



# ARIPO RENTAL FACILITIES AND SERVICES



## ARIPO Rental Facilities and Services

Harare, Zimbabwe  
2018

## ARIPO headquarters building named best commercial property for 2017



The African Regional Intellectual Property Organization (ARIPO) is proud to have had its new headquarters building named the best commercial property in Zimbabwe for 2017. The magnificent new ARIPO headquarters building was selected as the best property developed under commercial projects category countrywide at the Zimbabwe Project Management Awards organized by the Chartered Institute of Project Managers Zimbabwe (CIPMZ) on 18 December, 2017 in Harare, Zimbabwe.

The recognition at the annual awards is a befitting endorsement of the rebranding efforts we undertook beginning 2016 aimed at increasing the

Organization's global visibility and reach.

Situated in 11 Natal Road in Belgravia – a diplomatic missions' enclave in Harare – the ARIPO headquarters building was designed to generate an exceptionally warm and congenial atmosphere for work. It comprises extensive office space, conference facilities, state-of-the-art auditorium, cafeteria and a beautiful garden to give the building an excellent ambience for conducting business. The conference facilities that are for hire offer a variety of meetings packages that range from private spaces to ambient conference rooms that can accommodate up to 150 participants. The state-of-the-art building was inaugurated on 9 December 2016, by the then Vice-President of the Republic of Zimbabwe, Honourable Emmerson Dambudzo Mnangagwa, who is now the President.

ARIPO is an inter-governmental organization that was created in 1976 and currently has 19 Member States.

## ARIPO FACILITIES FOR HIRE

The new ARIPO Headquarters Building offers state-of-the-art facilities geared towards providing excellent impressions for a professional outlook that any business would be proud to be associated with. First impressions are crucial and a great environment can give a business pitch and the best chance of success. The facilities offer a variety of meeting packages that range from intimate private spaces to ambient conference rooms that can accommodate up to 150 participants. All meeting facilities are equipped with designer furniture and aesthetic artwork, high performance audiovisual and conference equipment.

### CONFERENCE FACILITIES

All the conference facilities can be hired for seminars, workshops or symposiums and ARIPO's professional technical staff are always available on the ground to assist. The facilities are offered as a full package or room hire only as follows:

FULL PACKAGE	ROOM HIRE ONLY
Stationery (writing pad, pen, markers, flip charts)	Stationery (writing pad, pen, markers, flip charts)
Overhead projector	Overhead projector
PA system	PA system
Teleconferencing equipment	Teleconferencing equipment
Refreshments (juices, sweets, water)	Refreshments (juices, sweets, water)
Lunch, morning and afternoon teas	
Wi-Fi available for both packages	



## 1. THE AUDITORIUM

The ARIPO state-of-the-art auditorium has a seating capacity of 150 people and is acoustic and sound engineered to function as a broadcast centre that enables live presentations and discussions through large flat screen monitors.

**The auditorium, the first of its kind in Harare, has:**

- 3rd Generation Confidea® conference system which features, focused intelligent audio visual equipment, state-of-the-art Quad-Band wireless technologies, fault-tolerant error correcting protocols and advanced encryption algorithms
- Equipment allows moderated discussion, simultaneous interpretation and electronic voting

- 3 x 60inch LED monitors
- 3 interpretation booths
- Fully air-conditioned
- Individual charging ports
- Wheel chair access
- Spacious and comfortable seats



## 2. JEREMIAH HERBERT NTABGOBA CONFERENCE HALL

The Jeremiah Herbert Ntabgoba Conference Hall with the seating capacity of 50 people has:

- State-of-the-art digital projector
- High speed wireless audio system

- Interpretation booth
- 50 inch LED Screen
- Projector
- Desk microphones



### 3. MULTI-PURPOSE HALL

ARIPO has a multi-purpose hall with the seating capacity of 60 people, which can also be converted into other usage such as entertainment, catering and seminars. However with a large number of participants using the main conference hall, the multi-purpose hall can be given as gratis for catering services.



## CAFETERIA

For all meetings, conferences or symposiums, ARIPO offers a spacious cafeteria with a seating capacity of 60 people. The cafeteria may be used for events and meetings taking place at ARIPO or can be hired separately by those seeking to outsource meals for their guests. Additional arrangements can be made for hosting dinners and other meals outside working hours. If the number exceeds 60, the multi-purpose hall can be used as a cafeteria.



# BOARDROOMS

There are two impressive Boardrooms which accommodate up to 10 people each and are ideal for executive meetings including conference calls, presentations, screenings or breakout sessions. The Boardrooms are supported by integrated audiovisual equipment including video conferencing facility.

## BOARDROOM 1



## BOARDROOM 2



The Boardrooms are equipped with:

- Integrated AV equipment
- HDLCD TV
- Polycom conference phone
- Featured artwork
- White board
- Free Wi-Fi



## TRAINING LAB

Technical, online and virtual training are a key part of modern learning. ARIPO offers a spacious modern training lab equipped with 25 workstations, Wi-Fi, projector and audio equipment. The training lab can be used for practical trainings that require use of computers.



## ANDERSON RAY ZIKONDA LIBRARY

### The library facilities offer:

- Free access and subscription
- Specialized collection of books, dissertations on IP
- Free access to specialized IP collections and books
- Free virtual library access
- Free information research services

### Our highly qualified and experienced Team also offers:

- Indexing services
- Editorial services
- Bibliography services
- Reproduction and binding services for a fee





# ARIPO SERVICES

Through our capacity building and consulting services, ARIPO provides premier training to people of all walks of life. The knowledge and experience gained in more than four decades in practical IP administration and practice, our services focus on giving insight and understanding of IP and its management as well as ensuring that the acquired knowledge can be applied to enhance policy and legislative developments, business competitiveness and socio-economic development.

The expertise is geared towards individual innovators or entrepreneurs, SME's, large corporations, academic and research institutions, law firms, professional bodies and any other corporate bodies/institutions, to nurture and grow their businesses and developments and bring about economic transformation.

The ARIPO Team works across various business and development sectors and has access to world-wide IP information and statistics to facilitate a Research and Development and evidence-based policy formulation and business decisions.

All the services are normally provided at a fee.

## I. IP REGISTRATION SERVICES

ARIPO is mandated by the following Protocols to grant and register Intellectual Property titles on behalf of its member states and public.

### *i. Harare Protocol:*

This Protocol provides the legal framework for inventions and innovations to be protected by granting patents and registering utility models and industrial designs of such inventions and innovations on behalf of the Member States that are party to the Protocol.

### *ii. Banjul Protocol:*

This Protocol provides the legal basis for the registration of trademarks on behalf of the Member States that are party to the Protocol.

### *iii. Swakopmund Protocol:*

The Protocol enables the custodians of the traditional knowledge and



associated genetic resources as well as expressions of folklore to protect their knowledge against misappropriation and biopiracy.

**iv. Arusha Protocol:**

This Protocol enables plant breeders to protect their new varieties of plants for the benefit of farmers.

## II. CAPACITY BUILDING

ARIPO established the ARIPO Academy to foster capacity building activities in the following area :

**i. Academic Programmes**

In 2008, the ARIPO Academy partnered with the World Intellectual Property Organization (WIPO) Academy and Africa University in Mutare, Zimbabwe to jointly offer a Masters Degree Program in Intellectual Property at Africa University. So far, the program has graduated 250 students from the past 9 cohorts from May 2008 to April 2017. To further increase access to training opportunities in IP with a view to developing the critical mass of IP experts that the African continent requires, the ARIPO Academy has also partnered with Kwame Nkrumah University of Science and Technology in Kumasi, Ghana to jointly launch the Master of Intellectual Property (MIP) degree program in August 2017.

**ii. Professional (Skills) Development Programmes**

The Professional Development Programmes are aimed at enhancing IP skills and transformation knowledge of professionals such as the judiciary, media, IP Agents and attorneys, research and developments institutions and corporate executives.

**iii. General Training Programmes**

The General Training Programmes are aimed at the policy makers and the general public including students and the youth in enhancing their IP awareness and uptake.

**iv. Customised/Tailor Made Programmes**

The ARIPO Academy offers tailor-made courses that meet the immediate training needs and challenges faced by officers in IP and IP related institutions. Organizations and IP Offices can request the

ARIPO Academy for specific training in any field of IP to address specific needs of target groups.

## III. SEARCH SERVICES

**i. Examination of National Patent Application**

ARIPO can examine, at a fee, applications for IP titles from national IP offices of both member states and non-member states.

**ii. Validity of Application**

ARIPO carries out comprehensive searches to determine if an IP right that was previously granted still remains valid.

**iii. Intellectual Property Information**

ARIPO can conduct IP information searches to help users

- Avoid duplication of research and development.
- Avoid infringing on other people's rights
- In negotiating license agreements

**iv. Novelty Searches**

The novelty searches are conducted to help an applicant who has an invention which he or she intends to protect and wishes to determine whether there is any prior art that can prevent protection of the invention.

**v. Patent Landscape/Mapping**

This involves a search and preparation of a collection of patents such as patents filed by a given company; patents filed in a given country in a specific year; or patents claiming inventions related to a specific technical field.

**vi. State-of-the-Art Searches**

ARIPO carries out state-of-the-art searches to help users determine the most current development in a given field.

## IV. CONSULTANCY SERVICES

**i. IP Assets Audit**

ARIPO can help institutions or companies to conduct an IP Audit with a view to understanding what IP assets they own to ensure that they are well protected and are getting maximum value from such assets.

ARIPO can help to assess the strength of the available IP rights and identifying any steps that could be taken to strengthen the IP portfolio of an organization.

**ii. *IP Policy and Strategy Development***

ARIPO helps institutions to develop their IP policy with a view to enhancing the creation, protection and commercialization of IP assets.

**iii. *IP Technical Assistance and Support***

ARIPO provide technical assistance to IP Offices on the handling of IP applications.

**iv. *Patent Research and Analysis***

ARIPO team will help you systematically evaluate patent data to identify/determine technology and commercial trends in order to ensure appropriate innovation pathways, implementation, protection and monetization of inventions.

**v. *IP Risk Management and Mitigation***

The ARIPO team will help you to identify and manage your IP, and mitigate any potential IP risks (e.g. infringement and freedom to operate).

**vi. *IP Portfolio Optimization and Management***

For highly innovative companies or institutions the ARIPO team will help you develop and manage an IP portfolio that will ensure you remain competitive, avoid costly litigation, monitor and maintain the value/validity of your IP assets and protect the future of your innovations.

**vii. *Innovation Support Services***

The ARIPO team will help you in identifying potential or existing inventions which can be protected and identifying the most strategic protection mechanism either through patents/utility models, trade secrets etc.

**viii. *IP Legal Support Service***

The ARIPO team will assist you or your firm with understanding your IP cases and the legal frameworks relevant for your defence or pursuing a litigation and alternative dispute resolution mechanisms for IP cases.

**ix. *Supporting the Development of the Growth of the Creative Industries***

ARIPO will assist rightholders to leverage on their copyright works to enhance their livelihoods and support the development and growth of the creative industries.



# ENQUIRIES AND BOOKINGS

## ARIPO OFFICES

For enquiries and bookings, kindly contact ARIPO offices for a prompt response.



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