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## Introducing the Institute of Risk Management

The Institute of Risk Management (hereafter referred to as IRM) is a leading professional body for risk management. IRM is an independent, not-for-profit organisation that champions excellence in managing risk to improve organisational performance. IRM do this by providing internationally recognised qualifications and training, publishing research and guidance and setting professional standards, across the world. IRM members work in all industries, in all risk disciplines and across the public, private and not-for-profit sectors.

IRM endeavour to consistently meet the regulatory requirements for England. This policy is designed to support our coaches and students with the design, delivery and awarding of IRM qualifications.

## IRM Professional Standards Framework

IRM's professional standards framework was developed by researching over 30 risk management and associated risk management competency frameworks. IRM has also consulted practitioners, academics, and employers extensively. The framework reflects professional expectations of knowledge, skills and behaviours that are required from those working in risk management.

IRM's Professional Standards Framework is made up of:

- Professional standards – describe the 'what' – the knowledge and skills needed to do the job.
- Behavioural competencies – describe the 'how' – the personal qualities and behaviours needed to do the job well.

The standards and competencies are interlinked, developing relevant behaviours to equip the risk professional to better meet the professional standards. Together, the standards and competencies provide benchmarks for the skills, experience, qualifications, continuous professional development, and behaviours that the IRM believes those working in risk should achieve at different stages in their career. For further information on our [IRM Professional Standards](#).

## General Policy Statement

Copyright is the ownership and control of intellectual property in original works of authorship which are subject to copyright law.

## The IRM Copyright policy

The IRM is committed to:

- Protecting copyright and other intellectual property rights owned by the IRM, its employees and students.
- Complying with the provisions of the [Copyright, Designs and Patents Act 1988](#) and any further legislation in this regard and adhering to the terms and conditions of copyright licenses held.
- Use of the IRM name, logo is strictly prohibited without written consent from the IRM.

Copyrighted materials are protected by the [Copyright, designs and patents act 1988](#) and its subsidiary legislation in the UK. Failure to comply with copyright law or licenses could have serious consequences such as legal action against the individual or IRM.

**Ownership of copyright and intellectual property** – includes all works created by the IRM employees, contractors and students – teaching materials, publications, assignments, and other outputs which are not deemed commercially valuable Intellectual property, including:

- All published materials by the IRM are protected by Copyright legislation and may not be copied or made electronically available in whole or part without permission of the IRM.
- Teaching materials should only be used for the purposes of instruction only and should not be copied for use outside of the conducting of the IRM business.
- Teaching materials are not to be offered for sale in any format
- Meanings of materials used by the IRM must not be changed including summarized.

It is the responsibility of all employees, contractors and students of the IRM to observe this policy. Anyone intending to use any copyrighted material must ensure that they and the IRM are fully authorized by the copyright owner to do so.

The IRM owns all intellectual property created by its employees and material developers.

As a condition of registration, students are required to assign their intellectual property rights in respect of their assignments to the IRM.

### Teaching learning and student assessment materials (Intellectual Property)

Teaching and learning materials include printed materials, digital texts, web-based content, multimedia captured content (video and audio recordings) for instructional use. The copyright for teaching and learning materials belongs to the IRM and can only be reproduced with written permission of the IRM.

Copyright of sample assessments belong to the IRM and can only be used for the purpose of teaching or example. Live assessment materials are confidential materials and must not be distributed, published or discussed on any social media platforms, external websites or intranets.

This is in line with the 'Intellectual Property (Copyright and Related Rights) (Amendment) EU Exit Regulations' found on page 4 of the following document [Intellectual Property \(Copyright and Related Rights\)](#).

### Use of third-party copyright materials

Use of third-party copyright materials is the use of materials in research, learning, teaching and other professional activities, including text, images, video and music, whose copyright is not owned by the IRM ('third party materials').

## Copyright clearance

It is the responsibility of individual employees, contractors or students working on behalf of the IRM to make legitimate use of third-party material. This involves ensuring that permission has been granted so as not to infringe any of the exclusive rights of the copyright holder. Copyright acknowledgements and permissions should be published with or in the material to be published. The copyright holder has the exclusive right to authorise or prohibit any of the following acts:

- **Reproduction** – which means copying the work in any way, such as by photocopying, scanning or copying recorded music.
- **Distribution** – which covers issuing copies of a work to the public.
- **Communication** with the members and students – this includes making the learning materials available by electronic means, such as broadcasting or putting it on the internet.