



# The Translation Centre's multilingual practice

By the nature of its mission, the Translation Centre is **committed to multilingualism**. On an everyday basis, it provides language services to the EU agencies, offices, bodies and institutions, thus helping them meet their multilingual communication needs. For its own purposes, the Translation Centre endeavours to find a cost-effective approach to multilingual communication while respecting the following principles:

- 1) the right of EU citizens to receive appropriate information in their language;
- 2) the need to provide information necessary for financial transparency;
- 3) the need to reach the relevant target audience; and
- 4) the need to maintain the Translation Centre's reputation as a reliable language service provider.

The Translation Centre's **public website** is largely accessible in all the EU official languages. The content pages and the search function are available in 24 languages. The news section of the welcome page is updated with articles published in English and French. Documents published on the Centre's public website are available either in all EU languages (e.g. the budget) or in a certain number of languages (e.g. annual work programme, annual activity report, promotional material, etc.), depending on their purpose and target audience.

On the Translation Centre's **social media channels**, posts are mainly published in English and, to a lesser degree, in other languages, whenever relevant.

The selection notices for **external job vacancies** (temporary and contract staff) are published on the Centre's public website in all the EU official languages.

When replying to **written comments/queries**, the Centre ensures that 'every citizen of the Union or any member of the public who writes to the institution in one of the Treaty languages receives an answer in the same language' in accordance with the European Code of Good Administrative Behaviour.

## Further information

- The official languages of the EU are Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish.
- [Regulation No. 1 of 1958 determining the languages to be used by the European Economic Community](#)
- [European Code of Good Administrative Behaviour](#)