☎ +31 70 416 3810 ☎ +31 62 111 3 009	LSB has 29 full-time staff members, covering all six official UN languages. The structure is as follows: Head of Language Services Branch–P5 Arabic, Chinese, French, Russian, and Spanish sections are staffed by four members each, i.e. one Senior Linguist (P4), two Linguists (P3), and one Bilingual Typist (GS5). English section has one Senior Linguist (P4), one Linguist (P3), and one Bilingual Typist. Editorial section has one Senior Editor (P4), and one Editor (P3). One Reference Assistant–GS6 Administrative Assistant–GS6 Senior Secretary–GS5	<b>Mr. Mechislav Remishevski</b> <i>Head of Language Services Branch</i> @ mremishevski@opcw.org ☎ +31 70 416 3810 ☎ +31 62 111 3 009	<b>Mr. Alexander Khodakov</b> <i>Director, Secretariat for the Policy-Making Organs</i> @ akhodakov@opcw.org ☎ 31 70 416 3786
<b>Organisation Internationale de la Francophonie</b>				<b>Mr. Frédéric Bouilleux</b> <i>Director for Culture and Languages</i> @ frederic.bouilleux@francophonie.org

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>Organization of American States</b>	<b>Ms. Maria Ochoa</b> <i>Chief, Language Section</i> @ Mochoa@oas.org ☎ 202-458-6218	Number of staff of the language services: 19 (16 permanent staff and 3 full time contractors) 1 Chief, 2 English translators/reviewers, 1 English translator, 2 Portuguese translators/reviewers (1 staff and 1 full time contractor), 3 French translators/reviewers, 1 Spanish translator/reviewer, 2 English proofreaders, 1 French proofreader, 1 Reference specialist, 2 Document coordinators (1 staff and 1 full time contractor), 1 Interpretation coordinator/chief interpreter, 1 Spanish proofreader/junior interpreter (full time contractor), 1 Interpretation assistant Organizational structure of the language service: The Language Section is part of the Department of Conferences and Meetings Management (DCMM). DCMM has two other sections: Conference Section and Documents Section (mainly in charge of printing); Languages covered: English, Spanish, French and Portuguese	<b>Ms. Maria Ochoa</b> <i>Chief, Language Section</i> @ Mochoa@oas.org ☎ 202-458-6218	<b>Mr. Luis Niño</b> <i>Director, Department of Conferences and Meetings Management</i> @ Inino@oas.org ☎ 202-458-3670
<b>Organisation for Economic Co-operation and Development</b>	<b>Mr. Michael Simmonds</b> <i>Director of Conference, Security and Language Service</i> @ michael.simmonds@oecd.org ☎ 33.1.45 24 80 57	Translation Division: Head - Mr. Rene Prioux Structure : Division with 3 sections (French - English - German) and a Terminology and Reference Unit (RTU) Translation Division's staff : some 75 staff members, including ca. 50 translators and revisers (36 French, 4 English and 8 German) Interpretation Division : Head - Ms. Clare Donovan, clare.donovan@oecd.org - 33 1 45 24 83 10 Some 22 staff members, including 19 conference interpreters OECD Languages: official languages are English and French. Needs for translation / interpretation into third languages are increasing.		<b>Mr. Patrick van Haute</b> <i>Executive Director</i> @ patrick.vanhaute@oecd.org
<b>Organization for Security and Cooperation in Europe</b>	<b>Mr. Nikolay Borovski</b> <i>Chief, Language Services Section</i> @ Nikolay.Borovski@osce.org ☎ 43 1 514366416 ☎ 43 664 8590920	11 including myself and 1 staff member at half time. • 1 Language Services Senior Assistant (G-6) and 1 Administrative Secretary (G-4); • Text Processing and Control Unit (Documents Control): 3 staff; its supervisor (G-6) supervises two staff in the Unit (G-5, G-4) as well as 10 WPOs (all G-4) including one at half time. • All translators/revisers, interpreters and editors are free-lancers. English, French, German, Italian, Russian and Spanish.	<b>Mr Hans-Michael Plut</b> <i>Deputy Director for Conference Services</i> @ Hans-Michael.Plut@osce.org ☎ 43 1 514366503, 43 1 514366504	<b>Mr. Shahin Lauritzen</b> <i>Director for Management and Finance</i> @ Shahin.Lauritzen@osce.org
<b>Preparatory Commission for the Comprehensive Nuclear Test-Ban Treaty Organization</b>	<b>Mr. Radoslav Deyanov</b> <i>Chief, Policy-Making Organ Secretariat, Legal and External Relations Division</i> @ radoslav.deyanov@ctbto.org ☎ 43 1 26030 6105 ☎ 43 699 1459 6105	The PTS language unit, which is part of the PMOSSS with 15 staff members altogether, consists of 2 Editors (P staff), 2 Documents Control/Proofreading Assistants (GS staff), and 2 Formatters (GS staff) of official documents. The rest of the professional staff members are Secretaries of the PMO and its subsidiary bodies, or are supporting GS staff. All documents are drafted in English. After their editing and approval for distribution, the documents are sent to UNOV for translation into the other five UN languages. The translation quality is certified by UNOV as our language unit does not have any revisers.	<b>Mr. Radoslav Deyanov</b> <i>Chief, Policy-Making Organ (PMO) Secretariat Support Section (PMOSSS), Legal and External Relations Division, Provisional Technical Secretariat</i> @ radoslav.deyanov@ctbto.org ☎ 43 1 26030 6105 ☎ 43 699 1459 6105	<b>Ambassador Tibor Tóth</b> <i>Executive Secretary</i> @ tibor.toth@ctbto.org
<b>Southern African Development Community (SADC)</b>	<b>Mrs. Bester Ncube</b> <i>Senior Officer, Conference Unit</i> @ bncube@sadc.int ☎ 267-395-1863	One head, two documentation officers, two secretaries, seven translators • Languages: English, French, Portuguese	<b>Ms. Vasanti Jaddoo</b> <i>French Translator</i> @ sjaddoo@sadc.int ☎ 267- 395-1863	<b>Dr. Tomaz Salamao</b> <i>Executive Secretary</i> @ registry@sadc.int
<b>Special Tribunal for Lebanon</b>	<b>Ms. Olive McLoughlin</b> <i>Chief, Language Services Section</i> @ mcloughlin@un.org ☎ 31.70.800.3522	Total of 44 staff members • The Section consists of the following units: "English Translation", "French Translation", "Arabic Translation", "Interpretation", "Language Assistance" and "Documentation, Referencing and Terminology". • The official languages of the Special Tribunal are: English, French and Arabic.	<b>Ms. Olive McLoughlin</b> <i>Chief, Language Services Section</i> @ mcloughlin@un.org ☎ 31.70.800.3522	<b>Mr. Herman von Hebel</b> <i>Registrar</i> @ vonhebel@un.org
<b>Translation Centre for the Bodies of the European Union</b>	<b>Mrs. Marie-Anne Fernández</b> <i>Head, Translation Department</i> @ Marie-Anne.Fernandez_Suarez@cdt.europa.eu ☎ 352 421711 202	Translation Department: 108 staff members, 102 translators, 4 language groups (Germanic Language Group, Slavonic and Greek Language Group, Romance and Mediterranean Language Group, Finno-Ugric and Baltic Language Group), The Translation Centre covers all official languages of the EU.	<b>Mrs. Marie-Anne Fernández</b> <i>Head, Translation Department</i> @ Marie-Anne.Fernandez_Suarez@cdt.europa.eu ☎ 352 421711 202	<b>Mrs. Gailé Dagiliené</b> <i>Director</i> @ Gaile.Dagiliene@cdt.europa.eu ☎ 352 421711 200

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>United Nations Convention to Combat Desertification (UNCCD)</b>	<i>Not applicable</i>	<i>Not applicable</i>	<b>Mr. Rajeb Boulharouf</b> <i>Coordinator of Conference Services Unit</i> @ rboulharouf@unccd.int ☎ 49 228 815 2810	<b>Mr. Rajeb Boulharouf</b> <i>Coordinator of Conference Services Unit</i> @ rboulharouf@unccd.int ☎ 49 228 815 2810
<b>United Nations Educational, Scientific and Cultural Organization</b>	<b>Ms. Veronica Battikha</b> <i>Chief of the Translation Section</i> @ v.battikha@unesco.org ☎ 33 1. 45.68.06.18 or ☎ 45.68.07.25  <b>Mr. Andréi Bepalov</b> <i>Chief of the Interpretation Section</i> @ a.bepalov@unesco.org ☎ 33 1. 45.68.21.46 or @ 45.68.04.21	The Division of Conferences, Languages and Documents has four sections: Documents, Interpretation, Translation and Planning and Conference Services. There are 124 posts. • The official languages are Arabic, Chinese, English, French, Russian and Spanish.	<b>Ms. Jennifer Pearson</b> <i>Director, Division of Conferences, Language and Documents</i> @ J.Pearson@unesco.org ☎ 33 1. 45.68.15.55 or 45.68.06.41	<b>Ms. Jennifer Pearson</b> <i>Director, Division of Conferences, Language and Documents</i> @ J.Pearson@unesco.org ☎ 33 1. 45.68.15.55 or 45.68.06.41
<b>United Nations Environment Programme</b>			<b>Ms. Isabella Marras</b> <i>SUN Facility Coordinator</i> @ isabella.marras@unep.org ☎ 41 22 917 82 60  <b>Ms. Dominique Brief</b> <i>Sustainability Coordinator</i> @ Dominique.Brief@unep.ch ☎ 33 1 44 37 1496	<b>Mr. Achim Steiner</b> <i>Executive Director, UNEP/Director General, UNON</i> @ achim.steiner@unep.org
<b>United Nations Framework Convention on Climate Change</b>	<b>Ms. Salwa Dallalah</b> <i>Coordinator, Conference Affairs Services</i> @ sdallalah@unfccc.int ☎ 49 228 815 1508	Not applicable to UNFCCC as their set up is too small.	<b>Ms. Salwa Dallalah</b> <i>Coordinator, Conference Affairs Services</i> @ sdallalah@unfccc.int ☎ 49 228 815 1508	<b>Ms. Christiana Figueres</b> <i>Executive Secretary, Secretariat of the United Nations Framework Convention on Climate Change</i> @ es-cf@unfccc.int ☎ 49 228 815 1055
			<b>Ms. Angelika Schunke</b> <i>Staff Assistant Conference Affairs Services</i> @ aschunke@unfccc.int ☎ 49 228 815 1510	
<b>United Nations Mission in Sudan (UNMIS)</b>	<b>Mr. Muhibudeen Tepamose</b> <i>Head, Translation &amp; Interpretation Unit</i> @ tepamose@un.org ☎ 249 921 906 224	43 staff members. Seven are based in the Mission's Headquarters in Khartoum and the rest are working in the field outside Khartoum at UNMIS Sectors and Team Sites. Translation and Interpretation is under General Services Section, which is part of Administrative Services in the Division of Mission Support (DMS). The Unit covers Arabic, English and French as well as various local dialects in the Sudan. Services provided by the Unit include translation and editing, simultaneous and consecutive interpretation and marking of language tests.	<b>Mr. Muhibudeen Tepamose</b> <i>Head, Translation &amp; Interpretation Unit</i> @ tepamose@un.org ☎ 249 921 906 224	<b>Mr. Nicholas Von Ruben</b> <i>Director of Mission Support (DMS)</i> @ ruben@un.org
<b>United Nations New York</b>	<b>Mr. Shaaban M. Shaaban</b> <i>Under-Secretary-General, Department for General Assembly and Conference Management</i> @ shaabans@un.org ☎ 212-963-8362	Please check the following website for complete information: <a href="http://www.un.org/Depts/DGACM">http://www.un.org/Depts/DGACM</a> .	<b>Mr. Igor Shpiniov</b> <i>Special Assistant to the Under-Secretary-General for General Assembly and Conference Management and Secretary of IAMLADP</i> @ shpiniov@un.org ☎ 212-963-7932	<b>Mr. Shaaban M. Shaaban</b> <i>Under-Secretary-General, Department for General Assembly and Conference Management</i> @ shaabans@un.org ☎ 212-963-8362

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>United Nations Office at Geneva</b>	<b>Mr. Vladimir Gratchev</b> <i>Director, Division of Conference Management</i> @ vgratchev@unog.ch ☎ 41-22-917—1807		<b>Mr. Zhengren Li</b> <i>Chief, Interpretation Service</i> @ zli@unog.ch ☎ 41-22-917-3074	<b>Mr. Kassym-Jomart Tokayev</b> <i>Director-General</i> @ sordzhonikidze@unog.ch ☎ 41-22-917-2100
<b>United Nations Office at Nairobi</b>	<b>Mr. Rudy van Dijck</b> <i>Chief, Division of Conference Services</i> @ Rudy.van-Dijck@unon.org ☎ 254-20-762-3133 or 3363 ☎ 254-722-674483	The language services comprise two main sections: Interpretation and Translation, each headed by a P5 chief, who reports to the Chief of the Division of Conference Services. The rest of the professional staff members are at P3 and P4 levels, with the interpreter posts currently numbering 23 and the translator posts 23. The typing pools are attached to the translation units and account for 23 posts. In addition, there are a number of support staff, who include reference staff and document assistants. The English Unit staff perform both editing and translation work as well as report-writing. The working languages are English and French, while the official languages are Arabic, Chinese, English, French, Russian and Spanish. We also recruit freelance staff and the translators share a common roster of contractual translators with other UN duty stations.	<b>Mr. Pedro Espinosa (until July 2011)</b> <i>Chief, Interpretation Section</i> @ pedro.espinosa@unon.org ☎ 254-2-07622485 ☎ 254-722-203024	<b>Mr. Rudy van Dijck</b> <i>Chief, Division of Conference Services</i> @ Rudy.van-Dijck@unon.org ☎ 254-20-762-3133 or 3363 ☎ 254-722-674483
<b>United Nations Office at Vienna</b>	<b>Mr. Imre Karbuczky</b> <i>Chief, Conference Management Service</i> @ imre.karbuczky@unvienna.org ☎ 43-1- 26060-3150	176 RB staff plus several hundred freelance, short-term, contractors; General organizational structure: • The Conference Management Service is part of the Division for Management, UNOV, and is divided in 4 Sections under the Office of the Chief: 1) Planning, Coordination and Meetings Section, composed of 3 Units: Documents management, Reproduction and Distribution and Meetings Control and Servicing; 2) Interpretation Section (languages covered: Arabic, Chinese, English, French, Russian and Spanish); 3) Translation and Text Processing Sections (Arabic, Chinese, French, Russian and Spanish); 4) English, Publishing and Library Section, including Editorial Control, Electronic Publishing, English Translation and Text Processing and the UN Library Vienna.	<b>Mr. Imre Karbuczky</b> <i>Chief, Conference Management Service</i> @ imre.karbuczky@unvienna.org ☎ 43-1- 26060-3150  <b>Ms. Martine Azubuike</b> <i>Chief, French Translation and Text Processing Section</i> @ martine.azubuike@unvienna.org ☎ 43-1-26060-5453  <b>Ms. Sally Reading</b> <i>Chief, English, Publishing and Library Section</i> @ sally.reading@unvienna.org ☎ 43-1-26060-3300	<b>Mr. Yuri Fedotov</b> <i>Director-General/Executive DirectorUNOV/ UNODC</i> @ yury.fedotov@unodc.org ☎ 43-1-26060-5001
<b>Universal Postal Union</b>	<b>Mr. Daniel Le Goff</b> <i>Director of Logistics</i> @ daniel.legoff@upu.int ☎ 41 31 350 31 26	The International Bureau of the Universal Postal Union has 151 civil servants and 96 non-professional staff members (i.e. 247 people in total). French is the sole official language of the Universal Postal Union and English is the working language. Translations toward English and French are done respectively by the English Translation Service (STAN) and the French Translation Service (STFR), both offices located in the International Bureau. Translations are also made toward other languages by the following services: Arabic Translation Service (STAR) located in the International Bureau, Portuguese Translation Service (STOP) located in the International Bureau, Spanish Translation Service (STES) located in Uruguay, Russian Translation Service (STRU) located in Russia, Chinese Translation Service located in China, and a German Translation Service (STAL), which is not really a translation service in the proper sense of the term, because in fact translations toward German are given to outside translators in Vienna by the Austrian Postal Administration.	<b>Mr. Piotr Zakrzewski</b> <i>Chief, French Translation Service/Deputy Director of Logistics</i> @ piotr.zakrzewski@upu.int ☎ 41 31 350 32 06	<b>Mr. Edouard Dayan</b> <i>Director General</i> @ edouard.dayan@upu.int ☎ 41 31 350 31 01

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>World Bank</b>	<b>Ms. Jeannie J. Egan</b> <i>Manager, Translation and Interpretation Unit</i> @ Jegan1@worldbank.org ☎ 202 458 1666 📠 202 439 6788	58 Staff General organizational structure: Global service comprised of critical core of staff (translators, interpreters and project coordinators) in Washington and Hubs, plus extended roster of over 500 vetted, quality freelance language service providers; <ul style="list-style-type: none"> <li>• Senior Staff translators provide quality assurance function: translate critical, flagship and confidential content; QA vendor output; and handle other key adjunct to to translation functions (vetting new resources, terminology, staff learning and development, quality reviews, etc.).</li> <li>• Vendors translate roughly 75% of unit output</li> <li>• Majority of the interpretation work is handled by freelancers, except in the Country Office Hub locations where staff Translator/Interpreters provide both services;</li> <li>• Professional Client Services staff handle client requests, interactions with vendors and project coordination;</li> <li>• Growth in demand and revenues drives the staffing plan and investment in technology;</li> <li>• Chargeback for all translation and interpretation (with the exception of Board of Governors requests for Interpretation) with the aim of covering direct costs.</li> </ul> Languages Covered: The World Bank Translation and Interpretation unit provides language services in any language requested by our clients, with the bulk provided in Arabic, <ul style="list-style-type: none"> <li>• Chinese, English, French, Russian, and Spanish.</li> </ul>	<b>Ms. Jeannie J. Egan</b> <i>Manager, Translation and Interpretation Unit</i> @ Jegan1@worldbank.org ☎ 202 458 1666 📠 202 439 6788	<b>Ms. Jeannie J. Egan</b> <i>Manager, Translation and Interpretation Unit</i> @ Jegan1@worldbank.org ☎ 1-202 458 1666 📠 1-202 439 6788
<b>World Food Programme</b>	<b>Mrs. Marie-Françoise Perez</b> <i>Chief, Translation and Documentation Branch</i> @ mariefrancoise.perez@wfp.org ☎ 39 06 6513 2638	The translation and documentation unit counts 13 staff members and covers 4 languages (English/French/Spanish/Arabic). It also deals with Chinese and Russian on an ad hoc basis.	<b>Mrs. Marie-Françoise Perez</b> <i>Chief, Translation and Documentation Branch</i> @ mariefrancoise.perez@wfp.org ☎ 39 06 6513 2638  <b>Mrs. Keiko Izushi</b> <i>Head, Conference Servicing Unit</i> @ keiko.izushi@wfp.org ☎ 39 06 6513 2143	<b>Ms. Josette Sheeran</b> through Ms. Erika Joergensen (Secretary to the Executive Board) <i>Executive Director</i> @ Erika.joergensen@wfp.org

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>World Health Organization</b>	<p><b>Dr. Peter McCarey</b> <i>Coordinator, Office of Language Services</i></p> <p>@ mccaareyp@who.int                      ☎ 4122 7912302                      ☎ 41 793769203</p>	<p>Language services at WHO (fixed-term staff only; in-house total increases fourfold at peak periods. Contractual network not included):</p> <p>Headquarters:</p> <ul style="list-style-type: none"> <li>• Secretariat: 7</li> </ul> <p>Translation/Word processing:</p> <ul style="list-style-type: none"> <li>• Arabic: 3/2</li> <li>• Chinese: 3/2</li> <li>• English: 1 (+3 editors)/5</li> <li>• French: 9 (+1 editor)/7</li> <li>• Russian: 3/3</li> <li>• Spanish: 4/3</li> </ul> <p>Interpretation: 1 (chief interpreter)</p> <p>Regional Office for the Americas</p> <ul style="list-style-type: none"> <li>• English: 1 (+1 editor)</li> <li>• Spanish: 1 (+1 editor)</li> </ul> <p>Regional Office for Africa</p> <ul style="list-style-type: none"> <li>• English: 1 / French: 2 / Portuguese: 1</li> </ul> <p>Regional Office for the Eastern Mediterranean</p> <ul style="list-style-type: none"> <li>• Arabic: 6 / English: 3 / French: 2</li> </ul> <p>Regional Office for Europe</p> <ul style="list-style-type: none"> <li>• English: 1.5 (+1.75 editors)</li> <li>• French: 1.5</li> <li>• German: 1.5</li> <li>• Russian: 2.0</li> </ul> <p>Regional Office for the Western Pacific</p> <ul style="list-style-type: none"> <li>• English: 1.6 editors</li> <li>• Chinese: 2 translators</li> <li>• French: 1 translator</li> </ul>	<p><b>Dr. Peter McCarey</b> <i>Coordinator, Office of Language Services</i></p> <p>@ mccaareyp@who.int                      ☎ 4122 7912302 or                      ☎ 41 793769203</p>	<p><b>Dr. Margaret Chan</b> <i>Director-General</i></p> <p>@ chanm@who.int</p>
<b>World Intellectual Property Organization</b>		<p>1 Head of Division, 1 Administrative Assistant</p> <ul style="list-style-type: none"> <li>• Arabic Translation Section: 1 Head, 1 Translator/Reviser, 1.5 Short-Term Translators (FTE)*, 1 Senior Typist, 0.3 short-term typist (FTE)</li> <li>• Chinese Translation Section: 1 Head, 1 Translator, 1.5 Short-Term Translators (FTE), 1 Senior Typist, 0.3 short-term typist (FTE)</li> <li>• English Translation Section: 1 Head, 1 Translator/Reviser, 0.5 Short-Term Translators (FTE), 2 Senior Typists, 0.3 short-term typist (FTE)</li> <li>• French Translation Section: 1 Head, 4 Translator/Revisers, 4 Translators, 1.5 Short-Term Translators (FTE), 1 Secretary, 1 Typist, 2 short-term typists (FTE)</li> <li>• Russian Translation Section: 1 Head, 1 Translator/Reviser, 1.0 Short-Term Translators (FTE), 1 Senior Typist, 0.3 short-term typist (FTE)</li> <li>• Spanish Translation Section: 1 Head, 3 Translator/Revisers, 1 Translator, 2 Short-Term Translators (FTE), 1 Secretary, 1.5 Typists, 1 short-term typist (FTE)</li> </ul> <p>Interpretation Section: 1 Head acting also as Chief Interpreter.</p> <p>(* FTE = Full Time Equivalent)</p> <p>Germa</p>	<p><b>Ms. Janice Driscoll-Donayre</b> <i>Head, Conference Section</i></p> <p>@ janice.driscoll@wipo.int</p>	<p><b>Mr. Francis Gurry</b> <i>Director General</i></p> <p>@ wipo.mail@wipo.int</p>

# IAMLADP DIRECTORY OF MEMBER ORGANIZATIONS (as of 31 January 2012)

Full name of Organization	Head of Language Services	Number of Staff and general organizational structure of the language services/Languages covered	Focal point	Addressee–invite
<b>World Meteorological Organization</b>	<b>Ms. Maja Drazenovic-Carrieri</b> <i>Director - Language, Conference and Publishing Department</i> @ mcarrieri@wmo.int ☎ 41-22-730 82 66	WMO works with the six UN languages. The Department has 21 professional staff (P5 Senior Planning Officer, Project officer, translators, editors, chief interpreter, conference services manager,terminologist and graphic designer) and 29 G-staff (proof-readers, DTP, terminology and reference support, conference services support, print shop staff and administrative support).	<b>Ms. Maja Drazenovic-Carrieri</b> <i>Director - Language, Conference and Publishing Department</i> @ mcarrieri@wmo.int ☎ 22-730 82 66	<b>Mr. Michel Jarraud</b> <i>Secretary-General</i> @ sgonm@wmo.int
<b>World Trade Organization</b>	<b>Mr. Juan Mesa</b> <i>Director, Languages, Documentation and Information Management Division</i> @ juan.mesa@wto.org ☎ 41 22 739 5153	Official languages: English, French and Spanish. 155 regular posts in the Division. Sections: Interpretation, English Translation, French Translation, Spanish Translation, Translation Operations Unit, Translation Support, Text Processing, Documents Control, Documents Reproduction and Distribution. The Information Management Service include the Information Systems Section, the Official Documents and Records Section, the Library and the Archivist.	<b>Mr. Juan Mesa</b> <i>Director, Languages, Documentation and Information Management Division</i> @ juan.mesa@wto.org ☎ 41 22 739 5153	<b>Mr. Pascal Lamy</b> <i>Director General</i> @ pascal.lamy@wto.org