



# LAHORE GARRISON UNIVERSITY

Anx - V

Main Campus, Sector-C Phase-VI, DHA Lahore

Ph: 042-37181821-22 Email: info@lgu.edu.pk

Notification No. 264-24

Dated: 4 Oct 2024

**NOTIFICATION**  
**LGU INTELLECTUAL PROPERTY (IP) POLICY**  
**LAHORE GARRISON UNIVERSITY**

1. LGU Intellectual Property Policy has been approved by Academic Council LGU during its 29<sup>th</sup> Meeting held on 1<sup>st</sup> Oct 2024.
2. For compliance, please.

Brig  
Registrar  
[Adnan Ahmed Khan, SI(M), (Retd)]

To: All Deans, Directors, Chairpersons, CoE, Treasurer, Exam Branch, Manager Admissions and Marketing

CC: PSO to VC



# LAHORE GARRISON UNIVERSITY

Main Campus, Sector-C Phase-VI, DHA Lahore  
Ph: 042-37181821-22 Email: info@lgu.edu.pk

## Intellectual Property (IP) Policy

1. **Introduction.** This policy outlines the intellectual property (IP) guidelines at Lahore Garrison University (LGU) for staff, students, researchers, and other stakeholders. It covers the objectives, scope, ownership, disclosure, market evaluation, licensing, commercialization, and revenue distribution of IP generated within the university. In the past, economic development focused on land, resources, and market control, but today, securing rights to ideas, innovations, and inventions is more crucial.
2. **Aims.** The policy aims to create a collaborative environment for all parties involved in commercialization (staff, researchers, industry, and government), emphasizing the need to manage and protect IP in the public interest. This is particularly important for LGU, which relies on government and external funding for research. By providing clear guidelines for IP management, the policy seeks to encourage innovation, foster university-industry collaboration, and ensure fair distribution of revenues. The ultimate goal is to align LGU's research output with commercial opportunities, ensuring IP protection, stakeholder cooperation, and financial sustainability for the university.
3. **Objectives.** This policy provides a framework for managing intellectual property at LGU, benefiting the university, inventors and researchers. The main objectives of the policy are as follows:
  - a. Protecting the ownership rights of staff, students, and researchers while allowing them to control their work's outcomes.
  - b. Ensuring proper use of LGU's name, insignias, and logos, and ensuring the university receives a fair share of any commercial profits derived from their use.
  - c. Defining clear standards regarding the rights and obligations of LGU and creators in intellectual property.
  - d. Complying with relevant laws to secure research funding at various levels.

- e. Implementing a system to accelerate discoveries and innovations, promoting economic benefits through commercialization and licensing.
- f. Developing a strategy for co-ownership and a fair share of profits for LGU from IP commercialization in partnerships.

4. **Coverage of IP Policy.** This policy document section outlines the scope of individuals and areas covered by the policy:

- a. **Course Materials.** "Course materials" encompass all content developed or used for instructional purposes, including any patents applied in the teaching process. These materials span various formats: digital, print, video, and visual media, and include the associated intellectual property (IP) rights. Examples include lectures, lecture notes, course outlines, study guides, assessment tools, images, multimedia presentations, web content, and any course-related software.
- b. **Research Projects.** All research activities at LGU fall under the institution's IP policy. For research projects conducted in collaboration with external partners (industry or other institutions), IP ownership will be governed by the terms of the collaboration agreement, with the university retaining its rights over its contributions.
- c. **Persons.** This policy applies to all individuals associated with LGU, including academic staff, undergraduate and postgraduate students, researchers, consultants, non-employees using LGU resources, and others not categorized above. It covers both permanent and contractual teaching and research staff.
- d. **IP Assets and Rights.** This policy encompasses all forms of IP rights under the country's relevant laws, including:
  - (1) **Definition of IP Assets.** Intellectual property (IP) assets include, but are not limited to, patents, copyrights, trademarks, trade secrets, designs, software, databases, and any other creations or innovations that are subject to legal protection.
  - (2) **Ownership of IP Rights.** The LGU holds the ownership of IP rights for all IP assets developed by its employees, students, or affiliates

using university resources, funding, or facilities, unless otherwise specified in a prior written agreement.

- (3) **Registration and Protection of IP Rights.** The LGU reserves the right to pursue legal protection for its IP assets, including patent filings, copyright registration, and trademark applications. The decision to protect and enforce IP rights shall be made by the university's IP office in consultation with the creators.
- (4) **Assignment of IP Rights.** Creators of IP (faculty, students, staff, etc.) may be required to assign their rights in the IP assets to the university if the assets were created using university resources or within the scope of their employment or academic duties.
- (5) **Licensing and Commercialization of IP.** The university has the sole right to license or commercialize its IP assets. ORIC must approve any agreements for licensing or commercialization, ensuring that the terms are in the best interests of the LGU.
- (6) **Revenue Distribution.** In cases where IP assets generate revenue through licensing, commercialization, or other means, the revenue will be distributed between the university and the creator(s) in accordance with the university's revenue-sharing policy/ A separate agreement may be considered based on the nature of the project.
- (7) **Third-Party IP Rights.** The university acknowledges the rights of third parties, including collaborators and external partners, in jointly developed IP assets. The allocation of rights and responsibilities will be governed by agreements signed prior to the commencement of collaborative research or projects.
- (8) **IP Rights for Students.** Students who create IP assets as part of their academic work will generally retain ownership unless the IP is created using significant university resources, or as part of a funded research project, in which case the university may claim ownership.

5. **Intellectual Property Review Committee.** The Intellectual Property Review Committee (IPRC) is established to oversee the evaluation, management, and protection of intellectual property (IP) generated within the university. Its primary role is to ensure

that IP is properly disclosed, assessed for protection, and aligned with the university's IP policy and strategic objectives.

- a. **Review and Evaluation.** The IPRC will review all IP disclosures submitted by university researchers, faculty, staff, and students. It will evaluate the potential of each IP asset for protection, commercialization, or other forms of exploitation.
  - b. **Recommendation for Protection.** Based on the evaluation, the IPRC will recommend whether IP should be pursued for protection (e.g., patenting, copyrighting, or trademarking) and the most appropriate legal strategy for doing so.
  - c. **Advising on Commercialization:** The IPRC will provide guidance on potential commercialization strategies, including licensing, partnerships, or the formation of start-ups, and will ensure that the interests of both the university and the creators are protected.
  - d. **Conflict Resolution:** In cases where disputes arise regarding IP ownership, revenue sharing, or other matters, the IPRC will serve as a neutral body to mediate and resolve conflicts in accordance with university policies.
6. The IPRC will report its findings and recommendations to the Vice Chancellor, including any suggested changes to IP policies or procedures to better support innovation and commercialization efforts.