



NDPS GENERAL COMPETITION RULES & CONDITIONS OF ENTRY

Effective from 1st September 2023

1 Competition Ethos

- 1.1 This document contains the general competition rules for **ALL INTERNAL COMPETITIONS at Norwich & District Photographic Society (NDPS)**, together with guidelines for submitting prints and digital files. Please read these guidelines carefully before submitting your photographs. If you need any clarification of these rules, please ask the Competition Secretary who will be pleased to help.
- 1.2 Competitions have been an integral part of each season at NDPS for more than one hundred (100) years. The first recorded trophy 'The Gurney Cup' was first presented in 1909 for the best 'local record photography'. 'The Buston Cup' first presented in 1929 for 'landscape photography' is the oldest trophy in use today for the same purpose and 'The Phil Cooper Memorial Trophy' first presented in 1978 is still today presented to the 'Photographer of the Year'. Further in 2016 NDPS hosted its 100th Annual Exhibition at Norwich Cathedral. Today, in total more than twenty-five (25) trophies are awarded annually. In conclusion, photographic competitions have always been and will continue to be essential part of the Society's DNA.
- 1.3 However, the main benefit to members submitting their photographs is to obtain an independent appraisal of their work and learn how to improve their photography. As such, a 'competition' does not need to be entered for competitive reasons - you can enter simply to obtain some useful feedback about your work. NDPS's main objective is to help each member to become the best photographer they can be...!
- 1.4 Except where the rules of an individual competition state otherwise all entries will be assessed by an external judge recommended by one of the regions administered by the Photographic Alliance of Great Britain (PAGB) booked by the Competition Secretary for that purpose. These judges are all experienced photographers who have attended a workshop(s) organised by one of the regions of the PAGB where they receive specific guidance, to ensure that common criteria are used when assessing each photograph entered in a competition.
- 1.5 It is the intention of NDPS to encourage as wide a variety of work as possible, since versatility reflects the skill of the photographer. Members should therefore submit a variety of images to avoid unduly repetitious entries.

2 NDPS Competitions

- 2.1 Starting from September 2023 NDPS will organise the following 'formal' photographic competitions that members can able to enter. These competitions are:
 - a) Photographer of the Year *
 - b) Digital League (PDIs)

- c) Print League
- d) Image of the Year for both projected digital image (PDI) and Print
- e) Print Panel Award

* The **Photographer of the Year** will be the member who has the highest aggregate score after the Digital and Print Leagues, IOTY (PDI & Print) and Print Panel Award have been concluded. In the event of a tie the lowest score(s) received in either a qualifying PDI or Print League round shall be deducted (one by one) until a winner emerges.

- f) Annual Exhibition - a qualifying competition is held before the Society's Annual Exhibition because the number of entries has always exceeded the available hanging space inside the exhibition area. The threshold score and/or other criteria will be stated in the specific rules of each exhibition.

2.2 In addition, NDPS does from time to time organise other 'ad hoc' or friendly competitions including for the time being:

- a) Monthly Image Competition

3 Eligibility and Copyright

3.1 An image **CANNOT** be entered more than **ONCE** (either as a 'print' or 'PDI') during a season in the same competition. Images that are substantially the same as an image already entered in a competition are, for the purposes of this rule, not eligible.

3.2 Rule 3.1 does not apply to ad hoc or friendly competitions (see rule 2.2)

3.3 If an image has been **exhibited as a print** in an Annual Exhibition held by NDPS **it cannot be submitted either as a 'print' or a 'PDI' in a future NDPS competition**. However, such images may still be eligible; subject to the rules of the competition, to represent the Society in External Competitions, including the EAF Championships, Regional Inter-Club Annual Competitions (for example Cambridge and St. Ives) and other Inter-Club Battles.

3.4 The copyright and other intellectual property rights of all Images (both print and digital images) entered for a competition organised by NDPS **must belong solely to the member** and must not in any way infringe any copyright or other intellectual property right of any third-party.

3.5 In all NDPS competitions, all aspects of the **finished image must be entirely the member's own work and primarily originate from one or more photographic images captured by the member using a camera or as a result of light reacting with photo-sensitive material**. In the case of doubt members should refer to the guidance regarding plagiarism that can be downloaded from the NDPS website and/or seek clarification from the Competition Secretary. **Images made completely by computer software and having no photographic origin as defined above are not eligible.**
 For the avoidance of doubt Rule 3.5 prohibits the use of a digital scanner to capture all or part of a finished image. **Using a camera** means there was a source of light, and the photographer selected a focal length, an f stop, and clicked a shutter to capture the image. However, pictograms/photograms are allowed. In terms of photography, these are very simple images where objects are placed directly on light sensitive paper and exposed, before being developed.

Note: For the time being NDPS has adopted the RPS's published position on AI (for consistency at least until the end June 2024) and will be applied when assessing if an image does not comply with the requirements of Rule 3.5 above:

- * *AI image processing and manipulation has been part of camera and post-processing software for several years.*
- * *The recent development of advanced generative AI tools, where entirely new images or image elements are built at a pixel level using non-photographic processes, moves image creation from photography to illustration.*
- * *The RPS believes images generated solely via AI are not photography as defined in its Royal Charter.*
- * *The RPS considers AI-enabled algorithmic automation of basic imaging processing (including exposure optimisation in camera, the cloning of a background, or removal of subject elements), as being under the control of the photographer and represents an on-going evolution of long-standing capabilities.*
- * *The RPS does not endorse the way some AI tools have been trained with datasets of photography without the permission of the rights owner. As part of a vibrant creative community, the RPS will continue to support the artistic, commercial and moral rights of all photographers, artists and creators.*
- * *Establishing exactly what is and isn't the product of AI will become increasingly hard to discern and will require ongoing consideration, transparency and discussion when reviewing work for Distinction submissions, exhibitions and competitions.*

3.6 The use of royalty-free or copyright-free images to which nobody owns the copyright is not permitted.

3.7 If the copyright or other intellectual property rights of any third party have been infringed, then the Member will indemnify NDPS in respect of any third-party claims.

3.8 The copyright of all entries remains with the member.

4 Definitions that apply to NDPS competitions

4.1 The subject of images that may be entered in a competition are defined as follows:

- a) **Theme** - means the **subject of images entered in the competition MUST CONFORM and be apparent with the 'theme'** stated in the rules of the competition.
- b) **Open (including free choice)** – means there is **NO RESTRICTION regarding the subject of images** that can be entered in the competition.

4.2 Other definitions that apply to competitions include:

- a) **Nature & wildlife** – The PAGB guidance dated February 2018 which can be downloaded from the Society's website shall apply
- b) **Monochrome** - Monochrome images must consist of ONE (1) colour and white only. The choice of colour is left to the author. Toning may be employed to create an overall cast such as Sepia Toning over the whole image. However, no second colour is to be introduced in any part of the image.

- c) **Colour** – An image that does not comply with the definition given in Rule 4.2b) is a colour image

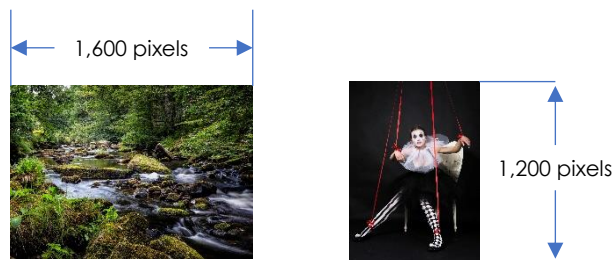
5 Image manipulation

- 5.1 Unless otherwise defined by the rules of a competition images eligible to be entered are classified as 'pictorial' which means that all genres of photography are allowed without any constraint on post-capture processing techniques employed to create the finished image.
- 5.2 However, Rule 3.5 applies in all cases, and images must adhere to rule 4.2 a) if entered as a Nature & Wildlife image.

6 Preparation of Digital Images and Mounted Prints

6.1 Specification for Digital Images

- a) Digital images **must be formatted to fit within a frame of 1,600 pixels wide x 1,200 pixels high**. Therefore, a portrait image must not be more than 1,200 pixels tall.



- b) Digital images must also be **Jpegs**, in **sRGB colour profile** - sRGB is standardised as IEC 61966-2-1. Note: Adobe RGB, and ProPhoto RGB should not be used and will be rejected.
- c) Image resolution should not be less than 72ppi. A range of 72 to 150ppi is preferred.
- d) The image file size should ideally, not exceed 1.5Mb but larger file sizes may be submitted. However, the Competition Secretary may request larger files to be reduced to below 1.5Mb where necessary.
- e) Digital images must, unless otherwise directed by the Competition Secretary prior to the competition, be **NAMED** exactly as follows **including the use of UPPERCASE LETTERS and Lowercase letters where indicated**, the competition reference, and without characters such as hyphens, apostrophes etc.

N.B. - the correct use of **UPPER and Lower case letters** is important because the file name is used to automatically populate both competition software and the NDPS website.



IMAGE TITLE_First Surname_Reference

For example, **TRANQUIL MILL STREAM_Adam Smith_IOTY24.jpg** where IOTY24 represents the reference for the competition being entered (Image of the Year 2024)

- f) The Reference to be used for each competition will be advised in the rules for each competition together with the deadline by which submissions must be received.

6.2 Specification for Prints:

- a) Prints **may be any size or aspect ratio** within the following limits:
- b) prints should **not be less than 300cm² in area** (this is the actual area of the image and excludes any border applied around the image) with the shortest side of the image itself being **not less than 15cm in length**
- c) prints **should not be larger than A3** and
- d) the **mount must be 40cm x 50cm** (it is recommended that a white coloured mount is used).
- e) the print **must be** securely protected **with a 'backing card'** that fully covers the entire print (as a minimum)

6.3 **Prints should be labelled in the top left corner, on the back of the mount with the Title of the image, and the Member's name.** To eliminate doubt the top of the image should also be clearly marked on the back: TOP or by an arrow pointing to the top.

6.4 **Digital (PDIs) files for prints being entered in a print competition must be submitted** by the deadline specified.

6.5 **Finished Mounted Prints must be handed in** before the date and time specified.

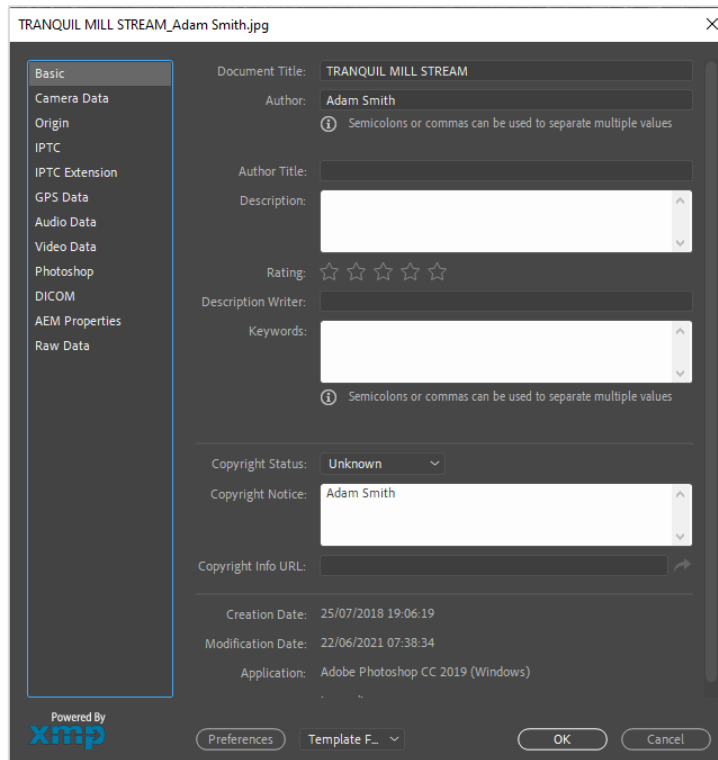
7 Metadata

7.1 **'Metadata'** is essential for identification, maintaining correct records, and image database management purposes within the Society and in addition, for all important aspects of copyright protection and compliance with data-protection regulations.

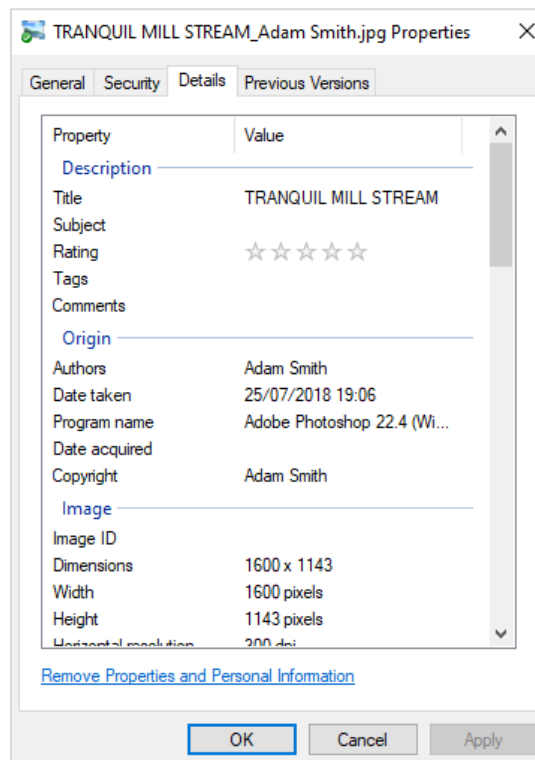
7.2 **The minimum Metadata required** is as follows:

- a) The **title of the image** in the 'Document Title' field
- b) The **author's name** in the entered 'Copyright Notice' field
- c) The entries in both these fields **MUST BE** the same as those stated in the Filename - see Rule 6.1e) as shown in the two examples of Metadata capture below:
 - * The first example uses Adobe PS. To access use the File>File Info option.
 - * The second example uses Windows Photo Viewer. To access right click on the image and select the Properties option.

- * Alternative software options provide similar functionality for recording Metadata.



First example – Adobe Photoshop



Second Example – Windows Photo Viewer

- N.B.** Modern digital cameras and smartphones all embed camera and lens type, lens aperture, focal length, camera shutter speed, ISO sensitivity, whether flash was used or not. If completed in camera, copyright data is added to each image individually and by default when you open the image in Adobe - Lightroom, Photoshop & Elements, and other similar software. However, other metadata entries – those that describe the image itself, its contents and **the title of the image are easy to add during editing but can only be entered manually.**
- 7.3 Digital files that **DO NOT comply with Rule 7.2 will be disqualified** unless the member has submitted a revised/corrected file **within two (2) days of the specified deadline.**

8 Scoring

- 8.1 Except where the rules of individual competitions state otherwise, all images entered in an NDPS competition **will be scored out of TEN (10) marks in increments of half a mark** by the appointed judge. The judge will be advised that images of equal technical and artistic merit should receive the same score.
- 8.2 The judge will also normally be expected to if the rules select a first, second, and third best entry in the competition.
- 8.3 The judge will be **expected to deduct marks if an image is off-theme** in ALL competitions
- 8.4 The judge's decision in all competitions is final and NDPS members shall not discuss any comments made by the judge in marking an image either during the competition or at any other time directly with the judge. Any member who has concerns regarding a judge's comments or marks must communicate them discreetly to the Competition Secretary.
- 8.5 The judge(s) will be made aware of the rules and guidance notes provided for each competition prior to the date of the competition.
- 8.6 Before the results of all NDPS competitions are announced the eligibility of all images that count towards the member's total aggregate score for POTY will be validated by the Competition Secretary and two other neutral officers of the Society.
- 8.7 If requested to do so a Member will be required to provide a high-resolution digital copy of an image(s) for the purposes stated in Rule 8.6 above

9 Reproduction

- 9.1 NDPS reserves the right to reproduce, without payment, any images for publicity and promotion purposes about the competition and any other normal NDPS's activities, including any external competitions NDPS may enter and publication within NDPS's website for up to THREE (3) years from their submission (this means images will be deleted from NDPS database during the fourth year after the competition).
- 9.2 Images will not be published on the website if they are considered by the Competition Secretary (after consulting the Committee) to be unsuitable to be displayed in a public place. In addition, if there is any doubt as to the eligibility of an image in accordance with these rules it will be withdrawn from the Society's website whilst the doubt/dispute is resolved.

9.3 If requested to do so a Member may also be required to provide a high-resolution digital copy of an image(s) for the purposes stated in Rule 9.2 above.

9.4 The member will normally be credited if the image is reproduced by NDPS.

10 Personal data

10.1 NDPS may hold and process personal information which members supply, in relation to an NDPS competition.

10.2 NDPS undertakes not to pass on members' email address or personal data to any third-party for any reason without the member's permission.

10.3 Records will be kept by NDPS of all images entered in the Society's competitions and external competitions. This will include the full name of the photographer, distinctions achieved by the photographer (for example RPS and PAGB awards) and the title of the image.

11 Submission of entries

11.1 In the case of doubt members should seek guidance from the Competition Secretary prior to submitting an image(s) in a competition. **Members who submit entries do so on the condition that they have read and agreed to be bound by the conditions of entry and any other rules published concerning the competition.**

11.2 Digital images being entered into all NDPS competitions must be submitted to the Competition Secretary by the date stated in the rules of the competition, using the NDPS Dropbox file submission protocol available on the Society's website.

11.3 By arrangement, a member may send digital images to the Competition Secretary in advance of a competition from which the member may be absent by arrangement.

11.4 Members are solely responsible for ensuring that they comply fully with the above specification and method of submitting images. Members should be aware that incorrectly formatted, sized, or titled images risk being rejected when being 'submitted' to NDPS and not being included in the competition.

11.5 **Any image so similar as to be nearly identical**, may contravene the Conditions of Entry (see Rules 3.1 and 3.2 above), and will be disallowed.

11.6 Where an image is disallowed, the Competition Secretary shall inform the entrant as soon as is practicable, and allow the image to be replaced, where at all possible.