

**POLICY AND GUIDANCE**

**Do not Photocopy**

**Document Information Classification: Unrestricted**

|  |  |
| --- | --- |
| **Title:** | **Intellectual Property Policy** |
| **Effective Date:** | **11 Mar 2019** |
| **Reference Number:** | **ISMS-05-10** |
| **Version Number:** | **1.6** |
| **Owner:** | **Information Security Manager,** |
| **Review Date:** | **11 Mar 2021** |

Table of Contents

[1. Purpose 3](#_Toc256000004)

[2. Scope 3](#_Toc256000010)

[3. Responsibilities 3](#_Toc256000011)

[4. Policy 3](#_Toc256000012)

[5. Cross-referenced ISMS Documents 3](#_Toc256000013)

[6. Appendices 4](#_Toc256000021)

1. Purpose

Appropriate procedures should be implemented to ensure compliance with legislative, regulatory and contractual requirements related to intellectual property rights.

The Trustworthy Research Environment (TRE) is committed to protecting the intellectual property (IP) of the TRE and that of collaborators utilising its services. The TRE Service Team are not responsible for ensuring TRE Projects have met the requirements of the University of Manchester’s IP policy, as these checks are carried out by the UoM Research Office. The aim of this policy is only to sign-post research staff towards the University of Manchester IP policy.

1. Scope

All research projects solely hosted within the Trustworthy Research Environment with a Principal Investigator (or co-PI) who is a member of staff at the University of Manchester.

1. Responsibilities

There are no additional responsibilities for this policy

1. Policy

The PI of each project that hosts its data analysis in the Trustworthy Research Environment should respect the local intellectual property regulations.

The TRE, being part of the University of Manchester, is subject to the Intellectual Property Policy as developed and managed by UMIP, a division of UMI3 Ltd which is The University of Manchester’s agent for Intellectual Property commercialization. Their website and further resources covering many aspects of IP awareness and commercialisation may be found at: [UMIP](https://umip.com/)

The full IP policy can be found at: [The University of Manchester Intellectual Property Policy](http://documents.manchester.ac.uk/display.aspx?DocID=24420)

The contact list for requesting IP advice is located at: [Your UMIP Contacts](http://umip.com/your-umip-contacts/)

Further information related to multi-institutional research projects can be found at: [How UMIP Works With Other University Offices](http://umip.com/how-umip-works-with-other-university-offices/).

1. Cross-referenced ISMS Documents

|  |  |  |
| --- | --- | --- |
| Number | Type | Title |
| SOP-05-01 | ISMS\SOP\Asset and Supplier Management - SOP | Bringing Assets into the TRE |

1. Appendices

None