



**ADICHUNCHANAGIRI
UNIVERSITY**

(Estd. under Karnataka Act No. 18 of 2013)
B.G. Nagara - 571448

ACU/AUTY/UGC-CoE/01/344/2020-21

Date: 12/08/2020

Notification

Sub: Adichunchanagiri University Intellectual Property Rights Policy (ACU-IPR), Reg

Ref: 1. UGC Circular D.O.No.F.1-1/2020 (Secy), dated 08/07/2020

2. Proceedings of 16th meeting of CAC held on 17/07/2020

3. Approval from BOM as per section 4(viii) of BOM Statutes

Pursuant to the approval from Board of Management as per section 4(viii) of BOM Statutes, Adichunchanagiri University hereby notifies the 'Adichunchanagiri University Intellectual Property Rights Policy' comprehensively encompassing all the IP including Industrial Design, Trade Secret, Data Protection, Trade Mark & Geographical Indication (GI)

Directors/ Principals of the Constituent Colleges/ Institutions are informed to publish this on the Notice Board and circulate among the Staff & students for further needful action.

Registrar

Dr. C.K. Subbaraya

Registrar

Adichunchanagiri University
B.G.Nagara-571448

Copy to:

1. The Secretary to Hon'ble Chancellor/ OSD to The Vice Chancellor/OSD to The Pro-Vice chancellor
2. The Principals of Constituent Colleges of ACU
3. Deans of All Faculties of ACU
4. Registrar-Evaluation/ Finance Officer
5. Chief Coordinator, ACU IPR Cell, BGSIT
6. Other Officers of ACU/Office Copy



Adichunchanagiri University Intellectual Property Rights Policy



B.G.Nagara (NH-75), Nagamangala, Mandya (D)-571448, Karnataka, India



Adichunchanagiri University

Intellectual Property Rights Policy

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1.0 Preamble

The above policy shall be called as Intellectual Property Rights Policy comprehensively encompassing all the IP including Industrial Design, Trade Secret, Data Protection, Trademark and GI.

As an institution of higher learning, Adichunchanagiri University recognizes the need for and desirability of encouraging the broad utilization of innovations, not only by researchers but also in practical application for the benefit of general public and acknowledges the importance of the patent system in bringing innovative research findings to practical application. It is further recognized that employees of the University need assistance in determining and evaluating patentability and in prosecuting patent applications for or otherwise protecting inventions made by them. The purpose of this IPR policy is to establish a mechanism to serve the public benefit and interest, to determine and appraise all concerned parties of relative rights and equities, to maintain scientific ethics, to examine the authenticity of the patent applications in order to incentivise innovation and creativity and also to regulate the monetary expenses involved in patent filing and to prevent the loss of money if the patents are not granted because of poor quality and many other reasons, the licensing of inventions, the equitable distribution of any royalties or other financial returns, to provide common platform in patent matters irrespective of discipline, and to provide for adequate reporting of patent activities. This policy applies to all University administrative officers, faculty members, academic employees, staff members and students. The filing of patents shall be initially to check its viability or the commercial returns or the technology readiness level. The IPR Policy shall also be in compliant to the law of the land. The said policy has intervention of various legislations such as the Copyright Act 1957, Trade and Merchandise Marks Act, 1958 replaced by Trade Marks Act, 1999, The Patents Act, 1970, The Designs Act, 2000, The Geographical Indication of Goods (Registration and Protection) Act, 1999 along with them the other relevant legislations.

Objectives:

- To promote Science, Technology and Innovation through IPR.
- To serve the public benefit and interest.
- To determine and appraise all concerned parties of relative rights and equities, to maintain scientific ethics.





2.0 Definitions

The following are the definitions that have been followed for the different terms used in this policy.

2.1 "Inventions" shall mean and include: For purposes of this policy, an invention includes every possible discovery, finding, method, formula, process, technique, procedure, system, product, device, apparatus, machine, design, article of manufacture, composition of matter (including but not limited to chemical compounds, proteins, (e.g., 2 antibodies), nucleic acids, vectors (e.g., plasmids or viral vectors), cells or cell lines, microorganisms, plants, animals, and the like), codes, computer programs, or a new use for, or improvement of, any of the above, whether patentable or not, which is conceived, developed, made, produced, or reduced to practice by University employee (or a Visiting Scientist who carried out research work at ACU), as a result of his (her) work at ACU, or through the use of any ACU information, facilities or other resources. "Inventions" shall also mean copyrightable works that include subject matter that is also patentable, determined as per the guidelines. Each faculty member will be deemed to be the custodian of his or her laboratory notebooks and must promptly deliver such notebooks upon the University's request or upon termination of his or her appointment with the University, in which event; the faculty member will be entitled to retain a Xerox or Photocopy of such notebooks.

2.2 "Inventors". An invention may be made solely by an inventor or jointly with others as co-inventors. In case, creation of an invention is associated with more than one inventor, one of them, would function as a **Lead Inventor**

2.3 "Conception of Invention". For purposes of this policy, conception of invention means the formation in the inventor's mind of the idea of the invention as it is thereafter to be applied in practice. For legal purposes, all the inventors must contribute to the conception of an invention.

2.4 "Disclosure of an Invention" refers to the Confidential Information written up, and revealed by an Inventor to ACU, to determine whether the Intellectual Property in the said Invention should be sought and obtained by ACU. The University would also





ascertain what could be the scope for Technology Transfer, Commercialization, and Licensing of the said Invention.

2.5 “Intellectual Property (IP)” term used to describe the product(s) of any creative endeavour such as literary and artistic works, designs and symbols, names and images used in business and commerce, knowledge and expertise, skills, techniques, and the results of scientific experiments, tests, or calculations - that can be protected under legislation

2.6 “Patent”: A Patent is a set of exclusive rights granted by a sovereign state to an Inventor or assignee, for a limited period of time (Usually not less than 20 Years), in exchange for a detailed public disclosure of an Invention.

2.7 “Copyright”: A Copyright is a legal right, created by the law of a country, that grants the creator of an original work, exclusive rights for its use and distribution. This is usually only for a limited time (20 Years).

2.8 “Substantial Use of University Resources” means the use of ACU’s experimental facilities, laboratories, computational facilities, university-provided or university administered funds, **time, space or human resources** including their release time from regularly assigned duties during the course of their work.

2.9 “Research and Innovation (R&I)” refers to the set of activities associated with ACU Innovation. It is usually the front end of the Innovation lifecycle. At ACU, there exists the following forms of R&I:

2.9.1 “ACU Sponsored Research”: This is the category of research wherein the agenda for the research is set by ACU Personnel. ACU Research Committee, , upon scrutiny and peer review of the Proposal, decide to fund the research Proposal, and sanction the necessary administrative and financial approval for the same. Also, the innovation work would be done by ACU personnel only. The patents in all such research will be completely owned by ACU.

2.9.2 “Collaborative Research”: This category of research would comprise projects that are jointly conceived, planned, and executed by the ACU Personnel, in collaboration and partnership with the representatives, personnel, and staff of the



Sponsor/ Funding Agency/ Industry/ Collaborator/Consultant/Advisor, including Inter-University Collaborator(s). Such projects will be characterized by substantial inventive and financial contributions from the Sponsor/ Funding Agency/ Industry/ Collaborator, including Inter-University Collaborator(s). Consequently, ACU would be amenable to considering joint ownership of the patents, with the corresponding Sponsor/ Funding Agency/ Industry/ Collaborator, including Inter-University Collaborator(s).

2.9.3 “Contract Research”: Contract research is the kind of research performed by ACU Personnel, when a Sponsor/ Funding Agency/ Industry sets out a specific problem/ research agenda/ scope of work, and the ACU Personnel work on the same, in a “work for hire” mode.

2.10 “Publications”: refer to the various documents, reports, technical communications, etc. arising out of a research work carried out by the ACU Personnel and are generally made available to the public, by means of sale or general transfer of ownership, or by rental, lease, or lending. In contrast, unpublished works (including the academic theses of students at ACU) are those documents, reports, technical communications, etc. that have restricted or limited circulation, and thus are not available to the general public.

2.11 “Conflict of Interest”; This term will be used in this patent Policy document to refer to a situation in which a person or organization is involved in multiple interests, or has stake(s) in multiple roles, financial interests or otherwise, one or more of which could corrupt or cause to disrupt or interfere, with the motivation of the individual(s) or the organization(s), or one or more of which disrupt or interfere with other roles or interests.

2.12 ‘Patent Policy and Guidelines’: The instant patent Policy and Guidelines refers to the set of principles, values, and guidelines that will govern all the actions and efforts of the ACU, towards the identification, protection, prosecution, utilization, transfer, licensing, and commercialization of all patents arising out of the research work carried out by the ACU Personnel.

3.0 Applicability

This policy applies to all discoveries, inventions or patents that result from research or investigation through substantial use of University resources conducted by:





- (1) Any person, whether employee, student or volunteer, in any experiment station, bureau, laboratory, research facility, or other facility of the university or with funding, equipment, or infrastructure provided by or through the university.
- (2) An employee of the university acting within the scope of his or her employment, regardless of the location of the research or the nature of the funding, equipment or infrastructure used.

Any such discovery, invention or patent shall be defined as “Adichunchanagiri University invention.”

4.0 ACU-Patent Scrutiny Committee

The Patent Scrutiny Committee (PSC), will be the leading administrative body, headed by Hon’ble Vice Chancellor shall oversee and guide the processing and management of the ACU’s patents, including its commercialization. The PSC is responsible for critically reviewing and interpreting the patent to be filed and for resolving any dispute that may arise in the context of patents and inventor (s) at the ACU in due course.

The members of Patent Scrutiny Committee include **Vice Chancellor as Chairperson, Pro Vice Chancellor / Dean Research as Vice Chairperson, Chief Coordinator, ACU-IPR Cell as Members Secretary** and *three external experts* drawn from different disciplines such as Science, Engineering, and Life Sciences & Health Sciences. These external members are the well-established leaders in their respective field with a vast research experience working in reputed institutions in India. Besides, the Vice Chancellor can nominate **one Legal Expert** for legal inputs. A legal declaration on “Non-Disclosure Agreement” and “Conflict of Interest” may be sought from the external members of the patent scrutiny committee before nominating them to the said committee.

The PSC can be as follows:

Vice Chancellor	Chairperson
Pro Vice Chancellor / Dean, Research	Vice Chairperson
Dean concerned Faculty	Member
Chief Coordinator, IPR Cell	Member Secretary
Expert from Natural Science	Member
Expert from Engineering and Technology	Member
Expert from Life Sciences & Health Sciences	Member
Vice-Chancellor’s Nominee (from legal background)	Member

The function of Patent Scrutiny Committee would be the following:



- (a) To review new inventions for possible patent filing based on criteria established by Indian/International/United states patent law.
- (b) To examine the authenticity of the patent applications in order to regulate the monetary expenses involved in patent filing and to prevent the loss of money if the patents are not granted after they are filed.
- (c) To check whether the inventor(s) have established standard operating procedure (SOP) for the invention and subsequent academic and social impact of the patent to be filed.
- (d) To assess the quality, authenticity, plagiarism (from any thesis/dissertation/project work, etc.,) and probability of the acceptance (by the patent authority) of the patent to be filed.
- (e) Verification of the log books, laboratory records, computer files, data sets, images and figures etc., pertaining to the patent to be filed.
- (f) Verifying the involvement of each inventor as a part of science ethics.
- (g) PSC shall call the Inventor(s) for 15 to 20 minutes presentation about the invention for substantiating the commercial value and potential industries interest in this invention.
- (h) ACU needs to empanel leading Patent Attorneys, and any one of them can be assigned the responsibility to file the patent recommended by PSC.

The time line for the processing the application shall be followed as per Annexure-1.

Fast Track Process: If the inventor(s) is not in a position to wait for the IPR Cell to process the documents as per the Annexure 1, then the Inventor(s) may proceed with provisional or non-provisional with complete specifications of patent through the ACU panel of attorney, provided the Inventor(s) can pay for the filing of patent. The inventor(s) can request the IPR Cell to review the invention as per the ACU guidelines, and if PSC recommends the invention is worthy, then the cost of filing borne by the inventor(s) can be reimbursed.

5.0 Research and Innovation (R&I): Categories of and Ownership of Patent

The ownership of all patents developed by the ACU personnel in the course of or pursuant to Research and innovation at the University, with substantial utilisation of university resources vests with ACU. As an exception, joint ownership of patent with the Sponsor/ Funding Agency/ Industry will be considered under following circumstances:





5.1. Where research funding is provided by the Government of India, or a State Government in India, the patents awarded will be governed as per the stipulations made by the Funding Agency at the time the funding is provided, consistent with national legislation, if any, that is applicable.

5.2. Where research funding is provided by Governments of other countries and international organizations / agencies that are covered by inter-governmental agreements (with the Government of India), the ownership of any resulting patent shall belong to the University or as prescribed in the inter-governmental agreements, which is generally prescribed in a non-negotiable but fair manner.

5.3. Where research funding is provided by Industry/ Private Agencies, following guidelines apply to ownership of patent generated, their commercial use and licensing, in recognition that the R&D work undertaken can be of one of the following categories:

5.3.1. "ACU Sponsored Research": The patents in all ACU Sponsored research will be owned by the University, unless otherwise indicated as provided in 5.2 above. The Industry/ Private Funding Agency/ Collaborator/Advisor/Consultant shall have the first right to negotiate a non-exclusive royalty-bearing license for commercial use of the instant ACU-owned patents. An exclusive or sole license may not be available to any background patent owned by ACU, if such background patent has been generated through public funding.

5.3.2. "Collaborative Research": ACU will consider joint ownership of patent with an Industry/ Funding Agency/ Collaborator that contributes its background patent to University project, or makes intellectual contributions to the project IP through the participation of its employees in generating patent together with the University, provided the agency also meets a substantial part of the costs of the project. If the agency wishes to exploit such jointly owned project patent commercially, the University will grant the agency the first right to negotiate a royalty bearing license from the University. The agency's joint ownership will, however, be limited to the field of application, as identified in the project agreement with the University. The University reserves ownership of any IP generated in the fields of application not specified in the project agreement, and will be free to exploit the patent in those other fields of application without being accountable to the collaborating agency.





5.3.3 “Contract Research”: Contract research project would be completely funded by the Sponsor/ Funding Agency/ Industry/ Collaborator, to cover all direct and indirect costs, as well as all operating costs and overheads for the independent (out-sourced) execution of the Contract R&D. In such cases, the university will have the joint ownership of the patent.

6. Copyright

6.1. As per accepted practices of the Indian Copyright Act, the University shall not claim ownership of copyright on any creative works of the University Personnel, such as Books and Publications and other scholarly publications unless restricted by an associated agreement. These may also include popular novels, poems, musical composition and other works of artistic imagination, etc.

6.2. Provisions of Section 17 of the Indian Copyright Act, as may be applicable on case to case basis, shall be applicable.

6.3. All ownership of copyright works rests with the creator except if the work is produced during the course of sponsored or collaborative activity and with specific provisions related to IPR in contract.

6.4 The ownership of the copyright will rest with ACU, if it is created with the use of University resources.

6.5 The ownership of copyright of innovative teaching tool or material developed as a part of academic programs rests with ACU.

6.6. Whenever a software is created by ACU Personnel as part of his or her normal duties, the copyright would vest with the University, in accordance with Indian Copyright law.

6.7. Post Graduate Dissertation / Ph.D Thesis:

The student shall grant a royalty-free permission to ACU to reproduce, publish, and publicly distribute copies of the dissertation / thesis, in any appropriate form.

6.8. If Thesis, Publication or Book by ACU personnel contains information on any invention that the University is entitled under this policy, the personnel shall make relevant disclosures



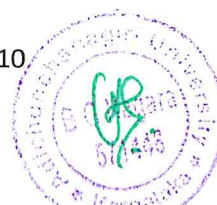
to the University to obtain 'No Objection' before such publication is made or caused to be made. It is the responsibility of the author/creator that their creation does not violate any copyright rules or ethical standards. ACU reserves all right to display the thesis in soft and hard forms.

7.0 Disclosure and Evaluation

7.1 If the R&I effort of an ACU Personnel results in innovation, whose ownership is vested in the University (solely or jointly with other inventors), the Lead Inventor is obliged to disclose such an invention to the PSC. The Inventor(s) must promptly disclose the complete details of the invention generated or conceived, to PSC through Office of Registrar with the prescribed Disclosure of Invention Form (Annexure-II). If an Invention results from a project funded by a Public Agency, the nature of protection of any patent shall be consistent with the conditions under which **Funding Agency has financed the research Project.**

7.2. Following the submission of Disclosure of Invention Form, the Inventor(s) shall maintain the confidentiality of the innovation until the process of its Evaluation has been completed and a decision has been made by the ACU-Patent Scrutiny Committee regarding protection for the innovation.

Specifically, the Inventor(s) shall not make public disclosure of the invention in the form of documents, reports, technical communications, research papers, manuscripts, software, research data, etc. arising out of a research and development work carried out by the ACU personnel that are generally made available to the public by Act of Publishing, including electronic and printed copies, through different form such as journal publications, books, thesis, dissertation, newspaper articles, posters, conference publications, or other publications via a website or other electronic mean, physical copies, or in an oral presentation to someone, who is not an employee of ACU, or is not bound by the confidentiality to keep such information / invention secret. Demonstration / promotion of the invention in a public place is also considered as public disclosure. Thesis and Dissertation kept in ACU library or UGC Shodhganga Inflibnet Platform, published as an e-copy is also considered as public disclosure. It is important to realize that the Disclosure of an Invention is made by the Inventor(s) in a Confidential Manner. This information must be treated with the absolute care, especially using secure means of handling the Confidential Information.





7.3 The Office of IPR Cell shall, within **30 days** of the submission of a Disclosure of Invention Form (DIF), evaluate for the requisite statutory protection and commercial potential of any patent proposals submitted. IPR Cell shall also carry out preliminary verification of the DIF before recommending to PSC.

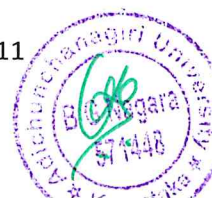
7.4 The PSC may meet formally for such an evaluation, inviting the inventor(s) to discuss the invention in detail based on his/her areas of expertise, previous publications and patents (if any), percentage/type of contribution from each inventor, expected societal and academic impact of invention and its potential application etc. The PSC may also consult patent attorney for legal inputs and the commercialization of inventions, in confidence, to assess the potential of an invention for **patentability and commercialization**.

7.5 Based on such evaluation, which includes a closed-door meeting of the PSC, the PSC shall make a recommendation on whether the ACU should seek statutory protection for the invention and, if so, on the territories in which such protection is to be sought. This recommendation is to be conveyed by the Office of Registrar- ACU promptly in writing to the inventor(s). In case the PSC recommends seeking statutory protection for an invention, the Inventor(s) shall cooperate promptly and fully with the Office of IPR Cell and the Patent Attorney chosen from a panel of attorneys approved by ACU, to prepare the application to file for protection in the jurisdictions recommended, including preparation of supporting documents, forms, affidavits, authorizations, etc.

7.6 The expenses involved in seeking the protection for invention will be met as follows:

- 7.6.1 Where an Invention has resulted from an Externally funded research project whose funding provides specifically for patent filing expenses; the ACU shall utilize such funds for patent filing.
- 7.6.2 If the patent filing expenses are not available in the externally funded project, ACU shall bear 100% of the costs of patent filing.
- 7.6.3. If the invention has been generated without any external funding, the University shall bear 100% of the costs of patent filing.

7.7. **All the original documents pertaining to patents and innovations should be kept confidentially at Office of the Registrar-ACU, and copies can be kept both at Offices of the Dean, Research and IPR Cell.**





8. Commercialization of University Patent.

Patents held either in the name of ACU or jointly with other University/Institutions/Industry will be marketed for commercial exploitation under agreements involving technology transfer, licensing and its Inventor(s). The Inventor(s) may seek ACU to assign the rights to them after a certain holding period (Usually 20 Years).

8.1. The university can grant Patent Licenses, whether exclusive or not, for the utilization and commercial exploitation, or to make such other arrangements as the University may deem fit to facilitate Technology Transfer, Licensing, and other means of Commercialization of ACU patent(s) to industry or other entities, while preserving the rights and interests of the ACU and of the Inventor(s). Where ACU patents results from R&D projects funded by Public Agencies or through the resources provided by the ACU, an exclusive license may only be granted if the terms of public funding permit such a license. Any licensing of patent generated from public-funded R&D, including R&D work supported by the ACU, shall comply with applicable national legislation, if any.

8.2. The cooperation of Inventor(s) with the ACU and with licensees of ACU patents is usually essential for the success of efforts to commercialize protected patent. Therefore, Inventor(s) shall provide all assistance to the ACU both during the effort to protect invention and the later efforts to undertake Technology Transfer, Licensing, and Commercialization. The assistance and active cooperation of Inventor(s) is also required in identifying potential licensees for ACU owned Intellectual property and in negotiations with potential licensees.

8.3. Where an Inventor wishes to develop and commercialize ACU protected patent based on his/her Invention, the ACU will generally license such patent to the Inventor, on a priority basis, as compared to their license seekers, on terms favourable to the Inventor(s), such as through taking an equity stake in the Start-up Company that such an inventor might set up. Such initiatives may be channelled through Start-up Company or other similar bodies formed by the ACU to promote such initiatives. Agreements to enable such Commercialization efforts will be formulated on a case-by-case basis.

9.0 Revenue Sharing

9.1 Except as otherwise provided in this policy, the following scale would apply to apportion, among the Inventor(s) and the ACU, any Technology Transfer Fees, Lump sum payments,





and Royalty(ies) received through the Technology Transfer, Licensing, and Commercialization efforts of the ACU-owned patent.

For all Revenues (Technology Transfer Fees Plus Lump sum payments plus Royalties) Revenue will be shared on 50/50 basis: 50% in favour of the University and 50% to the Inventor(s), with lead Inventor or Corresponding Inventor of the patent will get 30% and remaining 20% will be equally shared amongst Co-Inventors

9.2. Where the ACU licenses, the University-owned patent to the Inventor(s), for example, under a Student or Faculty Entrepreneurship Program, to a start-up Company, through the incubation centres, or any other initiative within or outside ACU, the university may accept equity in the start-up Company as part of the License Fee. Such equity shall vest solely with the Entity created to hold such equity, with no share to the Inventor(s). The Inventor(s) shall not be entitled to any share in such equity.

9.3. Leaving employment of the Adichunchanagiri University

Cessation of employment either by resigning, retirement, or completion of project/ course, will not affect an individual's right to receive a share of "Royalty(ies)", provided the revenue was generated during the due course of their employment or association with ACU. Such cessation shall not also absolve the ACU Personnel from their obligations towards confidentiality or the procurement/registration of patent in so far as executing necessary documents and/or assisting attorneys of the ACU towards the objectives of ACU are concerned.

9.4. Death

The property shall be inherited to the legal heir in the same way the revenue of the inventor may be shared to his legal representative on appropriate representation to the IPR Cell.

10.0 General

10.1. Regulatory

The University, through its Agents, Attorneys or Advocates, shall ensure that all its R & I work was conducted independently, by the ACU personnel discussed in this policy (Policy, is not in violation of any regulatory law or any other law operational in India). In case of Collaborative R&I discussed in this patent Policy, the university should ensure that the concerned Agreement which governs the Collaborative research clearly spells out the



responsibility of obtaining necessary regulatory approvals that may be required under the law for conducting said research or later actions thereto.

10.2 Conflict of Interest

The inventor(s) are required to disclose any conflict of interest or potential conflict of interest revenue sharing models. If the inventor(s) and/or their immediate family member have a stake in a licensee-company, then they are required to disclose the stake they and /or their immediate family member have in the company, and license or an assignment of rights for a patent to the licensee - company in such circumstances, shall be subject to the approval of the PSC.

10.3 Infringement of Intellectual Property

In case of any Infringement of Intellectual Property by the inventor or creator, the university shall not be liable, it shall be the sole responsibility of Inventor or creator to resolve and be liable.

10.4 Amendment of the Provision and Guidelines of the Patent Policy

The University may amend the provisions and guidelines set out in the patent Policy from time to time. The University shall notify the University Personnel of such amendments as soon as possible. The amendments shall be in full force and effect on the date the amendments have been announced by the ACU to take effect.

10.5 Court of Jurisdiction

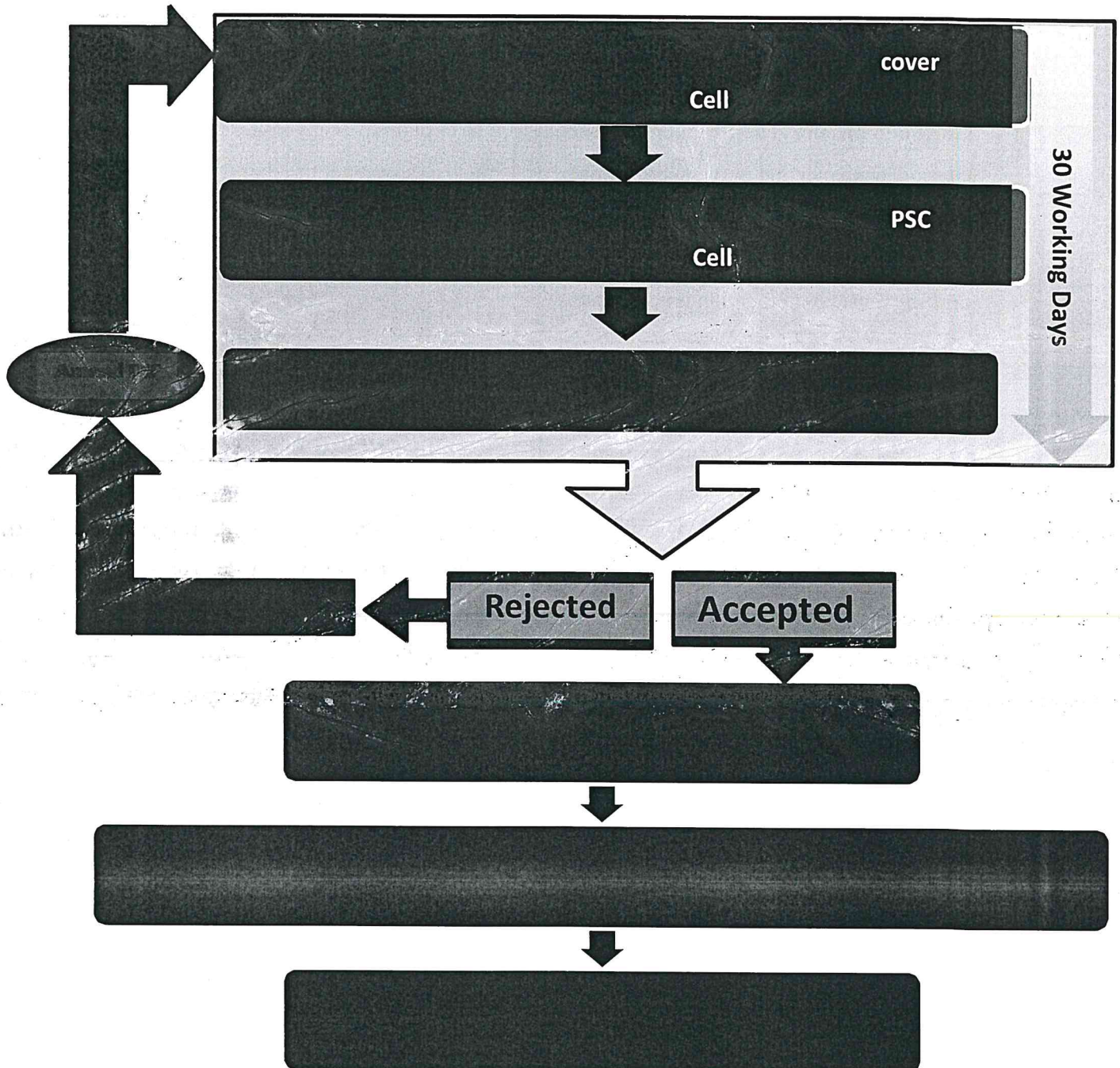
In case of any disputes and legal implications shall have court of jurisdiction of ACU, Mandya District, Karnataka and shall be governed by the appropriate laws in India.



ACU-IPR Cell

Annexure-1

IPR Process





ADICHUNCHANAGIRI UNIVERSITY

ANNEXURE—II

DISCLOSURE OF INVENTION FORM

This form should be used by Researchers/Inventors of the Adichunchanagiri University and completed with a view to securing patent protection. This form is essentially designed to help the Researchers/Inventors to organize their thoughts about their invention in a structured manner. The Inventors are encouraged to explain their invention in an extremely simplistic manner and in complete terms so as to allow a person not familiar with the relevant technology to easily understand the disclosed invention. The disclosed invention would enable **Patent Scrutiny Committee and Patent Attorney** in assessing its patentability and drafting a patent application on the same.

GUIDELINES TO FILL THE DISCLOSURE OF INVENTION FORM

Following are some guidelines that would help you in disclosing your invention in this Disclosure of Invention Form (DIF).

➤ Consider Patent Attorneys as people who do not have any understanding of the technology in which your invention has been made, while disclosing the invention.

Kindly disclose your invention to the fullest possible.

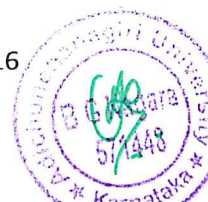
➤ Do not limit yourself only to the specific method/process, formulation/composition, product/device or prototype that you have invented, while disclosing your invention but also consider identifying all the possible modifications/alternatives of your invention. Explain all the identified modifications/alternatives in detail as well.

Note:

➤ Remember your competitors could easily design around your invention and come up with alternatives/modification, which when not properly disclosed in the DIF may provide your competitors with competitive advantages over your invention.

➤ The best way you could think of the alternatives/modifications is to consider yourself as your own competitor.

➤ Inventors are encouraged to use ordinary and known technical terms to describe their invention. In case, some unusual terms are used then their appropriate definition must be provided.





- The invention must be explained with reference to the properly labelled drawings and flowcharts.
- The DIF is divided into the following sections:

Sections	Purpose
Section- I	Details of the Applicant/Assignee and Inventor
Section- II	Details on the background of your invention
Section- III	Disclosing the details of your invention
Section- IV	Disclosing Legal information relating your invention
Section- V	Other Information

SECTION-I: DETAILS OF THE ASSIGNEE/APPLICANT AND INVENTORS

Please provide below complete details of the Assignee/Applicant to which the patent is assigned by the inventors.

Name of the Assignee	Adichunchanagiri University,
Registered address of the Assignee	B.G. Nagara, Karnataka
Name of the Institution and Department from where the invention is originating	
Name of the Lead Inventor/Corresponding Inventor	
Name of the Head of the Institution (Dean/Principal)	
Contact details of Dean/Head of the Institution	
Email ID of Dean/Principal	

Please provide details of all the inventors who have contributed to the patent.

Feel free to add details of any additional inventors if required.

Name of the first inventor (surname followed by first and middle names)	
Nationality	
Address for communication	
Permanent address	
Contact Details	
Email ID	



Name of the Second inventor (surname followed by first and middle names)	
Nationality	
Address for communication	
Permanent address	
Contact Details	
Email ID	

Name of the third inventor (surname followed by first and middle names)	
Nationality	
Address for communication	
Permanent address	
Contact Details	
Email ID	

Name of the fourth inventor (surname followed by first and middle names)	
Nationality	
Address for communication	
Permanent address	
Contact Details	
Email ID	

SECTION- II: BACKGROUND INFORMATION OF THE INVENTION

1. Please write a brief background of the technology on which the invention has been made. (Maximum 500 words).
2. Please write a brief background of the direct area/areas of application and use for which the invention has been made. (Maximum 500 words).



3. What are the existing problems of the technology that your invention proposes to solve? Have any previous attempts been made to solve these problems? Yes/No
If YES, how and by what means and what are their drawbacks/deficiencies?

4. How your invention proposes to overcome the above noted problems?

5. Have you conducted any prior art search at your end on your invention*? Yes/No

If YES, please provide us details of the earlier art patents, published literature, catalogues, articles, etc. related to this invention.

Please list down the patent or non- patent literature if you are aware of filed or published by academic and non-academic groups working in the same or similar areas of application of your proposed invention.

6. Who all could be the major research groups/competitors with research activities in India and abroad working specifically in the area of application of your invention?

Please suggest some names. If any.

*Search of previous data- This is a kind of search that inventors may conduct/undertake at their end to ascertain whether their invention is new and inventive over existing technologies.



SECTION- III: DETAILS OF THE INVENTION

1. Please provide a short title of the invention in not more than 15 words. The title should be clear and concise.

2. Does your invention relate to an Apparatus/Device/System/Software; Method/Process; Formulation/Composition; or a combination of the above? Please specify.

3. What are the objectives of your invention? (Please attach additional sheets if the space provided herein is not sufficient)

4. Working of the invention:

4.1 For the invention being a 'novel' process/method steps.

Please list down all the process/method steps and discuss the listed steps in detail including all the process parameters. Please provide a detailed description of how your invention operates when all the process/method steps are executed. Most importantly, please explain how these steps when executed achieve beneficial results like synergistic effect, yield, etc. with respect to the known processes.

Note: Please attach drawings and flowcharts explaining the process/method steps. Provide log book, experimental data and/or graphical data in support of the obtained beneficial results.

4.2 For the invention being a 'novel' Apparatus/Device/System/Software, please list out the various components and technical features of the Apparatus/Device/System.





Please explain the functions of the components and technical features, establish their connectivity with each other, and explain operation of the device/apparatus/system.

Note: Please attach drawings, photographs and diagrams of the actual device or prototype, including computer generated prototypes. Please ensure that side, front, top bottom, and perspective isometric views of the device/prototype is provided.

4.3 For the invention being a 'novel' Formulation/Composition. Please list out the various components and constituents of the Formulation/Composition.

Please mention concentrations/range of concentrations of each of the components and constituents and explain working of the invention by describing how the various components interact with each other. Most importantly, please explain how these components interact with each other to give a beneficial result

i.e., synergistic effect, higher purity, lesser toxicity, etc. (Please attach additional sheets if the space provided herein is not sufficient)

Note: Please attach relevant drawings. Provide experimental data and/or graphical data in support of the obtained beneficial results.

4.4. What are the novel features/steps of your invention?





4.5. What are the advantages of your invention?

4.6. What is the primary business or product application of your invention? Are there other business or product application that might extend past your immediate focus?

4.7. What could be the possible Modifications/Alternatives of your invention, if any? Think yourself as a competitor of your invention.

4.8. Has the invention been made and/or tested? Please provide details of any working example(s) that you would have.

SECTION- IV: LEGAL INFORMATION RELATED TO YOUR INVENTION

1. When did you first conceive the idea and begin working on your invention?

2. At what development stage currently your invention is? Is your invention at present in the form of a concept/partially developed/completely developed/ready for commercial launch, etc.? If ready for commercial launch, please mention the projected date.

3. Are you planning any sort of disclosure of this invention soon? If YES, please provide approximate dates and locations.





4. Has the invention been part of any previous commercial production? If YES, please provide the details along with the date of first production.

5. Has the invention ever been disclosed in news magazines, journals, academic and other publications, or demonstrated publicly in an event, conferences, on web, any third party (such as suppliers, fabricators, collaborators), offered for sale, oral disclosures, etc. Yes/No

If YES, please provide us with the details of event including to whom, when and where you have disclosed or demonstrated your invention? Was the event governed by an executed agreement, e.g. a confidentiality agreement? Yes/No

If YES, attach the agreement.

6. Is this invention in continuity/modification to an earlier filed Patent Application? Yes/No

If YES, please furnish the relevant filing details of the earlier filed invention application.

7. Declaration by the Inventors

The inventors should declare that the work/innovation/concept design has been carried out by inventors utilizing the facilities of ACU. This is required for the purpose of claiming the ownership by ACU

7. Is the invention going to be a joint development between your Institute and any other third party (Sponsors, Co-investigator, collaborator, advisor, consultant)? Yes/No.

If YES, please provide details of the third party and the nature of its contribution to the invention.



8. Is the invention has license potential? Have you identified any potential licensee of the invention? If YES, please provide a provisional list of licensees.

9. Are there any contributors, within and outside the University, who contributed in conceptualization of your invention? The contribution from each inventor should be substantiated with details and please submit all the laboratory records, data, log book, etc., for verification
Yes/NO

All relevant documents such as lab records, log book, computer files, etc., should be submitted if asked by the competent authority.

If YES, please provide their names.

SECTION-V: MISCELLANEOUS INFORMATION

Attestation: I/We hereby verify that the foregoing information and details are true and correct. I/We understand that in accordance with my/our terms of employment and associated agreement (s), the patent rights to this invention belong to ACU, B.G. Nagara, Karnataka

Full name of the Lead Inventor	
Details of contribution to invention (100 Words)	
Signature and Date	

Full name of the First Inventor	
Details of contribution to invention (100 Words)	
Signature and Date	

Full name of the Second Inventor	
Details of contribution to invention (100 Words)	
Signature and Date	



**ADICHUNCHANAGIRI
UNIVERSITY**

(Estd. under Karnataka Act No. 18 of 2013)
B.G. Nagara - 571448

Full name of the Third Inventor	
Details of contribution to invention (100 Words)	
Signature and Date	

(Please attach additional sheets if the space provided herein is not sufficient)

Remarks by the Principal / Head of the Institution: If possible provide views on the invention.



