



## **POLICY FOR IPR CELL**

**Name of Institute Portfolio/Club:** POLICY FOR IPR CELL

**Target Stake holders** : Faculties, Staff and Students

### **Aims and Objectives:**

Standardize all the documents for the process at the Institute level.

- ✓ To inspire creative and innovative research which has industrial value.
- ✓ To assist faculty members, staff and students of GIT in evaluating the patentability and commercial potential of their inventions.
- ✓ To train faculty members, staff and students about provisional patent filing procedures in India as well as the procedure for filing the Applications.
- ✓ To make faculty members, staff and students familiar with Patent filing forms (Form- 1,2 & 5)
- ✓ To make faculty members, staff and students aware about the various requirements/data to be provided for filling of such forms.
- ✓ To conduct patent workshops to motivate researchers to convert that thought into industrial product

### **Roles & Responsibility of coordinator and co-coordinator:**

1. Prof. Jyotin Kateshia act as coordinator and will aware students and faculties regarding IP activities like webinars, workshops and seminar. He will also help to students and faculties to fill out IP application forms.
2. Prof. Mrugesh Khatri act as co-coordinator and will help students to enhance their knowledge and aware students through webinars, workshop and seminars.

### **Policy & procedures of Portfolio/Club:**

#### **Policy:**

- ✓ IPR cell will provide guidance to the faculty members and students of GIT in patentability assessment and to apply for various IPRs such as Invention(s), Designs, Integrated Circuit Layouts and other creative works.
- ✓ The faculty members/students wishing for filing a patent or for any other IPR application would be given the necessary advice and guidance by the GIT IPR cell.



- ✓ The IPR cell shall help the inventor in drafting the patent application/ or any other IPR application and filling of relevant forms.
- ✓ The draft application along with the relevant forms shall then be forwarded to the concerned agency/authority by the IPR cell/Director office.
- ✓ Invention disclosure/Patent/Trademark/material to be copyrighted and similar documents are to be treated as confidential and would be maintained confidentially by the signing of a Non Disclosure Agreement by the IPR Cell.
- ✓ If the applicant is GIT, then all the expenses for filing patents shall be paid by GIT SSIP. However, as the patenting is expensive, efforts shall be made to get the patent filed through other funding agencies.
- ✓ An internal approval form (available at IPR cell) filled by the Principal Investigator (PI) wherein the names of the Inventors/Authors shall be mentioned, is to be signed by the PI and forwarded by the HOD for approval of the head of IPR Cell.
- ✓ The inventors would be required to cooperate with the IPR cell to expedite furnishing of information for timely actions since delay would mean payment of extra fee to the patent office.
- ✓ Dispute Resolution: In case of any disputes between GIT and the inventors regarding the implementation of the IP policy, the aggrieved party may appeal to the Principal of Gandhinagar Institute of Technology. Efforts shall be made to address the concerns of the aggrieved party.
- ✓ Revenue sharing: The GIT and Inventors, all share in the revenue earned from the licensing of patents for their inventions. Under the Current Policy, the net earnings from the commercialization of IP owned by GIT would be shared as follows:
  - The net earnings from the commercialization of IP owned by Gandhinagar Institute of Technology (GIT) would be as per "IP Earnings Agreement & Non-Disclosure Agreement "amongst Inventor(s) and GIT.
  - Co-inventors of IP shall sign at the time of disclosure, a Distribution of IP Earnings Agreement, which shall specify the percentage distribution of earning from IP to each co-inventor. The inventors may at any time by mutual consent revise the Distribution of IP Earnings Agreement. If any inventor has a significant part in the development of intellectual property, he/she should be given due credit and be mentioned in the Income Distribution Form.

### **Procedures:**

#### **Procedure for IP registration process:**

**Step-1** Student/faculty need to fill institute innovation disclosure form of their project work/research work.

**Step-2** Innovation disclosure forms will be submitted to GUJCOST for novelty report/prior art report.

**Step-3** The innovative idea will be submitted to registered IP agent/ GUJCOST for form filling of patent office.



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**GANDHINAGAR INSTITUTE OF TECHNOLOGY**

"WHERE SUCCESS IS A TRADITION"

(Approved by AICTE and Affiliated to Gujarat Technological University)

**Expected Outcomes:**

1. Student and faculties will own IP rights of their innovative projects/ research work.
2. Student and faculties motivated to file their innovative idea as a patent.

**Standard Forms/Formats required:**

- ✓ IP Earnings Agreement & Non-Disclosure Agreement
- ✓ Innovation Disclosure Form