

## Editors' Association of Canada/Association canadienne des réviseurs Copyright Policy

Effective date: June 2021

### 1. Policy purpose

The purpose of this policy is to clarify copyright ownership for content created by volunteers for the Editors' Association of Canada (Editors Canada). By having volunteers assign and/or license copyright for their work, the association achieves business continuity and gains stability, while crediting volunteer creators for their bylined works.

### 2. Policy statement

Editors Canada respects copyright. In order to protect its on-going projects, it will ask volunteers to assign copyright for content they create for the association together with other volunteers or, if individually created and no authorship credit requested, to Editors Canada. This is similar to the manner in which a workplace requires copyright to work created by their employees. However, Editors Canada will only seek a licence for non-exclusive rights to works that have a volunteer's byline.

While volunteers create works for Editors Canada, they also may create or have created works for other organizations with similar content, whether as employees or as freelancers. A work created expressly for Editors Canada or for any other organization must not plagiarize or otherwise infringe the copyright of any other person or organization.

### 3. Definitions used in Editors Canada copyright documents

"Copyright" means a creator's "sole right to produce or reproduce the work or any substantial part thereof in any material form whatever" (as per the *Copyright Act*). This Policy document puts limits on what will be assigned or licensed to the association.

"Moral rights" are described by the Canadian Intellectual Property Office as follows:

"Moral rights are concerned with the natural and inherent rights of a creator, and include the right of anonymity (the right of the author to remain anonymous or to adopt a pseudonym); the right of integrity (to prevent distortion, mutilation or modification of the work); and the right of association (to be credited for the work)."

"Volunteer" means anyone who does work for Editors Canada with no payment for that work. This includes members, affiliates (including student affiliates) and non-members.

"Bylined" refers to a work where the work is credited as being "by" an individual or several people.

"Non-exclusive licence or rights" means that the copyright owner (the volunteer) retains copyright, but allows the licensee (Editors Canada) use of the work. The volunteer retains the right to use the work themselves in any way.

## Applicability

This policy applies to anyone who does volunteer work for Editors Canada.

## 4. Responsibility

- Volunteers must sign the association's copyright agreement before they start work on a project. Volunteers will sign one copyright agreement form that covers both bylined and non-bylined work. The form covers all volunteer work for Editors Canada.
- Directors are responsible for getting their committee chairs to sign the copyright agreement.
- Committee chairs are responsible for getting their committee members to sign the copyright agreement. If chairs will not or cannot do this, they must advise the director, who will then assume this responsibility.
- The staff are responsible for getting volunteers who work directly with them to sign the copyright agreement.
- The staff are responsible for storing these signed forms (electronically).
- If volunteers do not assign copyright in their works or grant a non-exclusive copyright licence for bylined works to Editors Canada, they will be asked to stop working on the project.

## 5. Contact information

Enquiries about this policy should be directed to the national office of Editors Canada.

[info@editors.ca](mailto:info@editors.ca)

[www.editors.ca](http://www.editors.ca) / [www.reviseurs.ca](http://www.reviseurs.ca)

416 975-1379

1 866 226-3348 (toll-free)

## 6. Authority

This policy is issued under the authority of the members of Editors Canada.

Substantive revisions to this policy must be ratified by a vote of the association's national executive council.

## 7. References

The procedures for implementing this policy appear in the document *Copyright Procedures*.