

RTO - Intellectual Property Policy & Procedure (P22)

Introduction

“Intellectual property (IP)” is created when the applications of skills and knowledge produces an original work. This original work may be a book, drawing, set of notes, computer program, design or any other tangible outcome of the application of skills and knowledge.

“Copyright, trademarks and patents” are forms of intellectual property. Intellectual property is legally recognised as personal property and therefore, can be dealt with by the owner for the time being in the same manner as other personal property.

Application of the Intellectual Property Policy

The Australian Institute of Flexible Learning (AIFL) reserves the right to claim ownership of all intellectual property created in accordance with, or arising out of, the provision or personal performance of services referred to in employment contracts, position statements, workplace agreements and where appropriate, contracts for service negotiated with the AIFL.

The AIFL will retain ownership of, and any intellectual property rights in, resource materials created or arising out of the normal duties of staff of the AIFL.

The AIFL will ensure that employees, whether or not they are directly involved in the creation or management of intellectual property, are positively informed of their responsibilities under this policy.

In dealing with intellectual property, the AIFL will observe all provisions of the Commonwealth Copyright Act, other relevant legislation and its obligations under agreements with relevant societies or organisations for the educational use of copyright materials or such other use as may be relevant.

Staff of the AIFL and where appropriate, contractors to the AIFL, shall not sell, licence, assign or in any other manner, give away intellectual property belonging to the AIFL, without permission from Upper Murray Health & Community Services, Chief Executive or Board of Management.

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