

**Administration & Operations**  
**HACC Standard 3 & 4**  
**Review Date June 2011**

**Policy Number: AO4**  
**Number of pages: 3**  
**Attachments: Nil**

## **POLICY REGISTER**

**Subject: Copyright & Intellectual Property**

### **Primary Responsibility:**

Board members and Executive Officer

### **Policy Statement:**

WSCF wishes to protect its intellectual property rights arising from work undertaken on its behalf and to deal with the intellectual property rights of others in accordance with the *Commonwealth Copyright Act, 1968*.

### **Procedure**

- The copyright of items (including but not limited to newsletters, training resources, research documents and reports) produced by staff, contractors, students and volunteers on behalf of the organisation will belong to WSCF.
- The authorship of relevant staff, contractors, students and volunteers will be acknowledged.
- The Executive Officer will make a case by case decision about the copyright limitations (if any) placed on items produced by WSCF.
- Nothing in this Policy prevents 'fair trading' in relation to research and study purposes.
- WSCF may negotiate in relation to copyright and intellectual property rights on a case by case basis with individuals or agencies contracted by the WSCF to produce items on it's behalf.
- WSCF will seek the advice of the Australian Copyright Council to resolve disputes in relation to copyright or intellectual property rights. All efforts will be made to mediate such disputes.

- WSCF will ensure that in dealing with the copyrighted material or intellectual property of others it acts in accordance with the *Commonwealth Copyright Act, 1968*.

**Adopted by the Board on: 2/6/2009**

***CROSS REFERENCE***

- G1 Roles and Responsibilities of Board Members
- GP4 Conflict of Interest Policy
- Deed of Agreement with Contractors