

AI-Usage Policy – Translation and Editing

1 Personally Managed Work

- Every project is handled directly by me. I define and preserve the voice, tone, and structure.
- AI never decides style or messaging.

2 Quality and Voice

- Every final text is human-proofread and approved for accuracy, clarity, and voice.
- Any AI-generated wording is treated as rough material, then rewritten to avoid generic or “bot-like” language.

3 Where AI Is Not Used

- No AI-generated translation or copy. Only human-generated with AI support, and final human revision.
- AI is not relied on for factual, legal, or compliance-related language without human verification.
- Confidential or private client data is not entered into AI tools; any sensitive details are redacted beforehand.

4 Where AI May Be Used

- Research support (terminology, acronyms, and local regulations), followed by human verification.
- Light editing support (clarity, suggested rephrasing, grammar), with human review and revision.

5 Transparency and Options

- You and I can set stricter “no AI” or limited-AI requirements if needed.
- On request, I will explain how AI (if used) contributed and how I made the final decisions.

I’m an ATA-certified Spanish-English translator serving the legal, financial, and nonprofit sectors. **Let’s talk, *schedule a call*.**

QA Language Services