

Orienteering Association of Nova Scotia (OANS) Policy hereto known as OANS on the Provision of Orienteering Maps

Need for a Policy

The OANS receives requests for orienteering maps from time to time. Over the years, the number of requests increased greatly. There was difficulty in deciding how to address many of these requests. This provided the impetus to develop this policy.

The policy is intended to:

- provide guidance for present and future members of OANS executive concerning requests for maps;
- provide background information for those requesting maps;
- serve as a reference guide for map file types and formats;
- provide some degree of fairness/uniformity in how OANS deals with requests for maps.

Background

Orienteering maps are a defining feature of the sport. They also usually represent the largest single financial investment made by clubs within OANS. Producing an orienteering map is a highly skilled process and typically costs about \$1000-1500 per square kilometre. As such, a typical map may cost \$2-5000 to produce, depending on size, and then about \$500 per year on average to maintain. Printing costs are additional. Orienteering maps are highly desirable to many other users such as foresters, land managers, mountain bikers, skiers, schools, etc., due to their exceptional degree of detail and the fact that they are usually much more up to date and complete than any other available map such as a standard topographical map.

Potential issues when maps are provided for use outside regular, sanctioned orienteering events:

- Users may assume they have a right to use the land, when they do not;
- Users may become lost or injured and could conceivably ascribe blame to the issuer of the map (the club/OANS);
- Users may damage property in the area of the map, and the landowner may blame the club/OANS;
- Users may conduct activities in the area of the map that are illegal, contrary to what land owner agreed to when providing permission for orienteering, or that otherwise reflect badly on orienteering;
- Users may make unknown numbers of copies of any map provided, infringing the legal copyright held by the club/OANS, and detracting from regular fees charged by the club/OANS at events. Such fees allow the clubs/OANS to produce and update maps.
- Users may amend and /or reproduce an orienteering map, represent it for purposes other than orienteering, and attempt to sell the result.

Some of these problems have occurred in recent years, including the last two.

Potential benefits of supplying maps

- Providing maps can be a means of generating publicity for the club/OANS
- Maps may encourage users to become involved in orienteering
- Providing maps to those in other sports may lead to useful partnerships (e.g. cross country skiing, mountain biking, adventure racing)
- Maps may encourage participation by schools, youth groups, cadets etc.

Control of maps

Clubs and OANS have some degree of control over the maps they administer, but this is by no means complete. An intending user of a map may have no access to any kind of copy, and thus cannot use a map unless the club provides one. However, all participants at regular events are given maps. There is no effective control over what happens to these maps, and they could be copied without the knowledge or consent of the club/OANS.

Maps and map data

All maps are now produced using OCAD drafting software. Maps can potentially be provided in various formats. Each format has various attributes, for example:

Hard copy print.

Can be photocopied. If it is an event map, its usefulness for other purposes may be reduced by the course information printed on the map. The information on the map is essentially fixed, and it is not really feasible to edit, change or update it.

Electronic versions of maps

OCAD format file. Readable only by using OCAD. Depending on the OCAD version, may be edited and manipulated in unlimited ways using OCAD. Although a map file in OCAD format is in many ways the most "valuable" format, virtually non-one outside the orienteering community will be in possession of the OCAD software, and so providing maps in OCAD format is highly unlikely.

Other CAD or GIS compatible formats

Examples include file types such as .dxf or ESRI shape files (.shp). Some versions of OCAD can export maps in these formats. Maps in these formats can be imported into almost any geographic information system (GIS), computer aided drafting (CAD) and some other software packages, all of which are in much more common use than OCAD. As such, files in this format are potentially usable by a significant number of users who

may be "outside" orienteering. Once imported, all objects in the map are then potentially editable.

Raster formats

These are formats in which the map objects are rendered as discrete pixels, as an "image", as opposed to "data". Resolution varies according to the export settings used in OCAD. Beyond a certain level of enlargement, the image will break down into pixels. Raster export formats from OCAD include jpg, gif and tiff. These formats are readable by many photo/image manipulation programs. Colours may be changed and other effects added to change the original image, but individual map objects cannot be selected or edited. In this sense, the objects are "fixed" in raster formats. Can be used and printed by almost any computer user.

Other electronic formats

OCAD will also export in a few other formats such as .eps and .OIM. Newer versions of OCAD may also produce .pdf files.

Eps or Encapsulated PostScript is a format that is useful for preserving all attributes of a map when submitting it to a print shop for reproduction. OIM is an OCAD format used for generating files for posting maps on the internet. There is also .AI which is a format for use by Adobe Illustrator. It is unlikely that maps would ever be supplied to outside users in these formats.

What's the difference?

All these formats can be boiled down to essentially three categories, hard copy, vector format or raster format. Hard copy is self-explanatory. Vector formats include OCAD, .dxf and .shp, and allow manipulation of all drawing objects once the files are imported to an appropriate program. Raster formats are explained above. In terms of "value", vector formats are more flexible/ valuable and offer much more scope for an end-user than raster formats.

SUGGESTED GUIDELINES FOR PROVISION OF MAPS

General

OANS-controlled maps may be made available to users who are not members of OANS, at the discretion of the club executive.

The club executive should use caution before issuing any maps to outside users, and investigate how the map(s) are to be used. If there appear to be significant concerns, maps should not be issued.

Each application should be evaluated on its merits. Depending on the intended use, even a request from a "preferred" source may be unacceptable.

Every time maps are provided the club should specify the duration of any reproduction agreement, and the number of copies that may be reproduced.

Provision in hard copy or in raster formats is preferable over providing copies in vector formats.

It makes sense for the club to provide maps in a way that minimizes work and administration.

Types of users

Preferred Users

Some group or individuals who may ask for maps should be accommodated wherever possible, specifically this includes landowners who have granted OANS permission to make the map of their land, or those who administer such lands/parks. Usually maps in hard copy or raster electronic format would suffice. Exceptionally, provision of maps in vector-format could be considered.

Other preferred users

This category would include schools, and other sporting clubs or groups that use the outdoors in a similar manner to orienteering, such as cross country skiing, adventure racing, or cycling/mountain biking. A reproduction agreement could, for example cover a single sporting event. Hard copy or raster formats should always suffice. Schools may occasionally be looking for larger quantities of maps, and such requests should be dealt with individually.

Other groups

Examples of other groups that may want maps include scouts, cadets, youth groups, or other non-sporting groups. Requests from such groups can be difficult to evaluate. If in doubt, it is probably better not to issue maps.

Individual requests

Such requests may come from bikers or others who want a map for individual use. Can be dealt with according to the situation. Terms of use could be noted on the map before it is provided in raster or hard copy.

FEES FOR REPRODUCING MAPS

The suggested fee per map is the same fee that is charged for a map for wayfaring groups at a regular event, \$5 in 2006.

Fees for "bulk" reproduction can be considered individually; this is uncommon to date. In lieu of fees, advertising of the club may be considered.

TEXT ON MAPS

It is recommended that some standard text be included on all maps that are printed for use at regular events, as well as other layouts or prints that may be prepared for other uses.

Copyright notice: In the format " c in circle, Copyright the club or OANS, Year(s) of update, all rights reserved".

Reproduction notice: "This map may not be reproduced without the permission of the Orienteering Association of Nova Scotia".

Contact information: "For more information contact: club contact number or web site"

Disclaimer: "Possession of this map does not confer right of access. Land use permission must be obtained"

"Neither any club nor Orienteering NS accept responsibility for injury or damages of any kind incurred while using this map, including any injuries or damages which may occur due to map inaccuracies"

USER AGREEMENT

The following is suggested as a template for a simple user agreement. It explains something about orienteering maps, issues and liabilities, and specifies reproduction terms. An applicant can sign the agreement and return to OANS before maps are issued. Such an agreement may only rarely be considered necessary, but provides the basis for a more formal agreement if one appears to be needed. For any use of maps, having the user sign the general orienteering waiver/release form is probably also a good idea.

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REPRODUCTION/USE AGREEMENT FOR ORIENTEERING MAPS

Between

The Orienteering Association of Nova Scotia

and _____ "the User"

OANS grant to user the right to reproduce no more than _____ copies of the _____ map during the period _____ date to _____ date.

The map(s) are to be used for

_____.

Other terms and conditions: _____

Maps must not be sold, amended or provided to other parties for any use other than the primary use stated above.

This is a reproduction agreement only. Copyright in the map remains with OANS.

The User shall obtain any land use permissions, and refrain from any of the activities listed below under General Information, that may reflect adversely on the OANS or the sport of orienteering.

Signed

_____ for OANS

_____ date

_____ the User

_____ date

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General Information (forming part of the Reproduction Agreement)

What are orienteering maps?

Orienteering maps are detailed maps used for the sport of orienteering, and are a defining feature of the sport. They are usually prepared at a scale of 1:10 000 and show all major natural and man-made features, vegetation density and topographic contours. Orienteering maps usually represent the largest single financial investment made by orienteering clubs. Producing an orienteering map is a highly skilled process and typically costs about \$1000-1500 per square kilometre. As such a typical map may cost \$3000-5000 to produce and then about \$500 per year on average to maintain. Printing costs are additional. Orienteering maps are highly desirable to many other users such as foresters, land managers, mountain bikers, skiers, schools, etc., due to their exceptional degree of detail and the fact that they are usually much more up to date and complete than any other available map such as a standard topographical map.

What issues may arise if orienteering maps are used outside of normal orienteering events?

- Map users may assume they have a right to use the land, when they do not;
- Map users may become lost or injured and might blame the issuer of the map (the orienteering club);
- Map users may damage property in the area of the map, and the landowner may blame the orienteering club;
- Map users may conduct activities in the area of the map that are illegal, contrary to what land owner agreed to when providing permission for orienteering, or that otherwise reflect badly on orienteering;
- Map users may make copies of any map provided, infringing the legal copyright held by the orienteering club, and detracting from regular fees charged by the club/OANS at events. Such fees allow the clubs to produce and update orienteering maps.
- Map users may amend and /or reproduce an orienteering map, represent it for purposes other than orienteering, and attempt to sell the result.

