

The Babraham Institute

BI-KEC-001 INTELLECTUAL PROPERTY POLICY

Document reference

Policy number:	BIKE001		
Policy Owner:	Jon Houseley, Head of Knowledge Exchange & Commercialisation (KEC)		
Date:	11 August 2021		
Version:	1.1		
Status:	Active		
EIA number:	BIKE001-EIA		
Review period:	3 years		
Last reviewed:	11 August 2021	Next review:	August 2024

Version control

Date	Version	Status	Summary of Changes
10 March 2020	1.0	Archived	Updated in the 2020 Policy Review
11 August 2021	1.1	Active	Inclusion of reference to UKRIO's Code of Practice for Research

Document approval

BIKE001

Contents

1.	Definitions.....	4.....
2.	Commitment statement.....	5.....
3.	Purpose.....	5.....
4.	Scope.....	5.....
5.	Intellectual Property overview.....	6.....
6.	Intellectual Property ownership.....	7.....
	6.1. Institute employees.....	7.....
	6.2. Students.....	7.....
	6.3. Associates.....	8.....
	6.4. The Institute.....	8.....
7.	Disclosure & confidentiality.....	8.....
8.	Exploitation.....	9.....
9.	Rewards to Inventors.....	10.....
10.	Records management.....	11.....
11.	Use of Institute name & logo.....	11.....
12.	Disputes.....	11.....
13.	Further information.....	11.....

1. Definitions

“Associates”

Research Fellow(s), Honorary Members of Faculty,

2. Commitment statement

- 2.1. At the Babraham Institute our mission is to be an international leader in research focusing on basic cell and molecular biology with an emphasis on healthy ageing through the human life course.
- 2.2. Research and operational excellence are essential to meeting our vision of being at the forefront of research that improves lives. [The Institute Values](#) sets out our approach to how we operate across all Institute activities, both at an individual level and together as the Babraham Institute. The expectation of the Institute is that each staff member looks to represent and reflect the Institute Values within their own contributions and function, and to support and not hinder the expression of these Values in the work of others.
- 2.3. The Institute is committed to ensuring that Intellectual Property (IP) which arises from its research activities is used in support of the objectives set out in its Articles of Association, and in accordance with its legal obligations, for the benefit of the Institute, its staff most importantly, society at large.

3. Purpose

- 3.1. This policy sets out the framework for the translation of the IP arising from the Institute's research into products, services and processes to deliver economic impact. It encourages staff and associates to become creators and to identify IP with potential commercial value.

- Honorary Members of Faculty
- Babraham Institute registered PhD students
- Visiting students
- Visiting researchers and workers (excluding consultants and secondees, see 4.2)
- Trustees

4.2. Those in the following groups should consult the agreements governing their activities whilst hosted by the Institute, which will specify ownership arrangements for IP generated in the course of the project and whether they are covered by this Intellectual Property Policy:

- Consultants and secondees
- Workers provided by a third party contractors

When individuals provide a service, IP is usually owned by the Institute and the service is governed by a service agreement / contract. These individuals are not eligible for Awards Inventors

4.3. Institute employees on BIPRC Terms and Conditions (SI/01/052) (SI/06/052) (SI/07/052) (SI/08/052) (SI/09/052) (SI/10/052) (SI/11/052) (SI/12/052) (SI/13/052) (SI/14/052) (SI/15/052) (SI/16/052) (SI/17/052) (SI/18/052) (SI/19/052) (SI/20/052) (SI/21/052) (SI/22/052) (SI/23/052) (SI/24/052) (SI/25/052) (SI/26/052) (SI/27/052) (SI/28/052) (SI/29/052) (SI/30/052) (SI/31/052) (SI/32/052) (SI/33/052) (SI/34/052) (SI/35/052) (SI/36/052) (SI/37/052) (SI/38/052) (SI/39/052) (SI/40/052) (SI/41/052) (SI/42/052) (SI/43/052) (SI/44/052) (SI/45/052) (SI/46/052) (SI/47/052) (SI/48/052) (SI/49/052) (SI/50/052) (SI/51/052) (SI/52/052) (SI/53/052) (SI/54/052) (SI/55/052) (SI/56/052) (SI/57/052) (SI/58/052) (SI/59/052) (SI/60/052) (SI/61/052) (SI/62/052) (SI/63/052) (SI/64/052) (SI/65/052) (SI/66/052) (SI/67/052) (SI/68/052) (SI/69/052) (SI/70/052) (SI/71/052) (SI/72/052) (SI/73/052) (SI/74/052) (SI/75/052) (SI/76/052) (SI/77/052) (SI/78/052) (SI/79/052) (SI/80/052) (SI/81/052) (SI/82/052) (SI/83/052) (SI/84/052) (SI/85/052) (SI/86/052) (SI/87/052) (SI/88/052) (SI/89/052) (SI/90/052) (SI/91/052) (SI/92/052) (SI/93/052) (SI/94/052) (SI/95/052) (SI/96/052) (SI/97/052) (SI/98/052) (SI/99/052) (SI/100/052)

10. Records management

10.1. All those who may generate IP as part of their work should make and keep clear and accurate records in a retrievable format. This is necessary not only in order to comply with proper research practice but also to support a claim to any IP that arises. All those engaged in