

UNIVERSITY OF THE PUNJAB, LAHORE

NOTIFICATION

The Syndicate at its meeting held on 01-01-2026 under item No. 06 has approved the recommendations of the Academic Council dated 16.12.2025 regarding Research, Innovation and Commercialization (RIC) Policy for University of the Punjab Lahore. (Annex-A)

Admin Block,
Quaid-i-Azam Campus,
Lahore.

Sd/-
(Dr. Ahmad Islam)
Registrar

No. D/ 25 /G.S.

Dated: 18.02.2026

Copy of the above is forwarded to the following for information and necessary action:-

1. Deans of the Faculties.
2. Heads of the Teaching & Non-Teaching Departments.
3. Chairperson, Doctoral Programme Coordination Committee (DPCC)
4. Director, Research, Innovation and Commercialization (RIC)
5. Director, Directorate of Planning & Development
6. Controller of Examinations
7. Treasurer
8. Resident Auditor
9. Additional Registrar (Admin.I)
10. Director, I.T. Centre (for uploading on P.U. website)
11. Secretary to the Vice-Chancellor
12. Private Secretary to the Pro-Vice-Chancellor
13. Private Secretary to Registrar
14. Syndicate Section


Assistant Registrar (Academic)
for Registrar

8

DRAFT PROPOSAL



Research, Innovation and Commercialization

(RIC) Policy

for

University of the Punjab, Lahore

Preamble and Policy Statement

The nexus between academia and industry is a critical driver for socio-economic growth. To accelerate industrialization and reduce reliance on imports, the University of the Punjab (PU) is committed to foster a robust ecosystem for Research, Innovation, and Commercialization (RIC). This policy is designed to promote applied research in collaboration with industry, streamline the process of intellectual property registration, and facilitate the transfer of new inventions and technologies from the laboratory or academia to the marketplace.

The ultimate goal is to generate financial benefits for the university and its stakeholders, contribute to the national GDP, and bridge the gap between academic research and industrial output. This policy also aligns with the United Nations' 17 Sustainable Development Goals (SDGs), adopted by the Higher Education Commission (HEC) of Pakistan and the Planning Commission of Pakistan.

i) Definitions

- **ORIC:** Office of Research, Innovation, and Commercialization.
- **Research:** Original investigation conducted by PU students or staff to contribute to existing knowledge.
- **Applied Research:** Research aimed at acquiring new knowledge with a specific practical application in mind.
- **Author/Creator:** An individual who generates intellectual property including original literary, artistic, or commercial work.
- **Inventor:** An individual who creates a new invention or innovation.
- **University Resources:** Any form of support provided by PU, including funding, facilities, equipment, or personnel.
- **Intellectual Property (IP):** Creations of the mind, including inventions, literary and artistic works, designs, and symbols.
- **Patent:** A legal right granting exclusive ownership of an invention, offering a new solution or process.
- **Industrial Design:** A legal right that protects features of shape, configuration, ornamentation or pattern applied to a product by an industrial means.
- **Copyright:** Legal rights protecting the creator of original literary and artistic works (e.g., books, music, art) from unauthorized reproduction.
- **Trademark:** A distinctive sign or symbol that identifies specific goods or services.
- **Trade Secret:** Confidential information that provides a competitive advantage.
- **Staff:** Includes employees; all teaching, non-teaching and research staff; and visiting scholars employed by the University of the Punjab on permanent, temporary, ad-hoc or contract basis.
- **Student:** Any person enrolled at PU.
- **Third Party:** Any person or organization not directly associated with PU.

Table of Contents

Sr. No	Subject	Page
	<i>Preamble and Policy Statement</i>	<i>i</i>
	<i>Definitions</i>	<i>ii</i>
1	Policy Objectives	1
2	Intellectual Property (IP) Policy and Ownership	2
	2.1. Ownership Principles	2
	2.2. Specific Ownership Provisions	2
	2.2.1. <i>Work by Employees/Students</i>	<i>2</i>
	2.2.2. <i>Externally Funded Research</i>	<i>2</i>
	2.2.3. <i>Sponsored Research</i>	<i>2</i>
	2.2.4. <i>Independent Work with Resources</i>	<i>2</i>
	2.2.5. <i>Academic Visits</i>	<i>3</i>
	2.2.6. <i>Visiting Researchers/Students</i>	<i>3</i>
	2.2.7. <i>University-Commissioned Works</i>	<i>3</i>
3	The Technology Transfer Process	3
	3.1. Procedure for Disclosure	3
	<i>Step 1: Complete and Submit the Invention/Technology Disclosure Form</i>	<i>3</i>
	<i>Step 2: Submission of Invention/Technology Disclosure Form to ORIC</i>	<i>4</i>
	<i>Step 3: Initial Meeting with ORIC</i>	<i>4</i>
	<i>Step 4: ORIC's Evaluation and Decision Procedure</i>	<i>4</i>
	<i>Step 5: ORIC's Decision and Communication</i>	<i>5</i>
	3.2. Marketing and Licensing	5
	3.2.1. <i>Selection of Licensee(s)</i>	<i>5</i>
	3.2.2. <i>Licensing Agreements</i>	<i>6</i>
	3.2.3. <i>Monitoring and Compliance</i>	<i>6</i>
	3.2.4. <i>Commercialization</i>	<i>6</i>
4	Financial Distribution (Royalties on Financial Year Basis)	6
5	Faculty Spin-Off	7
6	Consultancy/ Training/ SOPs/ Policy Making/ Services in Science, Engineering, Information Technology, Management, Law, Art Work, Curriculum Development, Business, Commerce, Economic, Psychology, History, Social Work etc.	7
	Category A: With University Resources	<i>7</i>
	Category B: Without University Resources	<i>7</i>
	Category C: Lab Testing Services	<i>8</i>
	Category D: Failure Analysis/Case Studies Fee	<i>8</i>

7	Research Grant Funded by Industries/ Organizations	8
8	Fee Deposit Procedure	8
9	University Spin-off Policy	9
	9.1. Key Provisions	9
	<i>9.1.1. University Support</i>	9
	<i>9.1.2. Conflict of Interest</i>	9
	<i>9.1.3. Use of Resources</i>	9
	<i>9.1.4. Time Commitment</i>	9
	<i>9.1.5. Student Involvement</i>	9
	<i>9.1.6. Reporting</i>	9
	9.2. Use of University Logo and Branding	9
	<i>9.2.1. Restrictions</i>	9
	<i>9.2.2. Affiliation Statement</i>	9
	<i>9.2.3. Marketing Costs</i>	10
10	Potential IP Disputes and Resolution Procedure	10
	10.1. Common IP Disputes	10
	<i>10.1.1. Authorship and Inventorship</i>	10
	<i>10.1.2. Ownership Rights</i>	10
	<i>10.1.3. Benefit Sharing</i>	10
	<i>10.1.4. Confidentiality</i>	10
	<i>10.1.5. Breach of Agreement</i>	10
	10.2. Dispute Resolution Procedure	10
	<i>Step 1: Informal Mediation (30 Days)</i>	10
	<i>Step 2: Referral to the IP Dispute Resolution Committee (IPDRC)</i>	11
	<i>Step 3: IPDRC Investigation and Recommendation (within 60 Days)</i>	11
	<i>Step 4: Final Decision by the Vice-Chancellor</i>	11
11	University Conflict of Interest Committee (UCIC)	12
	11.1. Chairperson	12
	11.2. Faculty Representatives	12
	11.3. Administrative Representatives	12
	11.4. Legal Counsel	12
	11.5. Research Administration Representative	12
	11.6. Nominee	12
	11.7. External Members	12
12	Technology Disclosure Form (TDF)	14

1. POLICY OBJECTIVES

1. **Enhance Research Quality:** Elevate the quality, relevance, and competitiveness of research, and promote innovation and commercialization within the university.
2. **Support University Research:** Mobilize resources, publicize research achievements, identify synergies, and develop partnerships with national and international collaborators.
3. **Secure External Funding:** Encourage and support faculty members in securing external research grants.
4. **Promote Collaboration:** Strengthen industry-academia linkages through collaborative and interdisciplinary research.
5. **Protect Intellectual Property:** Safeguard the Intellectual Property Rights (IPR) by facilitating national and international filings.

2. INTELLECTUAL PROPERTY (IP) POLICY AND OWNERSHIP

The university's IP policy is designed in consultation with all stakeholders to protect the rights of both individuals and the university.

2.1 Ownership Principles:

The university will own all intellectual property rights to inventions, patents, trademarks, software, copyrightable material, new plant variety and other tangible research properties. This applies to work created by faculty, researchers, staff, students, and non-employees (e.g., visiting faculty, industrial personnel) under the following:

- When significant University Resources were utilized.
- When the work was part of a research project funded by an external sponsor administered by the university.
- The university also retains an interest in any alterations, additions, or translations of intellectual property, similar to derivative works under copyright law.

2.2 Specific Ownership Provisions:

- 2.2.1 **Work by Employees/Students:** All rights and titles to IP created by university employees or students during their official duties or research activities, and using university resources, shall belong to the university.
- 2.2.2 **Externally Funded Research:** If research is funded by an external body (e.g., national/international funding agency or industry), IP ownership will be determined by the terms of the specific agreement. These terms may supersede the university's general IP policy.
- 2.2.3 **Sponsored Research:** IP created under sponsored research or other agreements with a third party shall initially belong to the university, with final ownership determined by the contract.
- 2.2.4 **Independent Work with Resources:** If an employee creates IP outside their normal duties but with significant use of university resources, they

must transfer the IP rights to the university in consideration for the use of those resources.

2.2.5 **Academic Visits:** In the absence of a specific agreement, IP created during an academic visit to another university, shall belong to the host institution.

2.2.6 **Visiting Researchers/Students:** Visiting contract researchers, undergraduate, or postgraduate students must transfer IP rights to the university for work created during their association with PU.

2.2.7 **University-Commissioned Works:** The university and its creators jointly own all rights to copyrighted works created specifically for the university by employees or contract staff.

3 THE TECHNOLOGY TRANSFER PROCESS

3.1 Procedure for Disclosure

The responsibility for initiating the IP protection and commercialization process lies with the inventor(s). This is a critical step that must be completed promptly to avoid public disclosure that could jeopardize patent eligibility.

Step 1: Complete and Submit the Invention/Technology Disclosure Form

The inventor(s) must complete the official **Invention/Technology Disclosure Form** (available on the ORIC website and from the ORIC office). This is a confidential document.

The form must contain a detailed description of the invention, including:

- The problem the invention solves and its advantages over existing solutions (prior art).
- Abstract / brief description of Invention and its current stage of development (e.g., prototype, lab-scale, theoretical model).
- A list of all individuals who contributed to the invention and a description of their contributions.
- A list of all university resources used (funding, equipment, facilities, etc.).
- Any potential collaborators.

- Details of any past or planned public disclosures (e.g., presentations, publications, student thesis).

Step 2: Submission of Invention/Technology Disclosure Form to ORIC

Duly filled form, signed by all inventors, must be submitted to the ORIC office through HOD & Dean of principal inventor faculty.

Step 3: Initial Meeting with ORIC

Following submission, ORIC will schedule an initial, confidential meeting with the inventor(s) to discuss the disclosure, clarify any details, and provide guidance on the next steps.

Step 4: ORIC's Evaluation and Decision Procedure

Upon receiving a complete and signed Invention/Technology Disclosure Form, ORIC will begin a rigorous evaluation process to determine the IP's viability. This process is designed to ensure that the university invests its resources in the most promising innovations.

A designated ORIC officer will conduct a preliminary review of the disclosure form to assess its completeness and clarity. ORIC will perform a basic search of existing patents and scientific literature (prior art) to get an initial sense of the invention's novelty and potential for patentability. ORIC will also consult with the Department Head to confirm the use of university resources and the project's alignment with institutional objectives.

The ORIC will conduct a detailed analysis, which includes:

- **Technical Viability:** Is the invention scientifically sound and does it have a clear technical advantage?
- **Patentability/Registrability:** Does the invention meet the legal criteria for a patent, trademark, or copyright? This involves a thorough prior art search.

- **Commercial Viability:** Does the invention have a clear market, a potential customer base, and a pathway to commercialization? Is there a business case for it?
- **Resource and Cost Analysis:** What are the estimated costs for IP registration (e.g., patent filing fees) and for further development?

Step 5: ORIC's Decision and Communication

- ORIC will make a final decision on whether to accept or decline the disclosure for university support.
- This decision will be communicated to the inventor(s) in writing within 90 days of the initial submission. The communication will clearly state the reason for the decision.

If Accepted: ORIC will begin the formal process of IP protection (e.g., patent application filing) and will work with the inventor(s) to develop a commercialization strategy.

If Declined:

- The inventor(s) will be notified and given the option to pursue the IP independently. In this case, the university will relinquish its rights to the invention, provided no significant university resources were used.
- If significant university resources were used, the university may seek a non-exclusive license to use the technology for its research and educational purposes. The terms of this arrangement will be negotiated and documented in a separate agreement.

3.2. Marketing and Licensing

The ORIC is responsible for marketing all disclosed technologies to potential licensees. It will showcase these inventions at various forums and identify companies with the expertise and resources to commercialize them.

- 3.2.1 **Selection of Licensee(s):** In consultation with the inventors, the ORIC will select a suitable licensee for an exclusive or non-exclusive license.

3.2.2. **Licensing Agreements:** The ORIC will negotiate and execute a license agreement, a contract granting a company specific rights to a technology in exchange for financial and other benefits. Agreements may also include Sponsored Research Agreements, Technology Transfer Agreements, and Confidentiality Agreements.

3.2.3. **Monitoring and Compliance:** Throughout the agreement, the ORIC will monitor the licensee's progress to ensure compliance and will prepare regular progress reports.

3.2.4. **Commercialization**

The licensee company is typically responsible for further research and development needed to bring the product or service to market. This may involve significant investments in regulatory approvals, sales, marketing, and support. The inventors may continue to be involved in these development activities.

4. FINANCIAL DISTRIBUTION (Royalties on Financial Year Basis)

Royalties are the payments received by the university from licensees. These funds are distributed according to a clear policy to incentivize researchers. Royalties include both cash and equity received. Net income, after covering IP protection and exploitation expenses, is distributed as follows:

Net Income (Mil. PKR)	Share (%)				
	Inventor(s)	R&D for Inventor(s)	Institute/ Department	ORIC	University
Up to 1.00	80	05	03	06	06
1.01 to 5.00	70	05	05	10	10
5.01 to 10.00	60	05	05	15	15
Above 10.00	50	05	05	20	20

The profit share of industry from collaborative projects can be negotiated up to 75%, depending on the volume of production, capital investment & sales and rest of the share will go to the university according to the distribution given in the above table.

5. FACULTY SPIN-OFF

The University and its staff share as honorarium to supervise and regulate the faculty Spin-Off shall be 1% of the Spin-Off documented Income and its distribution is as under:

Income Share (%)						
University	R&D Inventor Lab	VC	PVC	Dean	HOD	ORIC Team
0.50	0.05	0.05	0.05	0.05	0.10	0.2

6. Consultancy/ Training/ SOPs/ Policy Making/ Services in Science, Engineering, Information Technology, Management, Law, Art Work, Curriculum Development, Business, Commerce, Economic, Psychology, History, Social Work etc.

For consultancy services an NOC will be obtained from Registrar through ORIC. These service will be reported to the ORIC.

Category A: With University Resources

This category includes consultancy services that utilize university resources such as office space, laboratories, libraries, equipment etc.

Consultancy Fee (Mil. PKR)	Share (%)			
	Consultant(s)	Institute/Dept.	ORIC	University
Up to 0.50	95	-	2.5	2.5
0.51 to 1.00	90	-	5	5
1.01 to 2.00	85	5	5	5
2.01 to 5.00	80	5	7.5	7.5
5.01 to 10.00	75	5	10	10
Above 10.00	70	10	10	10

Category B: Without University Resources

This category includes services performed during the Financial Year outside of working hours or on weekends without the use of university resources.

Consultancy Fee (Mil. PKR)	Share (%)		
	Consultant(s)	ORIC	University
Up to 1.00	100	-	-
1.01 to 5.00	95	2.5	2.5
5.01 to 10.00	90	5	5
Above 10.00	85	7.5	7.5

Category C: Lab Testing Services

Lab testing fees are distributed as a fixed percentage of Income as under.

Share (%)		
Testing Team	Institute/Dept.	University
50	45	5

Category D: Failure Analysis/Case Studies Fee

Fee breakdown is as follows:

Share (%)			
Analyst Team	Institute/Dept.	ORIC	University
60	25	7.5	7.5

7. RESEARCH GRANT FUNDED BY INDUSTRIES / ORGANIZATIONS

All research agreements will be signed through ORIC. Financial breakdown of the research grant is as follows:

Share (%)			
Research Team	Project Direct Cost	ORIC	University
20	70	5	5

8. FEE DEPOSIT PROCEDURE

All grants/ fees/shares will be deposited into the University Main Account via online challan or cheque through RTGS.

Section 6: Inventor's Declaration

I/We declare that the information provided in this disclosure is true to the best of my/our knowledge. I/We understand that this disclosure is for the purpose of evaluating the intellectual property and/or commercialization potential of the creation/invention by the ORIC.

- **Lead Creator/Inventor Signature:** _____ Date: ___ / ___ / ___
 - **Co-Creators/Inventors Signatures:** _____
-

Section 7: ORIC Use Only

- Date Received: ___ / ___ / ___
 - Reference No.: _____
 - ORIC Officer Name & Signature: _____
 - Initial Evaluation:
 - Eligible for IP protection
 - Requires more information
 - Not eligible / already in public domain
 - Referred for commercialization assessment
-

Confidentiality Notice: All information disclosed in this form will be treated as confidential by the ORIC and will not be shared outside without the consent of the inventor(s), except for purposes of evaluation, IP filing, or commercialization.
