

Date of submission:_____

Intellectual Property(IP)Policy,Sandip Foundation's Group of Institutions-2016

$\underline{\textbf{CONFIDENTIAL}}$

Invention Disclosure Form (An interim version)

Foundation's Group of Institu	fill up the following form while submitting an application for filing a patent by Sandip Itions (SF), [Sandip Institute of Technology & Reseach Centre(SITRC)/Sandip Institute of (SIEM)/Sandip Institute of Pharmaceutical Science (SIPS)/Sandip Institute of Polytechnic P)].
[General Patent Information:	In order to obtain patent protection, your invention must demonstrate the following:
New (or novel): The inventio	n must be new, that is, it has not been previously used, sold or described publicly.
<u>Useful</u> : The invention must h	ave an actual use and not be just a subject for additional research.
Non-obvious: The invention art].	must not be obvious at the time of conception to another person having ordinary skill in the
1. Title of the proje	ct / invention
2. Name of the inve	entors including faculty, students and staff:
	names of all co-inventors. Co-inventors include any individual who has conceived or ement of the invention, either independently or jointly with others, during the evolution of o practice]
Inventor: Na	nme
Des	ignation
Dep	partment
Pho	ne/Fax/e-mail
Hon	ne Address



Inventor:	Name	
	Designation	
	Department	
	Phone/Fax/e-mail	
	Home Address	
Inventor:	Name	
	Designation	-
	Department	
	Phone/Fax/e-mail	
	Home Address	
Inventor:	Name	
	Designation	-
	Department	
	Phone/Fax/e-mail	
	Home Address	_
(Please add additional n	ames if needed)	
3. Source of funding for	the project:	
Institute funding/In	dustry funded/Govt. aided/consultancy - with or without prior contract	ual agreement/Any other
4. Is the work bound by a Yes/No	any agreement/contract/MOU?	
If yes please give deta	uls.	



5.	Is	is the patent (to be filed) for a process or product?	
6.	Ge	General area of the patent application to be filed:	
7.		A technical description; The advantages and improvements over the existing methods, devices or ma	
	e.	The problem for which solution was researched	
	f.	The invention namely the solution to the problem	
7.	Or	Origin of the idea / invention: who and when?	
8.	De	Details of Students / staff who participated in the invention but are not inventors	S:
	•	Name / degree registered for	
		Department / roll no	
		Cell No	
		e-mail	
		Home Address	
		Signature	
	•	Name / degree registered for	
	•	Name / degree registered for	
		Department / roll no	
		Cell No	
		e-mail	

Home Address _____



Signature					
Name / degree registered for					
Department					
e-mail					
Home Address					
Signature					
Name / degree registered for					
Department					
Cell No.	_				
e-mail					
Home Address					
Signature					

(Please add additional names if needed)

- 8. Any help received from others in conception of the idea?
- 9. Date of start of the project
- 10. Other applicants (collaborating partner organisations)
- 11. Background Research and Prior Art [Please describe the information obtained through literature search details on existing public knowledge in the concerned field. Include journals and other publications and relevant patent databases]
- 12. Has the work been displayed anywhere?
- 13. Has the work been reported / published / presented anywhere?
- 14. Has any related patents been filed by the inventor earlier?



- 15. Unique features about the work done with respect to prior art that satisfy patentability criteria
 - a. Is the work a mere extension of common known knowledge?
 - b. Has the work filled a major gap in prior art? If yes, a brief description of this gap.
 - c. Any environmental issues?
 - d. What aspect of the invention needs protection
- 16. Has the work been systematically and chronologically documented? How?
- 17. Commercial aspects of the invention/ technology developed
- 18. Any costing of the product / process / invention been done?
- 19. Any industries / companies interested in licensing the work [List any companies which you believe may be interested in your invention]
- 20. Is the work:
 - a. Completed and results validated?
 - b. At a basic conceptualisation stage?
 - c. I/We hereby declare that all statements made herein of my/our own knowledge are true and that all statements are believed to be true [to be signed by all inventors].

Inventor	Signature	Date	
Inventor	Signature	Date	
Inventor	Signature	Date	
Inventor	Signature	Date	

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