

Ministry of Defence Crown Copyright Licensing Information

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Part 1 - Introduction

Intellectual Property and Copyright

The Defence Intellectual Property Rights (DIPR) department is responsible for managing the licensing of the majority of MOD Crown copyright material (see Part 3 for other Public Sector Bodies).

DIPR, working in conjunction with the Directorate of Defence Communications (DDC), is also responsible for licensing of IPR for the purposes of producing merchandise i.e. Officially Licensed products with MOD logos/insignia.

This document provides information about MOD Crown copyright and Merchandising licensing. It also provides some information about other Public Sector Bodies who have a separate delegation to license Crown copyright material.

Part 2 – MOD Crown copyright licensing

Section 1 - Re-use of MOD Imagery - Photographs and Film Footage

Re-use of MOD imagery taken in the last 5 years

The MOD needs to ensure that there are no personal data or security issues with photographs or film it has produced before it can publish, or allow third parties to use that material. To comply with the Data Protection Act 1998, permission to publish or use imagery which reveals personal data (for example by showing an identifiable person) will not be provided unless consent has first been obtained from any individuals who have personal data in the imagery.

The MOD Defence Imagery Team have developed a website (see link below) so that the public can access photographs and film produced by MOD within the past 5 years without concern of breaching security or data protection law. The terms of re-use (i.e. the licence conditions) will depend on what the imagery is used for and whether personal data is involved. To this end, there are three different licences available:

- **MOD News Licence** - allows free use of MOD imagery for the purposes of **news reporting** only, regardless of whether personal data is revealed; **however** the licence is time limited to 48 hours of a current news event taking place.
- **Open Government Licence** (<http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>) - is a broad commercial, free re-use licence but does not allow the re-use of imagery containing personal data.
- **MOD Consent Licence** allows some commercial, free re-use of imagery containing personal data.

For public convenience, the Defence Imagery Team has already allocated the imagery under the appropriate licence. Third parties wishing to re-use such imagery only need to ensure that they use the imagery in accordance with those specific terms.

More information on the licence terms, and access to **approved** MOD photographs or film, can be obtained through the MOD Defence Imagery website:

Photography - <http://www.defenceimagery.mod.uk/fotoweb/LandingPage.fwx>

Alternatively you may contact the team here admin@photos.mod.uk

Re-use of MOD imagery over five years old

Under MOD policy, after five years, imagery of significant importance is generally transferred to the Imperial War Museum (IWM) for archiving.

Information about their collections, including photographs and film can be accessed here:
<http://www.iwm.org.uk/collections>

The IWM has a special delegation from HMSO so that they can license at a cost, most Crown Copyright item in its possession. This is to support the preservation of the official imagery in its care.

Any requests to use the imagery from their archive should be directed to:
<http://www.iwm.org.uk/commercial/licensing>

Re-use of MOD imagery - Other requests

Any other request not covered by the information provided above, should be directed to the MOD Crown copyright administrator: DIPR-CC@mod.uk

If it cannot be established 100 per cent that a certain image is MOD Crown copyright, no licence terms will be offered by MOD to re-use such an image. Secondly, any MOD image that contains personal data e.g. identifiable person will require proof that you have obtained the necessary consent from that person if commercial exploitation of the image is required. Without such proof of consent, no licence terms will be offered by MOD.

Section 2 - Re-use of MOD Text, Diagrams and Illustrations

Text, diagrams and illustrations **may** be available under the OGL. Any requests, should be directed to the MOD Crown copyright administrator via e-mail: DIPR-CC@mod.uk

The MOD will require a minimum acknowledgment of the source as follows: “*(title of material)*, Ministry of Defence © Crown Copyright 20XX *(insert year of publication)*. If such material is available under the OGL, then a further acknowledgment will be required as follows: “Reproduced under the terms of the Open Government Licence
[http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/.](http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/)”

[Section 3 – Software, training material and all other MOD Crown copyright material](#)

Licences for all other types of Crown copyright material, for example training courses, or software, are dealt with on a case by case basis and are likely to involve the payment of fees. All enquiries should be directed to: DIPR-CC@mod.uk

[Section 4 – Music by a MOD Band](#)

MOD bands such as the Royal Marines Band are often requested to perform, either in public or for a sound recording. Under copyright law, anyone who wishes to record the performance, either by sound recording, video or broadcast requires a contract/licence.

If you wish to engage the use of a MOD band whether it be a regular serving or a reserve forces band, you will need to contact the following MOD commercial staff:

Navy/RM Band - NAVYRMBAND-HQBSRMSO2BAND@mod.uk

Army Regimental Band - ArmyComrcl-IG-mailbox@mod.uk

RAF Band - RAFMS-MCO@mod.uk

Part 3 – Crown copyright licensing by other Public Sector Bodies

Section 1 – Re-use of military survey maps, cartographic data and aerial photography

Defence Geographic Centre has a separate delegation than DIPR when dealing with MOD Crown copyright material related to **military** survey maps, cartographic data and aerial photography. All such enquiries should be directed to:

JFIGFndn-DGCCSptReleaseGeo1@mod.uk

Section 2 – ADMIRALTY publications, charts, tide tables and hydrographic data

Enquiries related to ADMIRALTY Maritime Products and Services, such as ADMIRALTY publications, charts, tide tables and hydrographic data, should be directed to the Hydrographic Office, which is a trading fund of MOD. More information about the Hydrographic Office can be found here:

<https://www.gov.uk/government/organisations/uk-hydrographic-office>

Alternatively contact the Hydrographic Office: customerservices@ukho.gov.uk

Section 3 - Meteorological data

Any enquiries relating to meteorological data should be directed to the Met Office, who are a trading fund within the Department for Business, Energy and Industrial Strategy. More information can be found here: <http://www.metoffice.gov.uk/>

Alternatively you can contact the Met Office IPR Manager: IPRmanager@metoffice.gov.uk

Section 4 - Defence Science and Technology Laboratory (DSTL)

Although DSTL is part of MOD, it operates as a separate trading entity and as such any enquiries should be directed to: centralenquiries@dstl.gov.uk

Part 4 – Use of MOD Insignia, Logos, and Badges

Section 1 – General use

Insignia is a general term used to describe an object or mark that shows that a person belongs to a particular organization or group. This term will include arms, crests, badges and banners, other such heraldic identifiers; or logos. More information about insignia is provided in Annex B.

The majority of MOD insignia are not only protected by Crown copyright, but are also protected by way of trade mark and/or design registration. This includes all current and many former service and unit badges, and variants thereof.

MOD takes its intellectual property, and in particular, use of its insignia very seriously. Legal action can be taken against you if you use any of them without the correct permission. **DIPR**, and no other part of MOD is responsible for the **licensing** of its insignia.



MOD will not allow third parties to use the MOD logo, as shown above, except where used as part of MOD business; see “**Section 8 - Use of MOD Insignia by Contractors**” below. This is its corporate identity and is not licensed out. Neither can you reproduce a **part of any** MOD insignia; any reproduction approved will be for the whole badge, crest or logo.

MOD does not, as a matter of course, permit the use or incorporation of any part of any MOD insignia within another logo. Any such coexistence requests or enquiries as to whether a proposed logo will infringe the rights of the MOD should be directed to DIPR-CTML@mod.uk

Information regarding common queries enquiries relating to the use of MOD insignia is provided below.

All other general enquiries about the use of MOD insignia should be directed to: modbrandportal@ddc-mod.org

[Section 2 - Use of MOD Insignia on a private memorial or memorial project](#)

The Secretary of State for Defence is content to permit the families of former Service personnel to use appropriate specified MOD insignia on private, family instigated memorials and/ or their headstone. The Secretary of State for Defence is may also permit the use of such insignia on public memorials at the request of veterans associations, such as the Royal British Legion, or local authorities, such as a county council, or other third parties.

You will find more about the application process and requirements for permission here: <https://www.gov.uk/government/publications/mod-crests-or-unit-badges-for-use-on-memorials-and-headstones-permission>

[Section 3 - Use of MOD Veterans Badge](#)

In order to ensure that the image of the HM Armed Forces Veterans Badge (HMAFVB) is not devalued through inappropriate use, the decision was made some time ago not to licence its use outside the MOD. This policy applies to any external organisation irrespective of how aligned with the MOD's goals they may be and no matter how much the MOD may implicitly wish to support them. As a result, DIPR is unable to give permission to use the badge.

Any concerns about this **policy** should be directed to: People-DSSec-Commem2@mod.uk

[Section 4 - Replacement Veterans Badge or Medals](#)

For information relating to a replacement Veterans badge or service medal that was **stolen or destroyed**, please see the link below for more information.

<https://www.gov.uk/apply-medal-or-veterans-badge/apply-for-a-veterans-badge>

You can also buy replica and miniature medals from a licensed medal dealer. For a suitable supplier, please contact: DIPR-Merch@mod.uk

For manufacturers interested in producing replica and miniature medals, see "**Section 11 - Use of MOD Insignia for merchandise**".

For other medal cases/general enquiries, please contact DBS-Medals@mod.uk

Section 5 - Use of MOD Veterans UK Logo

The Veterans UK logo is different to the Veteran's badge and is protected by a registered trademark. Veterans UK administer the armed forces pension schemes and compensation payments for those injured or bereaved through service. Veterans UK are part of MOD.

More information can be found here:

<https://www.gov.uk/government/organisations/veterans-uk>

Use of the Veterans UK logo is strictly controlled. Any such request should be directed to:

DBSCS-Comms-AccMgr1@mod.uk

Section 6 - Armed Forces Covenant Logo

The Armed Forces Covenant is a promise by the nation ensuring that those who serve or who have served in the Armed Forces, and their families, are treated fairly. More information is provided here:

<https://www.armedforcescovenant.gov.uk/about/>

Terms of use of the logo can be found here:

<https://www.armedforcescovenant.gov.uk/brand-guidelines/>

Section 7 - Use of MOD Insignia by the media or for the purposes of illustration

MOD will not interfere with the use of MOD badges and logos by the media in relation to news reports relating to the MOD.

MOD will not interfere with the **use** of names, badges and logos in a drama about the MOD or military (for example, on costumes or props), unless the depiction of the MOD or military is intentionally and seriously defamatory.

People are free to use MOD insignia for illustration purposes. For example to include a regimental badge in a website such as Wikipedia for the purposes of describing in their own words what that regiment does. Free access to low resolution graphics of MOD badges or logos for use in a website for the **illustration** purposes only, can be obtained from:

<http://www.defencebrandportal.mod.uk/BMS/>

Annex C below is a free licence that provides the terms of use.

Section 8 - Use of MOD Insignia by Charities

'Official' military charities operated within military units have separate guidance.

Other charities **may not** use MOD insignia to say they supply, or are targeting MOD staff in any general or specific activity.

Section 9 - Use of MOD Insignia by Contractors

Fulfilment of procurement contracts

As a general rule, no licence separate from the contract is required by a manufacturer to fulfil an MOD procurement contract. The name or insignia being licensed should be defined in the contract with the conditions of use required to fulfil the contract.

Any permission to use MOD insignia provided under a procurement contract is however provided for the purposes of that contract only. Insignia may not be used for any other purpose, or following the completion of the contract without a separate licence from DIPR.

Advertisement by Businesses

MOD names or insignia should not be used in a way that might indicate endorsement of a contractor's products or services and imply that the MOD particularly favours a contractor's products or services, or certifies the suitability of such products.

Therefore contractors, such as equipment manufacturers **may not** use MOD insignia in their promotional material, including their website, to indicate that they are an MOD supplier; nor for example, use them on or in annual reports or on websites or marketing material.

Contractors may make factual statements as to the nature of their contractual relationship with MOD, but they may not use our badges to do so. The incidental inclusion of insignia and logos in photographs is permitted where this cannot practically be avoided.

Likewise, businesses **may not** use MOD insignia to say they supply, or are targeting MOD staff in any general or specific activity.

Publishing, lectures, conferences and displays

Where MOD is a contributor to a document, lecture, conference or display, a contractor may be permitted to use MOD insignia to indicate MOD's contribution.

Permission will only be given where MOD has control over the output and where the use of the insignia or logo makes it clear what MOD's contribution is.

[Section 10 - Use of MOD Insignia for book projects](#)

[Author/Publisher request to have access to MOD resources](#)

On occasion, the MOD may assist authors and publishers with the production of a book. This can mean providing access to persons for interview or information, or access to important research data. Author/Publisher requests to have access to MOD resources to produce a book should be directed to the following contacts:

Royal Air Force publication reviews - Air-COS-MediaPublications@mod.uk

Army publication reviews - ArmyACGS-AMC-Proj-SO2@mod.uk

Navy publication reviews - NAVYMEDIACOMMS-STRATEGYTL@mod.uk

On the completion of the manuscript, it will need to be submitted for clearance; including operational security and personal security issues, balance, factual accuracy, this includes front and back cover and all photographs and illustrations.

[Requests to use MOD Insignia](#)

There are often requests to use MOD insignia, i.e. badges or logos, **on** or **inside** books. This can be from an author or publisher, a serving member of the military, or a project commissioned by a regiment or unit of the UK Armed Forces. Such requests are managed because MOD wishes to avoid the use being mistaken for a publishers' mark and to ensure that use is within MOD's Brand Guidelines.

Access to high resolution graphics of MOD badges or logos is provided through the Defence Brand Portal: <http://www.defencebrandportal.mod.uk/BMS/>, as part of the MOD merchandising licensing scheme, see "**Section 11 - Use of MOD Insignia for merchandise**" below; **but only** after a book project is endorsed by one of the relevant media officers whose contacts are provided above.

Free access to low resolution graphics of MOD badges or logos for use **inside** a book for illustration purposes only, can be obtained from:

<http://www.defencebrandportal.mod.uk/BMS/>

Annex C below is a free licence that provides the terms of use.

Alternatively an author or publisher may photograph a metal or embroidered cap badge themselves for use **on** the cover of a book as part of a montage, or **inside** a book; provided it is clear that the badge is not being used to imply that the book originates from, or is endorsed by MOD. Such use will also be free of charge.

A table is provided below for ease of reference:

Use of MOD insignia for book projects		
	Book Cover	Inside Book
High resolution graphics	MOD approved project only , insignia provided by MOD as part of the merchandising licensing scheme	MOD approved project only , insignia provided by MOD as part of the merchandising licensing scheme
Low resolution graphics	Will not be approved by MOD	Free use, insignia can be obtained from http://www.defencebrandportal.mod.uk/BMS/ Annex C provides licence terms
Photograph of an embroidered or metal badge	Free use as part of a montage, insignia not provided by MOD	Free use, insignia not provided by MOD

Section 11 - Use of MOD Insignia for merchandise

MOD allows the sale under licence of a wide range of commercial products bearing MOD badges and logos. For example, this will include items such as clothing using a regimental badge; or watches with the Red Arrows Diamond Nine trade mark. No third party should trade products or services using MOD insignia until a licence has been fully agreed and **signed** by DIPR. Any third party wishing to apply for a licence to use MOD insignia on commercial products should read the MOD guidance document entitled “Armed Forces Officially Licensed Products Guide”, which can be found here:

<https://www.gov.uk/government/publications/mod-copyright-licensing-information>

Please note MOD insignia are protected by registered trademarks and design. The Armed Forces Officially Licensed Product scheme exists primarily as a vehicle for communicating MOD messages to the public, and to assist in building an affinity between the public and the Armed Forces. Due to this need to protect MOD’s IP and convey positive messages to the public and the Armed Forces, there is no guarantee that an application for use of MOD insignia will be accepted.

Annexes

Annex A - MOD Crown copyright licensing delegation

The Controller of Her Majesty's Stationery Office (HMSO), who is also Director of the Office for Public Sector Information (OPSI) and part of The National Archives, issues policy to public sector bodies on the management and in particular the licensing of Public Sector Information; in other words, Crown copyright material. The MOD has been granted a delegation from HMSO to license MOD Crown copyright material.

Permission for the re-use of copyright materials can be either free or for a charge. In 2015, HMSO issued policy guidance to public sector bodies on the implementation of the Re-Use of Public Sector Information Regulations 2015; which was legislated by government through a Statutory Instrument (SI 2015 No 1415). This was to effectively implement European Directive 2013/37/EU.

The result of the 2015 regulations was that more Public Sector Information would be available to the public for re-use at no charge. In other words under a free copyright licence called the Open Government Licence. More information can be found here:
<http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

To understand what information might be licensed for free, HMSO have issued guidance that Public Sector Information will include any information such as print, digital or electronic, and sound recordings that falls within the **public task** of a Crown body, unless such information is subject to an exemption under the 2015 Regulations. DIPR follows the policy issued by HMSO. To this end, MOD through DIPR has obtained accreditation from their Information Fair Trader Scheme (IFTS). The IFTS requires accredited public sector bodies to encourage re-use of their information and to reach certain standards of fairness and transparency. It reassures users that an accredited organisation's processes are consistent with government policy on information trading, and that they meet the needs of existing and potential customers. MOD's commitment to the IFTS is available here:
<https://www.gov.uk/government/publications/mod-copyright-licensing-information>

In line with the IFTS, MOD attempts to make specific categories of document (and wider information) available through formal and consistent processes; as such MOD operates a publication scheme which sets out information available to the public about how we operate and spend our budget. Details can be found here:
<https://www.gov.uk/government/organisations/ministry-of-defence/about/publication-scheme>

The MOD also publishes datasets to data.gov.uk, which can be found here:

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<https://data.gov.uk/publisher/ministry-of-defence>

The 2015 Regulations and the MOD's public task

For the purposes of the 2015 Regulations, the MOD's public task is to:

Protect the security, independence and interests of our country at home and abroad. MOD works with our allies and partners whenever possible. MOD's aim is to ensure that the UK Armed Forces have the training, equipment and support necessary for their work.

We have seven military tasks:

1. defending the UK and its overseas territories
2. providing strategic intelligence
3. providing nuclear deterrence
4. supporting civil emergency organisations in times of crisis
5. defending our interests by projecting power strategically and through expeditionary interventions
6. providing a defence contribution to UK influence
7. providing security for stabilisation

Information not subject to 2015 Regulations exemptions or falling outside the MOD Public Task

Information falling outside the 2015 Regulations or Public Task may not be available for re-use at all; or may be available under licence subject to a charge. This includes:

- Third party copyright works
- A document where access is excluded or restricted under information access legislation including on the grounds of protection of personal data, protection of national security, defence or public security, statistical confidentiality or commercial confidentiality (including business, professional or company secrets). MOD will consider any request for re-use with these principles and requirements of the IFTS in mind.
- Imagery
- Text of scientific publications
- Computer programs
- Technological documents relating to MOD developed equipment
- Defence Standards
- Joint or single service publications and maintenance manuals
- Training courses
- Band music
- MOD insignia, including parts of documents containing such logos or badges

Some particularly sensitive documents, if falling within the scope of MOD's public task, will only be made available for re-use, if at all, with the most stringent conditions, these will include, but will not be limited to:

- Identity documents
- Certification documents of any kind
- Photographs of the deceased

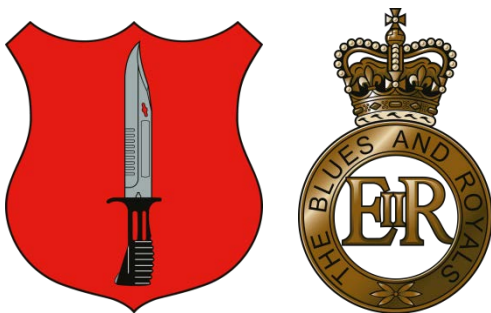
Whether the material you request is within MOD's public task will be determined by the MOD's Crown Copyright Administrator.

Annex B – Information about insignia

Coat of Arms are defined as a shield inclusive of a specific design, used as an identifier of an individual to which they are granted by the Her Majesty the Queen through the College of Arms. Crests have heraldic design positioned on top of a helmet or crown; they are not free standing and will be used in conjunction with a coat of arms. An example of a coat of arms, including a crest, is the Cranwell coat of arms, see below.



Badges are free standing heraldic devices, which can be derived from a crest or arms. The red Army infantry shield and the Blues and Royals are two examples of badges, see below.



The term logo is used to describe more modern symbols used by an organization to identify its products, uniform, or services it provides. The Ministry of Defence, Navy, Army and RAF logos are shown below as examples.



Therefore, given the above descriptions, all MOD insignia can be defined either as a badge or logo.



Ministry
of Defence

MINISTRY OF DEFENCE ILLUSTRATION LICENCE

LICENCE AGREEMENT for the use of SOME Ministry of Defence Logos for SPECIFIED and LIMITED PURPOSES ONLY

These licence terms **DO NOT APPLY** and **DO NOT PERMIT YOU** to use any MOD name, logo or insignia on any item you are selling or are giving away. If you wish to do so you must read the “Officially Licensed Products” guide and application process which is available on the website:

<https://www.gov.uk/government/publications/mod-copyright-licensing-information>

You have sought permission from the Ministry of Defence to reproduce one or more of our low resolution logos as provided by MOD in the insignia lists.

Logos which are NOT provided in the insignia lists may not be used.

This licence permits the use of low resolution logos for a limited number of specified uses and, we grant this permission on condition that you accept and agree to the following terms:

Conditions of Use

1. You shall use our logos as provided in the insignia lists from the website:

<https://www.gov.uk/government/publications/mod-copyright-licensing-information>

- a) within your website, for the purposes of review and not third party websites such as Facebook
- b) within (and not on the cover of) your printed publications
- c) as part of an informational display.

2. You shall use our Logo only as an illustration, to refer visually to the unit to which our Logo relates. The reference should be to the unit itself and not to a separate charity or association.

3. You shall not use the logo in any way than might indicate that we are solely or jointly

responsible for your organisation, products, services, website or publications.

4. You must **not** use our Logos:

- a) as your own logo;
- b) in combination with, or as a part of your name or logo;
- c) with equal or greater prominence to that afforded to your own logo;
- d) in the “header” or “footer” sections of your website;
- e) on the cover (front, back or spine) of your publications;
- f) on any notepaper, e-mails, invoices or other such communications;
- g) on signage other than as part of an informational display;
- h) without sufficient context to indicate the purpose for its use;
- i) on a third party website;
- j) for any commercial purpose.

5. You shall include an acknowledgement on any printed matter, and on the highest (or first displayed) webpage within your domain displaying our Logo, to indicate that your use and reproduction of our Logo is under licence from us. A suitable wording is

“Reproduced with permission of the MOD”

6. You shall not use or reproduce our Logo in a manner suggestive of our endorsement of your organisation, products, services, website or publications. In particular you must not use our Logo:

- a) to illustrate that we purchase your products or services (ie that you are a supplier or are otherwise under contract); or
- b) to illustrate that your products or services are suitable for, or are targeted to, the MOD, its sub-units, or its staff.

7. You shall always use or reproduce our Logo in its entirety without any alteration or addition.

8. Your use of our Logo must not adversely affect our rights in our Logo including its ability to serve as a trade mark, or adversely affect our reputation.

9. You shall follow any reasonable instruction we give at any time concerning the use of our Logo.

Termination of this Licence

10. We reserve the sole right to determine whether the terms of this licence have been complied with and to terminate the licence immediately in the case of breach.

11. We may otherwise terminate this licence on giving 30 days notice without giving any specific reason.

12. We may update this Licence Agreement with new terms, which shall have effect from the sooner of 1) the day on which you are notified of these changes, or 2) from the

30th day of our publication of these changes. The new terms shall not have retrospective effect.

13. This licence shall end after five years.

14. The licence shall terminate if the objectives or responsibilities of your organisation change, or if you become insolvent.

Other Legal Matters

15. The rights granted under this licence are personal to you and you shall not assign or sub-license such rights to others or permit others to use or reproduce our Logo in any way.

16. We give no warranties with respect to the suitability of our Logo for any purpose.

17. You shall indemnify us against any loss or claims arising from your use of our Logo. This obligation shall continue for a period of seven years following the termination of this Licence.

18. This Agreement shall be governed by the laws of England and the parties shall submit to the non-exclusive jurisdiction of the English courts.

19. There is no requirement for you or the MOD to sign these terms for them to take effect. You are advised to print a copy for your reference and date it, and return to this site to ensure they are up to date.

This document is entitled:

MINISTRY OF DEFENCE ILLUSTRATION LICENCE

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