



APPROVED
Rector of Shymkent University
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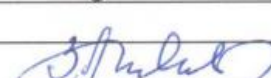
QUALITY MANAGEMENT SYSTEM

КОММЕРЦИАЛИЗАЦИЯ ОФИСА О КОММЕРЦИАЛИЗАЦИИ


Rules

QMS SHU 04-01-05-2023

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1 General provisions

1.1 Commercialization Office-introduction into production of scientific developments and technologies obtained in the course of scientific and (or) scientific and technical activities and recorded in any information environment, as well as models, models, samples of new products, materials and substances, adoption of new knowledge or decisions.

1.2 Commercialization Office-operates for the purpose of introducing to the market new or improved products, processes and services aimed at generating income related to the practical application of the results of scientific and (or) scientific and technical activities, including the results of intellectual activity.

1.3 The Commercialization Office is guided in its activities by the current legislation of the Republic of Kazakhstan, regulatory documents of the Ministry of Education and Science of the Republic of Kazakhstan, orders and orders of the Rector of the University.

1.4 the head of the commercialization office is appointed and dismissed by the order of the Rector of the University.

2. Services

The Commercialization Office provides the following services:

2.1 Conducts work to identify and implement commercially promising scientific developments of the University.

2.2 Commercialization of the results of scientific and (or) scientific and technical activities works together with departments.

2.3 Cooperates with Kazakhstani, foreign and international organizations and agencies for the protection of intellectual property, as well as with representatives of government agencies, banks, foundations, companies, firms, enterprises, universities, scientific organizations and entrepreneurs working in the field of commercialization of NAC results.

3. tasks

The Commercialization Office must:


3.1 Monitoring commercialization and creating a regulatory and methodological framework;

3.2 Search for partners to conclude business contracts and determine the needs of the market and partners, possible directions of commercialization,

3.3 Establish links with private business entities and develop investment memoranda and seek investors to commercialize research and development results;

3.4 Commercialization of completed research and implementation of research results in production;

3.5 Support commercialization projects; promote ready-made startup projects for students (business incubation).

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4. Rights

The Commercialization Office has the right to:

- 4.1. Make suggestions to improve the conditions and conduct of their work;
- 4.2. Require the university management to assist in providing assistance in fulfilling the rights and obligations of the Department;
- 4.3. Disagree with the orders, instructions, etc. of the administration in accordance with the approved standard;
- 4.4. Accounting, storage, maintenance and use of documents of the commercialization office;

5. Responsibilities

The Commercialization Office is responsible for:

- 5.1 Request the necessary equipment for the commercialization of research results;
- 5.2 Properly perform the duties assigned to the office;
- 5.3 For the correctness and completeness of its rights.
- 5.4 For non-compliance with the confidentiality of the information received.
- 5.5 For non-compliance with official ethics by office employees.
- 5.6 In case of non-compliance of office employees with safety regulations.
- 5.7 In case of non-fulfillment of this structural provision and obligations stipulated by legally binding legal acts.
- 5.8 For other violations stipulated by the Code of the Republic of Kazakhstan "On Labor" in the course of performance of official duties by the office.

6. Relations with other business units

6.1 The Commercialization Office carries out oral and written assignments of the University Rector, Vice-Rector for Research and International Relations, and Director of the Department of Science.

6.2 The Commercialization Office interacts with all structural divisions of the university.

