

ACF Visual Content in Digital Light Projections (DLP) Policy			
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Drafted By	Kerry Sargent	Endorsed by Board on	24/11/2025
Feedback / Consultation with:	Heads of Programs - CAB, AAB, EAB & NCEC	Scheduled Review Date	24/11/2026

1. INTRODUCTION

The Australian Calisthenics Federation (ACF) is committed to supporting coaches in delivering innovative, inclusive, and legally compliant performances. As digital technologies such as Digital Light Projection (DLP) become increasingly integrated into choreography, coaches are empowered to enhance the visual and emotional impact of their work.

With this opportunity comes the responsibility to ensure that all visual content used in DLP is sourced ethically and legally. This includes understanding copyright obligations, selecting appropriate imagery, and maintaining the integrity of public performances. The ACF recognises the importance of providing coaches with clear guidance, practical tools, and a supportive framework to uphold these standards.

2. PURPOSE

This policy establishes a consistent and transparent approach to the use of visual content in DLP across all ACF-affiliated activities. Its purpose is to:

- Ensure that all DLP imagery is royalty-free, appropriately licensed, or original
- Assist coaches in understanding and fulfilling their copyright responsibilities
- Protect the ACF and its members from legal and reputational risk
- Promote ethical digital practices and respect for intellectual property
- Support creative expression within a compliant and accountable framework

3. SCOPE & APPLICABILITY

This policy applies to:

- All coaches, choreographers, and creative contributors involved with any activities held or sanctioned by ACF, a Member State or an Affiliated Club who incorporate DLP in team items for public broadcast including performance and competition
- All visual content projected via DLP, including images, animations, and video in any ACF-sanctioned event and affiliated Member State and Club activities.

4. RESPONSIBILITIES OF MEMBER STATES, CLUBS AND AFFILIATED BODIES

Any State Member Body, Club, or affiliated organisation that appoints or engages a coach to deliver choreography involving Digital Light Projection (DLP) has a duty to support compliance with this policy. These responsibilities include:

4.1. Governance and Oversight

- Ensure all appointed coaches are aware of and have access to the ACF Visual Content in DLP Policy

- Incorporate DLP compliance into coach onboarding, contracts, or agreements, where relevant
- Monitor coach adherence to the policy and the ACF Code of Conduct for Coaches

4.2. Documentation and Waiver Management

- Require submission of a completed DLP Copyright Waiver
 - Prior to any DLP content being used in competition or public performance
 - As part of the competition entry or registration process
- Retain waiver forms and make them available to ACF upon request

4.3. Audit and Enforcement Support

- Support or conduct random audits of DLP content to be used
- Refuse acceptance or projection of DLP content that:
 - Lacks a completed waiver form, or
 - Is suspected to breach copyright or this policy
- Refer suspected breaches to the ACF under the ACF Non-NIF Complaints and Disputes Management Policy

4.4. Education and Support

- Promote awareness of copyright obligations and ethical content use
- Encourage use of approved royalty-free image sources
- Provide access to training resources or direct coaches to ACF support channels

5. COACH RESPONSIBILITIES

Coaches are responsible for:

- Ensuring all DLP content is royalty-free, Creative Commons licensed (with appropriate attribution), or explicitly licensed for public performance
- Verifying and documenting the source and license of each image used
- Retaining proof of license or source documentation for audit purposes
- Submitting a signed DLP Copyright Waiver
- Complying with the ACF Code of Conduct for Coaches, which includes respect for copyright and intellectual property laws in all aspects of coaching practice
- Seeking clarification from an appropriate source (e.g. ACF, ACF Coaches Advisory Board (CAB), State Coaches Body etc) if unsure about content right

6. COPYRIGHT GUIDANCE AND IMAGE SOURCING

To ensure legal and ethical use of visual content in Digital Light Projection (DLP), coaches must understand the difference between copyright-protected content and royalty-free content, and how to identify each when sourcing imagery.

6.1. What Is Copyright-Protected Content?

Copyright-protected content refers to any image, artwork, photograph, or visual media that is owned by a creator or publisher and cannot be used without explicit permission or a valid license. This includes:

- Commercial photography and stock images not marked as royalty-free
- Logos, branding, and promotional materials
- Screenshots or clips from movies, TV shows, video games, or music videos
- Any portion of a music video, film trailer, or other copyrighted audiovisual content
- Artwork or illustrations found on social media, blogs, or websites without licensing information

Important: Even if an image is publicly available online, it is not automatically free to use. Downloading or projecting such content without permission may constitute copyright infringement.

6.2. What Is Royalty-Free Content?

Royalty-free content refers to images that are licensed for use without paying ongoing royalties, often under Creative Commons or similar licensing frameworks. These images may be:

- Free to use for personal or commercial purposes
- Available with or without attribution requirements
- Clearly marked with usage rights on the hosting platform

Note: “Royalty-free” does not always mean “free of charge.” Some platforms offer royalty-free content for purchase, while others provide it at no cost.

6.3. How to Identify Copyright Status

When selecting images for DLP use, coaches should:

- Check the license: Look for terms like “royalty-free,” “Creative Commons,” or “free for commercial use”
- Avoid vague sources: If the image comes from a blog, social media, or Google Images without clear licensing, it should not be used
- Use trusted platforms: Stick to sites that clearly display licensing terms and allow filtering by usage rights
- Document the source: Save the URL or license page for each image used, in case verification is required

6.4. Checklist for Image Compliance

Before using an image in DLP, coaches should confirm:

- ✓ The image is sourced from a trusted royalty-free platform and / or is original artwork or photography created / procured by the coach
- ✓ The image license allows public performance or projection
- ✓ Image attribution (acknowledgement of the creator of the image/s) is provided clearly on the DLP / image if required under the licence used
- ✓ The source and license of the images are documented for audit purposes

7. WAIVER FORM REQUIREMENT

All coaches must submit a signed waiver form when entering DLP-enhanced items into ACF sanctioned and affiliated competitions and events. The waiver confirms:

DLP Copyright Confirmation – Coach Declaration

As the coach responsible for the creation and use of Digital Light Projection (DLP) content in team performances, I confirm that:

- a) I have secured the appropriate rights, permissions, or licences for all visual materials included in the DLP, including the right to display such content in a public performance setting;
- b) To the best of my knowledge, the use of this content does not breach any third-party copyright or intellectual property rights; and
- c) Where applicable, I have created the visual content myself and affirm that it is original and not derived from copyrighted material without permission.

Waivers must be submitted with competition registration and retained by the competition administrator.

8. COMPLIANCE & OVERSIGHT

To ensure adherence:

- Competition organisers have the right to refuse acceptance or playing of any DLP that:
 - Does not have a completed and signed waiver form attached, or
 - Is suspected to be in breach of this policy
- Coaches may be asked by to provide documentation of image sources upon request
- Breach of this policy may constitute a breach of the ACF Code of Conduct for Coaches and, where applicable, may be referred and managed under the ACF Non-NIF Complaints and Disputes Management Policy
- Any concerns or suspected breaches may be reported to the ACF through the ACF Non-NIF

Random audits of DLP content may be conducted in any ACF, Member State or affiliated competition by:

- The ACF
- ACF-appointed representatives
- Member State bodies
- Affiliated clubs or regional competition organisers

These parties are authorised to conduct random or targeted audits of DLP content submitted for use in competition or public performance. Coaches and clubs are expected to cooperate fully with audit requests, including providing documentation of image sources and waiver forms upon request.

8.1. Triggering an Audit Based on Suspected Breach

In addition to scheduled or random audits, a targeted audit may be initiated if a competition administrator, adjudicator, or official reasonably suspects that a DLP submission may be in breach of this policy. Grounds for suspicion may include, but are not limited to:

- Use of imagery that appears to be sourced from commercial media (e.g., films, music videos, games)
- Absence of visible attribution where required
- Inconsistencies between the waiver form and the visual content presented
- Concerns raised by adjudicators, audience members, or other officials

Where such concerns arise:

- The DLP may be withheld from projection until the matter is reviewed
- The coach may be formally requested to provide documentation of image sources and licensing
- The relevant competition organiser or Member State may trigger an immediate audit in consultation with the ACF or its appointed representatives
- If a breach is confirmed or suspected, the matter may be referred under the ACF Non-NIF Complaints and Disputes Management Policy for further investigation and resolution

9. REVIEW & UPDATES

This policy will be reviewed annually and updated as needed to reflect changes in copyright law, technology, and federation practice.

10. RELATED DOCUMENTS

The following documents may be used as reference information for the deployment of this policy/procedure:

Reference	Title	Identifier
(1)	ACF Non-NIF Complaints & Disputes Management Policy	ACF-068-POL
(2)	ACF Code of Conduct: Participants, Coaches, Officials, Parents & Supporters	ACF-079-POL
(3)	ACF DLP Copyright Confirmation Waiver Form	ACF-220-FRM
(4)	ACF DLP Visual Content Audit Checklist	ACF-221-CHK
(5)	ACF Education & Support Framework for DLP Policy Implementation	ACF-229-FRW

AUTHORISATION

Kerry Sargent

Signature of ACF Chair

Date of Endorsement by the Board – 24/11/2025

Australian Calisthenics Federation