



OCHA

GRAPHICS

STYLEBOOK

REPRESENTING TERRITORIES
FOR INTERNAL USE ONLY



REPRESENTING TERRITORIES

These internal guidelines have been developed to assist OCHA staff in representing the territories of Member States in accordance to United Nations standards.

REPRESENTING TERRITORIES

The place names and boundary representations that appear on our maps can be a sensitive issue to UN member states.

UN Member States pay constant attention to how the UN represents their territory. Here we present a list of the most common issues encountered in OCHA maps and we encourage you to [contact us](#) if in doubt.

COUNTRY AND TERRITORY LABELS

For labelling purposes, use the country names as listed in the UNTERM database:

<https://cms.unov.org/UNTERM/portal/welcome>

The official UN country names (“short name”) are marked as “Country names” in blue in searches:



Whenever possible, spell out the complete “short form” name. The exception is short forms that have part of the name in brackets: you can use “Bolivia,” “Iran,” and “Venezuela” as their short forms are “Bolivia (Plurinational State of),” “Iran (Islamic Republic of),” and “Venezuela (Bolivarian Republic of).”

If space is an issue, use the accepted spellings listed in the table on the following page. **The basic rule is not to drop any words when shortening names**, e.g.: “Democratic Republic of the Congo” could be “Dem. Rep. of the Congo” or “DR of the Congo,” but not “DRC” or “DR Congo.”

It is often necessary to label disputed and non-independent territories on our maps. OCHA uses the following convention:

MEMBER STATE & FREE ASSOCIATION STATES

Short form name in capital letters, e.g.:
AFGHANISTAN, NIUE.

Country and
territory labels:
misspellings,
correct and
accepted spellings.

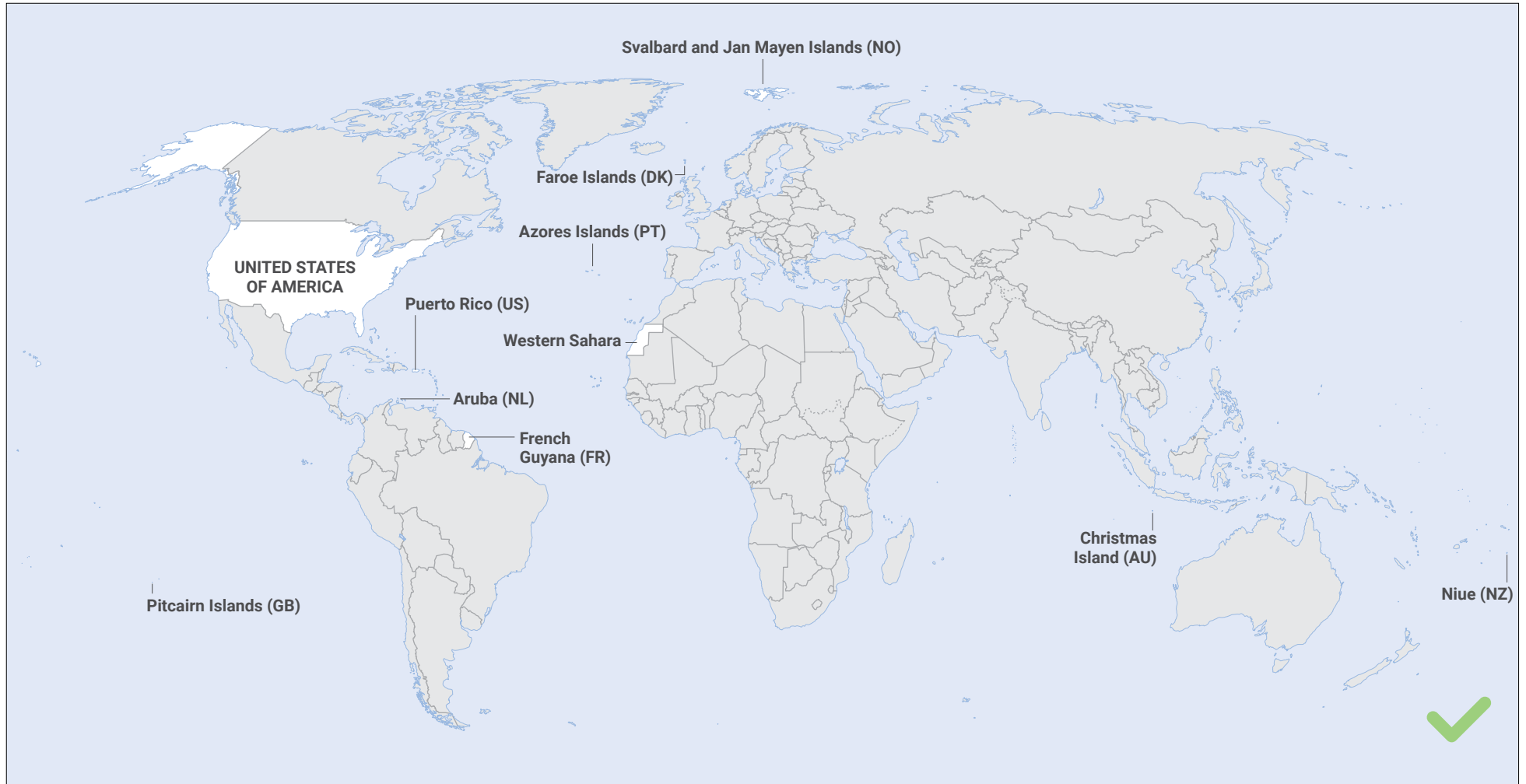
MISSPELLING	CORRECT SPELLING	ACCEPTED SPELLING
Brunei	Brunei Darussalam	–
Cape Verde	Cabo Verde	–
Czech Republic	Czechia	–
DRC	Democratic Republic of the Congo	DR of the Congo
East-Timor	Timor-Leste	–
Laos	Lao People's Democratic Republic	Lao PDR
Macedonia	the Republic of North Macedonia	North Macedonia
Moldova	Republic of Moldova	Rep. of Moldova
North Korea	Democratic People's Republic of Korea	DPR of Korea
Occupied Palestinian Territories	occupied Palestinian territory/State of Palestine	oPt
South Korea	Republic of Korea	Rep. of Korea
Swaziland	Eswatini	–
Syria	Syrian Arab Republic	Syrian Arab Rep.
Tanzania	United Republic of Tanzania	United Rep. of Tanzania
U.A.E.	United Arab Emirates	UAE
U.K.	United Kingdom of Great Britain and Northern Ireland	UK
U.S.A.	United States of America	USA
Vietnam	Viet Nam	–

NON-SELF-GOVERNING TERRITORY

The territory name goes in title case with the ISO ALPHA 2 code for the member state of which the territory is a dependency in brackets, e.g.: French Guiana (FR), Montserrat (GB), Guam (US), Cook Islands (NZ).

DISPUTED TERRITORY

Generally, the territory name is in title case, e.g.: Jammu and Kashmir, Western Sahara, Abyei. See the information presented in this document for more rules on what territories need to be displayed and how.



Sample labelling style for United Nations Member States, disputed territories and dependent territories.

MAP DISCLAIMERS

OCHA maps should include a disclaimer to inform readers that the organization does not necessarily support any particular position on territorial disputes.

Follow these recommendations to decide what disclaimer should be included in your map:

- On maps of Israel and the occupied Palestinian territory (oPt) include the long form disclaimer (see following page).
- If your map does not include this area, or in small scale maps where Israel and the oPt are not the main focus, display the short form disclaimer.
- If Jammu and Kashmir is shown, follow the short form disclaimer with the Jammu and Kashmir note.
- If the boundary between Sudan and South Sudan is shown, use the short form disclaimer followed by the Sudan/South Sudan disclaimer.
- When the Abyei area is shown – and not only the boundary between Sudan and South Sudan – use the short form disclaimer followed by the Sudan/South Sudan and the Abyei disclaimers.

For instance, the appropriate disclaimer for the world map on page 28 would be *“The boundaries and names shown and the designations used on this map do not imply official*

endorsement or acceptance by the United Nations. Dotted line represents approximately the Line of Control in Jammu and Kashmir agreed upon by India and Pakistan. The final status of Jammu and Kashmir has not yet been agreed upon by the parties. Final boundary between the Republic of Sudan and the Republic of South Sudan has not yet been determined”.

With multi-page documents with several maps, it is recommended to include a single disclaimer at the beginning of the document (on the back cover, for example). Follow the same rules listed here, but consider all the areas depicted by all the maps in the document.

SHORT FORM DISCLAIMER

ENGLISH	FRENCH	SPANISH
The boundaries and names shown and the designations used on this map do not imply official endorsement or acceptance by the United Nations.	Les frontières et les noms indiqués et les désignations employées sur cette carte n'impliquent pas reconnaissance ou acceptation officielle par l'Organisation des Nations Unies.	Los Límites y los nombres y las designaciones que figuran en este mapa no implican su apoyo o aceptación oficial por las Naciones Unidas.

LONG FORM

ENGLISH	FRENCH	SPANISH
The designations employed and the presentation of material on this map do not imply the expression of any opinion whatsoever on the part of the Secretariat of the United Nations concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.	Les appellations utilisées sur cette carte et la présentation des données qui y figurent n'impliquent de la part du Secrétariat de l'Organisation des Nations Unies aucune prise de position quant au statut juridique des pays, territoires, villes ou zones, ou de leurs autorités, ni quant au tracé de leurs frontières ou limites.	Las denominaciones empleadas en este mapa y la forma en que aparecen presentados los datos que contiene no implican, de parte de la Secretaría de las Naciones Unidas, juicio alguno sobre la condición jurídica de países, territorios, ciudades o zonas, o de sus autoridades, ni respecto de la delimitación de sus fronteras o límites.

JAMMU AND KASHMIR

ENGLISH	FRENCH	SPANISH
Dotted line represents approximately the Line of Control in Jammu and Kashmir agreed upon by India and Pakistan. The final status of Jammu and Kashmir has not yet been agreed upon by the parties.	La ligne en pointillé correspond approximativement à la Ligne de contrôle du Jammu et Cachemire dont ont convenu l'Inde et le Pakistan. Les parties n'ont pas encore convenu du statut définitif du Jammu et Cachemire.	La línea de puntos representa aproximadamente la Línea de Control en Jammu y Cachemira convenida por la India y el Pakistán. Las partes no han llegado todavía a un acuerdo sobre el estatuto definitivo de Jammu y Cachemira.

SUDAN-SOUTH SUDAN

ENGLISH	FRENCH	SPANISH
Final boundary between the Republic of Sudan and the Republic of South Sudan has not yet been determined.	La frontière entre la République du Soudan et la République du Soudan du Sud n'a pas été déterminée.	Las fronteras definitivas entre la República del Sudán y la República de Sudán del Sur no se han determinado todavía.

ABYEI AREA

ENGLISH	FRENCH	SPANISH
Final status of the Abyei area is not yet determined.	Le statut définitif de la zone d'Abyei n'a pas encore été fixé.	La condición jurídica definitiva de la zona de Abyei aún no se ha determinado.

AZERBAIJAN

Nagorno-Karabakh is a disputed territory within the internationally-recognised boundaries of Azerbaijan. Its current extent includes most of the Soviet-era “Nagorno-Karabakh Autonomous Oblast” but does not match it exactly.

We recommend not showing its extent or labelling it unless the purpose of your map demands it. [Contact us](#) if you need to show Nagorno-Karabakh on an OCHA-branded product and we will assist you in negotiating an acceptable presentation with the Geospatial Information Section ([UNGIS](#)).



Incorrect map of Azerbaijan: do not show the boundary of Nagorno-Karabakh.



Correct map of Azerbaijan: no boundary shown, no label for Nagorno-Karabakh.

Map of China
showing
Aksai Chin.



Detail map: Aksai
Chin is coloured
with a diagonal
hatch pattern.



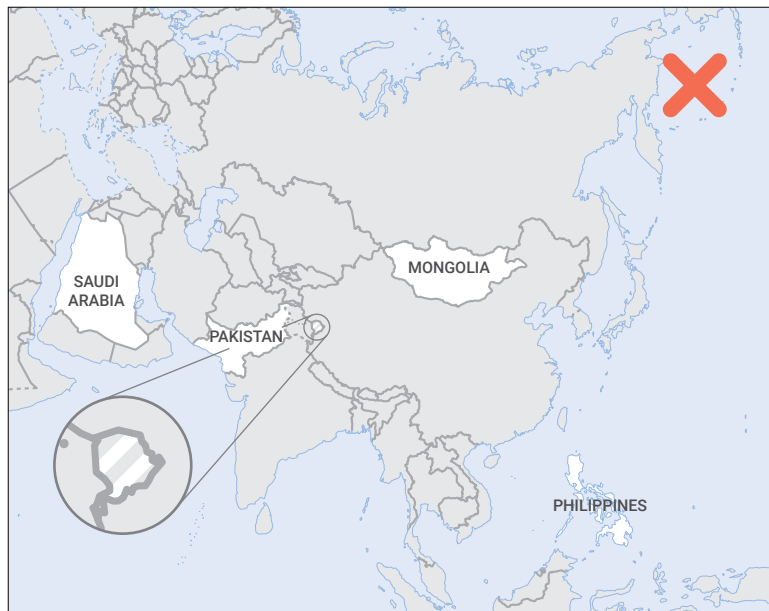
CHINA

Aksai Chin

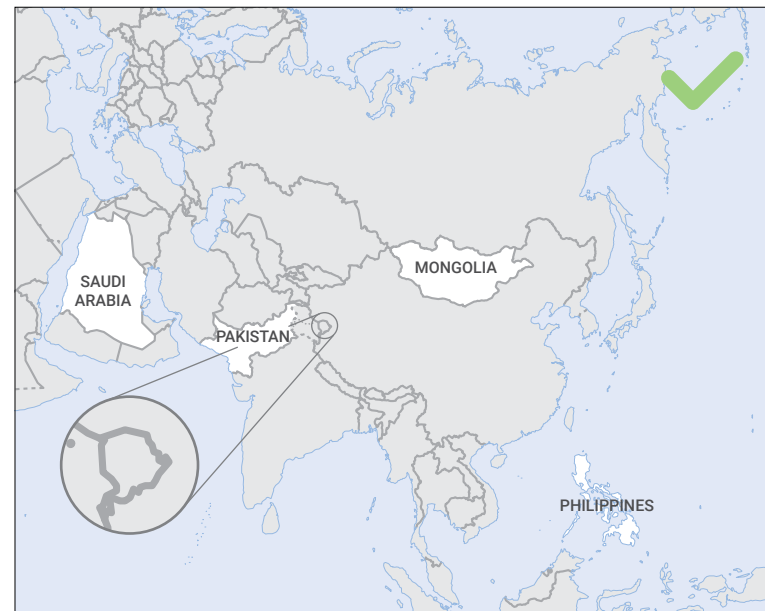
Aksai Chin is a territory disputed between China and India and located between Jammu and Kashmir and China (see also the Pakistan - India section on page 21).

It must be rendered in a diagonal hatch pattern of two colours with the same width: the colour by which China is represented and the colour by which Jammu and Kashmir is represented. When Jammu and Kashmir and China are shown in the same colour, the two-colour hatch pattern is not needed.

On a reference map, label "Aksai Chin" in title case. Use your judgement based on the scale of the map and space availability. However, on thematic maps, labelling is not needed.



Left: Incorrect colouring on a thematic map. Aksai Chin does not need to be hatched since China and Jammu and Kashmir are shown in the same colour.



Right: Correct colouring.



Left: Incorrect colouring on a thematic map: Aksai Chin needs to be coloured with the hatch pattern.



Right: Correct colouring.

Map of Hong Kong SAR, China.



Correct map of China with major cities (including Hong Kong and Macao).



Hong Kong and Macao, SAR China

Hong Kong and Macao became special autonomous regions of China in 1997 and 2000 respectively. On all maps, ensure that these areas are represented as part of China. Follow these rules:

- On stand-alone maps showing only the Hong Kong or Macao regions, label them as “China, Hong Kong SAR” or “China, Hong Kong Special Administrative Region,” “China, Macao SAR,” or “China, Macao Special Administrative Region.” Use the same colour as China for the area.
- On small scale-maps where other provinces are shown: use the same font style for the labels as for the other provinces. Labels should read “Hong Kong” and “Macao.”
- The cities of Hong Kong and Macao can be labelled on the map without the specific text “Special Administrative Region” after the name if their marker is the same as the one used for other Chinese cities. Use the same font as for other Chinese cities for the labels which should read “Hong Kong” and “Macao.”
- The spelling “Macao” is preferred over “Macau.”

Taiwan, Province of China

Avoid labelling Taiwan on maps if possible.
It must be coloured like mainland China.

- On a map of China that includes the various provinces, Taiwan should be shown as one of the provinces and labelled with the same font and font size as the rest of the provinces.
- If the provinces of China are not shown on the map, but Taiwan has to be included, it should be labelled as “Taiwan, province of China.”
- If Taiwan is intended to be shown as an island, it should be labelled as “Taiwan Is.” A different font (italic) from the one for countries and provinces should be used in this case. The other major islands close to the coastline of mainline China should also be labelled so that Taiwan is not the only island labelled on the map.



Incorrect colouring of Taiwan: the island is shown in a different shade from mainland China.

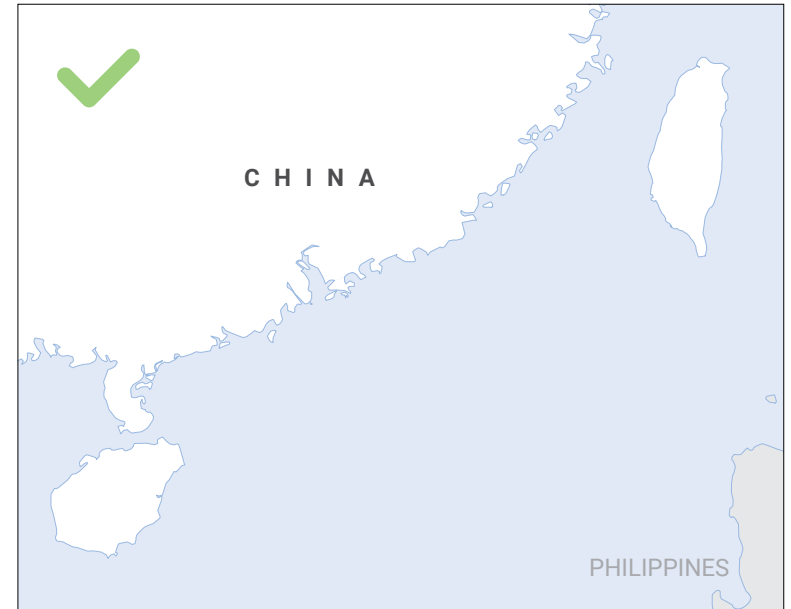


Correct colouring of Taiwan.



Left:
Incorrectly styled
labels where
Taiwan is labelled
as a country.

Right:
Correct labelling
style where only
UN member states
are labelled.



Left:
Taiwan should not
be the only Chinese
island labelled.

Right:
Correct labelling
style where major
islands are labelled.



Map: the provinces
of China.



Incorrect: map of Cuba with an international boundary line to mark Guantanamo Bay's naval base.



CUBA

Maps of Cuba should not depict the area of Guantanamo Bay's base as a separate entity from the rest of the island.

There should not be a boundary line to demarcate the area nor labelling that suggests the territory is not part of Cuba.

Correct map: no boundary line to mark Guantánamo Bay.



DEMOCRATIC PEOPLE'S REPUBLIC OF KOREA – REPUBLIC OF KOREA

The border between the Democratic People's Republic of Korea and the Republic of Korea is not an international boundary. It is called "Military Demarcation Line" and was agreed on in the Military Armistice Agreement of 27 July 1953. It must be represented in a dash style.

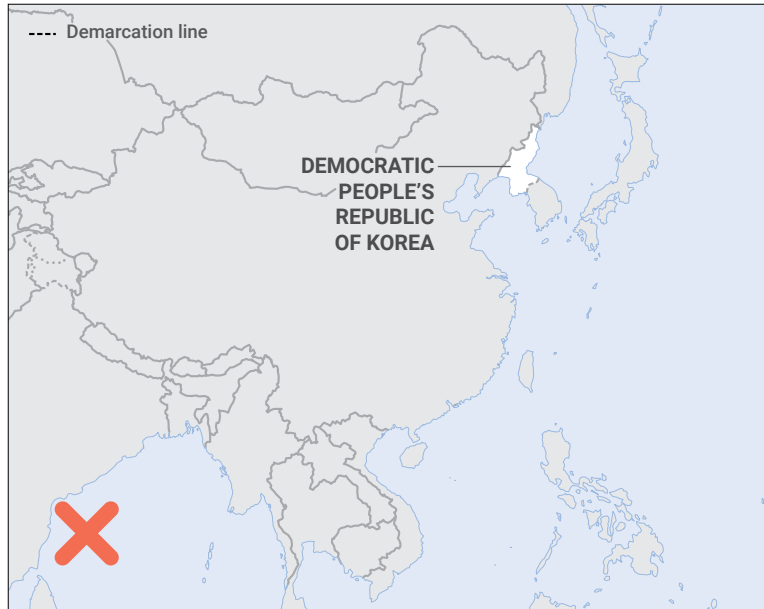
Label it in the legend as "Demarcation Line" if it is a reference or geo-political map of DPRK or the Republic of Korea. On a thematic or regional map, you do not need to label the line in the legend.



Incorrect rendering of the boundary between DPRK and the Republic of Korea.

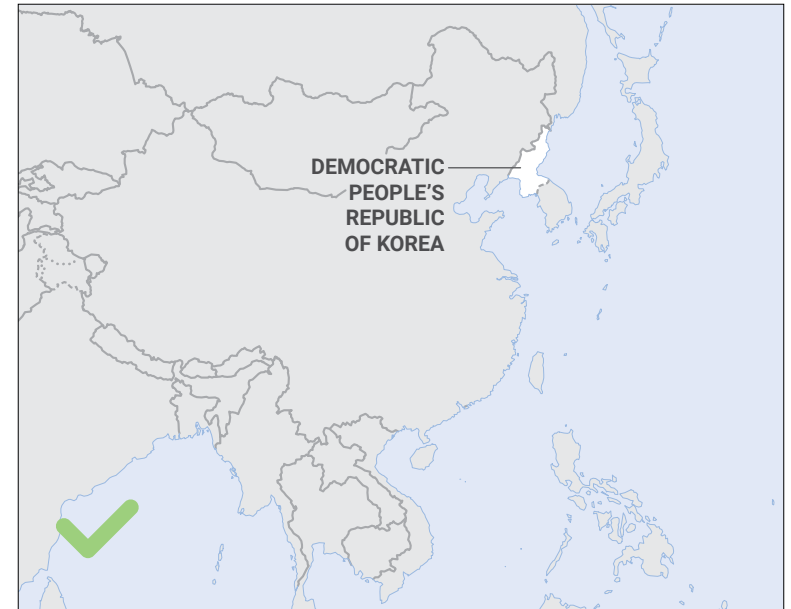


Correct: a dashed line marks the military demarcation line.



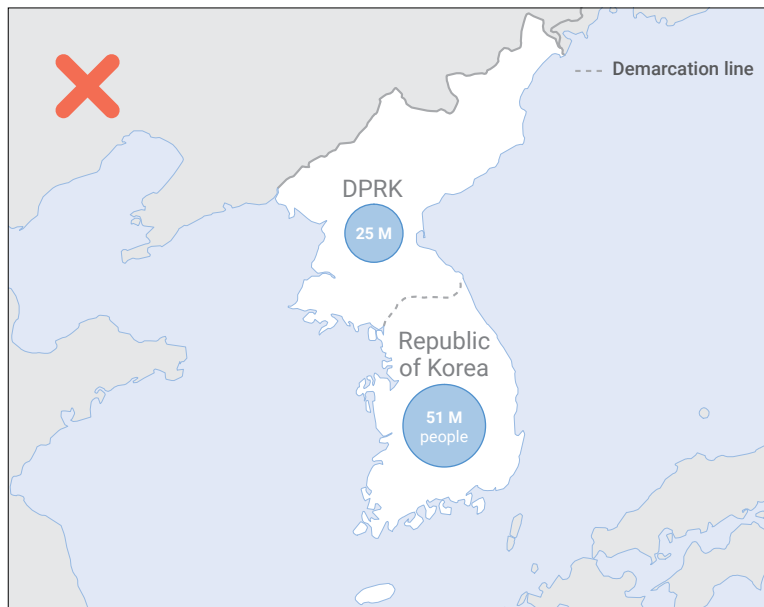
Left:

The legend for the demarcation line is not needed on a regional map.



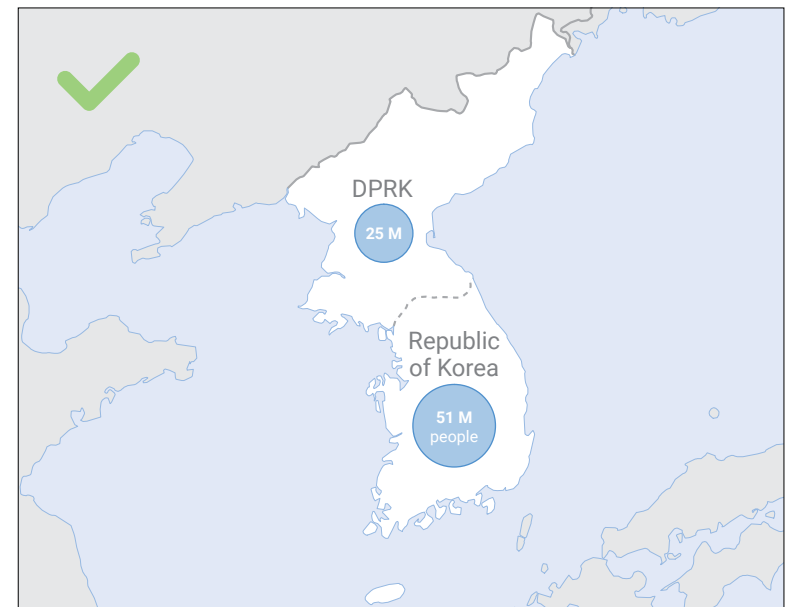
Right:

Correct: no legend.



Left:

The legend for the demarcation line is not needed on a thematic map.



Right:

No legend.

INDIA

Arunachal Pradesh

Arunachal Pradesh is an Indian state. This territory is also in large part claimed by the People's Republic of China. It must be coloured like India. The Chinese claim line should be included and rendered in the same style as international boundaries.

Arunachal Pradesh should be labelled only if other states are labelled. The boundary lines for the Chinese and Indian claims do not need to be labelled.



Location of
Arunachal Pradesh.

17



Detail maps:
Incorrect and
correct stylings of
Arunachal Pradesh.
The area should be
coloured like India.



Incorrect map of Georgia showing Abkhazia, Adjara and South Ossetia.



Avoid showing Abkhazia, Adjara and South Ossetia in your maps whenever possible.



GEORGIA

When a member of the Soviet Union, Georgia (then Georgian Soviet Socialist Republic) included several territories which enjoyed a degree of local autonomy: the Abkhazian Autonomous Socialist Soviet Republic, the Adjara Autonomous Soviet Socialist Republic and the South Ossetian Autonomous Oblast (province).

Georgia declared independence in 1991, Abkhazia and South Ossetia sought independence from Georgia while Adjara did not. As a rule, avoid showing the extent of these territories or labelling them in a way that might suggest they are independent countries.

When Adjara and Abkhazia have to be shown on maps, they should be displayed as the other first level administrative divisions of Georgia.

[Contact us](#) if you needed to make a thematic map that requires explicitly marking the extent of these territories and we will assist you in negotiating an acceptable presentation.

OCCUPIED PALESTINIAN TERRITORY – ISRAEL

As of 29 November 2012, the status of Palestine was changed to non-member observer state by the General Assembly. Acceptable names for the territory now include “State of Palestine” and “Occupied Palestinian Territory.”

On maps, you can use the following labels: “West Bank” and “Gaza,” or “occupied Palestinian territory” (the preferred term of OCHA’s Country Office).

Use a dashed line style to represent the borders with Israel, and include it in the legend as “Armistice Demarcation Line.” The borders are always in dash style independently of the scale of the map, including on regional or world maps.

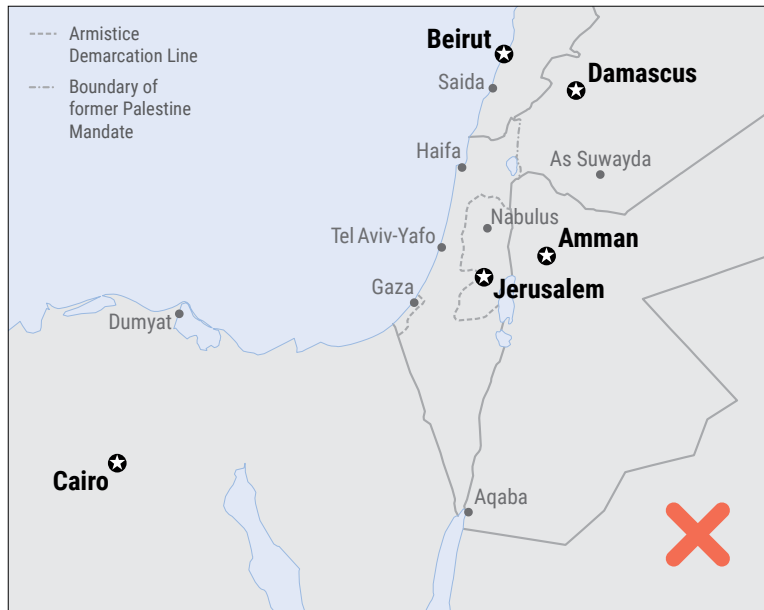
Do not use the capital symbol for Jerusalem. As Jerusalem is divided into two – East and West Jerusalem – it is acceptable to label both sides.



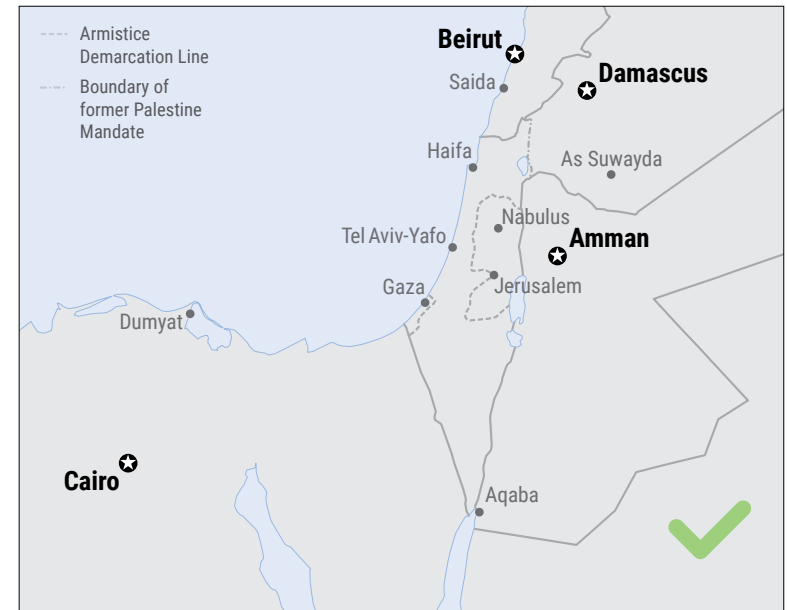
Incorrect boundary representation for the occupied Palestinian territory.



Correct boundary representation and legend for oPt.



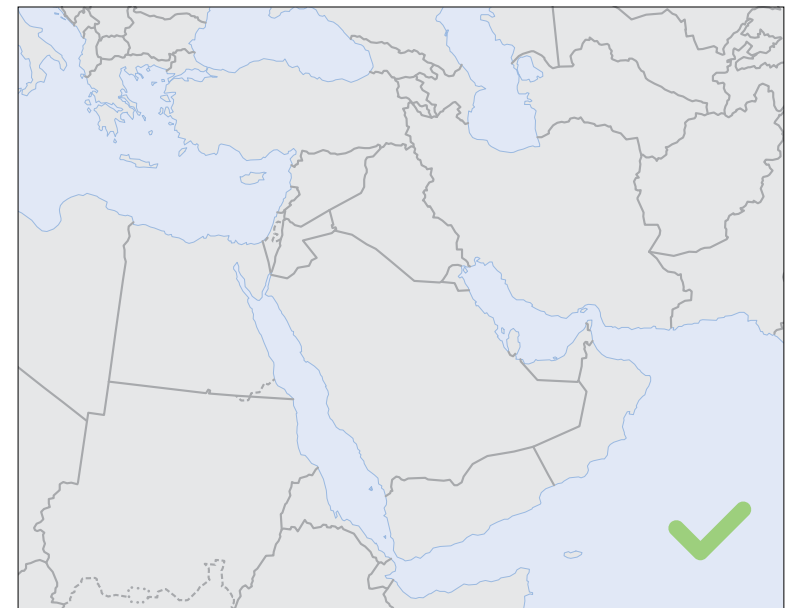
Left:
Jerusalem should not be labelled as a capital.



Right:
Mark Jerusalem as a major city.



Left:
Incorrect boundaries of Gaza and the West Bank are not dashed.



Right:
The boundaries of Gaza and the West Bank should be dashed at all scales.

PAKISTAN – INDIA

Jammu and Kashmir is a disputed territory, claimed by both India and Pakistan and divided into two parts by the 'Line of Control.'

The Line of Control must be displayed as a dotted line that does not touch the boundary between China and Jammu and Kashmir. Likewise, the border between Pakistan and Jammu and Kashmir, north of the Line of Control, must be in the same style as the provinces. The border between India and Jammu and Kashmir must be in the same style as the one used for the border between Pakistan and Jammu and Kashmir. If Indian states (first administrative level) are displayed, use the same style as the border between India and Jammu and Kashmir.

Jammu and Kashmir should not be coloured like Pakistan or India.

If you are creating a map of Pakistan and need to label the northern part of Jammu and Kashmir as a province, use "Pakistan-administered part of Kashmir," "Pakistan-administered Kashmir," or "Pakistan-administered Jammu and Kashmir."



Incorrect colouring of Jammu and Kashmir.



Jammu and Kashmir should always be shown undivided in a single shade.



If you are creating a map of India and need to label the southern part of Jammu and Kashmir, use “India-administered Kashmir,” “India-administered part of Kashmir,” or “India-administered Jammu and Kashmir.” Do not label the territory “Azad Kashmir.”

Please refer to pages 4 and 5 for more information on map disclaimers.

Correct labelling, colouring, legend, and disclaimers for a map that includes Jammu and Kashmir.

SERBIA

Serbia is administratively divided into 29 districts (okruzi) and one city-district (grad). Kosovo is one of the 29 okruzi. Its extent does not exactly match the borders of the Autonomous Province of Kosovo and Metohija that was part of the former Yugoslav Republic of Serbia.

Represent Kosovo like other Serbian districts. If you need to show the former extent, include in the legend: "Former autonomous province boundary."



Do not represent Kosovo as an independent country.



Serbia: correct colouring.

Administrative
map of Serbia
showing districts.



SOMALIA – ETHIOPIA

The southern section of the border between Somalia and Ethiopia is undetermined and must be shown in dash format.

As a general rule, Somaliland and Puntland should not be shown on maps and never as independent countries.



The southern border between Somalia and Ethiopia is undetermined. Do not represent it as an international border.



Correct: dashed boundary between Somalia and Ethiopia.

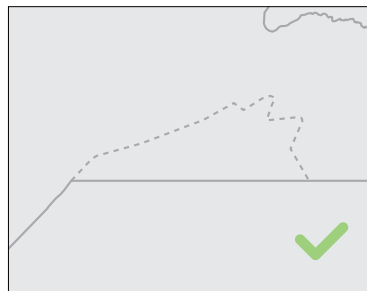
Location of the
Ilemi triangle.



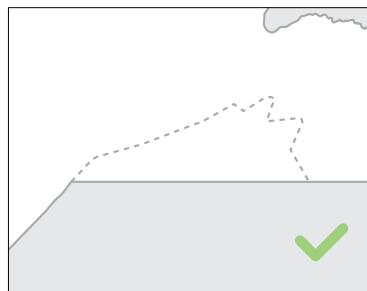
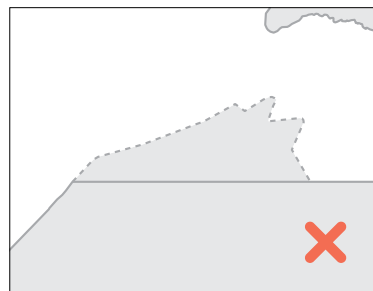
SOUTH SUDAN – ETHIOPIA – KENYA

The Ilemi Triangle is an area disputed between South Sudan, Kenya, and Ethiopia. It should be coloured like South Sudan. Use a dash style for the boundary line. There is no need to include it in the legend.

Always use a
dashed line for
the Ilemi triangle.



Always colour the
Ilemi triangle like
South Sudan.



SUDAN – SOUTH SUDAN

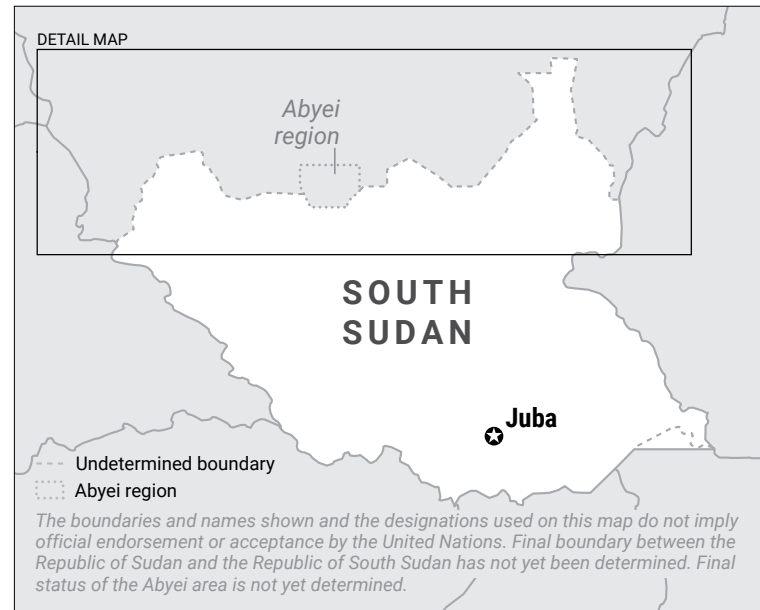
South Sudan became an independent country on 9 July 2011. The border between Sudan and South Sudan is undetermined. Use a different border style than the one used for international boundaries. Add “Undetermined boundary” in the legend and include the appropriate disclaimer.

“Abyei” is a city. The border for the “Abyei region” is not an administrative level boundary, as the area is still disputed. The border must be in dot style. Add “Abyei region” in the legend with a note: “Final status of the Abyei area is not yet determined.”

If either Sudan or South Sudan are highlighted with a different shade, then the Abyei region must be coloured the same way as the non-highlighted countries.

When Abyei is not clearly discernible, for instance on a small-scale world map, show the boundary between Sudan and South Sudan only.

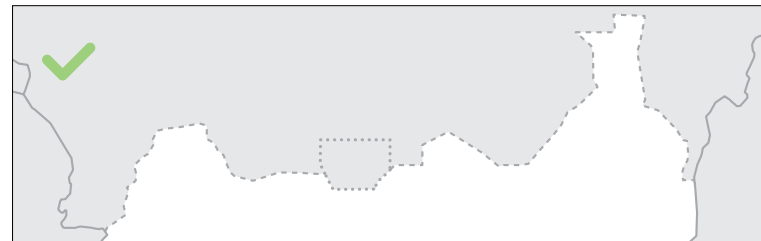
Please refer to pages 5 and 6 for more information on map disclaimers.



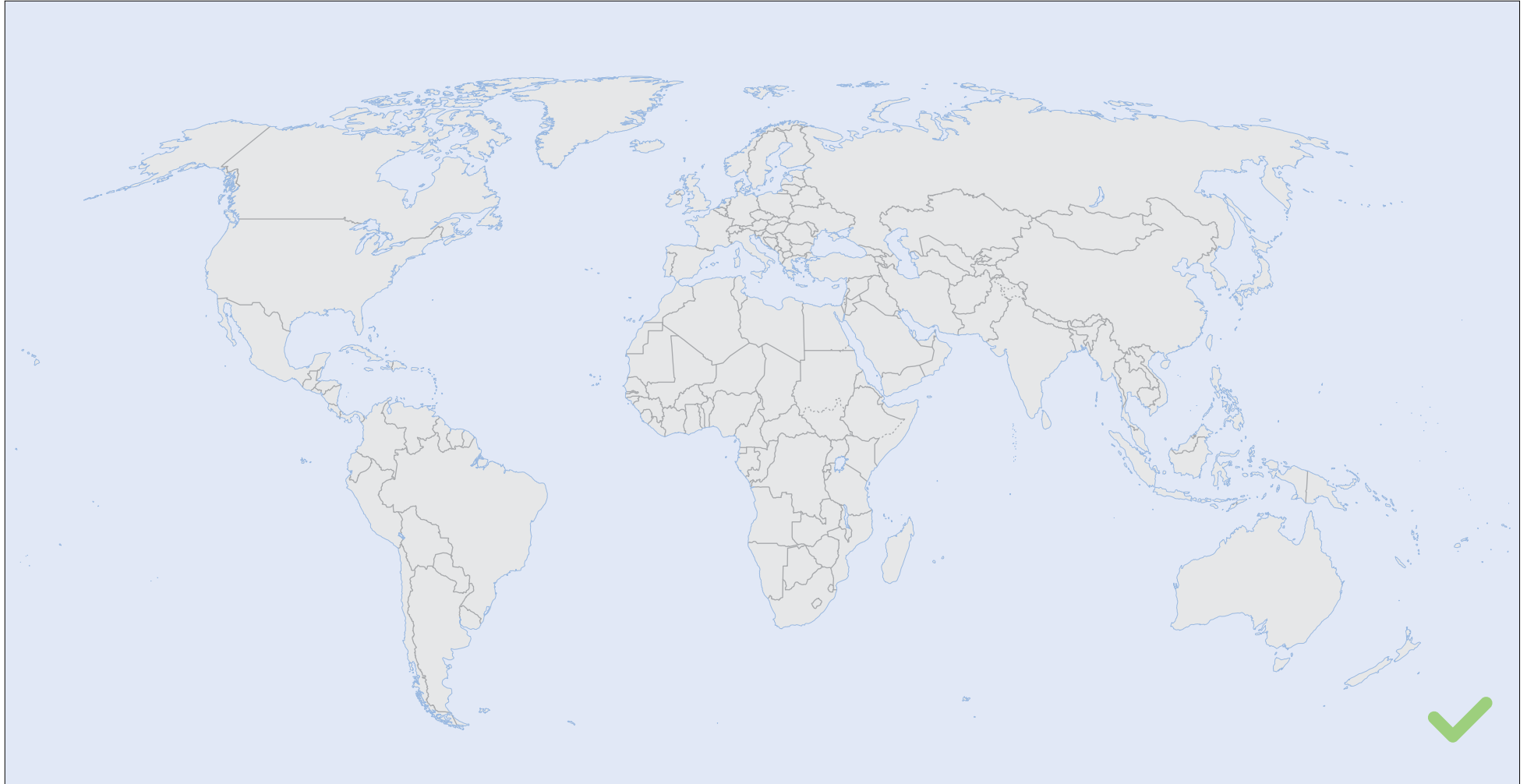
Location of the Abyei region.



The boundary between South Sudan and Sudan is undetermined.



Correct rendering of the Sudan–South Sudan boundary.



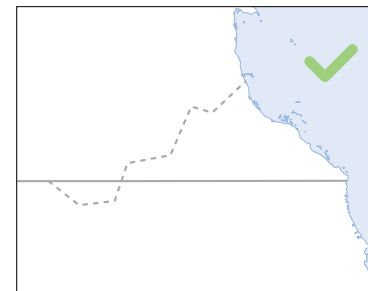
On small scale maps, show only the southern portion of the borders of the Abyei region. At small scales, it should be rendered with a dashed line like the undetermined border between Sudan and South Sudan.

SUDAN – EGYPT

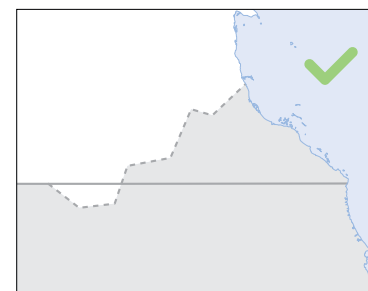
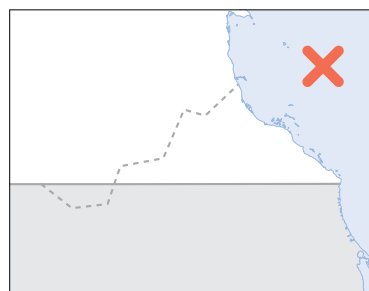
The Hala'ib Triangle and Bir Tawil are two areas on the Egypt-Sudan border that require special attention on OCHA maps. The Hala'ib Triangle is disputed between Egypt and Sudan and should be coloured like Sudan. Bir Tawil is not claimed by either country and should be coloured like Egypt.



Location of the Hala'ib and Bir Tawil triangles.



Use a dashed line at all scales.



Correct colouring for the two territories.



SYRIAN ARAB REPUBLIC – ISRAEL

Use a dash-dot pattern to represent the border between the Syrian Arab Republic and Israel. Make sure this boundary line is not covered by Lake Tiberias.

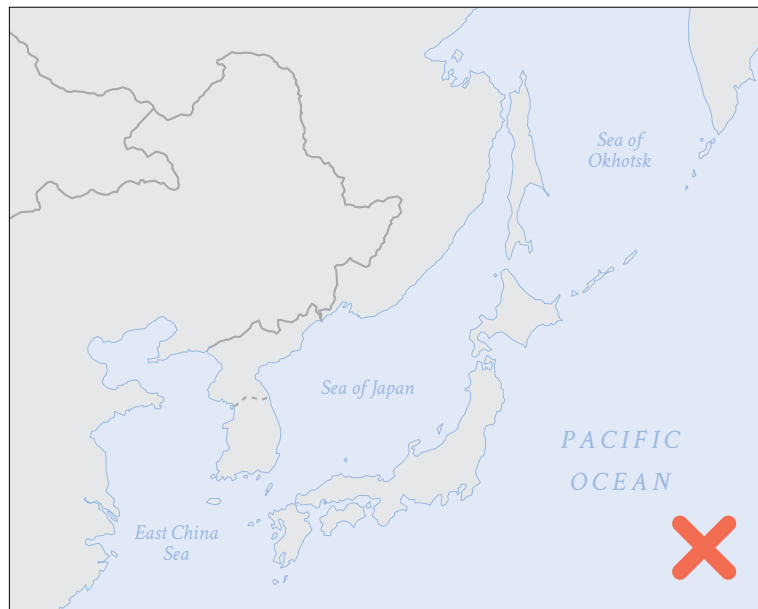
Label it in the legend as “Boundary of former Palestine Mandate.” In a small-scale regional or world map, the border is represented as an international boundary.

Incorrect and correct representations.

MARITIME FEATURES AND ISLANDS

Sea of Japan

Avoid labeling the body of water between the Japanese archipelago, Sakhalin, the Korean peninsula, and Russia, unless this is necessary for humanitarian reasons (e.g.: “Tsunami in the Sea of Japan”).)



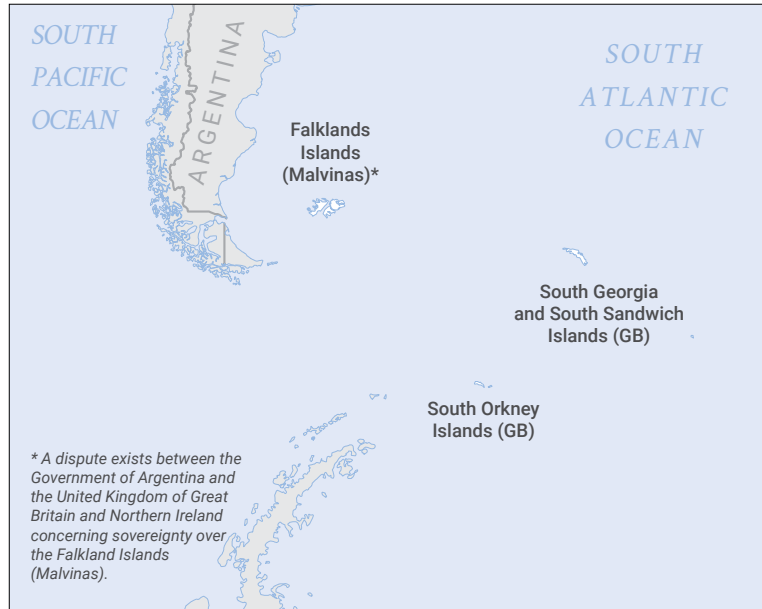
Not recommended:
label for the “Sea
of Japan.”

31

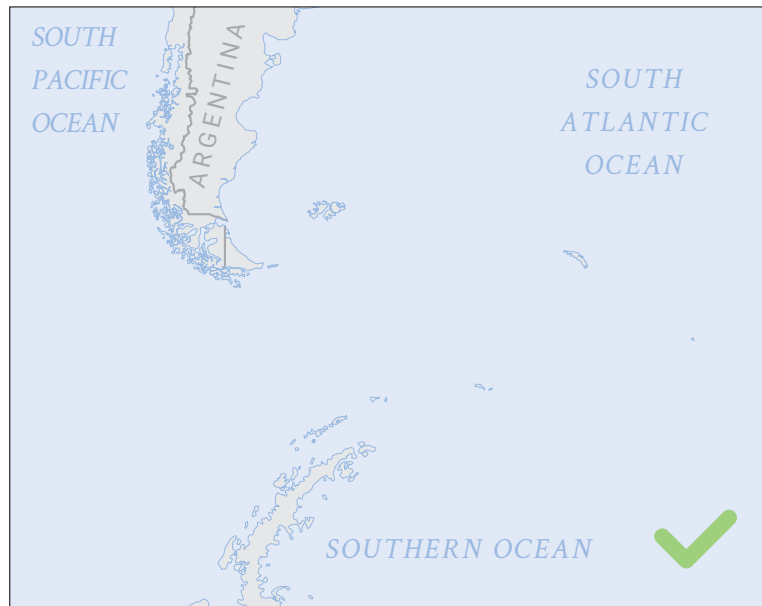


Correct: no label.

If labelling the Falkland Islands (Malvinas) is necessary, include the appropriate disclaimer. South Georgia and the South Sandwich Islands and the South Orkney Islands do not need a disclaimer.



Recommended: no labels for Falkland Islands, South Georgia and the South Sandwich Islands or the South Orkney Islands.



ARGENTINA-UK

The Falkland Islands (Islas Malvinas) are administered by the United Kingdom of Great Britain and Northern Ireland and claimed by Argentina. We recommend not labelling them unless it is necessary for the specific purpose of your map.

If labelled, add the following disclaimer: “A dispute exists between Argentina and the United Kingdom of Great Britain and Northern Ireland concerning sovereignty over the Falkland Islands (Malvinas).”

South Georgia and the South Sandwich Islands and the South Orkney Islands are also territories claimed by both Argentina and the United Kingdom. As a general rule, they should not be labelled. Since these islands are either uninhabited or have very low populations (military/scientific personnel), they are not likely to be of interest to OCHA.

Other Islands

The table on the right presents a list of islands that we recommend not labelling on OCHA maps. This is because they are disputed, uninhabited or a combination of the two.

Of the territories listed, only Mayotte, which is administered by France but claimed by Comoros, has a sizeable population and might be of interest to humanitarian mapping.

Avoid labelling these islands unless required by the topic of your map.

NAME	LOCATION	STATUS	POPULATION
Bird Island (Isla Aves)	Caribbean Sea		Uninhabited
Navassa Island	Caribbean Sea	Disputed	Uninhabited
Senkaku Islands	East China sea	Disputed	Uninhabited
Ashmore and Cartier Islands	Indian Ocean		Uninhabited
Bassas da India	Indian Ocean	Disputed	Uninhabited
British Indian Ocean Territory	Indian Ocean	Disputed	Military base
Europa Island	Indian Ocean	Disputed	Uninhabited
French Southern and Antarctic Territories (Amsterdam, Crozet, Kerguelen and Saint Paul Island/s)	Indian Ocean		Scientific personnel/ uninhabited
Glorioso Islands	Indian Ocean	Disputed	Uninhabited
Heard Island and McDonald Islands	Indian Ocean		Uninhabited
Juan de Nova Island	Indian Ocean	Disputed	Uninhabited
Mayotte	Indian Ocean	Disputed	Inhabited
Tromelin Island	Indian Ocean	Disputed	Uninhabited
Baker Island	Pacific Ocean		Uninhabited
Clipperton Island	Pacific Ocean		Uninhabited
Howland Island	Pacific Ocean		Uninhabited
Jarvis Island	Pacific Ocean		Uninhabited
Johnston Atoll	Pacific Ocean		Uninhabited
Kingman Reef	Pacific Ocean		Uninhabited
Midway Island	Pacific Ocean		Scientific personnel
Palmyra Atoll	Pacific Ocean		Scientific personnel
Wake Island	Pacific Ocean	Disputed	Uninhabited
Kuril islands	North Pacific Ocean	Disputed	Inhabited
Bouvet Island	South Atlantic Ocean		Uninhabited
Macclesfield Bank	South China Sea	Disputed	Uninhabited
Paracel Islands	South China Sea	Disputed	Inhabited
Pratas Island	South China Sea	Disputed	Uninhabited
Scarborough Reef	South China Sea	Disputed	Uninhabited
Spratly Islands	South China Sea	Disputed	Inhabited