



MAPPING SUB-COMMITTEE (MTBO)

TERMS OF REFERENCE

ROLES AND RESPONSIBILITIES

1. The scope of roles and responsibilities is for MTBO events.
2. The MTBO Mapping Sub-Committee is responsible for;
 - a) Determining the requirements for new and upgraded maps for events that will be conducted by OACT.
 - b) Overseeing the mapping projects, with emphasis on priority projects associated with major Carnivals.
 - c) Managing the cost of mapping, and approving the payment for mapping within the financial delegations given by the Board to the MTBO Mapping Sub-Committee.
3. The MTBO Mapping Sub-Committee is accountable to the OACT Board, and is to provide an update at every second Board Meeting, or as requested by the President.

MEMBERSHIP AND MEETINGS

4. The OACT Board appoints members to the MTBO Mapping Sub-Committee and must review membership of the Sub-Committee at least once every two years.
5. It is desirable, although not essential, that the MTBO Mapping Sub-Committee includes at least one member who is also a member of the OACT Board.
6. On occasions when the Orienteering Australia Technical Committee has listed MTBO mapping items for discussion on their meeting agenda, at least one member of the OACT MTBO Mapping Sub-Committee should attend or be represented at that meeting.

DELEGATIONS

7. The MTBO Mapping Sub-Committee is delegated to spend up to \$1,500 over a three year period on mapping projects. Nominally, this is \$500 per year, with any unspent funds carrying forward into the next year.
8. Mapping projects that are 100% cost recoverable (and those costs are in fact recovered) within the current OACT Financial Year, or where the mapping is part of a fully externally funded activity or project (such as through the Commonwealth Government's Sporting

Schools grants program), do not need to be included under the \$500 nominal annual allocation.

9. The MTBO Mapping Sub-Committee can seek approval from the OACT Board for additional funding where the cost of mapping is included in the budget for a major Carnival and will be recovered, at no less than 80% of cost, through income obtained from the Carnival.
10. The OACT Treasurer is to obtain approval in writing from the MTBO Mapping Sub-Committee before payment of claims for mapping projects.

EXCLUSIONS

11. The MTBO Mapping Sub-Committee will not be responsible for management of mapping for Foot-O, Street-O or Ski-O events.