



Policy guidance

Guidance on Imperial policies for
staff and/or their students setting up
companies

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Policies, support and guidance around creating new companies

In keeping with its academic aims and purposes, Imperial encourages the closest liaison between its staff and industry. In encouraging such interaction, Imperial is mindful of its obligation to provide safeguards, wherever possible, against anything arising from these Interests which could be detrimental to it or to individual members of staff. When creating a new company or supporting students who wish to start a new company, staff and their students should familiarise themselves with the Imperial policies that may apply by consulting the tables below which have guidance for staff (Table 1) and students (Table 2).

Table 1

Staff Company Objectives	Imperial Policy	Imperial Support	Imperial Enterprise Contact
Commercialising staff research when there is College IP	<u>Imperial College Intellectual Property Policy on Spinouts</u> using the established <u>Founders Choice</u> process	Imperial Enterprise guidance on <u>how to start a spinout</u> and the <u>Founders Choice</u> spinout formation process. <u>Imperial Enterprise Lab</u>	Your Faculty's <u>Industry Partnerships and Commercialisation Team</u> and <u>Imperial Enterprise Lab</u>
Commercialising staff-owned IP	<u>Imperial College Intellectual Property Policy on Spinouts</u> using the established <u>Founders Choice</u> process applies when College's innovative ecosystem, exemplary research facilities and project funding has been used to develop staff-owned IP	Imperial Enterprise guidance on <u>how to start a spinout</u> and the <u>Founders Choice</u> spinout formation process. <u>Imperial Enterprise Lab</u>	Your Faculty's <u>Industry Partnerships and Commercialisation Team</u> and <u>Imperial Enterprise Lab</u>
Commercialising staff research when there is no College IP	<u>Imperial College Intellectual Property Policy on Spinouts</u> using the established <u>Founders Choice</u> process applies when College's innovative ecosystem, exemplary research facilities and project funding has been used to develop research outputs	Imperial Enterprise guidance on <u>how to start a spinout</u> and the <u>Founders Choice</u> spinout formation process. <u>Imperial Enterprise Lab</u>	Your Faculty's <u>Industry Partnerships and Commercialisation Team</u> and <u>Imperial Enterprise Lab</u>
Consultancy (not via Imperial Consultants)	HoD <u>approval and annual declaration</u> of external interests on register (<u>ICIS</u>) and completion of the <u>waiver for private work form</u>	<u>Imperial Consultants (ICON)</u> is the College's preferred route for staff engaging in consultancy. Staff using ICON to arrange their consultancies would not need to set up a company for this activity and would not need to complete the waiver for private work form. <u>Imperial Enterprise Lab</u> is available to all staff, students and recent alumni.	<u>Imperial Consultants Team</u> and <u>Imperial Enterprise Lab</u>
An external interest with no overlap with staff's research field and no use of College's research facilities	HoD <u>approval and annual declaration</u> of external interests on register (<u>ICIS</u>) and completion of the <u>waiver for private work form</u>	<u>Imperial Enterprise Lab</u> is available to all staff, students and recent alumni.	<u>Imperial Enterprise Lab</u>

Table 2

Student company objectives	Imperial Policy	Imperial Support	Imperial Enterprise Contact
Student company with student intellectual property	<u>Student intellectual property policy</u> and <u>Student IP Guidance</u>	<u>Imperial Enterprise Lab</u> is available to all staff, students and recent alumni.	<u>Imperial Enterprise Lab</u>
Student-led company to commercialise IP generated from staff research group	<u>Imperial College Intellectual Property Policy on Spinouts</u> applies when students co-invent with staff or the IP build on College background IP	Imperial Enterprise guidance on <u>how to start a spinout</u> and the <u>Founders Choice</u> spinout formation process	Your Faculty's <u>Industry Partnerships and Commercialisation Team</u>
Student-led company to commercialise IP from research sponsored by a company	See <u>Student intellectual property policy</u> and <u>Student IP Guidance</u> and sponsorship terms. The sponsorship agreement may give the company IP rights or exploitation rights.	Enterprise guidance on <u>licensing IP to companies</u>	Your Faculty's <u>Industry Partnerships and Commercialisation Team</u>
Student-led company with staff founders taking directorships	<u>Imperial College Intellectual Property Policy on Spinouts</u> applies when College's innovative ecosystem, exemplary research facilities and project funding has been used to develop staff-owned IP	Imperial Enterprise guidance on <u>how to start a spinout</u> and the <u>Founders Choice</u> spinout formation process	Your Faculty's <u>Industry Partnerships and Commercialisation Team</u>
Student-led company with staff consultants (neither founder nor director)	<u>Student intellectual property policy</u> and <u>Student IP Guidance</u>	<u>Imperial Enterprise Lab</u> is available to all staff, students and recent alumni.	<u>Imperial Enterprise Lab</u>
Student-led company collaborating with Imperial research group	The Research Collaboration agreement will determine IP terms between the startup and Imperial as per any other research collaboration. If any Imperial IP is generated under the collaboration that is required by the startup, this will be licensed into the startup	Imperial Enterprise guidance on <u>industry partnerships</u>	Your Faculty's <u>Industry Partnerships and Commercialisation Team</u>
Student-led company whose directors become members of staff	If a student becomes an Imperial employee, then he/she needs to ensure the appropriate <u>declarations</u> are made to the department and <u>consultancy agreement(s)</u> are put in place to delineate between Imperial and startup activity.	Human Resources has guidance on College' <u>Register of Interests</u> <u>Imperial Consultants</u> is the College's preferred route for staff engaging in consultancy	<u>Imperial Consultants Team</u> <u>Human Resources Team</u>