



CYMDEITHAS CYFIEITHWYR CYMRU

A report on activities during 2014-15

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Introduction

The main aim of Cymdeithas Cyfieithwyr Cymru – the Association of Welsh translators and interpreters – (hereafter the Association) this year has been to continue to maintain and develop professional translation standards and to improve, increase and expand the knowledge and skills of translators and interpreters.

This was achieved in several ways, including:

- increasing our membership to represent ever greater numbers of translators and interpreters;
- holding membership examinations for translators and interpreters;
- promoting the professional development of translators and interpreters by providing a varied programme of workshops, and developing 'Balchder Crefft', our Continuing Professional Development scheme;
- maintaining our relationship with Higher Education institutions, particularly the Coleg Cymraeg Cenedlaethol;
- maintaining and nurturing our links with other organisations and institutions within the field of translation and beyond;
- promoting and marketing the Association and its members;

During 2014-15 the Welsh Language Commissioner continued to fund the regulatory activities carried out by the Association. The Commissioner is doing this on the basis of a 3-year business plan, which runs up to 31 March 2016.

This report provides an overview of activities during 2014-15; a summary of the financial situation; and information about the the Association's governance arrangements.



Foreword

It gives me great pleasure to present this report on the work of Cymdeithas Cyfieithwyr Cymru during 2014-15. It's amazing that we can carry out so much valuable, important work with so few resources, both human and financial.

Although our grant from the Welsh Language Commissioner has reduced gradually during recent years, we have been able to continue to provide examinations and workshops – which is, of course, our main purpose. The various examination results were generally encouraging, and we also attracted an acceptable number of candidates.

Our relationship with the Coleg Cymraeg Cenedlaethol is extremely important, and one of the highlights this year was signing the Memorandum of Understanding between the Association and the Coleg. A great deal of work has been carried out forging and maintaining links to various organisations in Wales which are related to translation as a profession, and also with associations of translators outside Wales. Doing so can only be beneficial for the future of the Association. Long may it continue.

Once again, the membership supported the Association as strongly as ever. There was no significant reduction in the number of members, a clear sign that most translators and interpreters can see the value of the Association to themselves as members. As Directors and staff we appreciated this loyal support immensely.

The Office staff have carried out excellent work as always, which has certainly contributed to the continuing success of the Association during a period of uncertainty.

Judith Kaufmann decided to leave her post as Manager of Professional Development in May of this year, after almost six years of loyal service. We offer her our heartfelt thanks, and wish her well in her new endeavour.

During the year we lost Dewi Morris Jones after a long illness. Dewi had been a member of the Board of Directors since 2003, and Treasurer of the Association prior to that. We will miss him greatly.

By next year, the Welsh Language Commissioner's grant will have come to an end, so the emphasis this year has been on attempting to secure an alternative funding source so that the Association can continue to employ staff at the Bangor Office and offer a full programme of activities which will develop professional translation standards. Grant funding is essential if we are to continue to do this and make a positive contribution to the infrastructure of the Welsh language.

Mary Jones, Chair



1. Membership of the Association

Individual members

On 31 March 2015, the Association had 357 individual members (compared with 348 on 31 March 2014), as follows:

Full Members - 200
Basic Members - 141
Interpreting Members - 72 (16)*

* The figure in parentheses represents the number of members who are solely Interpreting members. The remainder are also either Full members (43) or Basic members (13).

There has been a further increase in the number of Full Members. This is the highest number of Full Members in the history of the Association, and there has never been such a big gap between the numbers of Full and Basic Members.

Membership can only be secured by succeeding in the the Association Text Membership Examinations or the Interpreting Test. There are two levels of membership for text translators – Full and Basic – and one level of membership for interpreters.

The Association's membership year runs from 1 April, and we have a robust and fair system for sending members reminders when membership fees are due.

Professional Conduct

All members of the Association make a commitment to act in accordance with the Professional Code of Conduct when paying their membership fee. Linked to that, the Association has a complaints procedure. We are pleased to report that no complaints were received against members of the Association during the year.

During the year, the Translation Quality Assessment Service was set up, for which a fee is charged.

Recognition of others

The Association recognises translation companies by means of Corporate Membership (8 companies). Public and third sector organisations who fulfil the criteria are offered recognition as Affiliated Organisations.

During the year, we established a category for Affiliated Students. The intention is to encourage and support students who intend to follow a career in translation. Being an Affiliated Student does not constitute membership of the Association.



2. Holding membership examinations for translators and interpreters

Text Membership Examinations

Text Membership Examinations were held in May 2014 at the Full level only, and in October 2014 at the Full and Basic level. They were held at Coleg Ceredigion, Aberystwyth, Cardiff University, and Coleg Meirion-Dwyfor, Glynllifon, and the examination statistics can be found below:

	May 2014		October 2014	
Total number of candidates *	18		18	
	Candidates	Passes	Candidates	Passes
Full *	18	5	19	5
Paper 1 – into Welsh	16	4	18	5
Paper 2 – into English	6	1	5	0
Basic *	-	-	41	21
Paper 1 – into Welsh	-	-	41	16
Paper 2 – into English	-	-	8	5

* Some candidates sat both papers

It was encouraging once again to see so many sitting the examinations for **Full membership**. This indicated an increasing desire amongst translators to achieve a truly professional standard in their work and also reflects the efforts made by the Association to insist that organisations and institutions use Full Members.

Although only 9 of the candidates into Welsh succeeded in the examinations for Full Membership, it was good to see that success could be within the grasp of most of the others in future. As often happens, several candidates were more successful with the first extract than the second, possibly because they hadn't allowed enough time for the second half of the paper. When presenting work under exam conditions, time management can be an extremely important element. Candidates are therefore encouraged to divide the time carefully at the outset, remembering to ensure they have allocated just as much time for proofreading as for the translation itself. More syntax errors than expected featured in the candidates' work, and there was also a lack of awareness of Welsh language constructions, failings which cannot be permitted at this level. Candidates are encouraged to take every opportunity to read good quality Welsh, and to attempt to refine their language skills, not only when translating, but also when reading and editing their work, since both tasks have to be carried out successfully to pass at this level.

Only 1 candidate achieved the required standard in the examinations into English, and it was very disappointing to see such a low percentage rate succeeding in these examinations once again. Naturally, English is a global language which is spoken and used across a wide range of different levels, and it can be difficult to avoid coming into contact with poor quality examples of it. That may explain partly why candidates have such difficulty in preparing English translations which flow naturally and read convincingly. Candidates cannot pass an examination at this level without mastering the art of translating texts into English of a higher standard, and they need to



familiarise themselves further with standard English constructions, improve their grasp of the language, and learn how to express the meaning of the original in natural English syntax. This is equally true in Welsh.

Presumably, it was the fact that **Basic Membership** examinations were held only once during the year that led to a higher number than usual sitting these examinations.

In the examination into Welsh, it was good not only to see a substantial number of candidates sitting the exam, but also that a good proportion (39%) succeeded, especially since there were promising elements in the work of most of them. Our hope, therefore, is that we have here a pool of up and coming translators who will be able to pass this examination once they have gained more experience. Both test pieces, although they included sufficiently challenging elements to be suitable for examination use, intentionally attempted to ensure that the content of the test was within the range of experience of most translators at this level.

In the examination into English, it is good to note that over half the candidates succeeded in achieving the necessary standard to pass at the Basic level, however, the work they presented was no better than satisfactory.

Although a good number succeeded in the Basic level examinations, no one achieved excellence by gaining grade 1 across all four elements, mainly as a result of imprecise translation, which is disappointing. The aim is to express the meaning of the original accurately, and in high quality, natural Welsh/English. Were they to focus more on that aspect, a number of those who were unsuccessful could pass at this level in the near future. As in the case of the examinations for Full Membership, candidates at the Basic level should also proofread their work and check it carefully against the original before presentation.

In 2014, no-one was deemed worthy to receive the **Wil Petherbridge Memorial Prize**, which is presented – in memory of the former secretary of the Association, who was a pioneer in the field of translation in Wales – to the most promising candidate for Basic Membership, for translation into Welsh, if a worthy recipient is identified.

The Interpreting Test

Two **Interpreting Tests** were held during the year, in September 2014 and February 2015. They were held in the usual professional sound studios: CTV, Cardiff, and Aran Studio, Groeslon, near Caernarfon.

There were 6 candidates in the September 2014 Interpreting Test, 2 of whom were successful. In the February 2015 Interpreting Test 1 of the 2 candidates was successful.

The standard was consistent with that seen in the Interpreting Tests during the last 2-3 years. There was a big gap between the stronger and weaker candidates, and we got the impression, once again, that candidates were fairly inexperienced. We also saw a general pattern where candidates were far more comfortable and confident in one piece than the other, which suggests that they were more familiar with certain discussion topics. In this sense, candidates would benefit from experience in a wider range of fields.



The best candidates translated accurately and to a high standard, using natural English of a high quality and native idioms, expressing the meaning in a well-crafted manner. There were good examples of varying the tone of voice and giving appropriate emphasis to echo the original.

The main weaknesses were uncertainties of syntax, register and idiom. We heard literal translations, awkward and unnatural syntax, unidiomatic English, and inappropriate idioms. There were examples of using inappropriate or incorrect vocabulary, hunting for some basic words, and failing to include vocabulary which had been included in the information given to candidates about the test extracts (which suggests they had not taken full advantage of the 15 minutes before the test to read the given information thoroughly). All this emphasises that candidates need to listen to high quality English.

We are saddened to note the sudden, untimely passing of John Cross, owner of CTV, Cardiff, early in March 2015. The Association's staff and Interpreting Test candidates were always given every assistance and a warm welcome by John at his studio over a number of years, and he was always glad to provide us with resources and facilities. We send our deepest condolences to John's family and his colleagues at CTV.

3. Promoting professional development

Once again, in order to promote the professional development of translators and interpreters, and potential translators and interpreters, a varied programme of activities was organised, including a conference, workshops, the translation e-workshop and the Interpreting Exercises. Many translators and interpreters see the regular professional development and training opportunities offered by the Association as extremely valuable, and as one of the strengths of the Association.

A total of 133 individuals benefited from these activities, and there were 193 registrations. Of these individuals, 63 were already members of the Association, and the majority of the remainder were translators and interpreters working for central government, local authorities, the education sector or other public institutions. This demonstrates that these organisations value the exceptional and important provision offered by the Association as a means of facilitating their own staff's professional development. The next step will be to encourage those translators and interpreters to become members of the Association.

A total of 8 **face-to-face workshops** were organised during the year. In line with the pattern we have now adopted for several years, most were held in more than one location across Wales (including Bangor, Caernarfon, Aberystwyth, Swansea and Cardiff), so that they were as accessible as possible for translators in all parts of Wales. The workshop topics included: Developing and using machine translation (tutors: Terence Lewis MITI and staff at the National Assembly for Wales), Researching and using resources (tutor: Mari Lisa Davies), Legislative Translation (tutors: Richard Crowe and Manon George), Understanding the English when translating into Welsh (tutor: Sylvia Prys Jones), Editing and checking translations (tutor: Marian Beech Hughes).



During the first half of the year, we set aside time to review this aspect of our work, following four successful years of offering workshops which were generally pretty informal. Our intention was to focus on the tutor's role and offer to **train the trainers** in order to give them further guidance on presenting workshops and courses, as well as preparing practical guidelines for tutors when holding workshops. The aim was to further strengthen the training the Association offers, by providing specialised training to a small group of translators, to help them to develop this aspect of their careers. This was carried out with the support of the Coleg Cymraeg Cenedlaethol and WEA Cymru. A one-day session was held with Eifion Lloyd Jones at Aberystwyth in June 2014, to discuss some crucial elements of learning, and we then held a weekend 'Training the Trainer' course with WEA Cymru at Llandinam in November 2014, which led to a City & Guilds level 2 qualification. The response to both courses demonstrates that our tutors are keen to improve the provision they can offer translators, and we will continue to support them. Classroom guidelines have been prepared for the Association tutors, to help them structure and plan their teaching. Our purpose in all of this was to ensure consistency in the standard of our workshops and give tutors support and confidence in their work, which in turn would strengthen and improve this important aspect of the Association's work.

The translation e-workshop has remained popular as an effective means of learning and offering structured training to people who can work to deadlines in their own time. Separate translation e-workshops are offered at Full and Basic level. In the translation e-workshop the participants translate 2 excerpts of the same length and standard as those in the relevant examination, and receive comments on their translations from tutors who are both experienced translators and the Association's examination markers. During the year 10 translation e-workshops were held (6 at the Basic level and 4 at the Full level), attracting 81 participants.

A similar scheme for interpretation is the **Interpreting Exercises**, where there is an opportunity to translate two excerpts of similar length and standard to those used in the Interpreting Test, in the actual studios where the tests are held. It's an opportunity for potential candidates to familiarise themselves with the procedure and requirements of the Interpreting Test, and receive comments on their interpreting from tutors who are, as in the case of the translation e-workshop, experienced interpreters and the Association's Interpreting test assessors. A total of 7 people participated in this scheme.

Two valuable papers were prepared for our members, namely a business development guideline by Cynan Jones, and an introduction to technology by Terence Lewis.

At the start of the year, we had prepared a first draft of the **Continuing Professional Development (CPD) scheme**. Our initial step was to hold a consultation with our members, and we got a strong response in favour and against the idea. The next step was to present the scheme to our members in September 2014, under the title 'Balchder Crefft', and we implemented a pilot scheme which will run until March 2016. The scheme is intended to give guidance and encouragement to the members in the context of their continuing professional development. A cross-section of members were invited to test the CPD scheme as part of the pilot, and to keep a record of their own CPD activities. We hope this exercise will help to fine-tune the scheme and activities, and that we will be able to use some of the experiences to guide other members and strengthen the scheme. Our intention is to create a closed, private section for



each individual member on our new website, where they can keep a record of their CPD activities.

In September 2014 there were 20 present at the **Members' Day** held at the Elephant & Castle Hotel, Newtown. The Day was intended to give members an opportunity to meet in a more informal atmosphere, and discuss matters of general interest. During the day, the situation of the Association and its future were discussed, as were benefits and services to members, and the new Continuing Professional Development Scheme was presented to members. The Annual General Meeting was also held. This was our first Members' Day, and we intend it to become an annual event which will coincide with International Translation Day, which is celebrated on 30 September

4. Maintaining our relationship with Higher Education Institutions

The Association has continued to maintain its close relationship with the **Coleg Cymraeg Cenedlaethol**, and a Joint Memorandum of Understanding was signed by the Association and the Coleg at an event during the National Eisteddfod in Carmarthenshire.

The Association has been very supportive of the Coleg's efforts to develop a national scheme in the field of translation which will respond to the needs of the profession. The Association is very pleased to be able to work alongside the Coleg in attempting to realise this. The Chief Executive was a member of the Coleg's Translation Studies Project Board, which met regularly until the summer of 2014. In September 2014 the Board was replaced by the Translation Studies Consortium, of which the Chief Executive is now a member.

During the year the Welsh Language Commissioner, Coleg Cymraeg Cenedlaethol and the Association have met to share information and to discuss matters of general interest to all three organisations.

The Association played an instrumental role as a partner when establishing the **University of Wales Trinity St David** Postgraduate Certificate in Interpreting, and it has continued to provide practical support for this qualification. Once again, Judith Kaufmann gave a lecture as part of the course. This is the only qualification offered in Welsh/English interpreting, and it is an opportunity to gain an academic qualification which satisfies the requirements of the translation profession/industry.

Although the Association's sponsorship of Dawn Wooldridge's PhD at **Bangor University** ceased at the end of 2013, she continued to receive support with her dissertation, 'Profiling errors: a study of how prospective English-Welsh translators translate'. This PhD was part of the KESS scheme, supported by the European Social Fund through Welsh Government. The Association has continued to support the website for 'Translation cultures: a translation research network', a project for which Bangor School for MFL had received an AHRC grant.



The Association expressed its support for **Aberystwyth University's** intention to create an MA in Professional Welsh, and presented specific comments on the content of the Translation module which will be part of this new degree.

One of the targets for the regulatory activities grant received from the Commissioner was the preparation of a report on **academic qualifications and membership of the Association**. When this was discussed at the Board of Directors, no basis was found for changing the Association's standpoint on this, namely that translation courses at any level are an important step along the road towards gaining professional status, and that an academic qualification would demonstrate a basic ability and aptitude to become a professional translator or interpreter. We do not believe that success in an academic course should lead directly to membership of the Association. We consider membership of a professional association to be a quality mark, rather than a necessary qualification or essential element.

5. Maintaining links with organisations and institutions

The Association has continued to be represented on various committees, including the Group for the Promotion of the Welsh Language (a group which the Welsh Government Welsh Language Unit is responsible for co-ordinating and administering), the Welsh Government Project Board for Sharing Translation Resources (which came to an end in December 2014), Rhwydiaith (the public sector Welsh language officer working group, which is organised and hosted by WLGA), and the steering group for the north Wales Mentrau Iaith Cross-border Project (this project is funded under the Rural Development Plan, and includes a Community Translation Scheme).

The Association has worked with several public institutions for the benefit and development of the profession, including the Welsh Government Translation Service, the Assembly Translation and Recording Service, HM Courts and Tribunals Service, and a number of other public institutions.

In February 2014, the Chief Executive was one of the speakers at the launch of the new National Assembly for Wales machine translation resource, developed jointly with Microsoft. He was then invited by the Assembly to join a panel which would discuss the language in a digital age, under the chairmanship of Rhodri Glyn Thomas AM, at the National Eisteddfod in Carmarthenshire.

At that Eisteddfod we also launched the proposal to offer translation at a reduced rate to members of the Wales Council for Voluntary Action (WCVA). In partnership with the Association, WCVA has extended the translation and interpreting offer to its members, thereby including far more of the Association's translators and interpreters, and ensuring that the offer is available in all parts of Wales.

Encouraged by the Association, and in co-operation with us, a translation competition for the 19-25 age group was established at the Urdd Eisteddfod, and competitors entered this category for the first time in 2015.



The Association is a member of: WCVA, Dathlu'r Gymraeg, Dyfodol i'r Iaith, Mantell Gwynedd, and the Institute of Welsh Affairs.

The Association responded to consultations held by the Welsh Language Commissioner and Welsh Government on the Standards and Regulations, focussing in its responses on the standards relating to interpretation.

The Association has continued to maintain and develop its relationship with translation associations and institutions, amongst which are the Institute of Translators and Interpreters, the ITI Cymru/Wales group, the Chartered Institute of Linguists, NRPSI, and European Commission directorates of translation and interpretation. THE ASSOCIATION is a member of: FIT (Fédération Internationale des Traducteurs / International Federation of Translators).

6. The Hedley Gibbard Memorial Lecture

The applause Huw Llewelyn Davies received at the end of his lecture 'Cais a Throsiad – y Gymraeg ym myd y campau' clearly showed how much the audience had enjoyed a lecture which combined anecdotes from his period as a commentator with the story of creating Welsh terminology for various sports, and an overview of sports in Welsh literature. The Hedley Gibbard Memorial Lecture was held at the National Eisteddfod in Carmarthenshire.

7. The Welsh Language Commissioner: funding regulatory activities

In August 2013 we reached an agreement with the Commissioner regarding the business plan for the 3 years up to 31 March 2016. The business plan was formulated on the basis of the 10 regulatory activities listed in the Commissioner's letter dated 19 December 2012, namely:

- Maintaining a register of professional translators and interpreters, and insisting that they adhere to the Association's code of conduct.
- Maintaining and developing the levels of membership, e.g. Basic, Full, Corporate, Student, etc.
- Investigating complaints against members of the Association and taking any subsequent disciplinary action, including revocation of membership.
- Ensuring general recognition for qualified translators, particularly amongst the organisations which will be required to conform to the requirements of the Welsh Language Measure (Wales) 2011.
- Marketing and promoting the profession.
- Giving advice on translation courses provided by educational establishments.
- Working with educational establishments to set up a Continuing Professional Development scheme, in order to reflect a commitment to raising standards.
- Monitoring members' compliance with a compulsory CPD scheme.



- Helping members to develop their businesses.
- Advising the Welsh Language Commissioner on issues relating to the quality of translation.

The business plan also took into account the fact that the Commissioner had informed us that she had no plans to fund the Association from 31 March 2016, and that the business plan should demonstrate how the Association would be self-sufficient from that date.

The Commissioner funds the regulatory activities carried out by the Association on the basis of specific, quantifiable targets. Achievement is monitored on a quarterly basis, and quarterly payments are authorised only when satisfactory progress has been demonstrated in each quarter.

One of the targets for the regulatory activities grant was the preparation of a paper “looking at the structure of the Association in order to ensure an appropriate structure was established to enable the Association to become a regulatory body on the one hand and an association which represents its members on the other”. This was the aim the Commissioner hoped to achieve in August 2013 when she agreed to fund the regulatory activities carried out by the Association.

The main conclusions of the discussions held at the Board of Directors were that being a regulator was neither practical nor possible, and that the Association could not become self-sufficient while implementing a similar programme of work to the current programme without public grant funding. We do not see that it will be possible to fully realise that hope. The situation has not changed at all during the last two years to enable us to become a regulator nor to become self-sufficient. Anyone can call him/herself a translator or an interpreter, and no-one is obliged to become a member of the Association or any other professional body. The economic situation has worsened, and we must recognise the likely, unfortunate impact of further cuts in public spending on translation, and on the Association as a result.

8. The financial situation

The Association received a grant of £77,500 from the Welsh Language Commissioner towards its regulatory activities (compared with £87,359 in 2013-14).

The other main source of income for the Association was the membership payments, which netted £46,588 (compared with £43,084 in 2013-14).

The income generated therefore enabled the Association to continue to employ 2.6 members of permanent staff, as well as carrying out the work described in this report.

The accounts show that the Association has funds of £120,368 at the end of the year.

The (unaudited) financial report was prepared by Owain Bebb a'i Gwmni, Caernarfon.



9. Management of the Association

9.1 Cymdeithas Cyfieithwyr Cymru Cyf is a company limited by guarantee. It is registered in Wales, registration number 4741023.

The Association is managed by the Board of Directors.

The following were members of the Board of Directors during the year:

David Bullock, Ann Corkett, Bethan Mair Evans, Fiona Gannon, Heini Gruffudd, Berwyn Prys Jones, Catherine Jones, [Dewi Morris Jones], Mary Jones (Chair), Lisa Pugh, Claire Richards and Lowri Roberts.

The Board of Directors met on 8 April 2014, 15 July 2014 and 11 December 2014.

9.2 The Association's examinations and assessment procedure

Fiona Gannon is the Chief Examiner for the Association, and she is responsible for the Text Membership Examinations and the Interpreting Test.

The Text Examination Board / Register of Markers for Text Membership Examinations

The following were members of the Register of Markers for the Text Membership Examinations, and acted as members of the Text Examination Board in turn when they were marking:

Meg Elis (Deputy Examiner), Mary Jones (Deputy Examiner), Meinir McDonald (Deputy Examiner), Catrin Beard, Ann Corkett, Mari Lisa Davies, Heini Gruffudd, Berwyn Prys Jones, [Dewi Morris Jones], Lindsey Jones, Sylvia Prys Jones, Glenys Roberts, Catrin Small, Megan Hughes Tomos, Tegwen Williams, Gareth Wood and Menna Wyn.

The Interpretation Board/Register of Interpretation Assessors

The following were members of the Register of Assessors for the Interpreting Test, and served as members of the Interpretation Board when they were acting as assessors:

Delyth Davies, Lynwen Davies, Siôn Edwards, Rhys George, Catrin Howells Lloyd, Hywel G. Hughes, Rhian Huws, Aled M. Jones, Siân Eleri Jones, Ann Llwyd, Siôn Aled Owen, Mair Parry-Jones and Angharad Watson.

9.3 The Membership and Professional Standards Committee

The following were members of the Membership and Professional Standards Committee during the year: David Bullock (Chair), Delyth Davies, Fiona Gannon, Berwyn Prys Jones, Claire Richards and Lowri Roberts.



10. Closing remarks by the Chief Executive, Geraint Wyn Parry

I would like to thank Nia Wyn Jones and Judith Kaufmann for their hard work and commitment to the Association. In doing so, I would like to wish Judith well as she embarks on a new period in her history.

I very much appreciate the constant support I have received from Mary Jones, Chair of the Association, and I would like to thank her and all members of the Board of Directors for their wisdom when carrying out their work, and their regular attendance at Board meetings. We lost one from our midst with the passing of Dewi Morris Jones, one of our earliest members, and one upon whom the Association could always rely.

I would also like to thank the members who serve the Association in other ways, examining and marking examinations, tutoring workshops, and serving on other committees. The happy co-operation between staff and members is one of the Association's main strengths – long may it continue.

