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## INSTITUTIONAL AGREEMENT

The Institutional Agreement is drawn up between

**Intellectual Property Organization of Pakistan**, NTC Building, 3<sup>rd</sup> Floor,  
Ataturk Avenue (East) Sector G-5/2, Islamabad, Pakistan

And

**Higher Education Commission of Pakistan**, Sector H-9, East Service Road,  
Islamabad.

And

**National University of Science and Technology (NUST)**, H-12, Islamabad,  
Pakistan.

Herein after referred as "the Parties" to establish and develop Technology and  
Innovation Support Centers (TISCs) network in **Pakistan**.

### Article 1

#### Objectives of TISC Network

The project aims to provide an enabling IP environment for technology scouting, adaptation and innovation in Pakistan. Specifically, the project is expected to encourage the incremental and economical innovations at Universities and Research Institutes by enhancing the institutional capacity to effectively exploit the high quality technical information present in patent as well as scientific and technical literature databases.

**Article 2**  
**Services of TISC**

A Technology Innovation Support Center (TISC) will provide following basic level services and additional services according to the need of NUST.

**Basic Level Services**

- i. Provide access to Patent and/or non-patent literature databases;
- ii. Provide services on patent search & analysis;
- iii. Provide training on access & use of patent information.

**Additional Services**

- i. Provide advice and support to the inventors in drafting patent applications and its filing;
- ii. Provide general knowledge on national IP laws and international IP systems/procedures;
- iii. Provide advice on the IP aspects of Commercialization;
- iv. Provide advice on licensing.

**Article 3**  
**Duties of NUST**

(1). NUST will provide requisite administrative and HR support to operationalize the TISC as under;

- i. Allocate a suitable space to TISC within the Office of Research Innovation and Commercialization setup to carry out its services;
- ii. Nominate a focal person of TISC, preferably, Manager IP/Licensing working in ORIC;
- iii. Allocate part time or full time support staff (1-2) to assist the focal person to carry out services of TISC;
- iv. To equip the TISC with at least one PC with internet connection, printer, scanner and any other support when and where required.

**(2). Duties of Focal Person**

Responsibilities of Focal person of NUST will be to;

- i. Coordinate with IPO Pakistan and HEC for all TISC related activities;
- ii. Attend training events organized by IPO Pakistan/WIPO on Patent Database Search techniques;
- iii. Undertake WIPO distance learning courses on Intellectual Property specifically on patent and patent information search as advised by IPO Pakistan from time to time;
- iv. Provide assistance for searching Patent Databases to students, faculty and other researchers hosted at institute's Business/Technology Incubation Centre;
- v. Train local users of the NUST in Patent Databases search strategies and techniques;
- vi. Provide other TISC services as outlined in Article 2;
- vii. Promote TISC services/activities within the NUST and related academic, industrial and business institutes;
- viii. Prepare quarterly/annual activity reports related to the activities of TISC for sharing with IPO Pakistan and HEC.

**Article 4  
Duties of IPO Pakistan**

IPO Pakistan would be responsible to;

- i. Prepare an annual capacity building activities plan to train the focal persons of NUSTs on Patent Search Techniques and related subjects;
- ii. Organize training sessions on patent database search and awareness raising seminars related to the TISC activities with the assistance of WIPO and HEC and NUST;
- iii. Make necessary SOPs/guidelines for the staff of TISC network enabling them to provide TISC services at NUST;
- iv. Compile the quarterly/annual reports or other publications related to the activities of TISC network in Pakistan for sharing with WIPO and HEC;
- v. Design and create a space on IPO web portal specifically dedicated to the activities of TISC network and ensure it is maintained and updated;
- vi. Promote the activities and services of the TISC network during events of economic and commercial interest (fairs, fora etc).



**Article 5**  
**Duties of HEC**

Higher Education Commission will be responsible to;

- i. Examine the requests concerning accession to TISC network by Higher Education Institutes (HEIs) and their selection in consultation with IPO Pakistan;
- ii. Review and approval of any further action plan related to TISC network in Higher Education Institutes (HEIs) in consultation with IPO Pakistan;
- iii. Promote the activities and services of the TISC network during events of economic and commercial interest (fairs, fora etc);
- iv. Organize capacity building sessions for TISC staff on patent database search & analysis techniques with the collaboration of IPO Pakistan and WIPO.

**Article 6**  
**Monitoring Committee**

- (1) A Monitoring Committee consisting of the representatives of IPO Pakistan and HEC will be established in order to effectively implement this Institutional Agreement.
- (2) The Monitoring Committee will meet upon the request of either Party at the date and place convenient to both Parties in person or via electronic means.

**Article 7**  
**Confidentiality**

The Parties will respect confidentiality of any information which is provided in confidence by the other Party and, without limiting the generality of the foregoing, will not publish, copy or distribute that information.

**Article 8**  
**Settlement of Disputes**

If any dispute arises from the interpretation or implementation of this Institutional Agreement, the Parties will meet promptly and attempt to reach an amicable settlement in good faith.

**Article 9**  
**Nature, Commencement, Duration, Renewal and Termination**

- (1). This Institutional Agreement is concluded with a view to enhance mutual cooperation for establishment TISC network in Pakistan and thereby does not intend to create any legally binding obligations or corresponding rights for the Parties.
- (2). This Agreement will come into effect on the date of signature by the Parties and will remain effective for duration of two (2) years.
- (3). This Agreement will be automatically renewed unless it is terminated by either Party.
- (4). Either Party, upon three (3) months advance written notice to the other Party, may terminate this Agreement at any time.

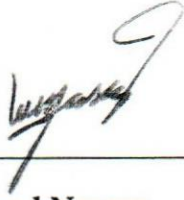
**Article 10**  
**Review and Amendment**

This Institutional Agreement may be amended by mutual written consent of the Parties at the request of either Party. Any amendment will be formalized in writing and will include the dates on which such amendment becomes effective.

*Institutional Agreement between IPO Pakistan, HEC and NUST*

IN WITNESS WHEREOF, the undersigned, duly authorized, have signed duplicates of the present Institutional Agreement, each in English language, on the \_\_\_\_ day of \_\_\_\_\_. Each Party shall keep one copy of the originals.

For and on behalf of the  
Intellectual Property Organization of  
Pakistan (IPO Pakistan)



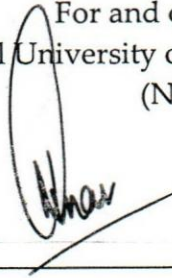
**Muhammad Naseer**  
Executive Director

For and on behalf of the  
Higher Education Commission of  
Pakistan (HEC)



**Dr. Muhammad Latif**  
Advisor

For and on behalf of  
National University of Science & Technology  
(NUST)



**Lieutenant General Naweed Zaman, HI (M), (Retired)**  
Rector