



MAJU INTELLECTUAL PROPERTY POLICY

(greasing the wheels of innovation & commercialization)

Version V1.0 (2021-25)



Mohammad Ali Jinnah University

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1. INTRODUCTION

This document serves as a formal policy on management of Intellectual Property (IP) rights at the Mohammad Ali Jinnah University (MAJU), Karachi. This policy provides key information on how the matters relating to intellectual property, copyrights, patents and trademarks including the consultancy contracts and commercial R&D projects would be managed by the researchers, faculty, staff and students of the university. This policy also serves as a guiding document on understanding and applying for IP rights including the execution of intellectual research activities and innovative efforts at MAJU.

As recommended by HEC, the university has put in place this IP Policy and made it part of ORIC suite of policies as a binding document. It should be read in conjunction with ORIC policy as one of its subsidiary documents.

2. AIMS AND OBJECTIVES

- Establish a formal system for rightful identification, ownership, management, reporting and commercialization of the Intellectual Property.
- Support and promote scientific, innovative and commercial industry-driven research.
- Provide a structured procedure that supports smooth availability of the inventions, innovations and developments to the communities and general public.
- Develop a mechanism for identifying the rights & responsibilities of the creators and sponsors of the intellectual property with regard to their intellectual work created at the university.
- Comply with relevant IP laws & regulations, ensuring that the university is able to secure research funding and grants from the government, industry and third-party sponsors.
- Boost university reputation as a creator of new knowledge and innovative research.

3. PURPOSE

The primary purpose of this policy is to protect the integrity of the intellectual property and maintain the overall reputation of the leadership, researchers, faculty members, staff and students of MAJU. By providing a structured framework for the management of IP issues, the policy recognizes and respects their ownership in teaching, scholarly and research materials and commercializable copyright resources. The policy informs MAJU's stance on IP rights, obligations, management and use, and the ownership entrusted upon the researchers, faculty members, staff, students and the university as a whole, including the other individuals involved in the creation and management of the intellectual property at the university.

4. SCOPE

MAJU's commitment to quality teaching and innovative research would stimulate our faculty, staff and students as partnering communities in producing industry-driven knowledge and applying the same in solving complex problems of the country. At MAJU, we therefore recognize the role of our in-house communities in producing, promoting, protecting and commercializing our indigenous intellectual properties created by them. MAJU thus aims to maximize the use of its IPs for the benefit of general public and the ones creating it.

Therefore, the policy:

- Applies to MAJU full time and part time researchers, visiting and adjunct faculty members, staff, students and their associates involved in the creation of IPs.
- Doesn't apply to the intellectual property built or created as outside work or the activities external to MAJU.
- Doesn't apply to the activity/work that is subject to a separate full-fledged written intellectual property agreement.

5. ADVOCACY OF INTELLECTUAL PROPERTY RIGHTS

MAJU shall protect and promote intellectual property through advocacy measures that include but are not limited to:

- Building awareness through intellectual property related trainings and other similar initiatives as deemed necessary towards the promotion of IP rights.
- Developing mechanisms, methods and procedures relating to IP rights and suggesting appropriate amendments to the President and Head of ORIC at MAJU for continually improving existing IP policy framework.
- Liaising and coordinating with relevant stakeholders for raising awareness governing responsible use and implementation of MAJU IP policy.

6. MAJU's PRINCIPLES OF INTELLECTUAL PROPERTY OWNERSHIP

- 6.1. This policy sets forth the principles of ownership of the IPs generated by the researchers, faculty and staff members of the University. Consistent with this, MAJU would:
- 6.2. Recognize the contribution of researchers, faculty and staff members who allow the ownership of their IP to the University through mutual sharing of royalties, rewards and financial benefits.
- 6.3. Acknowledge and respect the legal and ethical rights of the creators/originators of the Intellectual Property.
- 6.4. Own and maintain intellectual property of the university in all forms in order to facilitate its responsible utilization by the university, industry, government and public communities.
- 6.5. Adhere to the IPO Act 2012 of the Government of Pakistan and support the registration of MAJU-created IP with Intellectual Property Organization (IPO) of Pakistan, and may undergo commercial IP licensing agreements or joint strategic partnerships with other entities, authorizing them to use MAJU-created intellectual property on the agreed terms and conditions.
- 6.6. Unless otherwise restricted, encourage broad sharing and distribution of its intellectual property through the MAJU research repository and in the form of newsletters, news items and other print and social media platforms.

7. MAJU INTELLECTUAL PROPERTY COMMITTEE

An Intellectual Property Committee comprising of senior executives and researchers having prior knowledge of matters relating to IP management and research commercialization will be constituted by ORIC. The committee will be primarily responsible for evaluating and managing issues such as the ones arising due to Intellectual Property rights, patent filing, licensing, copyright registration, royalty distribution etc. The committee will also be responsible for reviewing and suggesting improvements relating to this policy including the associated procedures and mechanisms. The constitution of the committee will be as follow:

i.	Director (ORIC)	Chairperson
li	Manager - UIICTT (ORIC)	Secretary
iii & iv.	Two Eminent faculty/staff members having knowledge of IP &/or legal matters (Nominated)	Member

8. OWNERSHIP OF INTELLECTUAL PROPERTY RIGHTS

The MAJU is committed to providing a culture that fosters creative knowledge sharing and continuous innovation in teaching, research and learning. Thus, the IP created as part of these activities is considered by MAJU as valuable intellectual asset. The University strongly believes in making available creative knowledge and intellect to the end users and communities at large. However, it is important that the due academic credits, royalties and financial benefits of IP commercialization are given to its creator(s) and MAJU as an originating institution. Therefore, by the virtue of this policy, MAJU is a rightful owner of the institutional intellectual property created by the researchers, faculty members, staff and students in the form of teaching, scholarly, research, artistic, literary and commercial materials as part of their official:

- Academic, teaching and research assignments and engagements.
- Commercial and corporate duties and engagements.
- Any other assigned research tasks and functions as identified from time to time.

i) Teaching Materials and Resources

- a. MAJU greatly recognizes the rights and contributions of the faculty and teaching staff as the rightful owners of the copyright when it comes to the teaching materials and resources created by them. Nevertheless, in case of the compelling circumstances and when it is ethically and reasonably appropriate to do so, it would be absolutely at MAJU's discretion to acknowledge or not any such ownerships.
- b. MAJU respects and understands that in the instances of any faculty or staff member having concerns on MAJU's use of their unpublished scholarly, teaching or research materials, they are advised to raise concerns with their respective HoDs or Faculty Deans.
- c. In case of MAJU faculty and teaching staff intending to commercialize or allow others to commercialize teaching materials and resources which they created as part of their official duties at MAJU, they are only able to conduct any such transactions with written permission of the university. This condition would remain in effect even after they have left MAJU.

- d. MAJU has the right to use and replicate the institutional teaching, scholarly, research and commercial materials in all forms by giving due attributions to its owner(s)/creator(s).
- e. It would be at MAJU's discretion to grant permission to its staff members to use and replicate institutional teaching, scholarly and research materials only for academic, research and not-for-profit purposes.

ii) Scholarly Materials

- a. MAJU researchers, faculty members, staff and students are encouraged to publish their scholarly and research materials, and deal with external third parties (e.g. book and journal publishers). However, while dealing with the external parties, it is important to keep in mind the MAJU's rights to use and reproduce such materials as set forth in the section 8.1 below. MAJU's rights to any patentable inventions and use of confidential information should also be respected.
- b. This policy doesn't restrict the rights of MAJU researchers, faculty members, staff and students to publish their scholarly research materials, findings and results. However, care must be exercised from the viewpoint of the protection of their own intellectual property by not disclosing to the third party prior to the registration of its copyrights.

8.1. Intellectual Property Developed by Researchers and Faculty Members

- 8.1.1. The MAJU owns all intellectual property created or developed by the researchers, faculty and staff during their employment or association with the university. This allows university to:
 - o Support the design and development of course materials in order to meet the scholastic teaching needs of the university.
 - o Achieve improved IP outreach and external connectedness.
- 8.1.2. Researchers, faculty and staff members must report on the intellectual property created during their period of employment with MAJU as part of this policy. This may include copyrights in teaching materials, creative design, computer programs, course plans, working papers or policy materials developed at the instructions of the University.
- 8.1.3. Faculty and researchers would be invited to share and upload their scholarly output (research papers, research reports, research-based books, creative artwork, patents or and any other form of intellectual property) at the MAJU's research repository.

8.2 Intellectual Property Developed by Staff

- 8.2.1. Other than as mentioned in the clause 8.2.4. of this section, the MAJU owns all the Intellectual Property created, originated or conceived by its staff during their course of employment with the university.
- 8.2.2. Unless it is administered as part of staff official duties or contractual agreement between MAJU and external party, the ownership of the copyrights in creative, novel, or artistic work produced by the staff members shall rest with them.
- 8.2.3. In case of MAJU owning the copyright of a work created by a staff member, he/she may seek to apply for a license/written permission to use that Intellectual Property for purposes external to their employment or university affairs. The MAJU reserves the right to grant or

not grant the licence/written permission if the university believes that it would adversely affect its internal rights, objectives and commercial interests.

- 8.2.4. The MAJU doesn't claim rights and ownership of any Intellectual Property created in a staff's private capacity (i.e. external to their employment with the university) and provided that no university resources were utilized towards the creation of that Intellectual Property. However, if the intellectual property was created by utilizing extensive university resources, MAJU reserves the rights to claim a fair share of ownership to be negotiated in such instances on a case-to-case basis.
- 8.2.5. Staff members who bring or disclose their prior-created Intellectual Property to MAJU and allow its use within the university during their course of employment, they must provide proof of their being rightful owner of that Intellectual Property to the university, enabling to ensure fair recognition of ownership and contribution of the Intellectual Property brought, promoted and utilized at MAJU.

8.3. Intellectual Property Developed by Students

- 8.3.1. As a general rule, MAJU recognizes that the students are the owners of the intellectual property created as part of their coursework assignments, research work and industry projects undertaken by them. However, the exception to this rule is the intellectual property:
- o Created by a student in case of his/her employment at the university.
 - o That is a joint scholarly work undertaken by one or more students &/or faculty members.
 - o That student assigns to the university as part of a special agreement.
 - o Created as part of an externally-sponsored industry project or third-party contract.
- 8.3.2. As and when required, MAJU shall be entitled a royalty-free:
- o Reproduction and use of student work for academic and marketing purposes. This may include but is not limited to work used or reproduced in university reports, policies, prospectuses and other promotional materials such as flyers, leaflets, social media pages, websites.
 - o Exhibition of the students' work during "Open Days" at MAJU.
 - o Showcasing of the students' creative, scholarly and research contributions to the government, industry and third-party representatives.
- 8.3.3. In case of MAJU intending to reproduce a student's work for commercial purposes, such a transaction shall only be subject to a written consent/contractual agreement on reasonable terms & conditions to be negotiated with that student.
- 8.3.4. Copyrights of the research papers, reports and theses completed by the students as part of degree program requirements would always be owned by the students.

8.4. Intellectual Property Developed By MAJU Vendors, Suppliers and Partners

MAJU assumes to own any intellectual property created by its suppliers, partners and vendors during the course of their contractual engagement with the university in relation to the services provided to the university. However, any alternate arrangements or exclusions in connection to the intellectual property created by them must be clearly agreed in writing and accordingly approved.

8.5. Intellectual Property Developed By MAJU Faculty, Staff and Students As Part of Government/Industry/Third-Party Sponsored Project

- 8.5.1. Typically, the rights in case of intellectual property emerging from artistic, creative, research or scholarly work sponsored by the industry, third party or government organization will be subject to a written agreement between MAJU and sponsoring party. The university by the virtue of terms of agreement or by law is supposed to issue sponsor a licence/written permission to use, share, maintain and own the intellectual property created as part of such contractual arrangement to be executed at the onset for externally sponsored projects.
- 8.5.2. Students undertaking external third party sponsored projects would also be required to transfer ownership of the IP created by them in the instances when it is funded by or utilizing third party resources.
- 8.5.3. MAJU researchers, faculty members, staff and students who undergo a consulting contract or agreement with the parties external to the university must make sure that such contracts must not transfer or involve assignment of intellectual property rights that are already owned by MAJU as part of this policy.

8.6. Intellectual Property Ownership Rights In General

MAJU acknowledges and accepts that creator/originator of the intellectual property should be significantly empowered to determine how the intellectual property created by them would be announced, shared, commercialized and promoted. Accordingly, unless otherwise restricted by the university owing to the compelling circumstances, MAJU authorizes the researchers, faculty members and staff to make publicly accessible their MAJU-owned patents, inventions and innovations by making them available as creative commons or open-source or allowing their distribution as publicly accessible documents as long as such actions don't infringe any existing MAJU agreements or relevant government protocols.

9. MORAL RIGHTS AND OBLIGATIONS OF THE INTELLECTUAL PROPERTY CREATORS

9.1. Moral Rights of the Intellectual Property Creators

- 9.1.1. The university will respect the moral rights of an intellectual property creator/originator. In line with the fair academic practices, the university agrees to appropriately acknowledge the use (in parts or whole) of the work of an intellectual property creator.
- 9.1.2. Any university individual in general having confidential information about the intellectual property created by the researchers, faculty members, staff or students must not reveal any such information without the prior permission of the university. However, if the law requires disclosing the same, it is still necessary to take university into confidence prior to making such disclosures.

9.2. Moral Obligations of the Intellectual Property Creator

As a creator of intellectual property, it is his/her moral responsibility to:

- 9.2.1. Timely disclose all the discoveries, inventions, innovations and other work of creative/artistic nature that belong to MAJU as part of this policy.

- 9.2.2. Retain all intellectual property related documents and records that are vital to its upkeep and protection.
- 9.2.3. Obey all the agreements, terms & conditions and applicable laws relating to the creation of intellectual property sponsored by the government, industry or third-party.
- 9.2.4. Timely disclose all IP-related potential conflicts of interest to the MAJU's Conflict of Interest Review committee in line with its 'Conflict of Interest' Policy.

10. INTELLECTUAL PROPERTY REPORTING & DISCLOSURE

- 10.1. The creator(s)/originator(s) of any intellectual property that has a sufficient commercialization potential must at the earliest report it to the University-Industry Linkage, Innovation, Commercialization & Technology Transfer (UILICTT) Section of ORIC. In this regard, a clarification on the commercialization capability of their IP should be sought from the "UILICTT" section before sending application on the prescribed form.
- 10.2. As part of this policy, the Intellectual Property Reporting & Disclosure Form (IPRD) form would be developed and made available by the UILICTT section in due course of time. All details on the specifics of the intellectual property along with details of the creator(s)/originator(s) must be provided on the form by the filing applicant.
- 10.3. In the meantime, the creator(s)/originator(s) should take every care to protect the intellectual property whose decision is awaited at the UILICTT section's end. Unless otherwise authorized in writing, no public disclosures in the form of presentations, abstracts and paper submissions to research journals or conferences should be made.

11. COST AND REGISTRATION PROCEDURE OF INTELLECTUAL PROPERTY

11.1. Registration Procedure

The UILICTT section, on behalf of MAJU ORIC would:

- 11.1.1. Conduct preliminary assessment of the received intellectual property filing application and subsequently present the same before the MAJU IP Committee for formal decision and approval as to whether to proceed with the registration of intellectual property with IPO-Pakistan or otherwise.
- 11.1.2. Be responsible for coordinating and administering the MAJU's intellectual property portfolio and maintaining a "Register" of the copyright, design right, trademark, patent and other related applications received to it.
- 11.1.3. If the MAJU IP committee approves to allow for intellectual property registration application, the UILICTT will discuss with originator(s)/creator(s) and the head of ORIC the requirements for application filing by setting a submission deadline.
- 11.1.4. The UILICTT section will be responsible for getting prepared the application from the originator(s) of the intellectual property and its submission to the IPO-Pakistan through externally-hired IP/Patent attorney in consultation with the law officer of the university.

11.2. Registration Cost

The cost of filing IP/patent applications would be borne by the university. The filing process would be administered by the UILICTT section of ORIC.

12. DISTRIBUTION OF INTELLECTUAL PROPERTY INCOME AND ROYALTY

12.1. Unless otherwise specified in a separate agreement between the parties involved, MAJU shall distribute royalties, incomes and equities earned from the licensing of the university intellectual property (that may take the form of but is not limited to the patented inventions, copyrights, technology transfer activities etc.) with the originator(s)/creator(s) as per clause 12.2 below.

12.2. The net income (revenue - *cost incurred) to be derived from the royalties, sale of copyrights, issuance of licence and other commercialization activities The university will be distributed by the university as:

Net Income Bracket	Inventor(s)/Innovator(s)/ Creator(s)	University	Faculty/Centre/School	ORIC
< = 1 Million PKR	70%	15%	10%	5%
> 1 Million PKR	60%	20%	10%	10%
* costs incurred may include cost of IP registration/patent filing, distribution, promotion, attorney fee, lawsuits etc.				

12.3. The President, in consultation with the IP Committee &/or Head of ORIC, is competent to change the above IP income distribution.

12.4. In the instances when there are multiple originators/creators of the intellectual property, the originators shall ascertain on their own their share of royalties/incomes and intimate the university in writing about their decision within 10 days of the disclosure date. If the originators are unable to arrive at a consensus-based decision by the due date, the University will have the right to take a decision on how to share the incomes among the originators and same shall be communicated to them.

12.5. The agreed share of net income/royalty would be distributed to the originator(s) irrespective of their employment status with the university. In case of the death of the originator(s), due share of income/royalty will be paid to their beneficiaries or next of kin.

12.6. The university reserves the right to withhold the income/royalty payments when it deems that the relevant laws necessitate doing so.

13. SPECIAL INTELLECTUAL PROPERTY AGREEMENTS

Should such need arise, the university may enter into special agreements regarding assignment of the Intellectual Property rights and ownerships which will supersede this policy provisions. This may involve exclusive contractual arrangements with the internal and external parties.

14. COPYRIGHTS COMPLIANCE

Compliances to the copyrights would be managed by MAJU under the Copyright Ordinance 1962 (available at the website of Intellectual Property Organization of Pakistan([https://ipo.gov.pk/system/files/Copyright Ordinance 1962 4.pdf](https://ipo.gov.pk/system/files/Copyright%20Ordinance%201962%204.pdf))). The provisions and arrangements under that authorize universities to reproduce and share copyright materials for educational and research purposes in specific circumstances.

15. DISPUTES RESOLUTION

- 15.1. In the event of any dispute that occurs in the wake of or concerning the execution of this policy that can't be resolved at the level of ORIC, the President MAJU will constitute a '3-member Mediator Committee' on adhoc basis (comprising of members from different faculties). The committee will investigate and resolve issues between the individuals/parties involved in the disputes. The individuals/parties under conflict will be liable to fully cooperate and promptly provide the relevant information to the committee, and also appear before the committee (if additionally required).
- 15.2. The committee recommendations based on the investigations will be furnished to the President for review and consideration. The President's decision on the dispute shall be final and binding on the parties under dispute.

16. POLICY IMPLEMENTATION AND FOCAL POINTS

16.1 Policy Implementation

The Registrar and Deputy Registrar (Admin) will be collectively responsible for providing administrative and secretarial support required to implement this policy. Issues and conflicts between the employees of MAJU governing use of this policy will be administered by the Deputy Registrar (Admin) and Law officer who will interpret this policy from the legal viewpoint and put in place the procedures to resolve any such conflicts.

16.2. Policy Focal Points

- 16.2.1. All members of MAJU Executive Committee are collectively responsible for making available this policy in their respective faculties, departments, offices and centers.
- 16.2.2. All faculty Deans are responsible for advice on research-related intellectual property and approval of relevant IP procedures in their respective faculties.
- 16.2.3. The Registrar is responsible for advice on intellectual property created in the form of educational plans and programs at MAJU.
- 16.2.4. Dean (Academics) is responsible for advice on administering and implementing teaching and academic programs related intellectual property.
- 16.2.5. The Director (ORIC), Additional Director (ORIC) and the Manager (UILICTT) are specifically responsible for overall advice on research related intellectual property including the revising of this policy (as and when needed).

17. POLICY COMMUNICATION AND AWARENESS

Upon the official approval and implementation of this policy at MAJU as a binding instrument, the UILICTT Section of ORIC shall ensure to raise awareness about the policy including its communication and promotion within the university. Such steps may include staff training and awareness sessions and making available copy of this policy on email and at ORIC website for information of and adoption by all the concerned.

18. POLICY COMPLAINTS AND BREACHES

In case of the complaints and breaches reported to the Director (ORIC) governing the non-compliance of this policy, he would recommend the President to take action against the individuals involved in the breach of this policy under the MAJU's relevant code of conduct and rules as deemed appropriate.

19. POLICY INFORMATION

19.1. Policy Approval

Policy Contact	Manager - UILICTT (ORIC)
Responsible Officer(s)	Director (ORIC); Manager - UILICTT (ORIC)
Approving Authority	Executive Committee followed by the President
Next Review Date (if required)	July 2025
Relevant Legislation	IPO Pakistan Act 2012; Copyright Ordinance 2000 (amended); Patents Ordinance 2016 (amended) Trademark Ordinance 2001

19.2. Policy History

Version	V1.0 (2022-26)
Date of Approval	01/03/2022
Effective Date	01/04/2022

19.3. Policy Subsidiary Documents

The UILICTT Section of ORIC shall be responsible for developing and maintaining guidelines and documents in relation to this policy.

19.4. Policy Updates and Improvements

The policy is subject to future amendments and improvements by MAJU, for instance, to incorporate latest intellectual property related trends & developments, relevant government legislations or structural/operational changes within the university. Any such amendments or updates in the policy having major impact on MAJU researchers, faculty, staff and students will be subject to consultation with the relevant IP committee before such changes are incorporated. This policy will be reviewed every 5 years (if needed).

19.5. How To Read This Policy

This policy must be read as one of the subsidiary policies of MAJU ORIC policy.

GLOSSARY OF IMPORTANT TERMS

The following terminologies, wherever used in this policy, can be illustrated as follow:

Artistic Works: Refer to a drawing, painting, photograph, artwork, sculpture or other similar work.

Commercialization: A process characterized by publishing, marketing, selling, licensing and franchising of the developed product or services with an aim to generate commercial or monetary gains.

Confidential Information: Refers to any information that is intended for a particular individual, group or organization. It may include exclusive information about an unpatented or unregistered copyrights, trademarks, inventions, discoveries, innovations, methods, tools, techniques etc.

Confidential Information: Any information created in a private setting which is not supposed to be disclosed to a third party without prior permission.

Confidentiality Agreement: A legal contract or written arrangement binding the parties concerned not to disclose or use the confidential information unless specifically authorized in writing. The purpose is to protect the intellectual property rights of the creator(s).

Contract: A mutually-binding legal agreement between multiple parties that mandates the parties involved to agree on the terms of agreement.

Copyright: The exclusive legal rights granted to a third party by the owner of a copyright for reproducing, distributing or selling their work. In Pakistan, the copyrights must be officially registered with the IPO-Pakistan.

Disclosure: Sharing of confidential information that is legally protected as part of confidentiality agreement between the parties concerned.

Faculty: In the context of this policy, faculty means individuals assigned on teaching, lecturing and course delivery. This includes all contractual or permanent faculty appointed on full-time, part-time, visiting and adjunct basis.

Gross Income: Payment received by MAJU as part of licensing agreements, royalties or grant of IP rights.

Intellectual Property: It covers all type of legally owned and protectable information that may take the form of copyrights, patents, discoveries, inventions, service marks, trademarks, creative designs and any other original information or propriety rights of confidential nature generated as part of intellectual activities in the artistic, literary, scientific, technical, technological, commercial or industrial domains.

Intellectual Property Creation: Creation of an intellectual property denotes conception, design or development of something novel or innovative that can be used to serve educational, scientific, industrial, technological, commercial or social purposes.

Intellectual Property Management: This may involve but is not limited to all rights to:

- Disclose intellectual property to any party.
- Apply for or withdraw any registrations (i.e. trademark, copyright, patent etc).
- License intellectual property.
- Assign IP ownership to third parties.
- Integrity
- Attribution and against false attribution.

Intellectual Protection Registration and Protection: In Pakistan, intellectual property is registered by Intellectual Property Organization (IPO), Pakistan (www.ipo.gov.pk). The official protection to

an intellectual property is provided by IPO in the form of registered trademarks, copyrights, design rights and patents. The purpose is to legally preserve the intellectual property from unauthorized use.

Licence: In the context of this policy, it refers to written rights awarded to a third party by the intellectual property creator(s), granting permission to produce, utilize or distribute the creator's intellectual property. A licence is usually awarded against a fee, royalties or income to the intellectual property creator(s).

Moral Rights: This mainly includes but is not limited to: Integrity rights, attribution rights and right against fake/misleading attributions.

Net Income: The total income derived by the university after deducting all the costs incurred relating to an intellectual property management. These costs may include: costs incurred in creating, testing, distributing, promoting, registering and maintaining the intellectual property.

Originator/Creator: This may include the owner, holder, conceiver, author or inventor of the Intellectual Property.

Patent: It refers to the rights exclusively granted to the owners of an intellectual property to exclude other individuals/parties from creating, replicating, utilizing or selling their IP.

Researchers: Individual appointed by MAJU to perform experiments, scientific investigations or research activities.

Royalties: Refer to payments on account of intellectual property rights. These are mostly in the form of a revenue proportion received by the holder of IP rights or licensee.

Scholarly Material: Refers to any creative, imaginative or research material of original nature such as journal articles, theses, conference papers, books, book-chapters, academic publications including the digital contents such as documentaries, films, stories and novels produced by the scholars, researchers or intellectuals.

Service Agreement: In the context of this policy, it refers to a contractual arrangement between MAJU and third party wherein the MAJU agrees to execute certain activities such as design, development, examination, evaluation, testing etc. for developing a product or delivering a service as specified under the agreement between both the parties.

Staff: Here it refers to MAJU employees assigned on non-teaching assignments such as officers, managers, contractors, consultants, interns and other individuals employed in all capacities i.e. full-time, part-time, casual, contractual and project based.

Students: It refers to the students enrolled in a coursework or research degree course at MAJU on part-time/full-time basis.

Teaching Materials: This may include but is not limited to:

- Materials designed for teaching delivery such as lecture notes, study guides, seminars, tutorials, lab handouts etc. that aid in conducting teaching activities.
- Course outlines, presentation slides, books, manuals, computer programs, simulations and audio-visual contents utilized as part of course instructions in an academic program.

University Resources: These refer to MAJU in-house human, administrative, financial, legal and ICT infrastructures, systems, facilities, equipment and technologies utilized to create, advertise, register and commercialize the intellectual property. As part of this policy, utilization of routine MAJU resources that are usually provided to the researchers, faculty and staff such as classrooms, workspaces, ICT systems, office supplies, utilities and library resources shall not be accounted as substantial use of MAJU resources.