



كلية الزهراء للبنات
تميز وإبداع لمستقبل واعد

Intellectual Property Policy

Version (2)

Endorsed by: CB

Approved by: BoT

Issued by: QA

Date Approved
CB14, Jun. 2, 2022 v1

Next Revision Date
2 years

Signed by: Dean

2022



Intellectual Property Policy

Revised by:	CB
Approved by:	CB, BoT
Issued by:	QA
Version No:	2
Date Approved:	CB, Aug. 4, 2022 v2
Next Revision Date:	2Years
Signed by:	Dean



1. Introduction

Al Zahra College for Women (ZCW) recognizes that intellectual property requires proper management and is crucial for protecting the ownership rights of the creator of intellectual property.

The following laws / regulations broadly guide management of intellectual property in Oman:

- a. Industrial Property Law: Royal Decree NO. 67/2008
- b. Copyright and Related Rights Law: Royal Decree No. 65/2008
- c. Law on Geographical Indications: Royal Decree No. 40/2000

ZCW Intellectual Property Policy is governed by the above-mentioned laws / regulations of Oman.

2. Purpose

The purpose of intellectual property policy is to inculcate sense of respect towards ownership and subsequent use of intellectual property among staff members and students of ZCW.

3. Policy Statement

ZCW has high regards for copyright and neighboring rights, patents, utility patents, industrial designs, layout designs of integrated circuits, trademarks, domain names, and geographical indications.

4. Scope of Application

The scope of this policy covers academic staff members and/or students as follows :

I. Scientific Research:

Academic staff members should observe IP right when conducting research

Photocopying of any material that is used for scientific research should be limited for the following cases.

1. The original source is not available in the college library and due to time limitations, the source is urgently needed.
2. The purpose of copying is only for one time use and should not be distributed to others.

Academic staff or students may photocopy once scientific material that would be used in scientific research, teaching, or preparation for lecture as follows :

1. A book chapter.
2. One article from a journal, scientific magazine, or newspaper.
3. Short story, short article, short poem either on its own or from a collection of work.

II Teaching:

Academic staff may photocopy some scientific material that would be used in teaching, as follows :

1. Distribute one copy of the scientific material to each.
2. Photocopied material should have a note on its first page indicating IP rights.
3. No charges are to be levied from students for photocopied material .
4. Photocopying should not exceed 10% of the original source or 2,500 words from independent sources or from a poem.
5. The consent of the author or the publisher should be sought if larger parts of the material need to be photocopied

5. Definitions

- a. “Intellectual Property (IP)” includes patents, copyright and design rights originally created by the staff members and/or students of ZCW.
- b. “Intellectual Property Right” (IPR) means variety of legal rights available in Oman which protect the rights of the creator of intellectual property.

6. Ownership

All IPR including copyrighted materials created by the staff members and students at ZCW will belong to the college. ZCW will be the owner of IPR, and any financial benefits gained from the IP. Scientific Research Committee shall ensure that all research projects (internal/external) have defined output in terms of IP along with its ownership.

Academic staff may choose not to mention ZCW in their research, if s/he works on research beyond working hours. In such a case, however, the research shall not be counted in the college research indicator, nor is the author entitled for financial reward.

7. Protection

1. Staff members and students are expected to report all IP creation to Chairman- Scientific Research Committee in order to ensure IP is properly protected.
2. Chairman-Scientific Research Committee will be assisting the creator of the IP to apply to relevant government bodies for registering their IP.

8. Approving Body

This policy shall be approved by the Board of Trustee (BoT)

9. Breach of Policy

- a. Any breach of this policy should be given in writing to the Dean.
- b. In cases of breach, the Dean shall form a committee to investigate the matter.
- c. Penalty for the breach will be imposed on the concerned stakeholder as per recommendation of the committee and in accordance to rules and regulations of ZCW
- d. Legal issues will be dealt as per relevant laws of Oman.

10. Further Information

For further information on this policy contact Dean's office or Quality Assurance Department

11. Documentation Control

Section Number	Reason for Revision	Outline of Revision	Date of Ratification



كلية الزهراء للبنات

تميز وإبداع لمستقبل واعد



zcw.official

www.zcw.edu.om