



Remote Interpreting Technical Specifications

The purpose of this document is to outline the technical specifications for remote interpreting with mobile booths outside EU institutions premises.

Note that the use of remote interpreting is strictly limited to high-level meetings.

1. Technical setup

The Technical Compliance Team shall be closely involved in the design of the remote interpreting setup.

The technical setup shall take account, in particular, of the type of meeting and the characteristics of the meeting room (source room) and of the remote interpreting room (target room). The system shall be entirely wired; only audio distribution via infrared is permitted.

2. Applicable standards

- The mobile interpreting booths shall be compliant with EN ISO 17651-2.
- The interpreting equipment shall comply with EN ISO 20109:2016.
- The transmission of sound and image shall comply with EN ISO 20108:2017.

3. Source room

Lighting

The room shall be lit in such a way as to provide clear, high-quality images, well-defined colours and sufficient depth of field for each type of shot. If the level of lighting is not consistent, additional lighting shall be provided with a view to ensuring that images are not shot against the light and that no overly dark areas and excessive contrasts are created.

The room lighting shall reach a level between 300 and 500 lux (DIN 15906:2009 sub 9).

Cameras

The cameras shall provide images of all active participants; footage must be shot without sudden movements so that the control booth can provide images which are spatially

coherent with the sequence of interventions in the source room on the screens in the target room.

The number and position of the cameras shall be determined by the type of meeting, the number of active participants, and the form and level of lighting of the source room.

The following shots shall be provided by two different camera models:

- Overall permanent view of the meeting room so that the position of the active participants can be determined (4K cameras);
- Permanent view of the presidency (HD camera);
- Close-up of the active speakers (HD cameras);
- Possibly other relevant views.

Preferably, the cameras should be grouped together on one single stable stand on each side of the meeting table at as a low a height as possible to avoid high-angle shots.

Cameras being installed in the centre of a hollow table setup shall be mounted on stands between 0.70 and 1.10 m high and should not be above the height of the table. They may be concealed by a flower arrangement.

No camera shall be placed directly on the table.

PTZ camera movements shall not be displayed on the interpreters' screens. Therefore, it shall be possible to capture any delegate by at least two cameras. This also serves to provide backup.

The camera settings shall be individually adjustable at any time and remotely; they shall be saved and retrievable based on the active microphone, at any time and without interrupting the stream.

In keeping with at least the 4K standard, the overall view cameras, identical in brand and type, shall meet the following minimum specifications:

- Resolution: 4K 4096 x 2160
- Lens: (super-)wide-angle to capture one full half of the meeting table

In keeping with at least the HD standard, the delegate and presidency cameras, identical in brand and type, shall meet the following minimum specifications:

- Resolution: 1920 x 1080
- Lens: adapted to the camera and recommended by the manufacturer

4. Control booth

The control booth shall be placed as close as possible to the source room.

It shall at all times ensure perfect sound-image synchronization.

Images shall be chosen in the control booth with the sole purpose of meeting remote interpreting needs.

5. Sound & image transmission & distribution

The signal transmission delay between the source room and the target room shall not exceed 300 ms.

The cabling and other equipment for the processing and distribution of the audio and video signals shall transmit the signal at full quality regardless of the distance. Fibre optics shall be used if necessary. Processing of the video signal shall be kept to the strict minimum required to minimize delays and any deterioration in the image quality, such as a loss of clarity or the appearance of artefacts.

Images cannot be downscaled below HD resolution, which shall be maintained at all times.

Distorted images are not acceptable.

Signal to noise ratio should be guaranteed as optimal; in particular any conversion of the digital signal should be avoided.

The sound/vision timing error (lip-sync) shall not exceed 30 ms (ITU-R BT.1359-1).

6. Target room

The interpreting booths shall be placed together, in the vicinity of the source room. This will facilitate technical interventions and reduce the length of the cabling between the source and the target room.

Interpreting booths

2.40 m wide interpreting booths shall be installed in such a way as to replicate the interpreters' normal working environment, i.e. a normal meeting room and so that the interpreters can have visual contact between the booths. Each booth shall be equipped for three interpreters. In exceptional circumstances one or more 3.2 m wide interpreting booths may be required.

The floor below the booths, or the platform if required, shall be carpeted.

The use of scaffoldings shall be avoided.

A particular attention shall be paid to a proper ventilation of the mobile booths: one air extractor per each roof panel is a must, as well as a CO₂ detector placed in every booth in line with the applicable ISO standard. The target room in which mobile booths are placed must be properly aired with a regular fresh air supply and filtration; overheating of this space must be avoided by appropriate means, ideally air-conditioning.

Lighting

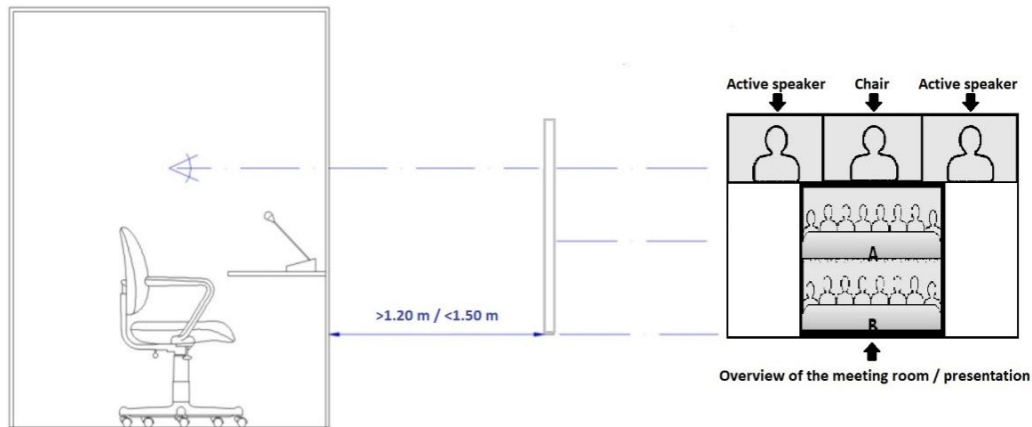
Lighting in the target room shall offer a good degree of visual comfort and be adjustable.

The booths shall be equipped with continuously adjustable individual table lamps, in accordance with the relevant ISO standard.

Screen setup for interpreters

One screen of min 85" - 4K (ideally 8K) shall be placed in front of each booth.

The screen shall be installed on a robust, stable and height-adjustable base. The screen shall be installed centered in front of each booth, at a distance of ± 1.20 m and allowing an unobstructed view for each interpreter in their normal working position. The interpreters shall be able to see their colleagues in the other booths and to shift their gaze from the work surface to the screen and vice-versa under good ergonomic conditions.



If there is no presentation, the image layout shall be the following (see examples under point 1 below):

- two images to display the active speaker in the two upper corners of the screen (to make the speaker's image equally visible to all the interpreters in the booth)
- if present, the permanent chair frame between the active speaker images
- the overall view of the room below the three images described above.

If there is a presentation, the image layout shall be the following (see examples under point 2 below):

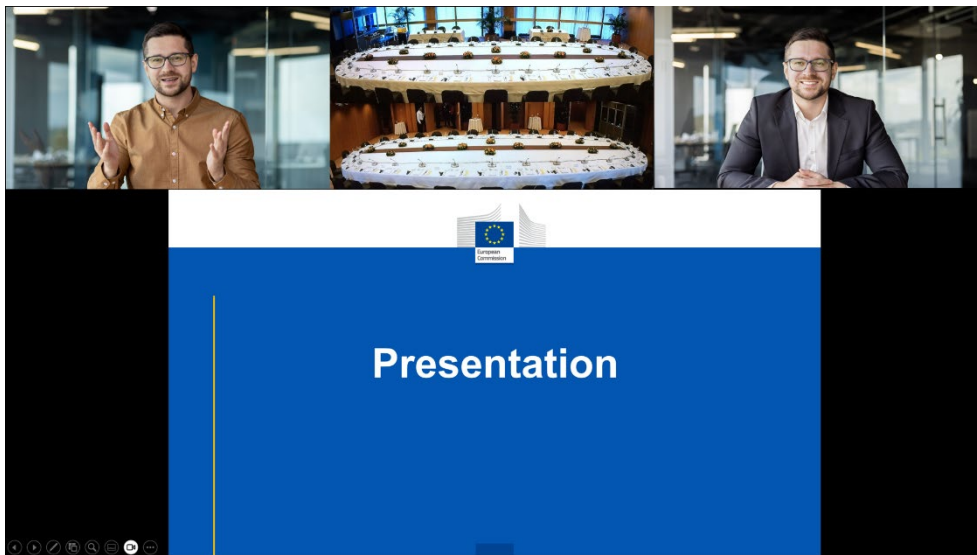
- one image to display the active speaker in the top right or left corner
- if present, the permanent chair frame in the other top corner
- the overall view of the room between the image of the speaker and the chair the presentation below the three images described above.

Examples of image composition

1. Without presentation



2. With presentation



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