

Certification for translation service providers

ISO 17100 product sheet

There are many areas in which companies need accurate and reliable translations. In addition to high-quality texts for websites, the correct formulation of contracts and other legally binding texts is also vital. ISO 17100 certification provides an optimum decision-making tool for choosing the best translation service provider.

What ISO 17100 stands for

DIN EN ISO 17100 defines the worldwide requirements for translation service providers in terms of language, style and consistency of terminology. The standard also provides a uniform definition of the basic concepts of translation management. Voluntary certification provides a reliable basis for comparison to companies seeking a suitable translation service provider.

The requirements of ISO 17100 include:

- ▶ Standardized processes and quality characteristics
- ▶ Professional quality and project management
- ▶ Defined procedures and documented proof of regular training for all the employees involved
- ▶ Competence and development of the project leadership
- ▶ Information security for project-related customer information
- ▶ Double-check principle (translation by a specialist translator and subsequent revision by a proofreader who is also qualified)
- ▶ Subject matter expertise for translators

The certification procedure

During the certification, our experienced experts audit and assess the quality of the service, the translation process, the qualifications of the employees and the management of the company processes.

1. Information

Project Meeting and preparation for certification

2. On-site document review and audit

Description of the management system, audit of quality capability, implementation in daily business

3. Audit report and assessment

Results of the assessment, recommendations for potential optimizations and post-evaluation

4. Certificate and seal

Issuing of certificate and our DEKRA test seal after the successful audit

5. Regular surveillance audits

Annual surveillance of the implementation of the requirements

6. Recertification

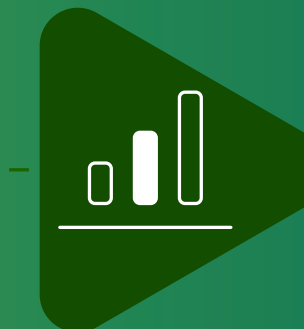
Repetition of steps 2 to 6 three years after the initial certification

Would you like to learn more about certification according to ISO 17100? Talk to our experts!

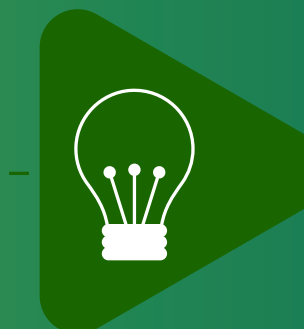
[Contact us!](#)

[Find out more!](#)

Benefit from our ISO 17100 certification



Secure competitive advantages



Ensure understanding through standardized, universally accepted vocabulary



Retain employees expertise to the latest standards



Ensure high quality

Other services you can benefit from

You can also have other quality, environmental and safety management systems certified by us, for example in accordance with [ISO 9001](#) and [ISO 27001](#), as well as combinations of them. Our wide-ranging portfolio offers you the right certification! The DEKRA Group also offers you the following services:

- ▶ Assessments for compliance with internal rules
- ▶ Personal certifications
- ▶ Product audits and certification

Excellence – the DEKRA seal



Add an exclamation mark that stands for the highest quality and reliability – across all industries and internationally. The DEKRA seal is an excellent way to promote your company's image, a marketing tool and a way to stand out from the competition. In this way, you can show your customers and business partners that your service is worth their time and money. We will be happy to assist you.

Would you like more information?
Visit our website:

dekra-certification.de