

**THE UNIVERSITY OF MANCHESTER INTELLECTUAL PROPERTY
LIMITED (UMIP)
FREEDOM OF INFORMATION ACT 2000
PUBLICATION SCHEME**

The UMIP Scheme follows the Model Publication Scheme for Universities laid down by the Information Commissioner in 2008

INTRODUCTION

1. Legal requirement

- 1.1 Adopting a publication scheme is a requirement of the Freedom of Information Act 2000. This Act promotes greater openness and accountability across the public sector by requiring all 'public authorities' to make information available proactively, through a publication scheme.
- 1.2 'Public authorities' are defined in the Act and include universities and the act also applies to companies wholly owned by at least two public authorities. The act therefore applies to The University of Manchester Intellectual Property Limited.

2. The Publication Scheme

- 2.1 A publication scheme is a document which describes the information a public authority publishes, or intends to publish. In this context, 'publish' means to make information available, routinely. These descriptions are called 'classes of information'. The scheme is not a list of the actual publications, because this will change as new material is published or existing material revised. It is, however, the public authority's commitment to make available the information described.
- 2.2 A publication scheme must set out the classes, or categories, of information published. It must also make clear how the information described can be accessed and whether or not charges will be made.

3. Who we are

- 3.1 The University of Manchester is recognised as one of the global leaders in academic research with a total of 37 research subjects of "international excellence" (2001 Research Assessment Exercise). This prolific research activity form part of the largest academic campus in Europe produces world-leading breakthroughs.

- 3.2 The role of The University of Manchester Intellectual Property Limited is to provide the management expertise, commercial structure and access to financial advisers to take a project from an innovative idea within the University to a point where it can be out-licensed or is capable of becoming the foundation of a spin-out business. To undertake this role, we have a full-time team of entrepreneurial, commercially experienced staff with skills and expertise to identify opportunities, assess market potential, determine IP protection, and implement the best route(s) to commercialisation.

4. Accessing information covered by the publication scheme

- 4.1 The classes of information we publish are described in the second part of the scheme.
- 4.2 Next to each class we have indicated the manner in which the information described will be available. There will be no charge for information covered by the publication scheme.
- 4.3 To request information available through our publication scheme please contact:

The Compliance and HR Manager
The University of Manchester Intellectual Property Limited
Core Technology Facility
46 Grafton Street
Manchester M13 9NT

Tel: 0161 603 7753 or Fax 0161 606 7307

5. What about information not covered by the publication scheme

- 5.1 From 1 January 2005 information not made available through the publication scheme may be requested.
- 5.2 Requests will have to be made in writing and the Company will normally have 20 working days to respond. We may charge a fee. We will not be required to release information to which an exemption in the Act legitimately applies.

6. Feedback

- 6.1 It is important that this publication scheme meets your needs. If you find the scheme difficult to understand, please let us know. We also welcome suggestions as to how our scheme might be improved. Any questions, comments or complaints about this scheme should be sent in writing to the Company Secretary at the address in 4.3 above.

- 6.2 If we are unable to resolve any complaint, you can complain to the Information Commissioner, the independent body who oversees the Freedom of Information Act:

Office of the Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

7. Further information

- 7.1 More information about the Freedom of Information Act is available on the Information Commissioner's website at:

www.informationcommissioner.gov.uk

- 7.2 Either part or the entire Publication Scheme is available in other formats on request. Other formats include hard copy, Braille and larger print.

CLASSES OF INFORMATION INCLUDED IN THE PUBLICATION SCHEME

Class 1: Who we are and what we do

UMIP is a wholly owned subsidiary of the University of Manchester. It is a private limited company registered in England and Wales, Company Registration Number: 05177409. UMIP was incorporated on 12th July 2004.

Further information on locations and contacts can be found at www.umip.com.

More information on UMIP's constitutional and legal governance is contained in the Company's Memorandum and Articles of Association which are available on request by writing to:

The Compliance and HR Manager
The University of Manchester Intellectual Property Limited
Core Technology Facility
46 Grafton Street
Manchester M13 9NT

Exemptions: Information which may damage the commercial interests of the company will be exempt from publication.

Information relating to identifiable individuals may be exempt from publication

Class 2: What we spend and how we spend it

Most information in this class can be found in the annual group statement of accounts and auditors report which are available on request by writing to:

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The University of Manchester Intellectual Property Limited
Core Technology Facility
46 Grafton Street
Manchester M13 9NT

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Information relating to identifiable individuals may be exempt from publication

Class 3: What our priorities are and how we are doing

Most information in this class can be found at www.umip.com.

Further information can be found at
<http://www.manchester.ac.uk/business/commercialise/>

And

<http://www.manchester.ac.uk/medialibrary/2015/2015strategy.pdf>

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Information relating to identifiable individuals may be exempt from publication

Class 4: Our Policies and Procedures

Information available on request from

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Class 5: Lists and registers

Statutory registers, information available on request from

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The University of Manchester Intellectual Property Limited
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Class 6: The services we offer

Information in this class is available at www.umip.com