

Mphasis is continuously evolving its services portfolio and developing IP based Assets to provide customer focused solutions. Mphasis strongly believes in nurturing an IP based culture within the organization to achieve the following objectives:

1. Respect for Intellectual Property of its customers, partners and vendors.
2. Superior value addition to its customers and partners by identifying, protecting and commercializing Mphasis IP based assets.
3. Improved value to shareholders.

Intellectual Property Rights ("IPR") means generally patented or potentially patentable inventions, trademarks, service marks, trade names, copyrightable subject matter and trade secrets.

- Employees creating or developing IP Assets are encouraged to add these assets to the Mphasis IP Portal of Mphasis. Mphasis IP classification takes place through the criteria defined in the reuse portal of Mphasis.
- Mphasis employees are mandated to undergo the IP learning program available at Mphasis knowledge management portal.
- Mphasis IP Assets are used to either to generate non-linear revenue or provide value addition to customers.
- Employees may use Mphasis IP Assets in delivering services. Employees should ensure written consent of customer is taken prior to usage of Mphasis IP Assets. Mphasis IP assets may be made available either at the start or during the course of the projects. It is the responsibility of the employees providing services to use Mphasis IP assets with appropriate permissions and protections. Employee should consult the Legal Department whenever an IPR issue is involved and employees are not clear on the course of action to be taken.
- IP Assets created by employees during the tenure of employment with Mphasis are assigned to Mphasis in accordance with employee contracts or policies.
- For use of any third party software, it is the responsibility of the employees to comply with the licensing terms of such software. Employees are encouraged to seek advice from Legal department
- Only with prior written consent of the customer, can any third party software or free-trial software, any freeware or open source software can be used in the delivery of the project.
- Employees are not permitted to install any Freeware/ Shareware/ Open Source software on the company provided computers without the permission from the License Management team. For further assistance, you may reach out to [licensemanager@mphasis.com](mailto:licensemanager@mphasis.com).
- In case of any doubts, employees are encouraged to seek clarification from Legal department