

USE OF SOA CAMERA



The SOA digital camera held at the NOC is available for any senior member of SOA to use, subject to the following terms:

1. The camera is intended for orienteering purposes only, and is not normally available for periods of more than two weeks.
2. The camera must not be used to take inappropriate images of children; further guidance is available from BOF office if required.
3. Anyone wishing to use the camera must book it with NOC Administrator (or in his absence, the other Assistant Professional Officer).
4. The camera must be kept in the case supplied.
5. The camera must be signed out by a senior SOA member, and that person is responsible for the safe keeping and appropriate use of the camera. (This person is hereafter referred to as "the user".)
6. When signing the camera out, the user must give intended time and date of return, which should be as soon as possible. The user must inform NOC as soon as he/she becomes aware of anything that might make it impossible to keep to this.
7. The user must advise the NOC Administrator if he/she intends taking the camera abroad.
8. The camera must be collected from and returned to NOC (or other agreed point eg. at an event).
9. The user will be liable for the cost of repair or replacement if the camera is lost or damaged while in his/her care.
10. The user must report immediately to NOC Administrator any problems with the camera.
11. The camera will normally be allocated to the first person who books it for a particular date. However, provided at least one week's notice is received, priority shall be given to Scottish Senior Squad, Scottish Junior Squad, Scottish Veterans Squad, Scottish Regional Squads – in that order. Club groups and individuals must give priority to these groups. If the parties involved in a date clash are unable to resolve the clash, neither party will be given use of the camera.
12. Photos taken with the camera will be uploaded at NOC and copied to CD or DVD, which will be given or sent to the user. The user may supply his/her own CD or DVD, or pay the current fee for one supplied by NOC.
13. NOC will not provide any printing or editing facility for photos.
14. All photos taken with the camera become copyright of SOA and may be used for any publicity or promotional purpose. Copies of the photos may be held by SOA.
15. Should any photos taken with the camera result in financial gain, the proceeds must be passed to SOA.