

Document Details

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Referenced policies and documents

Lancaster University – Intellectual Property Policy (“IP Policy”)

1. Preamble
 - 1.1 In alignment with the Strategic Plan, the University seeks to identify, protect and subsequently exploit IP (as defined in clause 1.2 below) as a key contributor to the University's sustainable research income.
 - 1.2 This IP Policy has been developed to encourage and facilitate the dissemination of research and the exploitation of knowledge. Academic work and research often give rise to expression of ideas, know-how, software, inventions, designs, or processes. Rights in and to these are known as Intellectual Property (IP). Postgraduate students have the potential to create IP during their work or studies.
 - 1.3 One of the methods through which the University achieves impact in relation to IP is via protection and/or commercialisation, which may have a number of benefits. IP also provides means of advertising the University's technical skills and expertise to external third parties, and can lead to significant research projects or consultancy work sponsored by industrial or broader partners. Licensed IP may further provide

- 2.4 In accordance with the terms and conditions of employment, staff shall not disclose confidential information belonging to the University to any third parties, subject to clause 5.3

- 2.5 Honorary and Visiting staff will be bound by the u and Conditions of

- 2.6 Individuals who have honorary contacts or associations with the University that require the assignment of any IP to the University, will, in return for this assignment, be rewarded on the same terms as other University employees in regard to the

2.21 The University will preserve the rights of staff and students to publish the results of their research as they see fit, subject to any publication provisions contained within the terms of any agreements with third parties (if any). However, in some cases, where commercial exploitation is possible the University may request the author(s) to withhold publication until appropriate IP protection can be put in place or permission granted.

2.22 For the avoidance of doubt, the University retains ownership of software and its documentation, course materials or e-learning materials and website content.

3. Disclosure of IP

3.1 Members of staff, and students who have assigned their IP to the University, are expected to apply reasonable judgment as to whether any potentially useful IP has been created. Once potential IP has been identified, this should be disclosed to Research and Enterprise Service (RES) as early as possible in accordance with the provisions of clause 3.2 below.

3.2) @ 'k-o' @) 7 IDF
This is the first step in identifying IP and determining how to proceed and support. Support for drafting an IDF can be provided by faculty business and partnership staff.

3.3 Submission of an IDF to RES should be done as soon as possible, especially if there is potential for a patent, since the opportunity to protect the IP may be jeopardised by premature public disclosure. IP should therefore be kept confidential until suitable protection routes have been assessed.

3.4 The IDF will be used to confirm the Inventors or Creators of the IP. Inventors means a person who made a material contribution to the novelty of an invention. V Creators means a person responsible for and contributing to the creation of certain Intellectual Property.

3.5 Once an IDF has been submitted, RES staff and faculty business development or partnership staff will work with the Inventor(s) to evaluate the disclosure, identify impact/exploitation pathways. RES staff will then identify appropriate protection and exploitation routes of the disclosed IP.

3.6 The active participation of Inventor(s) in the evaluation and commercialisation of IP is welcomed and encouraged, and is usually necessary for a successful commercial outcome.

4. Protection and Commercial exploitation of IP

4.1 RES shall ensure that IP with apparent commercial or impact potential, arising from research at the University, is assessed, and wh /Span /MCID 8/Lang (en-GB) BDC q0.000008872 0 59

- 4.2 The assessment of protection and exploitation routes will be conducted by RES, faculty business development or partnership staff and the Inventor(s). If appropriate external experts will be consulted to assess the IP disclose. Consideration will be given to technical advances, commercial value, impact potential and market need.
- 4.3 If the University decides to protect and commercialise IP, the University shall ask the Inventors to warrant that they are the only inventor(s) of the IP, and also state what contribution they have made to the invention. In this document the Inventors will be asked to warrant that they are the only inventor(s) of the IP, and also state what contribution they have made to the invention. If the Inventors cannot agree between themselves upon an appropriate revenue share, they may escalate the matter to the Pro-Vice Chancellor Research and Enterprise whose decision will be final and binding.
- 4.4 The University shall have the right to consult appropriate experts, to assist with the development of IP, and shall keep respective Inventor(s) informed of

- 4.10 In appropriate circumstances the University shall endeavour to acknowledge fully the contribution of individuals to the creation of IP and, subject to any restrictions necessary for commercialisation, shall permit the Inventors to use the IP at the University for scholarly purposes including academic publication and/or research.
- 4.11 The University shall not suppress results or products of work of any Inventor and

Net Revenue**	Inventor(s)*	University
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- 8.4 Further details of the University regulations on Spin Outs will be outlined in the University Spin-out Protocol. This document is currently under development. While under development, please contact RES with any spin out queries.
9. Policy Regulations
- 9.1 The following regulations are designed to enable clear and simple implementation of this IP Policy.
- 9.2 The Director of Research, Enterprise and Innovation is responsible for the implementation, monitoring and review of the IP Policy.
- 9.3 The y Policy as set out here will be subject to periodic review and may be changed from time to time.
- 9.4 The Enterprise and Innovation Committee has originated this IP Policy which relates to the University Intellectual Property Strategy approved by Council in July 2018.
- 9.5 If a member of staff or student is in dispute about IP issues e.g. ownership or inventorship of IP, they should first approach RES. RES will consult others where necessary, such as the Pro-Vice Chancellor (Research and Enterprise), and external Council members to resolve such dispute.

These regulations apply equally to staff and students, and have been approved by