**Translation Management Committee (TMC)**

**2020 Annual Report**

The Translation Management Committee (TMC) now meets twice a month using a free conferencing service and stores its information in the cloud. Between meetings TMC uses email, the phone and a free conferencing service to communicate among its committee members and with those interested in or translating and publishing and distributing CoDA materials.

The Translation Management Committee continues to manage the legal documentation necessary for CoDA to maintain its intellectual property rights where translation and publication of CoDA materials are concerned. **We do not translate**. **CoDA, Inc does not pay for professional translators or editors.**

Each Translation Agreement (TA) or Publication and Distribution Agreement (P&D) involves multiple contacts with fellowship members seeking to bring CoDA materials to their own country in their own language. Even renewals require multiple contacts as we often are working with a different group of people from the original signers of previous agreements; and sometimes the renewal requests include a request to translate or publish and distribute materials not included in the previous agreement.

Communication is one of our challenges: frequently email replies with applications and legal documents are sent and not responded to.

Many times, initially there is a flurry of activity and then the email trail goes dormant.

We take very seriously any claims that we have not contacted or replied to requests for information. The evidence indicates that usually the issue was a change in volunteer service or unnoticed emails by the recipient and did not lie with TMC.

We continue to work closely with the CoDA Board in areas which overlap, especially in the creation of documentation necessary to maintain CoDA Inc.’s legal copyrights.

Legal documentation and Agreements for Translating and Publishing and Distributing CoDA materials is important because they protect CoDA’s Copyrights to the original literature and their translations. These compose a portion of CoDA’s intellectual property. The Coda Board is tasked with preserving CoDA,Inc. property.

“the Board of Trustees of CoDA are assigned custodial control of all money and property held in trust for the Fellowship, and are responsible for prudent management of its finances. The spiritual and non-legal authority of the Board comes from the Fellowship”

CoDA By- Laws – Article V, Section 1

The revenues for the operation of CoDA come primarily from the sale of CoDA’s copyrighted materials. (See Annual Budget presentation by the Finance Committee.)

**(Please note that a Translation Agreement does not give permission to publish; nor does a Publication and Distribution Agreement give permission to translate.)**

CoDA relies heavily on unpaid volunteers to do translations and to publish and distribute those translations. Before any Translation or Publication and Distribution of CoDA’s materials takes place, a legal agreement should be signed with the CoDA, Inc. Too often volunteers translating CoDA copyrighted materials do not complete the documentation for their translations to be legal before rotating out of or leaving service. Especially important are Copyright Assignments. Around the world there are translations being used in violation of international copyright law. Subsequent publication and distribution or use (even at the meeting level or on a website) of those translations is in violation of international copyright law. Is your language group, meeting, or country one of them?

 CoDA,Inc currently has Translation Agreements and/or Publication and Distribution Agreements with the following language families.

 English Australia, Canada, United Kingdom

French Canadian Canada

German Germany

Greek Greece

Hebrew Israel

Japanese Japan

Lithuanian Lithuania

Portuguese Portugal

Russian Russia

Spanish Columbia, Spain, Mexico

**We are in discussion with the following language groups / countries**

Chinese China

Danish Denmark

Farsi Iran

Polish Poland

Spanish Costa Rica

Italian Italy

Swedish Sweden

Is your language group and/or country in the above list? If not, please help CoDA,Inc. and TMC by contacting tmc@coda.org so that we may initiate and create legal documentation for those translations.

Anonymity and how it impacts the signing of legal documentation continues to be an issue.

Group conscience cannot contravene the requirements set down by international, national, and Arizona law in which CoDA,Inc. operates. To maintain a right to its copyrighted Intellectual properties CoDA,Inc. consults with an intellectual property rights lawyer who creates the templates used by TMC. A part of the preservation of ownership of CoDA,Inc.’s intellectual properties includes the signature (including one’s last name) by translators, publishers, and distributors on legal documents. The details of these individuals are not released to the general public, nor are they held in areas accessible to the general public or CoDA fellowship.

Traditions on anonymity refer not to internal legal needs of the organization but to how we do or don’t present ourselves to the outside world as representatives of CoDA.

The spirit of anonymity is maintained by CoDA by not attributing any literature or translation to its authors or translators although both sign legal documents (including their last name).

Work continues on the Policies and Procedure Manual to fill in the gaps.

TMC continues to:

* Respond to questions from the fellowship, translators, and publishers about CoDA,Inc.’s process for translating and/or publishing CoDA copyrighted materials
* Define and refine its procedures and put them in writing.
* Rotate members responding to emails.

Training of TMC members is ongoing.

Are you detail oriented?

Do you want to participate to spread the message of CoDA worldwide?

Do you have any questions about spreading the CoDA message in your own language?

Join the Translation Management Committee

Do you have any questions about spreading the CoDA message in your own language?

Or write the Translation Management Committee at: **tmc@coda.org**

Members

 Crystal Z – Chair – Massachusetts

José R – Guatemala

Su E – United Kingdom

Tatiana – Russia

Nass A – United Kingdom

 Board Liaisons

Don B - California