



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Intellectual Property Categorisation for South Africa

Business, Commerce and Management Studies / Marketing

Unit Standard 252441 · NQF Level 5 · 12 Credits · 9 Days

COURSE OVERVIEW

This course equips learners with the skills to categorise intellectual property (IP) information according to South African legislative and organisational requirements. Participants will learn to identify, classify, and manage IP assets such as patents, trademarks, copyright, and trade secrets. The course ensures compliance with relevant laws and enhances the protection and commercialisation of IP.

Category	Business, Commerce and Management Studies
Subfield	Marketing
Unit Standard	252441
Accreditation	SAQA Accredited · NQF Level 5 · 12 Credits
Duration	9 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply the principles of IP categorisation to organise patents, trademarks, copyright, and trade secrets.
- Analyze IP information against legal and organisational criteria to determine appropriate categories.
- Evaluate the implications of incorrect IP categorisation on legal protection and business value.
- Implement a categorisation system that aligns with South African IP legislation and industry best practices.
- Demonstrate the ability to maintain and update IP records systematically.
- Design a workflow for ongoing IP information management and categorisation.

WHO SHOULD ATTEND

- This course is ideal for IP administrators, legal support staff, records managers, and anyone responsible for handling or organising intellectual property information within an organisation.

COURSE OUTLINE

Day 1: Introduction to Intellectual Property and the Legal Framework

- Definition and types of intellectual property.
- Economic and social value of IP.
- Overview of South African IP law: Patents Act, Trade Marks Act, Copyright Act, Designs Act, Plant Breeders' Rights Act.
- International treaties and conventions (e.g., TRIPS, Paris Convention, Berne Convention).
- Role of IP in business and innovation.
- Key terminology: owner, inventor, creator, applicant, registrable vs. non-registrable.
- Introduction to the Companies and Intellectual Property Commission (CIPC).

Day 2: Patents – Requirements, Types, and Procedure

- What is a patent? Scope and exclusions.
- Novelty and the state of the art.
- Inventive step (non-obviousness).
- Industrial applicability.
- Types: standard patent, patent of addition, and reissue.
- Provisional vs. complete patent applications.
- Filing procedures with CIPC.
- Patent examination and acceptance.
- Term of protection (20 years) and renewal fees.
- Infringement: acts constituting infringement and defences.

Day 3: Trade Marks – Registration, Classification, and Protection

- What is a trade mark? Types: word, device, shape, sound, smell, colour.
- Absolute grounds for refusal (e.g., devoid of distinctive character).
- Relative grounds for refusal (e.g., conflict with earlier marks).
- Classification of goods and services (Nice Classification).
- Application process: search, filing, examination, publication, opposition, registration.
- Duration and renewal (10-year terms).
- Infringement and passing off.
- Well-known trade marks and defensive registrations.
- Collective and certification marks.

Day 4: Copyright – Subsistence, Ownership, and Duration

- Categories of works: literary, musical, artistic, cinematograph films, sound recordings, broadcasts, programme-carrying signals, published editions.
- Originality requirement.
- Idea-expression dichotomy.
- Economic rights: reproduction, distribution, public performance, adaptation.
- Moral rights: attribution and integrity.
- Ownership: author vs. employer vs. commissioner.
- Duration: generally 50 years after death or publication.
- Infringement: primary and secondary.
- Fair dealing exceptions (research, private study, criticism, review, news reporting).

Day 5: Designs – Aesthetic and Functional, Registration and Infringement

- Definition of a design: features of shape, configuration, pattern, or ornament.

- Aesthetic designs (eye appeal) vs. functional designs (utility).
- Requirements: new and original.
- Application process: filing, examination, registration.
- Duration: aesthetic 15 years, functional 10 years.
- Infringement: making, importing, using, or selling articles embodying the design.
- Defences: independent creation, prior use.
- Overlap with copyright and patents.

Day 6: Plant Breeders' Rights and Other IP Categories

- Plant Breeders' Rights Act: eligible plant varieties.
- Requirements: new, distinct, uniform, stable (DUS).
- Application process: filing, examination (including growing trials).
- Duration: 25 years for vines and trees, 20 years for others.
- Breeder's exemption and farm-saved seed.
- Trade secrets: protection via contract and common law.
- Geographical indications: definition and protection under the Merchandise Marks Act.
- Domain names: dispute resolution (ZADNA).
- Traditional knowledge and cultural expressions.

Day 7: IP Ownership, Commercialisation, and Licensing

- Ownership rules: employee inventions, commissioned works, joint ownership.
- IP audits and due diligence.
- Valuation methods: cost, market, income.
- Commercialisation strategies: licensing, assignment, joint ventures.
- Types of licences: exclusive, non-exclusive, sole, compulsory.
- Key licence clauses: scope, territory, duration, royalties, sub-licensing, termination.
- Technology transfer agreements.
- Registering licences and assignments with CIPC.

Day 8: Enforcement, Infringement, and Dispute Resolution

- Civil infringement: elements and remedies.
- Anton Piller orders and interdicts.
- Damages and account of profits.
- Criminal sanctions: fines and imprisonment.
- Border measures: seizure of counterfeit goods.
- Alternative dispute resolution: arbitration and mediation.
- Role of the IP Tribunal (CIPC).
- Litigation in the High Court and IP-specific courts.
- Domain name dispute resolution (ZADNA).

Day 9: IP Strategy, Management, and Practical Integration

- IP strategy: offensive vs. defensive, freedom to operate.
- Portfolio management: filing, maintenance, pruning.
- IP audits and landscape analysis.
- IP and innovation management.
- IP in contracts: confidentiality, non-disclosure, material transfer.
- International IP protection: filing strategies (PCT, Madrid, Hague).

- Case studies: categorising IP in different industries.
- Emerging issues: AI-generated works, digital IP.
- Review and assessment of categorisation skills.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **12 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 35,000.00	R 35,000.00
1	In-House	R 45,500.00	R 45,500.00
1	On-Campus (Pretoria)	R 52,500.00	R 52,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
07 Aug 2026	19 Aug 2026	On-Campus	Mauritius
10 Aug 2026	20 Aug 2026	On-Campus	Dubai, UAE
11 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa
12 Aug 2026	24 Aug 2026	On-Campus	Abu Dhabi, UAE
13 Aug 2026	25 Aug 2026	On-Campus	Durban, South Africa
13 Aug 2026	25 Aug 2026	On-Campus	Mauritius
14 Aug 2026	26 Aug 2026	On-Campus	Cape Town, South Africa
17 Aug 2026	27 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 252441) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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