



REGULATION

on the organisation and functioning of the Intellectual Property Office

Chapter I. General provisions

Art.1. The Intellectual Property Office (BPI) of Transilvania University of Brasov is a specialized support structure with responsibilities in the field of intellectual and industrial property.

Art.2. The Intellectual Property Office is established by the Decision of the Senate Bureau no. 11820/17.09.2007 and the Rector's Decision no. 2997/04.10.2007 and carries out its activity in accordance with the legislation in force regarding the protection of intellectual property, the University Charter and the present Regulation.

Art.3. The Intellectual Property Office operates within the Vice-Rectorate for scientific research and informatization.

Chapter II. Objectives and activities

Art. 4. The main objective of the Intellectual Property Office is to stimulate and support the scientific research activity in the university, by identifying, protecting and exploiting the results of scientific research as objects of intellectual property (copyright, inventions, trademarks and geographical indications, designs and models).

Art.5. The main activities of the Intellectual Property Office are as follows:

- (1) to provide specialist assistance and consultancy, at the request of members of the academic community (teaching and research staff, doctoral students, master's degree students, bachelor's degree students) for the preparation of documentation in order to establish intellectual property rights;
- (2) to offer assistance to inventors in exploiting inventions through transfer to the economic environment (assignments, licenses, execution partnerships, etc.);
- (3) managing the activity of obtaining invention patents for Transilvania University of Braşov:
 - a. analysing and approving proposals for invention patents and presenting the documentation to the relevant vice-rector for approval;
 - b. establishing, together with the other competent administrative structures, the amount and value of the fees for the registration, publication and examination by OSIM of patent applications, as well as the duration of protection for invention patents, according to the legislation in force and the internal policy of the university;
 - c. establishing the legal conditions for the transfer of patent applications, completing transfer contracts, preparing patent applications and submitting the necessary documentation to the Rector for approval;
 - d. providing assistance and advice for the exploitation of research results and the compliant performance of other activities related to obtaining and maintaining invention patents.
- (4) carrying out activities in cooperation with the Regional Centre of the State Office for Inventions and Trademarks - OSIM and the European Patent Office (OSIM - EPO) for promoting intellectual protection;
- (5) regular organization of training sessions and events on patenting inventions, protection of artistic creations and other topics specific to the field of intellectual property;
- (6) Regularly providing information on the services and the specific activities of the Office;
- (7) updating the dedicated page on the university website and intranet platform;



(8) providing access to own, national and international databases (inventions, trademarks, designs and models) for teachers, researchers and PhD students;

(9) participating in events and other related actions in order to disseminate the results of research carried out in the university, the exploitation of patents and artistic creations.

Chapter III. ORGANIZATION AND OPERATION

Art.6. The activity of the Intellectual Property Office is organized and monitored by the BPI Coordinator.

Art.7. The Coordinator of the Intellectual Property Office is appointed by the Administrative Board, at the proposal of the Vice-Rector for Scientific Research and Informatization.

Art.8. The main duties and responsibilities of the BPI coordinator are as follows:

- a) to ensure the smooth running of the Office's activity, to check and be responsible for the accuracy of reports, documentation and work of the BPI;
- b) to coordinate the work of the Scientific Board for the Assessment of Invention Descriptions and to determine the composition of the Committees for the assessment of patent applications or artistic creations;
- c) to draw up the annual plan of activities of the BPI and ensure its implementation;
- d) to ensure collaboration with the other administrative, research and teaching structures of the university;
- e) to perform specific tasks in accordance with the individual employment contract and job description.

Art.9. The Scientific Board for the Assessment of invention descriptions ensures the scientific, technical or artistic evaluation of patent proposals or artistic creations.

Art.10. The Scientific Assessment Board of the BPI is comprised of permanent members and temporarily co-opted members. Members of the Scientific Assessment Board may be offered incentives on the basis of specific instructions approved by the Executive Board of the University.

Art.11. The organisational structure (number of jobs and tasks assigned to them) of the BPI is a response to the strategy and needs of the University and is established in accordance with internal regulations and legislation in force.

Art.12. The employees of the Intellectual Property Office perform specific tasks according to their individual employment contract and job description.

This Regulation was discussed and approved at the meeting of the Senate of Transilvania University on Braşov on October 23, 2023.

Prof. Dr. Eng. Mircea Horia Țierean,
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