

Policy and Regulations
Intellectual Property Rights (IPR)
With Effective From
August 1, 2021

1. Objective:

The University understands the benefits of the results reaped through research on the general public and wishes to spread awareness of the IPR policies that can facilitate such an achievement. Hence, this document entails the necessary information the applicant should familiarize with, regarding the aim of policy, committee members, procedure to file for a patent, finances, IPR and ownership, conflict of interest, disclosure and confidentiality, distribution of Revenue, disputes and appeals.

2. This Policy aims:

- 2.1. To provide an awareness and cognizance of Intellectual Property Rights (IPR) among the teaching faculty, non-teaching faculty and students.
- 2.2. To provide an understanding of the aspects of IPR among all stakeholders.
- 2.3. To provide patent registration and IPR consultancy.
- 2.4. To record and maintain the IPR portfolio.
- 2.5. Providing ample support for patenting and IPR related protection to promote faculty and student research.
- 2.6. To understand that the benefits that one receives from the commercialization of IPR are fairly distributed among the Inventors, the University and the stakeholders.
- 2.7. To provide the help needed in case of disputes and appeals.

3. Committee members:

All the applications will be presented to the Patent Facilitation Committee, which will be taking necessary decisions for the patentability of the invention. They shall have every right to inspect the request for Patent registrations internally. The patent facilitation committee includes:

- a. Vice Chancellor
- b. Pro-Vice Chancellor
- c. Chair- CIR
- d. Dean's of Respective School
- e. Chair-CMR

4. Procedures:

4.1. Stage 1:

- 4.1.1. The abstract of the invention is to be submitted by the inventor to the Technology Transfer Office (TTO).

4.2. Stage 2:

- 4.2.1. A Prior Art Search is performed by the Technology Transfer Office (TTO).
- 4.2.2. A report on the search is sent to the inventor in the form of a Prior Art Search Report.

4.3. Stage 3:

- 4.3.1. Based on the Prior Art Search report, necessary changes, if any, are made by the inventor.
- 4.3.2. After necessary changes, if any, are made only then can the inventor decide to proceed with the patent filling.

4.4. Stage 4:

4.4.1. The inventor will inform the Technology Transfer Office (TTO) about the decision to file a patent application.

4.5. Stage 5:

4.5.1. In case of partners, a suitable partner is identified by the Technology Transfer Office (TTO) to file the patent application.

4.5.2. The finance department and the department of research is made aware of the patent application by the Technology Transfer Office (TTO) to provide the inventor with necessary support.

4.6. Stage 6:

4.6.1. The required data is provided to the Technology Transfer Office (TTO) by the inventor.

4.7. Stage 7:

4.7.1. The inventor/ partners shall coordinate with the Technology Transfer Office (TTO) for further processing of the application.

4.7.2. Technology Transfer Office (TTO) shall pay close attention to the patent application process till the desired outcome is achieved.

5. Intellectual Property and Ownership:

5.1. Copyrights

5.1.1. The institute will be the owner of any material which is created by extensive use of the institute's resources. The institute can determine the rights allocation of an IP based on how the research has been carried, whether via collaboration or sponsorship.

5.1.2. Any books or materials that are developed by the institute's personnel as a part of the academics or the institute's curriculum, the institute alone will have the copyright. An exception for the authors to use the material for their professional use is not denied but also depends on the agreement made between the author and the institution.

5.2. Patents

5.2.1. Any invention that is made by personnel in relation with the university, by utilising the resources of Woxsen University, or with a mix of funds and facilities the institution shall share the revenue along with the individual/inventor on a 20:80 basis.

5.2.2. However, if it is determined that any invention made by an individual/inventor is without utilising any kind of resources from the institute and if the inventor files a patent via WoU, the university shall retain the ownership right but shall share the revenue along with the author on a 20:80 basis.

5.3. Patents, copyrights, design registrations, trademarks and any other material leading to intellectual property will remain with Woxsen University while the inventors will be the faculties, students and staff, who are filing the patent via Woxsen university.

6. Conflict of Interest:

6.1. The inventor/researcher will have to immediately report any possible or existing conflict of interest to the concerned designated personnel and the CMR cell of the university to find a satisfactory solution for the conflict.

6.2. It is also mandatory to disclose if a third party holds any part in the invention in a way that they can claim a stake in the invention, along with the details of the extent to which they own the stake.

7. Disclosure and Confidentiality:

7.1. Any inventor, whether a faculty or a student at the university identifies that his/her research will lead to a potential IP, it is mandatory that the personnel disclose all the information to the CMR cell of the university. The information to be disclosed should contain all the details related to technical features, ownership, and commercial potential.

- 7.2. All the data pertaining to the details and documents disclosed to the university will be held strictly confidential and protected against loss, destruction, or unauthorised access.

8. Distribution of Revenue:

- 8.1. The institute by default holds a 20 percent stake in all the IP that passes through the CMR cell where the IP costs are borne by the university. And the remaining stake is held by the author/inventor. In case of multiple authors/inventors the stake of 80 percent is to be divided among them.
- 8.2. In case of commercialization of the innovation(s) or creation(s) the university will have a 20 percent share.

9. Disputes & Appeals:

- 9.1. Disputes shall be dealt with by the CMR's disputes cell, and decision will be taken within a fortnight from the submission of the concern in writing through e-mail.
- 9.2. In case of disputes arising due to legal issues relating to policies and cannot be solved amicably, the relevant provisions of law shall be applied.