

RCTS Photographic Collection Policy

The objectives of the Charitable Incorporated Organisation (CIO) are to advance the education of the public in the subject of historic and current railway operation, including by the dissemination to the public of photographic images of historic and current railway operation and railway heritage.

From time to time the RCTS is gifted or bequeathed images which may be in the form of slides, negatives, prints or digital images.

The Society may request the donation of collections in order to build a comprehensive railway photographic archive in keeping with its status as a CIO.

Collections will be accessioned where the copyright will pass to the Society although it is noted that on occasions some non-copyright items may be included in error - see below concerning their disposal. Collections of prints and postcards with mixed copyright, including commercially-produced items, may be accessioned on an individual basis, on the understanding that they will be digitised in compliance with the Society's Copyright Policy and the paper copies disposed of.

Occasionally the photographer is unknown and copyright cannot be assigned to the society. These collections will be dealt with individually depending on the specific circumstances.

The accessioned collection may also contain family and or 'scenic' images. If requested these will be returned to the donor or their family, if not they will be disposed of. The Society has discretion to retain representative images that show the breadth and diversity of the photographers work.

The Society reserves the right to deaccession any item, irrespective of any conditions placed on them by the donor at the time of accession.

All slides, negatives and digital images of railway related subjects will be retained with the caveat below.

The general assumption is that the Society will deaccession the following types of image.

- Non railway subjects (e.g. buses, ships, aircraft etc)
- Those where the copyright is specifically stated to be held by another organisation (this would mainly be commercially produced prints and slides.
- Those which are not suitable for the furtherance of the collection (e.g. out of focus, under/over exposed).
- However, the Society has discretion to retain representative non-rail related images that show the breadth and diversity of the photographers work.

Prints may or may not be retained depending on the exact circumstances. If negatives are available, the negative should be kept and the print may be deaccessioned. In all cases a digital scan of the print should be retained.

All accessioned photographs will be scanned into a digital format.

Sales Policy

Scanned images where the RCTS has copyright of the image and the image is of sufficiently good quality, may be sold to generate income for the Society. The images will be sold without copyright, which will be retained by the RCTS.

All other retained images will be available for research by RCTS members and others.

Surplus Image Deaccession Routes.

There are a number of possible deaccession routes which are listed here with comments on their suitability.

Recycle - only likely to be required for technically poor or family and scenic images which do not have to be returned to the family and have no value.

Anonymous sale via E-bay or similar.

Direct sale to third party. Sales in bulk are the most time efficient way to deaccession quantities of images, the sale should ensure Society 'anonymity'.

Sale via auction. Anonymity of source is maintained but a commission of 10-15% is likely to have to be paid. Unlike direct sale, there is no control over who can purchase the images.

NB Sales of images to members or in any other way where the Society can be seen as the vendor may be damaging to the society image as it could be seen as disposing of items which have been gifted to it. Many photographers assume that by donating their collection their work will be held for posterity by the society.

Draft 1 - Various RCTS members
Draft 2 - Andy Davies
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