

Copyright and Intellectual Property Policy

1. Purpose and Context

1.1 Unlike employees, volunteers are not covered by the Copyright Designs and Patents Act 1988 or the Copyright and Related Rights Regulations 2003. The Cambridge Museum of Technology understands therefore that by law volunteers reserve the right to retain the copyright of any material they produce including designs and content, and to restrict the unauthorised copying or use of any material produced by them for the Museum.

1.2 However, as a Registered Charity, it is vitally important for the Museum to protect the use of material in its collections and to ensure that any income derived from their exploitation is returned to the Museum. It is also essential to ensure that in disseminating information to and creating educational resources for the public that important intellectual property rights are not lost.

2. Procedure

2.1 Each current volunteer recruited before 24th November 2011 will be asked by the Volunteer Co-ordinator to kindly donate copyright of any materials created or produced by them for the Museum whether past, present or future. A Copyright & Intellectual Property Rights Form of Donation or Transfer is available for this purpose.

2.2 All new volunteers recruited on or after 24th November 2011 will be asked to assign copyright of all materials created or produced for the Museum, present or future during their induction by the Volunteer Co-ordinator by signing the Copyright & Intellectual Property Rights Form of Donation or Transfer.

2.3 The terms of the Copyright Agreement are as follows:

You will not acquire publication rights or copyrights in connection with your activities involving research into the collection. You should not make public statements in the name of the Cambridge Museum of Technology without first seeking permission from the curatorial advisor.

Any copyright and all other rights of a like nature conferred under the laws of England and Wales in materials created by the volunteer in the course of performing his/her volunteer activities, or exclusively for the purpose of the performing the volunteer activities, shall vest in the Museum upon creations.

The volunteer waives absolutely and irrevocably any relevant moral rights granted under the Copyright, Designs and Patents Act 1988. Where, in connection with the nature of the activity, the volunteer uses any materials in which the copyright is owned by the volunteer, the volunteer shall grant to the Museum a perpetual, non-exclusive, royalty-free licence to use, maintain and support such materials.

The volunteer will use all reasonable endeavours to obtain all necessary licences and permits to use third party materials which he/she wishes to use or make available in the course of performing his/her volunteer work and the volunteer shall use all reasonable endeavours to procure that any licences for third party materials are perpetual and contain terms that will allow the Museum to continue to use, maintain and support such third party materials on a royalty-free basis.

3. Changes to the Policy

3.1 This policy may be changed only by agreement by the Board of Trustees.

Date Policy adopted: 24th November 2011.



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Preserving the Industrial Heritage of Cambridge

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