|  |
| --- |
|  |

**CoDA Service Conference 2021**

**Committee Report**

**Committee: TMC Date: June 27, 2021**

**Members (list each by first name, last initial and VE):**

 Crystal Z - Massachusetts

Gerry B - Canada

Su E – United Kingdom

Tatiana K – Russia

**Translation Management Committee (TMC) 2021 Annual Report**

The Translation Management Committee (TMC) has a general meeting once a month and creative workgroup meeting(s) on an ongoing basis using a conferencing service. Information is stored in the cloud using appropriate privacy levels. TMC uses email, the phone and conferencing services to communicate among its committee members and with those interested in or translating and publishing and distributing CoDA materials.

With due diligence, the Translation Management Committee volunteers continue to facilitate the legal documentation necessary for CoDA Inc. to maintain its intellectual property rights where translation, publication and distribution 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. Renewals can 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 seriously any claims that we have not contacted or replied to requests for information. As volunteers we do our best to respond in a timely manner.

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

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. The revenues for the operation of CoDA come primarily from the sale of CoDA’s copyrighted materials. ((Approximately 70%) See Annual Budget presentation by the Finance Committee.)

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 derivative translations. These compose a portion of CoDA’s 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

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

Anonymity and how it impacts the signing of legal documentation continues to be an issue. Traditions on anonymity do not refer to internal legal needs of the organization but to how we do or do not present ourselves to the outside world as representatives of CoDA.

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.

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).

TMC responded to requests for permission to translate and/or publish CoDA materials into a variety of languages.

CoDA relies 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.

1. Each translating fellowship or Voting Entity should first complete and sign (with last names) a Translation Agreement and individual Copyright Assignments with CoDA,Inc.
2. Translations should be submitted to CoDA,Inc. (legal@coda.org and tmc@coda.org )
3. Before printing and distributing those translations, a Publication and Distribution Agreement should be completed and signed (with last names) with Coda Inc.

Translations being used in violation of international copyright law could cause CoDA,Inc. to lose its legal copyright. 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. If you think your language group, meeting, or country is in violation, please contact TMC at tmc@coda.org. so we can assist and resolve any issues.

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

English Australia, Canada, United Kingdom

French Canada, France

German Germany

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.

TMC is working with CoDA Canada and CoDA Recovery Society (CDRS) to help develop and deliver electronic media, other than Kindle, to the world Fellowship. A pilot project has The CoDA Blue Book translated into the Russian language available on the CDRS website ([www.cdrsestore.ca](http://www.cdrsestore.ca) ) CoDA Canada and CDRS are willing to work through TMC with other CoDA translating, publishing and distributing fellowships to get their material available electronically. This initiative is not exclusive and requires appropriate legal agreements with CoDA,Inc. This is an evolving pilot program any feedback or suggestions will be gratefully received. This initiative is important to reach the struggling co-dependent who participates in CoDA through electronic media and does not have easy access to printed material.

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

Gerry B - Canada

Su E – United Kingdom

Tatiana K – Russia

 Board Liaison

Don B - California

