

李汝陶 周庆坤 任柏孙 编

英汉国际经贸缩略语手册

A HAND BOOK OF ENGLISH
ABBREVTIONS FOR
INTERNATIONAL BUSINESE
(English-Chinese)

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责任编辑 朱超凡 蔡浩然

责任技编 姚明基

中山大学出版社出版发行

广东省新华书店经销

广州红旗印刷厂印刷

787×1092 毫米 32 开本 14.125 印张 320 千字

1992 年 9 月第 1 版 1992 年 9 月第 1 次印刷

印数 1—10000 册

登记证号(粤)第 11 号

ISBN7-306-00556-1/F·75

定价: 9.90 元

前 言

在邓小平同志南巡重要谈话精神鼓舞下，我国正加快改革开放的步伐，对外经贸事业迅速拓展。在日趋频繁的国际商务活动中，正广泛地大量采用英语缩写语。广东国际信托投资公司组织编译、中山大学出版社出版发行《英汉国际经贸缩略语手册》一书，适应了广大经贸工作者的需要，作为对中国共产党十四大胜利召开的献礼，相信会受到广大读者的欢迎！

本书编译出版过程，得到广东国际信托投资公司领导同志的大力支持，李灏、许枫、黄炎田同志为本书作序推荐，朱以文、黎钟明、李彤、陈必胜、朱超凡、蔡浩然、姚明基等同志积极支持协助，我们表示衷心感谢！

近年来国际经贸情况变化发展很快，由于编者水平有限，本书尚有许多不足之处，衷心期望国内外读者不吝教正。

编 者

一九九二年八月

序 言(一)

随着我国对外开放、对内搞活经济政策的实施,国外市场不断开拓,对外经济贸易业务交往已日趋频繁。在国际商务的来往函件通讯中,特别是电传电报方面,广泛地、大量地采用英语缩写语。其优点:一是灵活,不用译电,直接抄电文;二是准确收报与发报,可以形象地称之为“文字电话”或“远程复印”。使用英语缩写语能进一步缩短时间,节省费用与大大提高工作效率。

编者李汝陶(高级经济师)、周庆坤(译审)、任柏孙(英语教授)从事外经贸易及翻译工作多年,曾分别到有关国家进行经济考察及参加援外工程,分别在国家经委、中国企业管理协会举办的出国人员英语培训中心和对外贸易学院担任过教学工作。他们在长期外经工作中,把广泛收集到的国际商务最通用的英语缩略语资料,加以整理,编成《英汉国际经贸缩略语手册》。内容包括:商业函电、外贸结算、财务会计、市场价格、报关、金融、保险、商检、税务等方面,及与之有关的英文缩略语一万一千多条。每条均列英文原文,以便于使用者查考,具有较大的实际使用价值,对从事外经外贸工

作者有所帮助。现由广东国际信托投资公司编辑,中山大学出版社出版。特向读者推荐。

中共深圳市委书记 李 灏
一九九二年五月

序 言(二)

为适应我国对外经济贸易事业的发展,由广东国际信托投资公司编辑、中山大学出版社出版的《英汉国际经贸缩略语手册》面世了,值得大家高兴。

李汝陶、周庆坤、任柏孙合编这本手册有以下三个特点:

1. 风格的新颖性 至今在国内以缩写语形式出现的国际商务英汉对照的词汇手册并不多见。我们处在电脑与信息时代,国际商务往来,特别是电报、电传及图表资料方面,已普遍地采用英文缩写语,其优点是节省时间和篇幅,并大大提高工作效率。

2. 词汇的广泛性 这本手册广泛收集了当今国际商务最流行的缩写语一万一千多条,内容涉及商务函电、外贸结算、国际金融、市场价格、运输保险、商品检验、海关、税务等领域。

3. 资料的实用性 由于词汇来源涉及面广,又经编者多年来在工作实践中的精心收集和筛选,每条缩写语均列有相对应的英文原文和中文解释,其实用性颇强。本书的出版,希望对广大经贸工作者、经贸科研和教学人员在业务和科研上会有所帮助。

广东国际信托投资公司

许 枫 黄炎田

一九九二年五月

AUTHORS' NOTE

Aug 1992

Inspired by the remarks of the senior Chinese leader Deng Xiaoping during his South China Tour, China is now taking bolder steps for her Openness and Reform. Our foreign business activities are expanding in full swing.

As English abbreviations are now being popularized worldwide in communications in the booming international business and trade for simplicity, efficiency and time saving, this HANDBOOK OF ENGLISH ABBREVIATIONS FOR INTERNATIONAL BUSINESS edited by Guangdong International Trust and Investment Corporation (GITIC) and published by Zhongshan University Press is intended, as a professional means, to satisfy the needs of the broad masses of business personnel. This book also serves significantly as a greeting to the triumphant convocation of the 14th CPC Congress.

For the successful edition and publication of this

book, great contribution has been made by Messrs Li Hao, CPC Secretary Shenzhen Committee, Xu Feng, GITIC Vice — chairman and Huang Yantian, GITIC President, who have written the PREFACE (I) and (II) for recommendation, and the joint efforts from Messrs Zhu Yiwen, Li Zhongming etc; to whom we extend our heartfelt thanks.

Confronted with the rapidly changing world situation in business and trade and due to our limitation in compilation experience, some errors and shortcomings exist in this Handbook would be unavoidable. It is our sincere hope to acquire comments and suggestions for improvement of this handbook from our ardent readers.

The Authors

PREFACE(I)

May 1992

With the implementation of China' s policies for openness to the outside world, the expansion of the domestic economy and the rapid growth of exports, exposure to foreign business and trading practices is becoming more frequent. In international business correspondence and communications, for telex and telegram use in particular, English abbreviations are commonly used for flexibility, economy and efficiency.

The authors Mr. Li Rutao (senior economist), Mr. Zhou Qingkun (senior translator) and Ren Baisun (professor of English language) with years of experience in foreign business, translation and teaching, have conducted surveys in developed countries and participated in projects assisting developing countries and , have been teachers respectively in the English Training Center of China Business Management Association and Foreign Trade Institute.

In their long-term experience the authors have collected many of the most practical English abbreviations used in international business and trade, and especially compiled them into this Handbook of English Abbreviations for International Business.

I recommend this Handbook to workers in foreign business and trade for its practical value and assistance. This Handbook contains over 11,000 English abbreviations, each with the corresponding English original meaning and Chinese equivalent for convenient reference. Compiled are terms referring to broad areas of business correspondence, trade settlement, finance and accounting, marketing and pricing, customs, banking, insurance, transportation, commodities inspection, tax and duty etc.

Li Hao
Secretary of
CPC Shenzhen Committee

PREFACE(II)

May 1992

This HANDBOOK OF ENGLISH ABBREVIATIONS FOR INTERNATIONAL BUSINESS edited by Guangdong International Trust and Investment Corporation (GITIC) and published by the Zhongshan University Press possesses the following three major characteristics:

1. Novel in Style. It is still rare domestically for business dictionaries to deal solely with telex and telegraph abbreviations.
2. Profound in Vocabulary. Collected in this Handbook are over 11,000 English abbreviations covering almost every aspect in the area of international business transactions.
3. Practicability. Carefully screened by the authors through years of exposure to foreign economy and trade, the abbreviations compiled herein are all attached with full bilingual interpretations to serve for valuable reference to business work-

ers.

Xu Feng

GITIC Vice Chairman

Huang Yantian

GITIC General Manager

A

A	about	大约	(电报用语)
	absolute	绝对的	always afloat
	acceptance	承兑, 认付	船恒飘流, 长期在航
	account	帐户	American Airlines Inc.
	acre	英亩	美国航空公司
	aircraft	飞机	Automatic approval sys-
	America(n)		tem
		美国(的、人)	进口贷物自动批准制度
	ampere	安培	A/A any acceptable
	answer	回答	任何可以接受的
	acre	公亩	AAA Agricultural Adjust-
	article	条款、物品	ment Administration
	assistant	助手/助理	农业调整署(美)
	Atlantic	大西洋	American Academy of
	audit	审计	Advertizing
@	at	每/按; 单价	美国广告学会
A1	first class	一流的	American Accounting
AA	Administrative Assis-		Association
	tant	行政助理	美国会计协会
	Aerolineas Argentinas		American Arbitration As-
		阿根廷航空公司	sociation 美国仲裁协会
	Afro-Asian	亚非(的)	Asia, Africa and Latin-
	Aid Account	经援帐户	America 亚、非、拉
	all after		Association of African
		在……后的所有名字	

Airways	cations
非洲航空公司协会	美国商业出版物协会
AAAB Automotive Adjustment Assistance Board	AACS Airways and Air communications service
自动调整援助委员会(加)	航线及航空通信业务处
AAACI American- Arab Association for Commerce and Industry	AADIS at a discount
美国阿拉伯工商业协会	折扣扣
AAB automatic answer-back code	AAF African Aviation Federation
自动回呼电码	非洲航空联合会
AABC Anglo — American Blockade Commission	American Advertising Federation
英美封锁委员会	美国广告业联合会
AACC American Association of Commercial Colleges	AAFE American Association of Feed Exporters
美国商科院校协会	美国饲料出口商协会
AACM Afro- Asian Common Market	AAFLI American- Asian Free Labour Institute
亚非共同市场	美国亚洲自由劳工协会
AACO Arab Air Carriers Organization	AAI Association of Advertisers in Ireland
阿拉伯空运商组织	爱尔兰广告商协会
AACP American Association of Commerce Publi-	Automatic Approval of Import
	进口自动批准(制)
	AAIEC Agency for Arab and International Eco-

<p> nomic Cooperation 阿拉伯与国际经 济合作局(埃) AAL Arab Airways Ltd. 阿拉伯航空公司 American Air Lines 美国航空公司 AALC Afro — Asian Lawyer's Conference 亚非律师会议 AALCC Asian — African Law Consultative Com- mittee 亚非法律协商委员会 AALL American Associa- tion of Labour Legisla- tion 美国劳动立法协会 AAMI American Associa- tion of Machinery Im- porters 美国机器进口商协会 ANI(A&I) accident and in- demnity 意外事故及赔偿损失 ANR(A&R) air and rail 空铁联运 ANT(A&T) acceptance and </p>	<p> transfer 验收与移交 AAOEC Afro — Asian Or- ganization for Economic Cooperation 亚非经济合作组织 AAPA American Associa- tion of Port Authorities 美国港口管理局协会 American Association of Public Accountants 美国会计师联合会 AAPC Anglo- American Productivity Council 英美生产率理事会 AAR against all risks 承保一切险 Association of American Railroads 美国铁路协会 AARA American Arab Re- lief Agency 美国阿拉伯救济局 AAS Automatic Approval System (进口)自动批准制 AASE Australian Associat- ed Stock Exchange 澳大利亚联合证券交易所 </p>
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AASO	Association of American Ship Owners 美国船东协会		ciation 澳大利亚银行家协会
AAT	Anglo — American Telegraph Company 英美电报公司	ABB(R)	abbreviation 缩略语
AATO	African — American Trade Organization 非美贸易组织	ABC	American Broadcast- ing Corporation 美国广播公司
AAU	Associated Aviation Underwriters 联合航空保险公司(美)		American Business Coun- cil 美国商业理事会
AB	Accommodation Bill 融通 汇票 about 大约 all before 某字前所有的字 (电报用语)		Asian Broadcaster's Con- ference 亚洲广播商会议
A/B	air bill 空运提单 air-borne 空运	ABCA	American Business Communication Associa- tion 美国商业交流协会
ABA	American Banker's Association 美国银行协会 American Bar Association 美国律师协会 Annual Budget Authoriza- tion 年度预算批准权限 Australian Bankers Asso-	ABCC	Association of British Chambers of Commerce 英国商会协会
		ABD	aboard 在车(船、飞机)上, 上车(船、飞机)
		ABEC	Associated Bank Eu- ropean Company 欧洲联合银行集团
		ABICO	Arab — Brazil In-