



## LEGS TRANSLATION POLICY

- The LEGS organisation has prioritised three international languages for translation – Spanish, French and Arabic.
- Individuals and organisations are encouraged to translate the LEGS Handbook into other languages if they can find the funding. LEGS only funds the prioritised international languages as above.
- Where a translation is commissioned, LEGS should be notified at the start of the work.
- Where possible, the draft translation should be reviewed to check the quality and the technical accuracy of key terms and concepts; where possible the reviewer(s) should be approved by the LEGS Technical Advisory Group.
- The translation should be proof-read, ideally by a professional proof reader.
- The inside (copyright) page should be adapted to show that it is a translation of the original English version (keep the original details) and the name/organisation of the translator should be added.
- The LEGS copyright clause must be retained. No institutional logos should be inserted.
- The final translation should be shared with LEGS, preferably in pdf form, so it can be placed on the LEGS website.

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