

Solvoz Foundation

IP and open-access knowledge policy

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Applies to: Stichting Solvoz Foundation

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1. Purpose

This IP and open-access knowledge policy sets out how Stichting Solvoz Foundation distinguishes between proprietary technology, open-access knowledge, donor-funded content, supplier information, programme outputs and confidential information.

The Foundation exists to strengthen responsible, effective, efficient and inclusive procurement in the NGO, humanitarian, development and wider non-profit sector. Open-access procurement knowledge is part of that mission. At the same time, the underlying software technology used for Foundation-supported deployments is owned and maintained by Solvoz BV as the professional technology provider.

This policy helps ensure that knowledge created or maintained for public-benefit purposes can be shared where appropriate, while proprietary software, supplier data, personal data, confidential information and donor-restricted content remain properly protected.

This policy should be read together with the Foundation's policy plan, supplier and SME access policy, grant funding policy, data governance and GDPR role allocation framework, related-party transaction policy and the technology services agreement between the Foundation and Solvoz BV.

2. Scope

This policy applies to intellectual property, knowledge outputs, data and content created, funded, managed, published or used by the Foundation in relation to its activities and Foundation-supported deployments. It covers:

- Solvoz BV proprietary software and platform technology;
- Foundation-managed open-access procurement knowledge;
- donor-funded content and programme outputs;
- templates, specifications, catalogues and guidance;
- supplier data and supplier-provided information;
- public, restricted and confidential content;
- knowledge outputs created with partners, consultants or programme participants.

This policy does not replace data protection requirements, supplier terms, donor agreements, platform terms or the technology services agreement. Where those documents contain stricter rules, those rules apply.

3. Core principles

The Foundation applies the following principles:

- procurement knowledge created for public-benefit purposes should be open and accessible wherever possible;
- proprietary software and technical infrastructure remain protected and professionally maintained;
- supplier data, buyer data, personal data and confidential procurement information must be handled responsibly;
- donor-funded outputs should be shared where this is allowed and aligned with the funded purpose;
- confidential, commercially sensitive, security-sensitive or personal-data-related information should not be made public without a valid basis;
- ownership, usage rights and publication rights should be documented where relevant.

4. Proprietary software and platform technology

Solvoz BV remains the owner of the proprietary software and platform technology used for Foundation-supported Solvoz deployments. This includes, among others:

- software code;
- platform architecture;
- APIs;
- database structures;
- platform modules and features;
- user interfaces;
- technical documentation;
- security design;
- technical configurations;
- product roadmap;
- technical improvements, updates and bug fixes.

The Foundation may use the software and platform technology for Foundation-supported deployments under the technology services agreement with Solvoz BV. Use of the software by the Foundation does not transfer ownership of the software, platform or technical intellectual property to the Foundation. Where grant or donor funding contributes to technical improvements, configuration or development of the software, ownership and usage rights are governed by the technology services agreement and any relevant grant or donor conditions.

5. Foundation-managed open-access knowledge

The Foundation may develop, maintain, support or publish open-access procurement knowledge for the humanitarian, development and wider non-profit sector. This may include:

- product and service specifications;

- category guidance;
- sourcing templates;
- practical decision support;
- procurement process guidance;
- supplier information frameworks;
- sustainability and compliance guidance;
- localisation guidance;
- market learning outputs;
- non-confidential lessons from programmes and deployments.

The Foundation's starting point is that non-confidential knowledge outputs funded or maintained by the Foundation should be made open access wherever possible, in line with the Foundation's mission. Open-access publication may be done through the Foundation website, public catalogues, shared templates, downloadable resources, reports, programme outputs or other appropriate channels.

6. Templates, specifications and catalogues

Templates, specifications, catalogues and guidance developed or maintained by the Foundation may be made available for public-benefit use where appropriate. Such resources may be published openly, shared with eligible non-profit actors, or used within Foundation-supported deployments. Where templates, specifications or catalogues are based on donor-funded work, partner contributions, supplier input or third-party materials, the Foundation should ensure that publication and reuse are allowed.

The Foundation may update, adapt or retire published knowledge resources where needed to reflect changing standards, market developments, donor requirements, safety considerations or user feedback.

7. Donor-funded content and programme outputs

Donor-funded content and programme outputs should be managed in line with the relevant grant or donor conditions. Where possible, non-confidential donor-funded knowledge outputs should be made open access or shared for public-benefit use. Exceptions may apply where content is:

- confidential;
- security-sensitive;
- commercially sensitive;
- supplier-sensitive;
- personal-data related;
- restricted by donor or grant conditions;
- unsuitable for public release due to legal, safeguarding, procurement or operational risks.

Where a donor or funder requires specific ownership, licensing, publication or acknowledgement terms, these should be documented in the relevant grant or programme agreement.

8. Supplier data and supplier-provided information

Supplier data and supplier-provided information are not automatically open-access knowledge. Suppliers may provide information such as company profiles, product or service information, certifications, compliance documents, references, capacity information, technical specifications, catalogues and contact details. Such information may be used in line with the Foundation's supplier and SME access policy, platform terms, privacy notices and deployment-specific arrangements.

Supplier information may be made visible to eligible buyers, donors or programme actors within a Foundation-supported deployment. Where the supplier has consented, supplier profiles may also be made visible for other Foundation-supported deployments or used to notify suppliers about relevant opportunities. Confidential, commercially sensitive or personal-data-related supplier information should not be made public unless the supplier has agreed, disclosure is required by law or donor rules, or disclosure is otherwise permitted under the applicable terms.

9. Buyer, donor and procurement data

Buyer, donor and procurement data may include procurement records, RFIs, RFQs, tenders, bids, evaluations, user accounts, communications, reports and other operational information. Such information is not open-access knowledge unless it has been expressly prepared, anonymised or approved for public release.

Operational procurement data should be handled in line with the Foundation's data governance and GDPR role allocation framework, deployment-specific data role assessments, platform terms, data processing agreements and confidentiality obligations. The Foundation should not access or publish operational procurement data unless this is authorised, documented and aligned with applicable data protection, donor, buyer and confidentiality requirements.

10. Public, restricted and confidential content

The Foundation distinguishes between public, restricted and confidential content.

Public content may be published openly and reused for public-benefit purposes, subject to any stated conditions.

Restricted content may be shared only with certain users, partners, donors, buyers, suppliers or programme participants, for example within a specific deployment or programme.

Confidential content must not be shared beyond authorised persons. This may include personal data, supplier-sensitive information, buyer-sensitive information, bids, evaluations, security information, contractual information, pricing information, donor-restricted information or proprietary materials.

Where there is doubt about whether content may be published, the Foundation should treat it as restricted or confidential until the publication rights are clarified.

11. Contributions by partners, consultants and experts

The Foundation may work with partners, consultants, experts, researchers, suppliers, buyers or programme participants to create knowledge outputs. Where such contributions are material, ownership, usage rights and publication rights should be documented in the relevant agreement, assignment, terms of reference or programme arrangement.

As a principle, contributors should understand whether their contribution may be used for open-access publication, internal programme use, restricted deployment use or another defined purpose. The Foundation should not publish third-party content as open access unless it has the right to do so.

12. Licensing and reuse

Where the Foundation publishes open-access knowledge, it may specify the conditions under which the material may be used, copied, adapted or shared. Such conditions may include attribution requirements, restrictions on commercial reuse, requirements to preserve notices, or other reasonable terms.

The Foundation may use open licences where appropriate. Specific licence choices may be determined per knowledge output or programme. Open-access publication does not give users rights to Solvoz BV's proprietary software, platform, technical documentation, trademarks or confidential materials.

13. Data protection and privacy

This policy does not override data protection requirements. Personal data must be handled in accordance with applicable data protection laws, the Foundation's data governance and GDPR role allocation framework, relevant privacy notices, data processing agreements and deployment-specific arrangements.

Before publishing knowledge outputs, the Foundation should consider whether personal data, commercially sensitive information or confidential operational data must be removed, anonymised, aggregated or withheld.

14. Use of Foundation name and materials

The Foundation's name, logo, publications and materials may be used only in ways that are accurate, respectful and aligned with the Foundation's mission. Third parties may not imply endorsement, approval, verification, partnership or funding by the Foundation unless this has been expressly agreed. Use of Solvoz BV's name, platform branding, trademarks or technology-related materials is governed by Solvoz BV's rights and any applicable agreement.

15. Review

This policy should be reviewed at least once every two years, or earlier if there are material changes in the Foundation's activities, technology arrangements, donor requirements, open-access publication practices, data protection requirements or relationship with Solvoz BV. Amendments require board approval.