



## IBSA Copyright Policy

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### 1 Scope

This policy extends to all employees of Innovation & Business Industry Skills Council Ltd ("IBSA"), and to all contractors working on behalf of IBSA in relation to copyright and intellectual property matters.

References to the 'Materials' refers to the Training Packages as well as to any other intellectual property produced by IBSA in the course of its activities.

### 2 Policy

#### 2.1 IBSA Website

2.1.1 IBSA owns copyright in all material on the IBSA website unless otherwise indicated.

2.1.2 Other than for the purposes of, and subject to the conditions prescribed under, the Copyright Act 1968 (or any other applicable legislation throughout the world) it is not permitted in any form or by any means to reproduce, adapt, re-transmit, distribute or commercialise the Material or any part of it without seeking prior written approval from IBSA - contact.

Finance Manager  
IBSA  
Level 11 176 Wellington Pde  
East Melbourne Vic 3002

2.1.3 It is not permitted to use the IBSA web site to sell a product or service or to increase traffic to another web site without written permission from IBSA.

2.1.4 The IBSA grants an employee or a contractor permission to:

- Download, store and print a reproduction of this Material on a local computer for the sole purpose of viewing, ordering products, booking events or providing feedback;
- Display, print and reproduce this Material in unaltered form only for use within the organisation provided there is appropriate acknowledgment of the copyright owner and the indication that permission of IBSA is required if Material is re-published in any format.

Apart from any use as permitted under the Copyright Act 1968, all other rights are reserved.

#### 2.1.5 Linking to this Site

You may link to the IBSA web site at your full expense and responsibility. You must not:

- a) Alter any of the web site's contents; or

- b) Frame or reformat the files, pages, images, information and materials from this web site on any other web site.

### **2.1.6 Contents are not legal advice**

The Material is a summary only of the subject matter covered and is not intended to be nor should it be relied on as a substitute for legal or other professional advice

### **2.1.7 Material on this website**

IBSA makes no warranties or representations regarding the quality, accuracy or fitness for purpose of any Material. IBSA does not warrant or represent that the Material will not cause damage, or is free from any computer virus or any other defects or errors. IBSA is not liable to users of the Material for any loss or damage however caused resulting from the use of the Material.

## **2.2 Intellectual Property**

- 2.2.1 Employees and contractors assign to IBSA, absolutely and unconditionally, all Intellectual Property in the Materials.
- 2.2.2 The assignment takes effect on creation for each item of Materials.
- 2.2.3 If you are an Author, you unconditionally and irrevocably consent to the performance of any of the Specified Acts by IBSA, by any person licensed by IBSA to use, reproduce, adapt and exploit the Materials or by any person to whom IBSA assigns the Intellectual Property in any of the Materials.
- 2.2.4 Each employee and sub-contractor grants to IBSA a personal, royalty free, perpetual, world wide non-exclusive licence to use, develop and exploit the Existing Material in any way for the business purposes of the owner for the time being of the Intellectual property Rights in the Materials,.
- 2.2.5 IBSA maintains and reserves the right to grant sub-licences, and to assign, its rights under the licence without further consent from any other person.

## **2.3 IBSA Material**

- 2.3.1 All IBSA Material remains the property of IBSA and will be returned to IBSA on demand.
- 2.3.2 IBSA must be visibly acknowledged on all Materials, however published
- 2.3.3 IBSA may advise of any conditions attaching to the use of any Intellectual Property that forms part of IBSA Material and such Material may only be used in accordance with those conditions.