



UGANDA INSTITUTION
OF PROFESSIONAL ENGINEERS

RESEARCH, INNOVATION AND INTELLECTUAL PROPERTY MANAGEMENT POLICY AND ACTION PLAN FOR THE POLICY

FEBRUARY 2025



TABLE OF CONTENTS

FOREWORD	iv
ACKNOWLEDGEMENT	v
PREAMBLE	vi
LIST OF ACRONYMS	vii
GLOSSARY OF TERMS/DEFINITIONS	viii
GUIDING PRINCIPLES	xi
1 Purpose	1
1.1 Rationale of the UIPE Research, Innovation, and Intellectual Property Management Policy	1
1.2 Policy Development Process	1
2 Scope	2
3 Objectives	2
4 Key Definitions for Policy Operationalization	3
5 Research and Innovation Framework	6
5.1 Encouragement of Research and Innovation	6
5.2 Research Ethics and Integrity	6
5.3 Collaborative Research and Innovation	6
5.3.1 Open Innovation Model	6
5.4 Academia-Industry Linkages	7
5.5 Triple Helix Innovation Model	7
6 Intellectual Property Management Framework	7
6.1 Institutional Ownership	7
6.2 Inventor Ownership	7
6.3 Joint Ownership	7
7 IP Governance and Operation	7
7.1 RIIP Management Committee	7
7.2 Functions of the RIIPMC	8
8 Functions of the Research and Innovation Management Office (RIMO)	9
8.1 Policy Implementation and Oversight	9
8.2 Promotion of Research and Innovation	9
8.3 Research Management and Support	9

8.4	Capacity Building	10
8.5	Collaboration and Partnerships.....	10
8.6	Research Commercialization	10
8.7	Monitoring and Evaluation (M&E).....	10
8.8	Regulatory Compliance.....	10
8.9	Reporting and Documentation.....	10
8.10	Innovation Ecosystem Development	10
9	Functions of the Intellectual Property Management Office (IPMO)	10
9.1	IP Identification and Protection	11
9.2	IP Policy Development and Compliance.....	11
9.3	Technology Transfer and Commercialization	11
9.4	IP Education and Awareness	11
9.5	Collaboration and Partnerships.....	11
9.6	IP Valuation and Financial Management.....	11
9.7	Dispute Resolution and IP Enforcement	12
9.8	Supporting Research and Innovation Initiatives.....	12
9.9	Monitoring and Reporting	12
10	Determinations by the IPMO	12
10.1	Responsibility to Disclose IP	12
10.1.1	Recording	12
10.1.2	IP Disclosure	12
10.1.3	Complete disclosure.....	12
10.2	Creatorship and Ownership	12
10.2.1	Creatorship	12
10.2.2	Ownership	13
10.3	Determination as to IP Protection and Commercialization.....	13
10.4	Institution Elects not to Protect /Commercialize the IP	13
11	Commercialization of IP	14
11.1	Determination of the Commercialization Strategy.....	14
11.2	Assistance to IPMO.....	14
11.3	Sovereignty and Cooperation.....	14
11.4	Commercialization Pathways:.....	14
11.5	Guidelines:.....	14

12	Benefits and Revenue Sharing.....	15
12.1	General	15
12.2	Calculation of revenues for distribution	15
12.3	Sharing of Revenues Among Inventors/Creators and Enablers	16
12.4	Sharing of revenues – Institution	16
13	Confidentiality and Publication	17
13.1	Confidentiality Obligations	17
13.2	Publication	17
14	Governing Law and Jurisdiction	17
15	Dispute Resolution	17
15.1	Dispute Resolution.....	17
16	Policy Review and Amendments	17
17	Popularization of Research, Innovation and Intellectual Property Management.....	17
18	Resource Mobilization	18
19	Monitoring and Evaluation of Policy Effectiveness	18
	ANNEX 1: SUMMARIZED UIPE - RIIPM POLICY MONITORING AND EVALUATION MATRIX	19
	ANNEX 2: DOCUMENTS REVIEWED IN THE DEVELOPMENT PROCESS OF THE UIPE - RIIPM POLICY	24
	ANNEX 3: UIPE RESEARCH, INNOVATION AND INTELLECTUAL PROPERTY MANAGEMENT POLICY - IMPLEMENTATION FRAMEWORK.....	26
	ANNEX 4: ENGINEERING INNOVATION EVALUATION CRITERIA TOOL	30
	ANNEX 5: DRAFT NON DISCLOSURE AGREEMENT	34
	ANNEX 6: KEY CONTACT INFORMATION FOR INNOVATORS	40

FOREWARD



In today's rapidly evolving technological landscape, research and innovation serve as the backbone of progress and development, particularly in the field of engineering. As a professional engineering institution, we recognize the critical role that structured policies play in fostering a culture of creativity, integrity, and excellence in research and innovation. Our goal is to ensure that ideas, discoveries, and inventions not only advance the profession but also contribute to societal well-being.

This **Research, Innovation, and Intellectual Property Management Policy** is designed to guide our members in the responsible conduct of research, the generation of innovative solutions, and the protection of intellectual assets. It underscores our commitment to maintaining the highest ethical standards while encouraging collaboration, knowledge sharing, and the effective commercialization of innovative technologies.

The policy outlines the principles and practices for managing intellectual property rights (IPR) associated with the research outcomes produced by our institution's professionals and affiliates. It provides a clear framework for the ownership, protection, and commercialization of intellectual assets, ensuring that both individual and institutional interests are safeguarded.

We firmly believe that this policy will stimulate a dynamic environment where creativity and innovation can thrive. It also sets the foundation for equitable recognition and reward for contributions to knowledge, while enhancing our institution's impact in shaping the future of engineering and technology.

I encourage all members of our institution to familiarize themselves with this policy and to actively engage in its implementation. Together, we can ensure that our research and innovations lead to meaningful advancements that benefit both the profession and the global community.

Thank you for your commitment to excellence in engineering research, innovation, and intellectual property management.

A handwritten signature in blue ink, appearing to read 'Bosco Lepi', with a stylized flourish at the end.

Eng. Bosco Lepi
PRESIDENT (2024 – 2026)
UGANDA INSTITUTION OF PROFESSIONAL ENGINEERS (UIPE)

ACKNOWLEDGEMENT

The development of the Uganda Institution of Professional Engineers (UIPE) Research, Innovation, and Intellectual Property Management Policy has been a collaborative effort, made possible by the dedication, expertise, and contributions of numerous individuals and organizations.

We would like to extend our deepest gratitude to the following:

- a) **The UIPE Council**, for their leadership, vision, and continuous support in spearheading this important initiative.
- b) **The Membership, Education and Training (MET) Committee**, for their relentless efforts in reviewing, and refining the policy to meet the specific needs of our institution and the broader engineering community in Uganda.
- c) **Innovent Labs Africa Limited**, whose professional knowledge and practical experience in research, innovation, and intellectual property management have been instrumental in formulating this policy as the consultants and local partners.
- d) **The UIPE Secretariat**, for their logistical and administrative support throughout the development process of this policy.
- e) **The Royal Academy of Engineering**, for the funding extended to UIPE under the Africa Catalyst Phase 5 in which *UIPE partnered with University of the West of Scotland(UWS)-UK Partner and Innovent Labs Africa(ILA)-Local Industry partner to implement the project, themed: "Strengthening the Institutional Framework of UIPE to advance the Contribution of Engineering Professionals to Innovate Value Chain in Uganda."*
- f) **The University of West Scotland**, under the leadership of Dr.Evi Viza, for her visionary guidance and who generously shared their best practices, resources, and technical expertise, helping to benchmark the policy against global standards while addressing the unique needs of the Ugandan context

Lastly, we express our appreciation to **all the engineers, researchers, innovators, and members of the UIPE community**, whose passion and commitment to advancing engineering excellence in Uganda continue to inspire and drive the work that we do.

This policy is a testament to the collective effort and shared vision of all those involved. We look forward to its successful implementation and the impact it will have on fostering innovation, research, and intellectual property management within the engineering profession in Uganda.

PREAMBLE

The **Uganda Institution of Professional Engineers (UIPE)** recognizes the critical role that research, innovation, and intellectual property play in advancing the engineering profession, fostering sustainable development, and contributing to the socio-economic transformation of Uganda. As the national professional body for engineers, UIPE is committed to creating an enabling environment that promotes and safeguards intellectual pursuits while encouraging creativity, innovation, and the dissemination of knowledge within the engineering community.

This policy is designed to align with the national frameworks, such as the Uganda National Development Plan (NDP), Uganda Vision 2040, EAC Vision 2050, AU Agenda 2063, Sustainable Development Goals-2030 and other international standards for intellectual property and innovation. It seeks to ensure that research activities carried out by members of UIPE adhere to the highest ethical standards, are conducted with integrity, and contribute to the global body of knowledge while prioritizing the needs and challenges of Uganda's development agenda.

The **Research, Innovation, and Intellectual Property Management Policy** provides a structured approach to managing the outputs of research and innovation, ensuring that intellectual property is effectively protected, commercialized, and utilized to benefit the individual researchers, the engineering profession, and society at large. It fosters partnerships between academia, industry, government, and other stakeholders to drive technological advancements, support local innovation ecosystems, and enhance Uganda's global competitiveness.

UIPE is committed to ensuring that the policy facilitates an environment where engineers can excel in their research, bring innovative ideas to life, and have their intellectual contributions recognized and protected. Through this policy, UIPE will support its members in navigating the complex landscape of intellectual property rights, providing guidance and resources to maximize the impact of their research and innovations.

This policy applies to all members of UIPE, as well as any individuals or organizations engaging in research and innovation activities under the auspices of the Institution.

This preamble sets the tone for the policy by highlighting its importance, aligning it with national goals, and emphasizing the commitment of the institution to fostering research and innovation.

LIST OF ACRONYMS

AI	Artificial Intelligence
ARIPO	Africa Regional Intellectual Property Organization
AU	Africa Union
BUBU	Buy Uganda Build Uganda
CPD	Continuous Professional Development
EAC	East African Community
EAFO	Eastern Africa Federation of Engineering Organizations
EAIE	East Africa Institution of Engineers
ERB	Engineering Registration Board
FAEO	Federation of Africa Engineering Organizations
GDP	Gross Domestic Product
GII	Global Innovation Index
ICT	Information and Communication Technology
ILA	Innovent Labs Africa
IP	Intellectual Property
IPMO	Intellectual Property Management Office
IPO	Intellectual Property Office
IPR	Intellectual Property Rights
ISO	International Organization for Standardization
MET	Membership, Education and Training
MoES	Ministry of Education and Sports
MoWT	Ministry of Works and Transport
MSMEs	Micro Small and Medium Enterprises
NCHE	National Council of Higher Education
NDP	National Development Plan
NTF	National Technology Forum
R&D	Research and Development
RAE	Royal Academy of Engineering
RIIPMC	Research, Innovation and Intellectual Property Management Committee
RIMO	Research and Innovation Management Office
SDGs	Sustainable Development Goals
STEI	Science, Technology, Engineering and Innovation
STI-OP	Science, Technology and Innovation-Office of the President
TISC	Technology and Innovation Support Centre
TTO	Technology Transfer Office
UACE	Uganda Association of Consulting Engineers
UIPE	Uganda Institution of Professional Engineers
UNABSEC Contractors	Uganda National Association of Builders, Suppliers and Engineering
UNBS	Uganda National Bureau of Standards
UNCST	Uganda National Council of Science and Technology
URSB	Uganda Registration Services Bureau
UWS	University of the West of Scotland
WETT	Women Engineers, Technologists and Technicians
WFEO	World Federation of Engineering Organizations
WIPO	World Intellectual Property Organization

GLOSSARY OF TERMS/DEFINITIONS

Artificial Intelligence: The ability of a digital computer, system or computer-controlled robot to perform tasks commonly associated with intelligent beings.

Benefit Sharing: The sharing of monetary and non-monetary benefits accrued from the development and commercialization of technologies among UIPE, its scientists/innovators and collaborators as guided by this policy.

Collaborative Research: A research project or initiative involving multiple organizations, institutions, or individuals working together towards a common goal, often sharing resources and results.

Commercialization: Any form of exploitation for value of IP, including assignment, licensing, internal exploitation within UIPE or via a spin-off and start-up enterprise. The process of bringing new technologies, products, or services to the market based on research and innovation.

Confidentiality Agreement (Non-Disclosure Agreement or NDA): A legal agreement that restricts the sharing of proprietary or confidential information to prevent unauthorized use or disclosure.

Disclosure: Refers to the oral or written communication or description of information relating to intellectual property to a person, or people, that are external to UIPE, or disclosure in the technology disclosure form submitted to the IP Office for assessment and protection.

Ecosystem: a complex network or interconnected system.

Emerging Technologies: Generally, refers to new or continuing technologies whose development, practical applications, or both are still largely unrealized.

Freedom to Operate (FTO): The ability to develop, produce, and commercialize a product or technology without infringing on existing patents or IP rights of others.

Incubation: The process of supporting startups or research-driven innovations through mentorship, resources, and infrastructure until they can become viable businesses.

Industrial Design: A form of IP that protects the visual design of objects, including their shape, pattern, or color, which is new and original.

Infringement: Infringement as used in this policy shall occur or deemed to have occurred when someone willingly or unwillingly uses UIPE's IP or know-how without permission.

Innovation Ecosystem: A dynamic network of individuals, institutions, and organizations that support innovation through interactions, knowledge exchange, and partnerships.

Innovation Management: This refers to the systematic process of managing an organization's innovation activities, from the initial idea generation to the implementation and commercialization of new products, services, processes, or business models. It involves a structured approach to fostering creativity, capturing and evaluating innovative ideas, and ensuring that these ideas are developed and brought to market efficiently and effectively.

Innovation Scaling: This refers to the process of expanding and increasing the impact of an innovation after its initial development and successful testing. The goal is to bring the innovation from a small-scale, controlled environment (such as a pilot project or limited market) to a broader audience or market, ensuring it delivers value at a larger scale. This can involve adapting the innovation to different contexts, increasing production, improving distribution, and ensuring the innovation can be sustainably maintained on a larger scale.

Innovation: The process of translating ideas, inventions, and discoveries into practical applications, new products, services, or solutions, especially in engineering and technology.

Intellectual Contribution: This refers to the mental input in the conception or creation of an IP.

Intellectual Property Audit: A systematic review of an organization's IP assets, assessing their status, value, and compliance with relevant laws.

Intellectual Property Management: refers to the strategic process of overseeing the creation, protection, use, and commercialization of an organization's intellectual property (IP) assets. This includes managing patents, copyrights, trademarks, trade secrets, and other forms of IP to maximize their value and ensure legal protection. IP management is critical for fostering innovation, ensuring competitive advantage, and generating revenue through licensing or commercialization.

Intellectual Property Management Office: The Office responsible for Intellectual Property Management at UIPE.

Research and Innovation Management Office: The office responsible for research and innovation management at UIPE.

Intellectual Property Right (IPR): Refers to ownership and associated rights relating to IP whether registered or unregistered such as patent, copyright, plant breeders right, trade secrets and know-how, trademarks and service marks, utility model, geographical indications, industrial designs among others.

Invention Disclosure: A formal report submitted by an inventor to an institution or organization describing the invention in detail, often the first step in seeking IP protection.

Prior Art: All knowledge, publications, and technologies available to the public before the filing date of a patent application that may affect the novelty of the invention.

Public Domain: The realm of knowledge and works that are free for public use because they are not protected by IP rights, either due to expiration or lack of protection.

Research and Development (R&D): The systematic investigation or experimentation aimed at the discovery, development, or application of new knowledge, processes, and innovations.

Research Ethics: A set of principles and standards guiding the responsible conduct of research, ensuring integrity, transparency, and respect for participants.

Research Grant: Financial support provided to researchers or institutions to conduct research and innovation activities, often awarded by governments, institutions, or private entities.

Royalty: A financial compensation paid by a licensee to the IP owner for the right to use or commercialize a patent, copyright, or trademark.

Spin-Off (or Spin-Out): A new company or entity created from an existing research institution or university to commercialize the results of research and innovation.

Startups are businesses that want to disrupt industries and change the world—and do it all at scale. Startup founders dream of giving society something it needs but hasn't created yet—generating eye-popping valuations that lead to an initial public offering (IPO) and an astronomical return on investment.

Technology Transfer (TT): refers to the process of conveying results stemming from scientific and technological research to the market place and to wider society, along with associated skills and procedures, and is as such an intrinsic part of the technological innovation process.

Technology Transfer: The process of transferring knowledge, skills, technologies, and methods from research institutions or universities to commercial sectors for development and commercialization.

Technology: Refers to outputs of research both tangible and intangible, including without limitation inventions, discoveries, designs, specifications, developments, methods, modifications, improvements, processes, know-how, show-how, techniques, databases, software, protocols, formulae, trade secrets, management practices and other works of authorship/inventorship.

Trade Secret: Confidential business information (e.g., formulas, processes, or methods) that provides a competitive edge and is protected from disclosure.

Trademark: A recognizable sign, design, or expression that identifies and distinguishes products or services of one entity from others.

Utility Model (petty patent): A form of IP gives the holder exclusive use of a technical invention. The right is given in exchange for public disclosure of the workings of the invention upon satisfying novelty and industrial applicability requirements.

GUIDING PRINCIPLES

The following strategic guiding principles will enable UIPE to create a comprehensive research, innovation, and intellectual property (IP) management policy for a professional engineering institution that requires a balance between promoting innovation, protecting intellectual property, and ensuring ethical standards. By adhering to these guiding principles, UIPE will foster a dynamic, ethical, and forward-thinking research and innovation environment while safeguarding intellectual property and contributing to societal advancement in the next five years.

These include:

1. Promotion of Innovation and Research

- a) **Encouraging Creativity:** Foster a culture that encourages research, innovation, and creative problem-solving among engineers and researchers.
- b) **Support for Research:** Provide access to resources, funding, and infrastructure to support ongoing research and development (R&D) activities.
- c) **Collaborative Opportunities:** Promote interdisciplinary and cross-institutional collaborations, leveraging partnerships with industry, government, and academic institutions.

2. Ethical Conduct in Research

- a) **Integrity and Accountability:** Ensure all research is conducted with the highest standards of integrity and transparency, and hold researchers accountable for their results and methods.
- b) **Avoidance of Conflict of Interest:** Establish mechanisms to identify and manage conflicts of interest that may arise during research and innovation processes.
- c) **Compliance with Legal and Regulatory Frameworks:** Ensure that all research complies with applicable laws, including environmental regulations, health and safety standards, and ethical norms related to human and animal rights.

3. Protection and Management of Intellectual Property

- a) **Ownership of IP:** Clearly define ownership of intellectual property created within the institution, especially when collaborative efforts or joint ventures are involved.
- b) **IP Rights and Inventorship:** Ensure that inventors, researchers, and developers are fairly recognized and rewarded for their contributions to new technologies, innovations, or processes.
- c) **Patents, Copyrights, and Trademarks:** Establish clear policies on how IP is protected (e.g., patents, copyrights, trade secrets), and outline procedures for applying for and managing these protections.

4. Knowledge Dissemination and Commercialization

- a) **Open Access and Publication:** Encourage the publication and dissemination of research findings in reputable journals or through open-access platforms while balancing the need for IP protection.
- b) **Commercialization and Licensing:** Provide a framework for the commercialization of research outputs, including guidelines for licensing IP to industry partners and ensuring fair terms for the institution and the inventors.
- c) **Tech Transfer and Innovation Support:** Facilitate technology transfer by providing support services such as incubators, business development offices, or innovation hubs to bring research products to the market.

5. Equitable Benefit Sharing

- a) **Royalty and Revenue Sharing:** Develop a fair and transparent system for distributing royalties or profits from IP commercialization among the institution, researchers, and other stakeholders.
- b) **Access to Innovations:** Ensure that innovations and technologies developed through research benefit the broader society, and consider policies for affordable access, especially for essential technologies like healthcare solutions or environmental innovations.

6. Sustainability and Long-Term Impact

- a) **Environmental and Social Considerations:** Ensure that research and innovations contribute positively to sustainable development and that the long-term impact of technological advances is considered, particularly in engineering.
- b) **Long-Term Strategic Vision:** Align research and innovation activities with the institution's long-term strategic goals, fostering advancements in critical sectors like renewable energy, infrastructure development, or public safety.

7. Capacity Building and Continuous Learning

- a) **Training and Development:** Support continuous professional development for engineers and researchers, enhancing their skills in research methodologies, IP management, and innovation strategies.
- b) **Mentorship and Guidance:** Foster a mentorship culture where experienced professionals guide early-career researchers in navigating the complexities of IP and research.

8. Global Competitiveness and Collaboration

- a) **Global Standards and Best Practices:** Ensure that the institution's policies on research and IP align with international standards and best practices, allowing for global competitiveness.
- b) **International Collaboration:** Encourage international research collaborations while safeguarding IP rights and addressing cross-border challenges in IP enforcement and regulation.

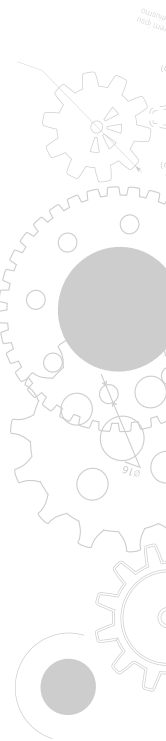
9. Monitoring, Evaluation, and Continuous Improvement

- a) **Evaluation Metrics:** Develop metrics to regularly assess the success and impact of research and innovation activities, including the effectiveness of IP protection and commercialization efforts.
- b) **Feedback Mechanisms:** Implement feedback loops from stakeholders to continuously improve the institution's policies, ensuring they remain relevant and effective in an evolving innovation landscape.

Gender and Inclusivity Statement

In implementing the Uganda Institution of Professional Engineers' Research, Innovation, and Intellectual Property Management Policy, we are committed to fostering gender equity and inclusivity. Recognizing the diverse talents and perspectives that individuals bring regardless of gender, age, disability, or socioeconomic background, the institution will ensure that all programs, projects, and activities under this policy are accessible and equitable. Specific measures include promoting balanced participation in research teams, encouraging innovation driven by diverse communities, and implementing policies that eliminate barriers to entry and progression in the engineering profession.

This inclusive approach aims to create a thriving environment where all members contribute fully to advancing engineering knowledge and innovation for sustainable development in Uganda.



1 Purpose

This policy provides guidelines for managing research, innovation, and intellectual property (IP) developed within the Uganda Institution of Professional Engineers. It aims to promote a culture of innovation, ensure compliance with legal and ethical standards, and establish clear IP ownership, protection, commercialization and enforcement processes.

1.1 Rationale of the UIPE Research, Innovation, and Intellectual Property Management Policy

A functional institutional research, innovation, and intellectual property (IP) management legal framework for the Ugandan Institution of Professional Engineers (UIPE) will offer several advantages, promoting growth, competitiveness, and sustainable development. A well-designed research, innovation, and IP management framework is vital for fostering innovation, protecting the IP rights of engineers, technologists and technicians and driving socio-economic growth in Uganda. It aligns with broader efforts to modernise the engineering sector and strengthens the role of UIPE as a key player in national development.

Here are some of the key benefits:

- a) Promotion of Innovation and Research among the UIPE memberships as well as the wider ecosystem
- b) A catalyst in attracting new memberships among the students, graduates, technologists, technicians and cooperate members because of the added value, which will translate to increased revenue for UIPE
- c) Protection of Intellectual Property Rights generated by members through direct financing or collaborative avenues.
- d) Attraction and Retention of Talent, especially among university student memberships and graduates.
- e) Facilitation of Collaboration and Partnerships.
- f) Sustainable institutional financial Growth and contribution to the National Development aspirations.
- g) Mitigation of Legal Risks that may arise within the various aspects of the research, innovation and IP management value chain.
- h) Increased Institutional Reputation and Credibility across board

1.2 Policy Development Process

The development of this Uganda Institution of Professional Engineers Research, Innovation and Intellectual Property Management Policy (UIPE-RIIPMP) was undertaken through a six-step process. This included documenting the status of research, innovation and intellectual property management within Uganda's Engineering Ecosystem while centred on UIPE as an institution region, mapping of the key stakeholders involved in the UIPE Innovation Ecosystem, field data collection, preparation of a draft policy, institutional validation of the policy and preparation of a comprehensive policy implementation plan.

- a) **Desk review:** A desk review was undertaken to provide the research, innovation and Intellectual Property management landscape in Uganda's Engineering Landscape and UIPE as an institution, highlighting the progress that has been made and the gaps that still need to be filled. A survey tool was used to guide the desk review which was approved and disseminated by UIPE to all of its key stakeholders. The desk review covered key inputs that inform a functional engineering

research, innovation and intellectual property management ecosystem, as well as benchmarking on other similar professional engineering institutions across the region, continent and globally.

- b) **Stakeholders mapping:** Through the desk review, relevant stakeholders within UIPE's focus but also key strategic actors who would inform the successful development process and subsequent operationalization of the institutional policy were identified. These included all the members of UIPE (registered and non-registered), actors within the triple helix model ecosystem (academia, public sector and private sector).
- c) **Interviews:** Data was collected through interviews from the following activities: Customized data collection tools were administered by prepared by the consultant, approved and disseminated by UIPE to all its key stakeholders. Feedback from Sixty (60) respondents was received. A total of forty-six (46) equivalent to 76.7 % were male respondents while fourteen (14) equivalent to 23.3% were female respondents.
- d) **Preparation of the draft policy:** The results of both the desk review and field data collection were used to prepare the draft Uganda Institution of Professional Engineers Research, Innovation and Intellectual Property Management Policy (UIPE-RIIPMP).
- e) **Validation of the draft policy:** The draft policy validation will be conducted by selected key stakeholders as guided by UIPE (Venue and Date TBD).
- f) **Preparation of final strategy and Submission:** Based on the inputs from the stakeholders received during the validation, the final Policy will be prepared and submitted to the Client by the consultant.

To the extent possible, this policy has been developed through a holistic and pragmatic approach that aims to facilitate the effective application of RIIPM within the engineering fraternity with UIPE taking the lead as the ecosystem epicentre. It is hoped that in the short, medium and long term, the tangible results of this bold and transformational endeavour by UIPE will be catalytic in informing the strategic role of engineering-led research, innovation and intellectual property management in Uganda's National Development Agenda, EAC Regional integration aspirations as well Africa Unions Agenda 2063 bold claims of transforming the continent into the, "The Africa We Want"

2 Scope

This policy applies to all recognised members of UIPE, including but not limited to, researchers, innovators, students, graduates, technologists, technicians, cooperates, and collaborators who are engaged or passionate about advancing engineering-based research and innovation activities within the institution or in collaboration with external entities. In a quest to extend the applicability of this policy, all engineering professionals, registered and non-registered are encouraged to utilize the policy for the good of advancing Uganda's Engineering research and innovation ecosystem.

3 Objectives

- a) Foster a culture of research and innovation within the institution.
- b) Provide clear guidance on the management and ownership of intellectual property.
- c) Ensure that research outputs and innovations are protected, commercialized, or disseminated for public benefit.
- d) Support compliance with national and international IP laws and regulations.
- e) Encourage collaboration with industry and external partners.

4 Key Definitions for Policy Operationalization

Without prejudice to any applicable laws, in this Policy, the definitions set out below shall apply:

Author: Any person to whom this Policy is applicable, who individually or jointly with others makes a design, a mark or copyrightable work and who meets the criteria for authorship under the IP laws of Uganda

Background IP: Any pre-existing IP created before the execution of any Research Project, or before a Creator becomes subject to this IP Policy, under Appointment in the case of a registered UIPE member, Visitor, employment contract in the case of a Staff Member, or registration in the case of a student or graduate intern.

Foreground IP: Any IP that is created or developed during a project or collaboration. It can include IP that is developed specifically for the project or IP that is developed as a result of the project.

Commercialization: Any form of utilisation of IP intended to generate value, which may be in the form of a marketable product, process or service, commercial returns, or other benefit to society.

Commercialization Entity: A company that has access to the IP of the Institution, through any one or more of the available Commercialization modes, to produce new products, processes or services. This can be a spin-off or start-up or any established private sector or industry partner

Conflict of Interest (COI): Any situation in which real or perceived interests of an individual Member of UIPE Staff Member, or Visitor may run counter to the interests of the Institution or negatively affect their employment or duties.

Creator: Any person to whom this Policy is applicable, who creates, conceives, reduces to practice, authors, or otherwise makes a substantive intellectual contribution to the creation of IP and who meets the definition of ‘inventor’, ‘author’ or ‘breeder’ as generally implied in the IP laws of Uganda.

Enabler: Any assistants, technicians, and other individuals who have indirectly contributed to the creation of IP by Creators - and as such may not be listed themselves as an author or inventor in terms of statutory IPRs - mainly through the execution of standard tasks or following through on specific instructions, but without whose practical contribution the Commercialization would not have been possible.

Gross IP Revenue: All revenue received by the Institution on Commercialization of Institution IP before any deductions for IP Expenses.

Institution: Uganda Institution of Professional Engineers, also known as UIPE

Institution IP: IP owned or co-owned by the Institution.

Intellectual Property (IP): All outputs of creative endeavour in any field at the Institution for which legal rights may be obtained or enforced according to the law. IP may include:

- a) literary works, including publications in respect of Research results, and associated materials, including drafts, data sets and laboratory notebooks;
- b) teaching and learning materials;
- c) other original literary, dramatic, musical or artistic works, sound recordings, films, broadcasts, and typographical arrangements, multimedia works, photographs, drawings, and other works created with the aid of Institution resources or facilities;

- d) databases, tables or compilations, computer software, preparatory design material for a computer program, firmware, courseware, and related material;
- e) patentable and non-patentable technical information;
- f) designs including layout designs (topographies) of integrated circuits;
- g) plant varieties and related information;
- h) trade secrets;
- i) know-how, information and data associated with the above; and
- j) any other Institution-commissioned works not included above.

Applicable IP Legal Frameworks Laws: The applicable Legal frameworks shall include the following:

- a) The 1995 Constitution of the Republic of Uganda (the right to own property – Article 26)
- b) National Intellectual Property Policy 2019
- c) The Copyright and Neighboring Rights Act, 2006
- d) The Geographical Indications Act, 2013
- e) The Industrial Property Act, 2014
- f) The Trademark Act, 2010
- g) The Trade secrets Protection Act, 2009

Applicable Research and Innovation Legal Frameworks: The applicable legal frameworks shall include the following:

- a) Uganda Vision 2040
- b) National Development Plan IV Strategic Direction
- c) The Uganda National Council for Science and Technology (UNCST) established Act of 1990 (CAP 209 of the Laws of Uganda)
- d) East African Regional Innovation and Technology Transfer Strategy
- e) The East African Regional Science, Technology and Innovation Policy 2022-2033

Intellectual Property Rights (IPRs): The proprietary rights that may be granted for an invention, mark, design, plant variety, or other type of IP, should the statutory requirements for protection be met to result in a patent, trademark, registered design or plant breeders' right, respectively.

Invention: As defined under the Industrial Property Act, 2014 of the Laws of Uganda

Inventor: Any person to whom this Policy is applicable, who individually or jointly with others makes an Invention and who meets the criteria for inventorship under the Industrial Property Act, 2014.

IP Disclosure Form: The form to be completed by Creators and submitted to IPMO to document their creation.

IP Expenses: All expenses incurred by the Institution in the management and Commercialization of IP for which Gross IP Revenue has been received.

IP Committee: The body within the Institution, set up which is responsible for overseeing the drafting, implementation, monitoring and evolution of the Policy, and for providing strategic oversight of the IPMO.

IP Management Office (IPMO): The administrative unit is established and responsible for the day-to-day management of all IP-related activities of the Institution.

Net IP Revenue: Gross IP Revenue less IP Expenses.

Policy: This UIPE Research, Innovation and Intellectual Property Management Policy

Public Disclosure. The communication of information, relating to IP, to external parties. Public Disclosure includes, but is not limited to, disclosure in written or oral form; communication by email; posting on a web blog; disclosure in a news report, press release or interview; publication in a journal, abstract, poster, or report; presentation at a conference; examination of a thesis; demonstration of an Invention at a trade show; or the industrial application of an Invention.

Public Domain. The freely accessible public realm in which works that are not protected by IPRs, either because the rights have been forfeited or because the rights have been expired, are thereby held by the public at large and available for all to use without permission from the Creator or owner.

Research.¹ Any creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications. It comprises three activities: basic research, applied research and experimental development.

Research Contract. Any type of agreement between the Institution and an external party or research sponsor, concerning Research, which could result in IP being created at the Institution. This shall include, but is not limited to, all sponsorships, donorships and collaborations with the external party or research sponsor.²

Research Project. Any project that forms the basis of Research undertaken by the Institution and includes projects undertaken by a UIPE Member, under the supervision of a Staff Member

Senior Responsible Officer. The person at the Institution who has the ultimate decision-making authority regarding IP.

Staff Member. Any person who is under a contract of employment with the Institution including academic, research, technical, administrative and adjunct staff, whether full-time or part-time or on a temporary basis.

UIPE Member: Refers to any person (s) recognized as a fellow, corporate, graduate, technologist, technician, student and Life members

UIPE Resources: Includes, without limitation; financial, human, material, infrastructural, time and information.

UIPE Staff: Refers to any person (s) including mainstream, contract and project staff with contractual obligation of executing some undertakings for and on-behalf of UIPE

UIPE: Refers to a body corporate established under the Constitution, 1972 and subsequent revisions (2004, 2010 and 2016).

¹ Definition from the Frascati Manual.

² For details as to the difference between sponsorships, donorships and collaborations, and how the IP ownership clauses may change, see the Guidelines, Article 8.

Substantial Use. Extensive unreimbursed use of the Institution's resources which include but are not limited to facilities, equipment, human resources or funds. Not included is routine use of libraries and/or office space.

Trade Secret. Confidential information not publicly available that has commercial value because of its confidential nature, and which the owner has taken reasonable efforts to keep secret.

Visitor. Any person who is neither a Staff Member nor a member of UIPE who works at the Institution, including visiting professionals from academia, industry government or public sector; and who concludes an Appointment agreement with the Institution.

5 Research and Innovation Framework

5.1 Encouragement of Research and Innovation

The institution shall actively promote research and innovation by:

- a) UIPE shall establish an engineering research and innovation agenda aligned to the UIPE, ERB, Strategic plans, National Development Plans as well as EAC regional strategic plans
- b) Providing resources and facilities for research and Innovation Activities focussed on tangible products of commercial value.
- c) Encouraging interdisciplinary engineering and collaborative projects.
- d) Offering training and mentorship in research methodologies and innovation practices for all members passionate about engineering research and innovation
- e) Prioritize the establishment of UIPE branches within an academic environment
- f) For each engineering discipline recognized by UIPE to form have a focal research and innovation person or lead.

5.2 Research Ethics and Integrity

All research conducted under the institution's auspices must adhere to the highest ethical standards. Researchers must ensure compliance with applicable laws, policies, and professional codes of conduct. UIPE to liaise with the Uganda National Council of Science and Technology (UNCST) to consider establishing an Engineering Research and Ethics Committee to oversee the aspects of ethics and integrity within the engineering profession outside the academia settings.

5.3 Collaborative Research and Innovation

Collaborations with external institutions or industry partners must have formal agreements in place, which clearly define the roles, responsibilities, and IP ownership.

5.3.1 Open Innovation Model³

The institution shall advocate and adopt an open innovation model to foster creativity within the engineering ecosystem. Open innovation is a collaborative problem-solving approach that taps into the collective intelligence of a wide range of individuals and through strategic partnerships with third-party stakeholders. and is contrary to traditional innovation approaches that emphasize secrecy and a silo mentality. The primary objective of open innovation is to access a wider range of ideas, expertise, and resources than would be possible with internal R&D alone, thereby increasing the likelihood of developing successful innovations and improving the overall competitiveness of the company. Idea

³ Chesbrough HW (2003) Open innovation: the new imperative for creating and profiting from technology. Harvard Business School Press, Boston MA.

submissions can be about specific challenges or opportunities, proposals from startups and inventors, and direct input from customers.

5.4 Academia-Industry Linkages

The Ugandan Institution of Professional Engineers (UIPE) is pivotal in fostering academia-industry linkages by promoting collaboration between universities and the engineering sector. Through partnerships, UIPE encourages knowledge exchange, research, and innovation that address real-world engineering challenges. By involving students, researchers, and industry professionals in joint projects, internships, and professional development programs, UIPE helps bridge the gap between theoretical education and practical application. These linkages enhance the employability of graduates and drive industrial growth by ensuring that academic research is aligned with the needs of the local engineering industry.

5.5 Triple Helix Innovation Model⁴

The institution shall promote the growth and strengthening of the innovation ecosystem aligned to the Triple Helix Model, which is an organizational model that suggests collaboration between three types of stakeholders - government, industry, and academia - is essential for successful innovation. The three key stakeholders form a strong foundation for UIPE Membership and can form the core building blocks for the UIPE research and innovation ecosystem.

6 Intellectual Property Management Framework

6.1 Institutional Ownership

The institution shall have a right and stake in all intellectual property generated through its internal financing mechanisms for research and innovation projects, unless otherwise specified by a contract or agreement.

6.2 Inventor Ownership

In cases where research or innovation does not involve significant use of institutional resources, the IP may be owned by the individual inventor(s), subject to applicable agreements.

6.3 Joint Ownership

Where research is undertaken collaboratively, the ownership of the resulting IP shall be shared between the institution and the external partner(s) as per the terms of the agreement.

7 IP Governance and Operation

The institution shall establish a Research, Innovation and IP Management Committee (RIIPMC) that shall be supported by an established Research and Innovation Management Office (RIIMO) and an Intellectual Property Management Office (IPMO) to govern and operationalize this policy.

7.1 RIIP Management Committee

7.1.1 There shall be a RIIP Management Committee to oversee the implementation and evolution of this Policy and provide strategic guidance to the RIIPMO

7.1.2 The UIPE Council shall determine the composition of the RIIPMC.

⁴ Etzkowitz, Henry and Leydesdorff, Loet, The Triple Helix -- University-Industry-Government Relations: A Laboratory for Knowledge Based Economic Development (January 1, 1995). EASST Review, Vol. 14, No. 1, pp. 14-19, 1995, Available at SSRN: <https://ssrn.com/abstract=2480085>

7.1.3 The RIIPMC shall comprise Seven (9) members, at least two-thirds (2/3) of whom shall be UIPE member representatives, including the sitting UIPE President and the Executive Secretary. The RIIPMC shall also consider gender inclusivity when selecting a membership.

7.1.4 RIIPMC quorum shall be two-thirds of the committee.

7.1.5 Representatives to the RIIPMC shall be drawn from broad areas of recognized engineering disciplines across academia, industry and the public sector.

7.1.6 The IPMC shall co-opt expertise as and when deemed necessary.

7.1.7 The Chairperson of the RIIPMC shall be appointed by the UIPE Council.

7.1.8 The RIIPMC shall be professional, ethical and objective in executing its duties.

7.1.9 A member of the RIIPMC shall serve a term of 2 years renewable once.

7.1.10 The RIIPMC shall be responsible to the council.

7.1.11 The RIIPMC shall meet at least once in two months.

7.1.12 The two designated Officers responsible for research and Innovation management; and Intellectual Property Management shall be ex-officios and serve as the Secretariat to the RIIPMC.

7.2 Functions of the RIIPMC

The Research, Innovation, and Intellectual Property (IP) Management Committee within the Uganda Institution of Professional Engineers (UIPE) plays a crucial role in implementing the institution's policies in these areas. Its primary functions include

7.2.1 Policy Development and Oversight: The committee shall be responsible for formulating, reviewing, and updating policies related to research, innovation, and IP management to ensure alignment with UIPE's strategic objectives and compliance with national regulations.

7.2.2 Promotion of Research and Innovation: The committee shall encourage and support research initiatives among members, fostering a culture of innovation and continuous professional development within the engineering community.

7.2.3 IP Asset Identification and Protection: The committee shall oversee the identification, documentation, and protection of IP assets resulting from research and innovation activities, ensuring proper registration and legal safeguarding.

7.2.4 Capacity Building and Education: The committee with the support of the RIMO and IPMO shall organise training sessions, workshops, and seminars to educate members about best practices in research methodologies, innovation processes, and IP rights and responsibilities.

7.2.5 Facilitation of Collaborations: The committee shall facilitate partnerships with academic institutions, industry stakeholders, and government bodies to enhance research opportunities, innovation, and effective IP management.

7.2.6 Resource Allocation and Support: The committee shall advise on the allocation of resources, including funding and technical support, to research and innovation projects, ensuring alignment with UIPE's priorities.

7.2.7 Monitoring and Evaluation: The committee shall monitor ongoing research and innovation projects, evaluating their progress and impact, and ensuring adherence to established policies and standards.

7.2.8 IP Commercialization and Licensing: The committee shall evaluate opportunities for monetizing IP assets through licensing agreements, partnerships, or other commercial ventures, ensuring that such activities are conducted ethically and, in the institution's, best interest.

7.2.9 Compliance and Enforcement: The committee shall monitor adherence to the IP policy and address any infringements or violations, taking appropriate action to enforce UIPE's IP rights.

7.2.10 Reporting and Accountability: The committee shall regularly report to UIPE's leadership on research, innovation, and IP-related activities, challenges, and achievements, ensuring transparency and accountability in these areas.

8 Functions of the Research and Innovation Management Office (RIMO)

The Research and Innovation Management Office (RIMO) within the Uganda Institution of Professional Engineers (UIPE) shall play a vital role in executing the institution's Research and Innovation Management aspects of the RIIPM Policy. Its key functions shall include:

8.1 Policy Implementation and Oversight

- a) **Operationalizing Policy:** Ensuring that the Research and Innovation Management component of the RIIPM Policy is effectively implemented across all relevant activities.
- b) **Monitoring and Review:** Regularly reviewing policy implementation to ensure alignment with UIPE's strategic goals and recommending updates as needed.

8.2 Promotion of Research and Innovation

- a) **Fostering Innovation:** Encouraging a culture of research and innovation among student and graduate members of UIPE by organizing innovation hackathons and challenges, fairs, and research showcases.
- b) **Research Facilitation:** Supporting members in identifying research opportunities that align with national development goals and the engineering profession. Student and graduate members shall be prioritized.
- c) **Research Registration Support:** The office will support the members with research registration at the Uganda National Council of Science and Technology for regulatory compliance.

8.3 Research Management and Support

- a) **Project Coordination:** Managing research projects from inception to completion, ensuring adherence to quality standards and timelines.
- b) **Resource Allocation:** Providing access to funding, grants, and technical support for research and innovation projects, ensuring that resources are used efficiently.

8.4 Capacity Building

- a) **Training and Development:** Organizing workshops, seminars, and mentorship programs to equip engineers with research and innovation skills, including proposal writing, data analysis, and intellectual property management.
- b) **Professional Development:** Facilitating continuous professional development in research methods, innovation trends, and emerging technologies.

8.5 Collaboration and Partnerships

- a) **External Collaborations:** Establishing partnerships with universities, research institutions, industries, and government agencies to promote collaborative research and innovation projects.
- b) **Interdisciplinary Cooperation:** Facilitating cross-disciplinary collaboration within engineering sectors to enhance innovation.

8.6 Research Commercialization

- a) **Innovation Pipeline:** Guiding research ideas through the commercialization process, from concept development to product or service implementation.
- b) **IP Management:** Ensuring proper documentation, protection, and commercialization of intellectual property arising from research activities.

8.7 Monitoring and Evaluation (M&E)

- a) **Tracking Progress:** Monitoring the progress of ongoing research and innovation projects to ensure alignment with UIPE's strategic objectives.
- b) **Impact Assessment:** Conducting evaluations to measure the success and societal impact of research and innovation projects.

8.8 Regulatory Compliance

- a) **Adherence to National Policies:** Ensuring that all research and innovation activities comply with Uganda's national regulations, including research ethics, IP law, and engineering standards.
- b) **Risk Management:** Identifying and mitigating risks associated with research projects, including financial, legal, and ethical issues.

8.9 Reporting and Documentation

- a) **Regular Reporting:** Providing periodic reports to UIPE's leadership on research and innovation initiatives, outcomes, challenges, and opportunities.
- b) **Data Management:** Maintaining comprehensive records of research projects, innovations, and intellectual property for future reference and reporting.

8.10 Innovation Ecosystem Development

- a) **Creating Networks:** Developing a vibrant research and innovation ecosystem within UIPE, facilitating interaction between academia, industry, and government.
- b) **Knowledge Sharing:** Promoting the dissemination of research findings and innovations through conferences, journals, and online platforms.

9 Functions of the Intellectual Property Management Office (IPMO)

An Intellectual Property Management Office (IPMO) shall play a critical role in implementing the intellectual property management component of this Policy. Its functions shall include:

9.1 IP Identification and Protection

- a) **Identifying Intellectual Property (IP):** The IPMO shall help researchers and innovators identify and classify intellectual property generated from their work (e.g., patents, utility models, industrial designs, copyrights, trademarks, trade secrets).
- b) **Securing IP Rights:** The office shall ensure that the IP is protected through the appropriate legal mechanisms both nationally with URSB, Regionally with ARIPO and internationally with WIPO.
- c) **Filing and Managing Applications:** It shall assist in preparing and filing IP applications and manage the lifecycle of these applications to ensure that protection remains in force.

9.2 IP Policy Development and Compliance

- a) **Developing Policies and Guidelines:** The IPMO shall create guidelines on ownership, disclosure, and commercialization of intellectual property based on the organization's policy framework.
- b) **Ensuring Compliance:** It shall ensure that all stakeholders (researchers, innovators, faculty, etc.) comply with the established research and IP management policies.

9.3 Technology Transfer and Commercialization

- a) **Technology Transfer Support:** The IPMO shall facilitate the transfer of technologies developed within the organization to external partners or commercial ventures. This includes licensing agreements, startups, or spin-offs.
- b) **Negotiating Contracts:** The office shall negotiate licensing agreements, joint ventures, and other contractual arrangements to commercialize the IP.
- c) **Evaluating Commercial Potential:** It shall assess the commercial viability of research outputs and assist in developing strategies for bringing these innovations to market.

9.4 IP Education and Awareness

- a) **Training and Capacity Building:** The IPMO shall conduct training sessions, workshops, and seminars to educate researchers, and innovators within the UIPE Membership portfolio about IP rights, innovation, and commercialization processes. The training can be conducted in collaboration with the Membership, Education and Training (MET) Committee as part of a continuous professional development program.
- b) **Promoting IP Awareness:** The IPMO shall raise awareness about the importance of protecting and managing intellectual property as part of the research and innovation process.

9.5 Collaboration and Partnerships

- a) **Fostering Industry Collaborations:** The IPMO shall play a key role in facilitating collaborations between the institution and industry partners, ensuring that IP-related aspects (such as licensing and ownership) are properly managed.
- b) **Government and Legal Interface:** The office shall liaise with government agencies, legal authorities, and patent offices to ensure regulatory compliance and to leverage government support programs related to IP and innovation. The focus will be the Uganda Registration Services Bureau, Uganda National Council of Science and Technology, Uganda National Bureau of Standards and Science, Technology and Innovation Secretariat-Office of the President among others.

9.6 IP Valuation and Financial Management

- a) **Valuing IP Assets:** The IPMO shall assess the value of the institution's intellectual property, which is essential for negotiations, licensing, or selling the IP.

- b) **Revenue Management:** The IPMO shall manage royalties and income generated from licensed IP and ensure proper allocation of revenue between stakeholders (e.g., inventors, departments).

9.7 Dispute Resolution and IP Enforcement

- a) **Resolving IP Ownership Conflicts:** The IPMO shall help resolve conflicts related to IP ownership among researchers, departments, or external collaborators.
- b) **Enforcing IP Rights:** The IPMO shall monitor potential infringements and ensure that the institution's IP rights are enforced, taking legal action when necessary.

9.8 Supporting Research and Innovation Initiatives

- a) **Encouraging Innovation:** The office shall encourage innovation by providing support mechanisms (such as seed funding or incubation services) to help researchers and innovators move from concept to commercial product.
- b) **Grant and Funding Support:** The IPMO shall help identify grant opportunities related to research and IP and assist researchers in applying for funding.

9.9 Monitoring and Reporting

- a) **Tracking IP Portfolio:** The IPMO shall maintain an updated record of the organization's IP portfolio, tracking the status of patents, trademarks, and copyrights.
- b) **Reporting IP Activity:** It shall generate reports on IP activities, including the number of disclosures, patents filed, licenses granted, and revenues generated, to support decision-making and demonstrate the value of the institution's IP strategy.

10 Determinations by the IPMO

10.1 Responsibility to Disclose IP

10.1.1 Recording:

Creators shall keep appropriate records of their Research and innovation activities following the Institution's applicable policy procedures and make reasonable efforts to ensure that only those individuals within the Institution who need to have access to such records for the performance of their duties are granted such access.

10.1.2 IP Disclosure:

Where a Creator identifies potential IP resulting from his/her Research or that of his/her team, he/she shall disclose such potential IP to IPMO promptly through an IP Disclosure Form.

10.1.3 Complete disclosure:

Creators must provide to IPMO such full, complete and accurate information as IPMO may reasonably require enabling it to sufficiently assess the technical and related features and functions, ownership, commercial potential and IP protection that might apply to such IP. Upon complete disclosure, the IP Disclosure will be registered and assigned a reference number and IPMO will share this reference number with the Creators to signify that the IP Disclosure has been formally received by the Institution.

10.2 Creatorship and Ownership

10.2.1 Creatorship:

Creators shall, upon request, sign the appropriate legal documents provided by IPMO that attest to creatorship. Where there is more than one Creator, and there is a dispute as to the contribution to creatorship, IPMO shall in consultation with the Creators, assist in the determination of the percentage IP creatorship, failing which it shall be assumed that there was an equal undivided contribution.

10.2.2 Ownership:

Once creatorship has been determined, the Creators shall be required to formally assign any right, title or interest they may have in that IP to the Institution in the form of a contract that specifies the rights that will accrue to the Creator(s) and the Institution and the obligations they will have to assist the Institution with the Commercialization of that IP.

10.3 Determination as to IP Protection and Commercialization

10.3.1 Evaluation and recommendation.

IPMO will analyse the information disclosed in the IP Disclosure within usually 60-90 days of formal receipt. The analysis will include whether or not the subject matter is protectable as IP; an assessment of economic viability or marketability; and determination of any rights of external parties, such as a funder or collaborator. After evaluation, IPMO will prepare a preliminary report with findings that enable the Institution to decide if it will proceed with IP protection and Commercialization. IPMO shall share the preliminary report with the Creator(s) and seek their input.

10.3.2 Decision to protect/Commercialize.

The Institution will decide, as soon as reasonably practicable, whether or not it wishes to protect and/or commercialize the IP. IPMO will use all reasonable efforts to notify the Creator(s) of the Institution's decision within usually 60-90 days of formal receipt of the IP Disclosure. IPMO will also determine in relation to the validity of any claim made by the creator(s) that they are the true Creator(s) of that IP and concerning their rights under this Policy.

10.3.3 Institution's obligation to notify Creators of its decision.

Within no more than at least 60-90 days IPMO will notify the Creator(s) of the decision of whether the Institution will or will not pursue IP protection and Commercialization of their IP Disclosure.

10.4 Institution Elects not to Protect /Commercialize the IP

10.4.1. IP abandoned or not Commercialized.

The Institution reserves the right not to protect or Commercialize IP that it owns if after consultation with the Creators:

- a. there is no reasonable prospect of commercial success.
- b. it is not deemed to be in the best interest of the Institution; or
- c. it is not deemed to be in the public interest.

10.4.2 Transfer of Ownership.

In the event the Institution decides not to pursue IP protection and/or Commercialization, it will take steps to return said IPRs to the Creator(s), contingent on any other superseding contract rights of the external party(ies)/sponsor(s).

10.4.3 Written notification.

If the Institution is unable to or decides not to protect or Commercialize the Institution IP, it should notify the relevant Creator(s) of its decision in writing and in a timely⁵ manner.

10.4.4 No prejudice to IP protection.

The Creator(s) should receive the written notification promptly that enables the relevant Creator(s) to take any formal steps to ensure the protection of IP, should they so desire.

⁵ "Timely" means sufficient to not cause the loss of IP rights by failure to act.

10.4.5 Assignment.

If the Creator elects to take assignment of the IP, the Institution shall ensure that a deed of assignment is executed without delay.

10.4.6 Terms and conditions.

If the Institution assigns IPRs to the Creator, the assignment may be subject to one or more of the following terms and conditions:

- a. that upon Commercialization, the Institution be compensated for any expenditure it may have incurred in connection with the protection and/or Commercialization of such IP; and/or
- b. that the Institution be granted a non-exclusive, royalty-free licence to use the IP for Research and teaching purposes.

11 Commercialization of IP

11.1 Determination of the Commercialization Strategy.

Within usually 3-6 months of the decision to protect or commercialize the IP, the Institution will determine, with input from the Creators, the most appropriate and viable Commercialization strategy to pursue.

11.2 Assistance to IPMO.

Creators of IP which have been selected for IP protection and Commercialization by the Institution must provide IPMO with all reasonable support in the assessment, protection (including preventing premature disclosure and execution of any documents including deeds of assignment and deeds attesting to creatorship), and Commercialization of the IP where applicable.

11.3 Sovereignty and Cooperation.

The Institution shall have the sole discretion regarding the Commercialization of IP owned by it. Notwithstanding, the Institution will ensure that reasonable efforts are made to keep the Creators informed and, where appropriate, involved in the Commercialization of the IP to which they contributed. The Commercialization of Institution IP will be planned, executed, and monitored by IPMO.

11.4 Commercialization Pathways:

Modes of IP Commercialization may include:

- a. License, either exclusive or non-exclusive, and variations thereof under this option potential licensees could be Micro, Small and Medium Enterprises, academia, public research institutions and governments.
- b. Out right sale or (assignment);
- c. Formation of a Commercialization entity to which the IP is licensed or assigned in terms of this Policy.
- d. Non-profit use or donation.
- e. Joint ventures.
- f. Royalty free access on humanitarian or other grounds; or
- g. Various combinations of the above.

11.5 Guidelines:

Regardless of the mode of IP Commercialization, the transaction will be executed in a contract which:

- a. protects the interests of the Institution and the creators (irrespective of the category);
- b. retains rights for the Institution to use the IP for education and research;

- c. assures that the IP will be utilized in a manner which will serve the public good.
- d. assures that the IP will be developed and brought to the marketplace as useful goods and services, and
- e. prohibits the shelving or underutilization of the IP or its use in any illegal or unethical manner.

11.6. The Institution will endeavour to Commercialize IP in a manner that enhances Uganda's national economic development aspirations.

11.7. The Institution will endeavour to Commercialize IP in a manner that encourages and fosters entrepreneurship among the UIPE Members and others and which supports Commercialization Entities.

12 Benefits and Revenue Sharing

Revenue generated from the commercialisation of IP shall be shared between the institution and the inventor(s)/creators. The institution shall establish a revenue-sharing policy, with [TBD%] allocated to the institution and [TBD%] to the inventor(s)/creators(s).

12.1 General.

The Institution, through the RIIPMC, will set out the minimum requirements that will enable the awarding of Creators/Enablers in the sharing of monetary benefits that may accrue to the Institution from the Commercialization of Institution IP.

12.2 Calculation of revenues for distribution.

Calculation of Gross IP Revenue, IP Expenses, and Net IP Revenue shall be by the following rules:

12.2.1 Calculation of Gross IP Revenue. "Gross IP Revenue" is defined as "all revenue received by the Institution for Commercialization of Institutional IP before any cost recovery or deductions for IP Expenses" and includes, but is not limited to, outright sale of IP, option payments received, licence fees received, evaluation fees received, upfront and milestone payments received, royalty payments received, share of profits received, dividends received, commissions, income through disposal of equity, and direct sale of products or services.

12.2.2 IP Expenses: "IP Expenses" is defined as "*all expenses incurred by the Institution in the management of IP for which Gross IP Revenue has been received*" and includes, but is not limited to, those expenses that relate to (i) the Institution's expenses incurred by payment to external entities for securing, maintaining and enforcing IP protection, such as patenting and litigation expenses; (ii) costs incurred by the Institution in the licensing/assignment of IP, including marketing costs, contract negotiation and drafting costs; and (iii) costs in making, shipping or otherwise distributing products, processes or services that embody the particular IP, but not including staff time or general administrative costs.

12.2.3 Calculation of Net IP Revenue: IPMO shall maintain accurate and transparent documentation of IP Expenses incurred for a particular IP and shall be entitled to cover all IP Expenses it has incurred. The "Net IP Revenue" is calculated as the Gross IP Revenue less IP Expenses.

12.2.4 Co-owned IP: Where the IP is co-owned by the Institution and an outside organization, the Gross IP Revenue received by the Institution will be shared following a pre-determined formula as per

a contractual arrangement. Thereafter, the Gross IP Revenue received by the Institution and the Net IP Revenue will be determined, and revenues will be shared by section 12.2.3.1 and 12.2.3.2 below.

12.3 Sharing of Revenues Among Inventors/Creators and Enablers

12.3.1 Option 1: [TBD%] of the Gross IP Revenue [**Option:** the first amount of the Gross IP Revenue will be allocated to the Creators. Where there is more than one Creator, the Creators are entitled to an equal or *pro rata* share, based on contribution, of the [TBD%] of the Gross IP Revenue. Thereafter, the Creator(s) shall be entitled to [TBD%] of the Net IP Revenue.

Option 2: [TBD%] of the Net IP Revenue will be allocated to the Creator. Where there is more than one Creator, the Creators are entitled to an equal or *pro rata* share, based on contribution, of [TBD%] of the Net IP Revenue, except where there is a prior written agreement between all the Creators to the contrary.

12.3.2 Standard Enabler's share.

Option 1: Creator(s) may at their joint sole discretion choose to provide for Enablers to receive a share of the Creator(s)' portion of the Gross or Net IP Revenue. This arrangement must be agreed to in writing by all Creators if more than one.

Option 2: The Institution may elect to set aside [TBD%] of the Gross or Net IP Revenue for an Enabler. Where there is more than one Enabler, the Enablers are entitled to an equal or *pro rata* share, based on practical contribution, of [TBD%] of the Gross or Net IP Revenue, except where there is a prior written agreement between all the Enablers to the contrary.

12.3.3 Disputes: In the event of a dispute or uncertainty regarding the Creators'/Enablers' share of the Gross or Net IP Revenue from a specific IP, the issue shall be brought for resolution to the RIIPM Committee.

12.3.4 Payment: Payment to the Creators/Enablers will be made by the Institution periodically as agreed in writing, but no later than at least 12 months after receipt of the Gross IP Revenue by the Institution.

12.3.5 Taxes: All Payments made may be subject to taxation as governed by the prevailing taxation laws. The Institution may, if so obliged by national tax laws, make any applicable tax deductions before making payments to the Creators/ Enablers.

12.3.6 Entitlement: Creators/Enablers and their heirs will be entitled to IP revenue sharing for as long as the Institution receives Gross IP Revenues from the Commercialization of the Institution's IP. The entitlement to a Creator's/Enabler's share of Gross or Net IP Revenue shall survive any resignation/termination of employment.

12.3.7 Banking details: The onus is upon each Creator/Enabler to ensure that the Institution has their current and correct banking details for the purpose of revenue sharing.

12.4 Sharing of revenues – Institution

The Institution's share of Net IP Revenue is highly recommended to be distributed internally as follows:

- a) [TBD%] towards enhancing further research and innovation in selected areas of interest and priority as shall be determined by the institution
- b) [TBD%] towards facilitating activities of the RIMO as shall be determined by the institution

- c) [TBD%] to be allocated towards facilitating the activities of the IPMO as shall be determined by the institution
- d) [TBD%] to be allocated towards further IP prosecution and related maintenance costs
- e) [TBD%] to be allocated towards institutional overheads.

13 Confidentiality and Publication

13.1 Confidentiality Obligations

Inventors and researchers must maintain confidentiality of their research results until appropriate IP protection has been secured. Disclosure of confidential information to third parties must be managed through non-disclosure agreements (NDAs).

13.2 Publication

Researchers are encouraged to publish their findings, but any publication of research results must be delayed until appropriate IP protection measures are in place.

14 Governing Law and Jurisdiction

The validity, construction and interpretation of this policy and the rights and duties of the key parties hereto shall be governed by the Laws of Uganda and the parties hereby fully submit to the non-exclusive jurisdiction of the Courts of Uganda.

15 Dispute Resolution

Disputes regarding IP ownership, commercialization, or revenue sharing will be resolved through an internal committee or arbitration process, as outlined by the institution's governance framework.

15.1 Dispute Resolution

15.1.1 Any internal disputes or questions of interpretation arising under this Policy must in the first instance be referred to both RIMO or IPMO for consideration and mediation by the RIIP Management Committee.

15.1.2 If the RIIPM Committee cannot resolve the matter within at least two months, the dispute or question of interpretation must be referred to the Research and Innovation Management Officer or Intellectual Property Management Officer for mediation depending on the subject matter under dispute.

15.1.3 The Research and Innovation Management Officer or Intellectual Property Management Officer may at their sole discretion refer the matter to the Institution's council and/or an independent committee for arbitration as final arbiter of any disputed issues or for final determination as per the laws of Uganda.

16 Policy Review and Amendments

This policy shall be reviewed every 2 years or as necessary to ensure it remains current with institutional objectives, legal standards, and technological advancements. Amendments to this policy must be approved by the institution's Council.

17 Popularization of Research, Innovation and Intellectual Property Management

The successful implementation of this institutional RIIPM Policy will require a critical mass of RIIP awareness, appreciation and active participation among the various actors and stakeholders. It is, therefore, important that following the launch of the Institutional RIIPM Policy, the RIIPMC, RIMO and IPMO are facilitated for cooperation with print and electronic media entities for nationwide publicity and sensitization campaigns that target key stakeholders within the UIPE membership. These campaigns should aim to demonstrate the various attributes and value of RIIPM to all stakeholders to a degree that convinces them to consciously invest in it, resulting in higher rates of IP asset generation, protection, commercialization and enforcement among the engineering ecosystems. If properly undertaken the membership of UIPE among the various categories will be boosted and create a mutually

beneficial relationship between UIPE and its members. The role and recognition of the engineering profession as a critical pillar for socioeconomic transformation will be realized in the short, medium and long term as we pursue the Uganda Vision 2040.

18 Resource Mobilization

The effective implementation of this UIPE RIIPM Policy will require substantial financial resources and quality technical support services in the short-medium-to-long-term. The required financial resources and support services will be derived from the policy objectives. The envisaged sources of funding and support services for RIIPM policy implementation for projects and activities include UIPE institutional financial resource purse as well as grants and extended support from other potential sources created through strategic partnerships.

19 Monitoring and Evaluation of Policy Effectiveness

To ensure the effective implementation of the Uganda Institution of Professional Engineers' Research, Innovation, and Intellectual Property Management Policy, a robust Monitoring and Evaluation (M&E) framework will be established. This framework will track progress, measure impact, and ensure alignment with institutional goals and national priorities. Key performance indicators (KPIs) will be defined to assess the effectiveness of research initiatives, innovation outputs, and intellectual property management practices. Regular reviews and feedback mechanisms will be employed to address challenges, optimize resource utilization, and promote continuous improvement. The M&E process will be participatory, involving stakeholders at all levels to foster accountability, transparency, and evidence-based decision-making, ultimately driving the growth of the engineering profession in Uganda. Annex 1 presents a summarized institutional RIIPM Policy Monitoring and Evaluation Matrix. This matrix articulates the anticipated key activities and key performance indicators of implementing the actions of this policy.

ANNEX 1: SUMMARIZED UIPE - RIIPM POLICY MONITORING AND EVALUATION MATRIX

Main Policy objectives	Key Activities	Key performance Indicator	Responsible Entity
Fostering a culture of research and innovation management within the institution	Research Output and Publications	<ul style="list-style-type: none"> Number of research papers published annually by members in peer-reviewed journals. Number of technical reports or white papers produced on engineering challenges in Uganda. Participation in international conferences (number of presentations, posters, or workshops). Number of research initiatives registered with UNCST 	<ul style="list-style-type: none"> a) Research and Innovation Management Office b) UIPE Secretariat c) Innovent Labs Africa d) Uganda National Council of Science and Technology e) All Universities offering Engineering Programs f) All TVETS offering engineering-related programs
	Capacity Building and Training	<ul style="list-style-type: none"> Number of workshops, seminars, or training sessions conducted on research methodologies and innovative practices. Percentage of members trained in advanced research and innovation techniques. Number of partnerships with academic or research institutions for skills development. Number of women in participation as part of gender inclusivity in engineering 	
	Funding and Resource Mobilization	<ul style="list-style-type: none"> Amount of research funding allocated as percentage of UIPE's annual budget Amount of research funding secured annually (e.g., from grants, partnerships, or sponsorships). Number of funded research projects initiated or completed. Provision of research resources (e.g., labs, software, or tools for innovation). 	

	Collaboration and Partnerships	<ul style="list-style-type: none"> • Number of academia-industry partnerships established • Number of public-private-sector partnerships initiated • Number of joint research projects undertaken with external partners. • Participation in national and international innovation networks or initiatives. 	
	Innovation Impact	<ul style="list-style-type: none"> • Number of academia-industry innovation scaling initiatives established • Number of patents, designs, or prototypes developed by members. • Adoption rate of innovative engineering solutions in Uganda's industries • Number of innovative solutions addressing national engineering challenges as addressed in the Uganda vision 2040. 	
	Recognition and Engagement	<ul style="list-style-type: none"> • Number of awards or recognitions for research and innovation by the institution or its members. • Membership growth rate, particularly among research-focused engineers. • Member participation rate in innovation and research programs. 	
	Knowledge Dissemination	<ul style="list-style-type: none"> • Frequency of publications (e.g., newsletters or journals focused on engineering innovation). • Number of attendees at public lectures, webinars, or knowledge-sharing events. • Engagement metrics on online platforms dedicated to engineering research (e.g., website visits, downloads, or forum participation). 	
	Policy and Strategic Alignment	<ul style="list-style-type: none"> • Number of policy briefs generated from research activities to inform government policies. 	

		<ul style="list-style-type: none"> • Inclusion of research and innovation in the institution's strategic plans. • Implementation rate of research-backed recommendations in institutional or national projects. 	
	Monitoring and Evaluation	<ul style="list-style-type: none"> • Annual survey results on member perceptions of the institution's innovation culture. • Improvement in innovation-related rankings for Uganda in the global innovation index ranking or the institution. • Evaluation scores for completed projects based on innovation, relevance, scalability and impact. 	
Establishing sustainable intellectual property management supporting system	IP Creation and Registration	<ul style="list-style-type: none"> • Number of patents, utility models and industrial designs filed annually by the institution or its members. • Number of trademarks and copyrights registered for innovative products, services, or content. • Percentage increase in IP filings year-over-year. • Number of female led IPRs registered 	a) Intellectual Property Management Office b) UIPE Secretariat c) Innovent Labs Africa d) Uganda Registration Services Bureau e) Selected reputable law firm
	IP Awareness and Education	<ul style="list-style-type: none"> • Number of IP-related CPDs designed and approved • Number of workshops and seminars conducted on IP rights, laws, and best practices. • Percentage of members trained in IP value chain management. • Member satisfaction score on IP-related education and resources. • Number of female engineers and engineers with disability in attendance 	
	IP Policy Implementation	<ul style="list-style-type: none"> • Adoption rate of the institution's IP policies by members. 	

		<ul style="list-style-type: none"> • Number of IP-related disputes resolved internally or through arbitration. • Percentage of research projects that include IP considerations in their planning and outcomes. 	
	IP Utilization and Commercialization	<ul style="list-style-type: none"> • Number of IP-based innovations commercialized within Uganda or abroad. • Market penetration rate of products/services developed from institutional IP. • Return on investment (ROI) from IP-related activities. • Number of licensing agreements established for institutional IP. • Revenue generated from licensing and royalties annually. • Number of partnerships with industry for co-development and commercialization of IP. 	
	Protection and Enforcement	<ul style="list-style-type: none"> • Number of IP infringement cases identified and acted upon by the institution. • Response time for addressing IP protection or infringement issues. • Proportion of IP assets actively monitored for unauthorized use. 	
	Monitoring and Reporting	<ul style="list-style-type: none"> • Annual IP portfolio growth rate, tracking patents, utility models, industrial designs, copyrights, and trademarks. • Regular IP audits completed, ensuring compliance and strategic alignment. • Number of IP success stories among members reported in institutional publications or events. 	
	Knowledge Dissemination	<ul style="list-style-type: none"> • Frequency of publications (e.g., newspapers, newsletters, blogs) on IP management and opportunities. • Engagement rates (e.g., attendance, downloads) for IP-related content or tools. 	

		<ul style="list-style-type: none"> • Number of case studies shared showcasing successful IP management and outcomes. 	
	Stakeholder Involvement	<ul style="list-style-type: none"> • Number of members or projects supported by institutional IPMO. • Proportion of research and innovation projects benefiting from IP consultation. • Level of engagement with national IP office-URSB. 	
	Economic and Social Impact	<ul style="list-style-type: none"> • Employment opportunities created through IP-based enterprises. • Contribution of IP-related activities to Uganda's GDP or engineering sector. • Number of community-focused innovations protected and scaled via IP management. 	

ANNEX 2: DOCUMENTS REVIEWED IN THE DEVELOPMENT PROCESS OF THE UIPE - RIIPM POLICY

S/N	Focus	Documents
1	UIPE	<ul style="list-style-type: none"> a. Uganda Institution of Professional Engineers (UIPE) Constitution b. Uganda Institution of Professional Engineers (UIPE) Strategy Plan (2022-2027) c. The Engineers' Code of Professional Practice and Ethics, and Disciplinary Procedures
2	Engineers Registration Board	<ul style="list-style-type: none"> a. Engineers Registration Board's Strategic Plan (2020/21- 2024/25)
3	National Level	<ul style="list-style-type: none"> a. The 1995 Constitution of the Republic of Uganda (the right to own property – Article 26) b. Uganda Vision 2040 c. Third National Development Plan (NDPIII) 2020/21 – 2024/25 d. The Fourth National Development Plan (NDPIV) Strategic Direction (2025/26–2029/30) e. National Resistance Movement (NRM) Manifesto (2021-2026) f. National Intellectual Property Policy (2019) g. National Industrial Policy, 2020 h. Buy Uganda Build Uganda Policy, 2014 i. National Science, Technology and Innovation (STI) Policy, 2009 j. Uganda's National 4IR Strategy, 2020 k. Digital Transformation Roadmap (2023/2024 - 2027/2028) l. National Intellectual Property Policy 2019 m. The Copyright and Neighbouring Rights Act, 2006 n. The Geographical Indications Act, 2013 o. The Industrial Property Act, 2014 p. The Trademark Act, 2010 q. The Trade Secrets Protection Act, 2009 r. The Uganda National Council for Science and Technology (UNCST) established Act of 1990 (CAP 209 of the Laws of Uganda) s. UNCST-National Research Outlook Report, June 2023 t. Uganda Association of Consulting Engineers (UACE) Mandate, vision and mission u. Uganda National Association of Builders, Suppliers and Engineering Contractors (UNABSEC) mandate, vision and mission
4	Regional Level	<ul style="list-style-type: none"> a. EAC Vision 2050,

		b. EAC Regional STI (2022-2033)
		c. EAC Regional IP Policy (2023-2033).
		d. EAC Regional STEM Strategy.
		e. EAC Regional Innovation and Technology Transfer Strategy
		f. Eastern Africa Federation of Engineering Organisations Constitution, 2020
5	Continental Level	a. African Agenda 2063
		b. African Continental Free Trade Area (AfCFTA) 2018
		c. The Federation of African Engineering Organizations Strategic Plan (2019-2024)
6	Global Level	a. United Nations Sustainable Development Goals (SDGs) for the time horizon up to the year 2030
		b. WIPO Policy on Gender Equality (2024–2027)
		c. WIPO Intellectual Property (IP) and Gender Action Plan: The Role of IP in Support of Women and Girls
		d. World Federation of Engineering Organizations (WFEO) Engineering Plan 2030.
		e. WFEO Strategic Plan (2022-2025);

ANNEX 3: UIPE RESEARCH, INNOVATION AND INTELLECTUAL PROPERTY MANAGEMENT POLICY - IMPLEMENTATION FRAMEWORK

	Key Result Areas	Key Activities	Key Performance Indicators	2025/26				2026/27				Estimated Cost
				Jan - Mar	Apr - June	July - Sept	Oct - Dec	Jan - Mar	Apr - June	July - Sept	Oct - Dec	
A	Fostering a culture of Research and Innovation within the Institution	Develop the UIPE Engineering, Research and Innovation Agenda	i. Number of Consultation Engagements Undertaken									USD 50,000
			ii. Approval by the UIPE RIC and Council									
			iii. Number of policy briefs generated from research activities to inform government policies.									
			iv. Inclusion of research and innovation in the institution's strategic plans.									
			iv. Implementation rate of research-backed recommendations in institutional or national projects.									
		Establish and Operationalize the UIPE Research and Ethics Committee	i. Percentage of researchers attending REC-organized ethics training sessions									
			ii. Percentage of research projects in compliance with ethical standards									
			iii. No of members of the committee									
			iv. No of Research proposals reviewed									
			v. Number of ethics workshops or seminars held for researchers and students									
		Establish and Nurture linkages Partnerships for Collaboration	i. Number of academia-industry partnerships established									
			ii. Number of public-private-sector partnerships initiated									
			iii. Number of joint research projects undertaken with external partners.									

			iv. Participation in national and international innovation networks or initiatives.									
		Undertake capacity building and training for members and key stakeholders.	i. Number of workshops, seminars, or training sessions conducted on research methodologies and innovative practices.									
			ii. Percentage of members trained in advanced research and innovation techniques.									
			iii. Number of partnerships with academic or research institutions for skills development.									
			iv. Number of women in participation as part of gender inclusivity in engineering									
		Establish a reward and recognition program for Research and Innovation	i. Number of awards or recognitions for research and innovation by the institution or its members.									
			Membership growth rate, particularly among research-focused engineers.									
			ii. Member participation rate in innovation and research programs.									
		Undertake routine Knowledge Dissemination Programs	i. Frequency of publications (e.g., newsletters or journals focused on engineering innovation).									
			ii. Number of attendees at public lectures, webinars, or knowledge-sharing events.									
			iii. Engagement metrics on online platforms dedicated to engineering research (e.g., website visits, downloads, or forum participation).									
B	Establishing a sustainable Intellectual Property	Establish and Operationalize the Research Innovation and Intellectual	i. No of members of the committee									USD 50,000
			ii. No of Research proposals reviewed									

Management Supporting System	Property Management Committee											
	Establish and Operationalize the Rsearch and Innovation Management Office	i. Office Infrastructure in Place and Operational Guidelines in Place										
		ii. No of Outreaches and Awareness Campaigns										
		iii. Number of mentorship programs organized for early-career researchers.										
		iv. Number of formal partnerships with universities, industry, and government agencies										
		v. Number of technologies transferred to industry or adopted by end-users.										
		vi. Number of conferences, symposiums, or innovation expos hosted.										
		vii. Number of policy recommendations made to government or regulatory bodies.										
	Establish and Operationalize the Intellectual Property Mnagement Office	i. Number of patents, utility models and industrial designs filed annually by the institution or its members.										
		ii. Number of trademarks and copyrights registered for innovative products, services, or content.										
		iii. Percentage increase in IP filings year-over-year.										
		iv. Number of female led IPRs registered Number of patents, utility models and industrial designs filed annually by the institution or its members.										
		v. Number of trademarks and copyrights registered for innovative products, services, or content.										

			i. Percentage increase in IP filings year-over-year.									
			vii. Number of female led IPRs registered									
		Undertake Intellectual Property Awareness Creation and Education Initiatives	i. Number of IP-related CPDs designed and approved									
			ii. Number of workshops and seminars conducted on IP rights, laws, and best practices.									
			iii. Percentage of members trained in IP value chain management.									
			iv. Member satisfaction score on IP-related education and resources.									
			v. Number of female engineers and engineers with disability in attendance									
		Undertake Knowledge Dissemination Exercises	i. Frequency of publications (e.g., newspapers, newsletters, blogs) on IP management and opportunities.									
			ii. Engagement rates (e.g., attendance, downloads) for IP-related content or tools.									
			iii. Number of case studies shared showcasing successful IP management and outcomes.									

ANNEX 4: ENGINEERING INNOVATION EVALUATION CRITERIA TOOL

This structured scoring system ensures a fair and comprehensive assessment of engineering innovations while promoting impactful and sustainable solutions across the priority research and innovation thematic areas as defined in the policy.

A. Evaluation Categories and Metrics

The evaluation will be conducted across five key categories:

1. **Originality and Novelty**
2. **Community Impact**
3. **Sustainability**
4. **Commercial Viability**
5. **Technical Feasibility**

Each category will be assigned a weight to reflect its importance. Evaluators will score each category on a scale of 1 to 10, where:

- **1-3:** Low or Poor
- **4-6:** Moderate or Average
- **7-8:** Good
- **9-10:** Excellent

B. Scoring System

The weighted score for each category is calculated as:
$$\text{Weighted Score} = (\text{Score} \times \text{Category Weight})$$

$$\text{Weighted Score} = (\text{Score} \times \text{Category Weight})$$

The final score for the innovation is the **sum of all weighted scores**. A higher score indicates greater potential.

Category	Description	Metrics	Weight (%)	Score (1-10)	Weighted Score
Originality & Novelty	Uniqueness and creativity of the idea.	<ul style="list-style-type: none">• Degree of uniqueness or novelty in the solution.• Creativity in addressing an existing problem or introducing a new idea.	20		
Community Impact	Positive effects on society,	<ul style="list-style-type: none">• Potential societal or economic benefit (e.g., improving	20		

	livelihoods, and people.	livelihoods, health, or infrastructure). <ul style="list-style-type: none"> • Scale and reach of the innovation's impact. 			
Sustainability	Environmental, economic, and social sustainability.	<ul style="list-style-type: none"> • Environmental sustainability (e.g., eco-friendliness, energy efficiency). • Social and economic sustainability (long-term viability). 	20		
Commercial Viability	Market potential, scalability, and financial return.	<ul style="list-style-type: none"> • Market demand and scalability of the innovation. • Feasibility of achieving financial returns or commercial success. 	20		
Technical Feasibility	Practical implementation and technical soundness.	<ul style="list-style-type: none"> • Practicality and readiness for implementation. • Robustness and reliability of the technical design. 	20		
Total: The final score is calculated out of 100.					

C. Detailed Category Breakdown (A)

i. Originality & Novelty (20%)

- Is the innovation new, unique, or a significant improvement?
 - Does it offer a creative solution to an existing problem?
- Sub-Metrics:**
 - Level of Innovation (1-10):** Is the concept groundbreaking?
 - Uniqueness (1-10):** Is there little to no competition?

ii. Community Impact (20%)

- How does the innovation impact local or global communities?

b) Does it address societal challenges like poverty, health, or education?

- **Sub-Metrics:**

- **Social Benefit** (1-10): Extent of social improvement.
- **Reach** (1-10): Number of people or groups positively affected.

iii. **Sustainability (20%)**

a) Does the innovation align with environmental, economic, and social sustainability goals?

b) Is it energy-efficient, eco-friendly, and cost-effective?

- **Sub-Metrics:**

- **Environmental Sustainability** (1-10): Resource use and eco-friendliness.
- **Economic Viability** (1-10): Long-term affordability and resilience.

iv. **Commercial Viability (20%)**

a) Is there a clear path to market adoption?

b) Can the innovation generate sustainable revenue and scale?

- **Sub-Metrics:**

- **Market Demand** (1-10): Need and readiness in the market.
- **Scalability** (1-10): Potential for growth.

v. **Technical Feasibility (20%)**

a) Can the innovation be successfully implemented using current technology?

b) Are the technical components functional and achievable?

- **Sub-Metrics:**

- **Technical Soundness** (1-10): Reliability and readiness of technology.
- **Practicality** (1-10): Ease of implementation and maintenance.

D. Detailed Category Breakdown (B)

i. **Originality (20%)**

a) **Uniqueness:** Is the idea novel or significantly different?

b) **Innovation Level:** Is it a creative improvement or breakthrough?

ii. **Impact (20%)**

c) **Scale:** How many individuals, communities, or industries will benefit?

d) **Benefit:** What is the depth of improvement (e.g., economic, societal, or infrastructural impact)?

iii. **Sustainability (20%)**

a) **Environmental Impact:** Does the innovation align with eco-friendly practices (reduced emissions, waste, etc.)?

b) **Economic Viability:** Is it cost-effective and maintainable long term?

iv. Commercial Viability (20%)

a) **Market Demand:** Is there a clear need for this innovation?

b) **Scalability:** Can the innovation be expanded for larger markets?

v. Technical Feasibility (20%)

a) **Practicality:** Can the innovation be implemented using current resources or technology?

b) **Reliability:** Is the design technically sound and durable?

4. Final Assessment and Classification

Final Score out of 100	Assessment	Recommendation
85-100	Outstanding Innovation	Immediate support and scaling.
70-84	High-Potential Innovation	Development and pilot implementation.
50-69	Moderate Innovation	Further research and refinement.
Below 50	Low-Potential Innovation	Requires re-evaluation or redesign.

5. Benefits of the Tool

a) **Objective Evaluation:** Reduces biases by assigning weights and scores systematically.

b) **Prioritization:** Ensures high-impact innovations receive priority.

c) **Transparent Process:** Clearly defined categories make the evaluation transparent.

d) **Data-Driven Decisions:** Enables comparisons across innovations using numeric scores.

ANNEX 5: DRAFT NON DISCLOSURE AGREEMENT

THE REPUBLIC OF UGANDA.

IN THE MATTER OF THE CONTRACTS ACT, 2010.

AND IN THE MATTER OF A NON - DISCLOSURE AGREEMENT

BETWEEN

.....

AND

.....

NON-DISCLOSURE AGREEMENT.

This Agreement is made on this _____ day of _____ 202.....,

BETWEEN

..... of _____, _____ with its offices located at herein after referred to as (“the Disclosing party”)

AND

..... of P.O. Box _____ herein after referred to as (“the Receiving party”).

The parties shall individually be referred to as “the party” and jointly, as “the parties”.

WHEREAS,

- A. The Disclosing Party intends to disclose information (the Confidential Information) to the Receiving Party as a result of the Parties’ partnership to share premises and jointly run their training facilities.
- B. The Receiving party is willing to accept the information on those terms and use it only as far as it relates to the parties’ partnership and running of their institutes.

NOW THEREAFTER IN CONSIDERATION OF THE ABOVE, the parties enter into this Agreement subject to the terms and conditions set out herein below;

CLAUSE 1.

1.0. Commencement

- 1.1 This Agreement shall take effect upon being signed by the parties and shall remain in force indefinitely until it is terminated by either party.

CLAUSE 2.

2.0. Interpretation.

- 2.1. In this Agreement unless where the context otherwise requires:
- 2.2 “**Confidential Information**” shall mean any information or materials disclosed by the Disclosing party to the Receiving party in relation to the Disclosing party’s business of running a training institute.
- 2.2.1. For purposes of this Agreement, “Confidential information” shall also include, without limitation, any contracts, technical, commercial, scientific information, know-how, trade secrets, processes, machinery, designs, drawings, technical specifications, and data in whatever form, communicated to the Receiving Party or acquired by the Receiving Party from the Disclosing Party, in the past or in the future.

CLAUSE 3.

3.0. Purpose of the confidential information.

- 3.1. Under this Agreement, “intended purpose” shall mean the purpose to which confidential information shall be restricted, specifically, the partnership between the Parties to jointly run training institutes.

CLAUSE 4.

4.0 Confidentiality.

- 4.1. The Receiving party shall, relative to any and all confidential information disclosed or submitted by the Disclosing party;
- a) At all times keep such information secret and not disclose or divulge any part of it to a third party.
 - b) Conspicuously label such information as confidential information and the property of the disclosing party.
 - c) Not use such confidential information for any purpose other than the purpose set out in this Agreement without prior written permission of the disclosing party.
 - d) Not copy or reproduce in any manner of form or store in any electronic medium which would allow access to any person not authorized to have access under this Agreement without the prior written approval of the Disclosing party.
 - e) Return or destroy all such confidential information if so requested by the disclosing party within 30 days from the date of such request or resignation from the Advisory Board.
 - f) Not to make any commercial use of the confidential information without the express or prior written consent of the disclosing party.
 - g) The Receiving party, while achieving the intended purpose, shall hold and maintain the confidential information in the strictest confidence for the sole and exclusive benefit of the disclosing party.
 - h) The Receiving party shall carefully restrict access to the confidential information by third parties as is reasonably required and shall employ reasonable degree of care to ensure that the confidential information is well protected.
 - i) The Receiving Party's obligations in (a-h) above shall apply to all forms of the information disclosed by the Disclosing Party regardless of the way or form in which it is recorded or recorded.

CLAUSE 5.

5.0. Use of Confidential Information.

5.1. The Receiving party shall use the confidential information only for the purpose set out in Clause 3 of this Agreement and must not use it for any other purpose.

5.2. Clause 4.1 shall not apply to information which;

- a) Is already in the public domain at the time of the disclosure,
- b) Subsequently becomes part of the public domain through no fault of the receiving party,

- c) Is or becomes available to the Receiving party through a third party lawfully in possession thereof and who has the lawful power to disclose such information to the receiving party on a non-confidential basis.
 - d) Is rightfully known to the Receiving party prior to the date of disclosure by the disclosing party;
- 5.3. The Receiving party shall not de-compile or disassemble any part of the confidential information, software, hardware or other intellectual property disclosed to them by the Disclosing party and agrees to segregate all such confidential information from other information in order to prevent commingling of the same.
- 5.4. In the event that the Receiving party is required by Law to disclose any confidential information, it shall promptly notify (if practicable) the Disclosing party of such request or requirement so that the disclosing party may seek an appropriate protective order or other relief. If the Disclosing party is unable to obtain such protective order within fifteen days (15), or such less time as may be required by Law, the Receiving party may disclose the confidential information in accordance with such request.
- 5.6. In the event that the Receiving party discloses any confidential information as under clause 5.5, it shall use all reasonable effort to assist the Disclosing party in ensuring that the confidential information so disclosed is treated confidentially.
- 5.7. All confidential information disclosed by the Disclosing party to the receiving party or on behalf of the disclosing party shall remain property of the disclosing party.

CLAUSE 7.

7.0. Breach of Contract.

- 7.1. In the event that the Receiving party breaches any condition under this Agreement;
- a) The Disclosing party shall require the immediate return of all confidential information in the hands of the Receiving party and shall immediately repossess the same.
 - b) The Disclosing party shall not be obliged to continue the supply of any confidential information to the Receiving party thereafter.
- 7.2. The Receiving party shall indemnify the disclosing party fully against all liabilities, costs and expenses which the disclosing party shall have incurred as a result of the breach of this Agreement.

CLAUSE 8.

8.0. Assignment.

- 8.1. The obligations of the Receiving party under this Agreement are specifically to be performed by the Receiving party.
- 8.2. The Receiving party therefore agrees that it will not assign, sell, transfer, delegate or otherwise dispose of this Agreement or any duty or obligation under this Agreement without the disclosing party's prior written consent.

CLAUSE 9.

9.0. General.

- 9.1. This Agreement supersedes any previous understanding, arrangement or agreement between the parties relating to the subject matter hereof.
- 9.2. This Agreement embodies the entire understanding and obligations of the parties with respect to the subject matter hereof.
- 9.3. The provisions of this Agreement shall be deemed to extend and obligate each of the parties hereto and their agents, employees, representatives, affiliates, heirs, successors and assignees.
- 9.4. Should any provision of this Agreement be declared invalid or unenforceable by a competent court, such provision may be modified by such court in compliance with the law giving effect to the intent of the parties and enforced as modified. All other terms and conditions of this Agreement shall however remain in full force and effect and shall thereafter be construed in accordance with the modified provision.

CLAUSE 10.

10.0. Disclaimer.

- 10.1. The parties do not intend that any agency, partnership or joint venture relationship be created between them by this Agreement.

CLAUSE 11.

11.0. Dispute Resolution.

- 11.1. This Agreement shall be governed and construed in accordance with the Laws of Uganda.
- 11.2 In the event that a dispute arises between the parties under this Agreement, it shall be referred to arbitration carried out by a single arbitrator appointed by International Centre for Arbitration and Mediation in Kampala (ICAMEK). The Arbitration shall be conducted in accordance with the International Centre for Arbitration and Mediation in Kampala (Arbitration) Rules which are deemed to be incorporated by reference to this clause.
- 11.3. The language to be used in the Arbitral proceedings shall be English.
- 11.4. The seat of the Arbitration shall be in Uganda and the arbitral award shall be final and binding.

CLAUSE 12.

12.0. Amendments.

- 12.1. The parties may amend or revise this Agreement at any time provided such amendment or revision is in writing and has the mutual consent of both parties and shall be effective from the date on which both parties shall have signed such amendment or revision.

CLAUSE 13.

13.0. Governing law.

- 13.1. This Agreement shall be governed and construed in all aspects in accordance with the Laws of Uganda.

IN WITNESS THEREOF, the parties, acting through their authorized representatives have signed this Agreement as of the date first written above;

Signed on behalf of **the DISCLOSING PARTY**

In the presence of

Signed by **the RECEIVING PARTY**

In the presence of

ANNEX 6: KEY CONTACT INFORMATION FOR INNOVATORS

S/N	ORGANISATION	CONTACT INFORMATION
1.	Uganda Institution of Professional Engineers	Website: https://uipe.co.ug/ Email: info@uipe.co.ug Tel. No.: +256414671387
2.	Uganda Registration Services Bureau	Website: https://ursb.go.ug/ Email: helpdesk@ursb.go.ug Tel. No.: 0800 100 006
3.	Uganda National Bureau of Standards	Website: https://www.unbs.go.ug/ Email: info@unbs.go.ug Tel. No.: (0800)133133
4.	Uganda National Council for Science and Technology	Website: https://www.uncst.go.ug/ Email: info@uncst.go.ug Tel. No.: +256 414 705500
5.	Uganda Industrial Research Institute	Website: www.uiri.go.ug Email: info@uiri.go.ug Tel. No.: +256-414-286245
6.	Ministry of ICT & National Guidance	Website: https://ict.go.ug/ Email: ictinfo@ict.go.ug Tel. No.: +256-414-236262
7.	Science, Technology & Innovation Secretariat	Website: https://sti.go.ug/ Email: info@sti.go.ug
8.	Innovent Labs Africa	Website: https://www.innoventlabsafrica.com/ Email: admin@innoventlabsafrica.com Tel. No.: (+256) 393-247 256/ (+256) 782-540 893



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