



POSITION PAPER ON INFORMATION MANAGEMENT AND SHARING

Background

One of the key strategic objectives of the International Agency for the Prevention of Blindness (IAPB) is to “enhance knowledge of eye health, relevant health and development topics, research findings and state of the art practices amongst IAPB Members and other stakeholders”.

Wide availability of and access to relevant information and data across the membership and beyond encourages a united voice for eye health, supports informed decision-making and incentivises collaboration and coordination. All marks of a healthy and strong sector.

We believe that, in line with our values of plurality¹ and collaboration², IAPB has a key role in fostering a culture whereby both ‘information creators’ and ‘information users’ adopt practices conducive to the widest possible access to and use of information in the pursuit of our goals.

Definitions

With the term ‘information’ we here include material that helps the circulation of knowledge such as webpages, online documents, publications, research articles, presentations, graphic representations, videos, collection of data.

‘IAPB material’ means any original material created by IAPB and/or which IAPB holds the copyright of.

‘Non-IAPB material’ means material created by others than IAPB and/or used by IAPB under limited and exclusive concession by the copyright holder.

Intellectual property considerations

Information may be subject to intellectual property (IP) protection, and copyright in particular, which may at times limit access and re-use.

IAPB welcomes a balanced approach to IP protection which maximises sharing and collaboration. We support the use of tools such as [Creative Commons licenses](#) to set flexible copyright conditions that enable others to share and use work while protecting authorship.

¹ We embrace the plurality of approaches we adopt in the pursuit of our common goals, in the belief that our strength derives from diversity rather than uniformity.

² We believe that by working together we have far greater chances of achieving change than any one organisation

² We believe that by working together we have far greater chances of achieving change than any one organisation can alone. We actively seek partnerships and collaboration with others as an effective means to achieve our vision.

Unless otherwise stated, IAPB material will commonly be licensed to enable free non-commercial copy and redistribution.

Non-IAPB material will be shared within the limits of any applicable copyright licence³.

Open access

IAPB supports the growing international consensus to ensure research from public funding is as widely accessible as possible to the international research community and the public at large. See:

- Berlin Declaration on Open Access in the Sciences and Humanities (2003) – [click here](#)
- OECD Principles and Guidelines for Access to Research Data from Public Funding (2007) – [click here](#)

Principles and practices IAPB staff commits to

When managing and sharing knowledge, IAPB staff will be guided by the following **principles**:

- **Share what I know** – we will proactively share relevant knowledge, information, learning and good practices with our colleagues, members, partners and peers.
- **Help knowledge flow** – we will endeavour to make information openly and easily accessible and remove any barriers whenever possible.
- **Recognise and celebrate** – we will recognise others for their intellectual efforts and duly credit all ‘information creators’.
- **Be open and transparent** – we will disclose all relevant sources and methodologies so that information is not left in a vacuum, but understood within its context.

Practices IAPB staff will adopt in the pursuit of the above principles will include:

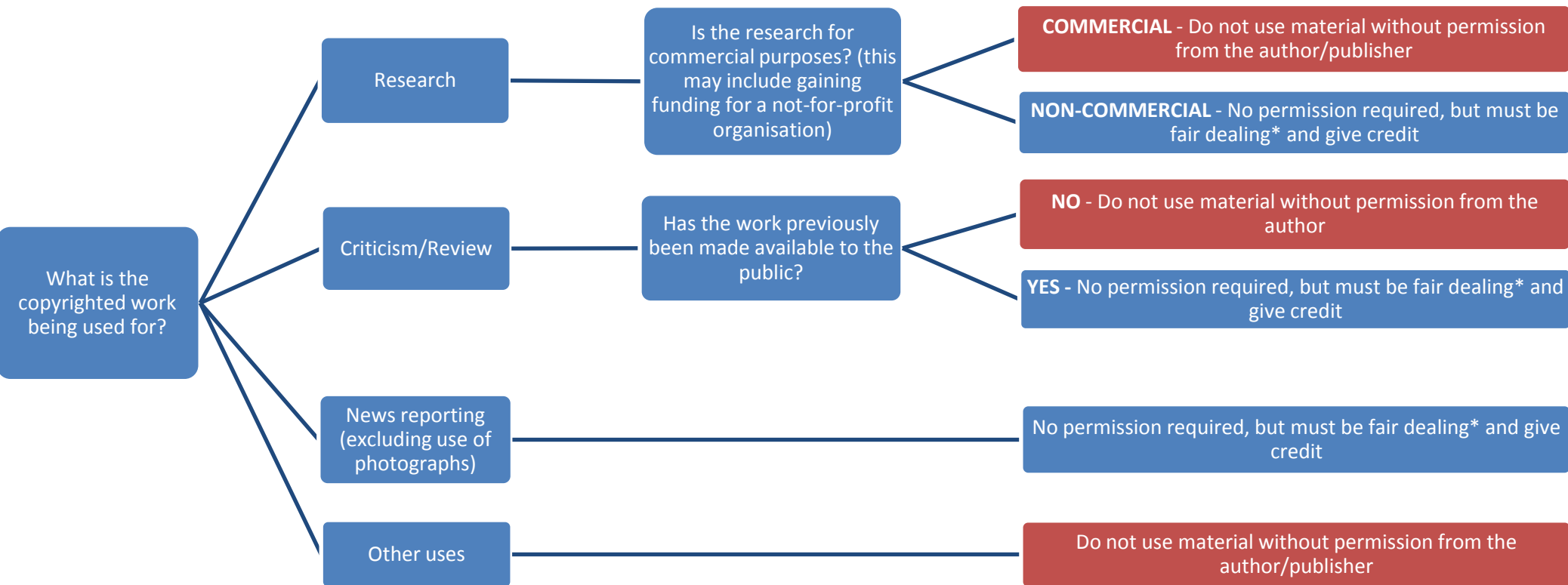
- Make as much information as possible available open and unrestricted on our website;
- Be timely, accurate and complete when circulating information, so decision making is informed, transparency enhanced and accountability improved;
- Provide IAPB members with physical and digital spaces where knowledge sharing can take place;
- Avoid reinventing the wheel and seek out whether what we are about to embark on has been done before;
- Not be afraid to borrow ideas and give credit to others;
- Regularly look outside our discipline in search of ideas, concepts and approaches that can be adapted and applied to meet our goals;

³ An overview of English copyright rules is available in Appendix I as general guidance. As an entity registered in England & Wales, IAPB is primarily subject to its laws. Furthermore, English Law is widely accepted as standard of good practice in international law.

- Encourage all IAPB members to follow similar principles in the way they manage and share knowledge.

APPENDIX I - OVERVIEW OF ENGLISH COPYRIGHT LAW – USE OF NON-IAPB MATERIALS

The overview below is provided as general guidance when dealing with copyrighted material. As an entity registered in England & Wales, IAPB is primarily subject to its laws. Furthermore, English Law is widely accepted as standard of good practice in international law.



*see Guidance Notes

Appendix I - Guidance Notes

Copyright law governs how copyrighted work can be used. The starting point is that copyrighted work may not be copied. However, the law sets out a number of permitted uses that will apply in relation to the way the IAPB use copyrighted work. Most importantly, English law allows copyrighted work to be used for research, criticism, review and news reporting. There are principles of fair dealing and sufficient acknowledgement (giving credit) that must be adhered to when relying on these permitted acts, as explained below. In most cases, copyright lasts until 70 years from author's/artist's death.

What is fair dealing?

The "fairness" in fair dealing means that you should take the minimum amount possible to achieve the relevant permitted purpose. If you take and use 100% of a specific journal, or the most substantial and valuable part, this is unlikely to be fair. Also, you should avoid commercially competing with the original work as that is unlikely to be fair. Finally, using unpublished work is unlikely to be fair (and stops the criticism and review defence from applying altogether). So in practice you should take the minimum amount needed for your purpose.

How should material be credited?

You should give a credit indentifying the work by its title or other description along with the author. (You do not need to give a credit if the work is published anonymously or unpublished and after reasonable inquiry the identity of the author is unknown.)

What does non-commercial research mean?

Any purpose which has some commercial value will fall outside the research exception. This may include research carried out with a view to raising funds by an employee of a not-for-profit organisation, such as the IAPB. So the non-commercial research defence is very limited.

What is news reporting?

This covers reporting current events. It is not confined to specific and very recent happenings, and the work being quoted doesn't need to be current if the issue it deals with is. It should be necessary to refer to the work to be able to properly deal with reporting the news in question.

What are criticism and review?

"Criticism" and "review" have their normal dictionary meanings. The criticism or review can be of the copyrighted work itself, of the thought or philosophy underlying the work or of another work.

TOP TIPS!

1. Always provide links to the fully authorised source of any material.
2. Always give credits even if not strictly required by law.
3. Avoid copying substantial chunks of data.
4. If the source material is freely available on the internet and the website makes it clear you can copy, it should be OK to use it. (You can't rule out the possibility that the website took it from elsewhere, but the risk is low.)

November 2013

Advice provided pro-bono by Mayer Brown International LLP, thanks to TrustLaw Connect