1. Title of Technology/ Invention : ……………………………………………………………………………………………………..
2. Principal Researcher : 1) ……………………………………………………………. Grade: …………………

3) Co-Researcher(s) : 2) …………………………………………………………… Grade: …………………

3) …………………………………………………………… Grade: …………………

4) …………………………………………………………… Grade: …………………

(use attachment if more than 3 researchers)

4) Organisation : ……………………………………………………………………. Share: ……………….%

5) Collaborator Names : a)…………………………………………………………… Position: ………………….

b)…………………………………………………………… Position: ………………….

c)…………………………………………………………… Position: ………………….

(use attachment if more than 3 collaborators)

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| **6) Brief Description of Technology/Invention:** |
| **7) I the undersigned, do hereby acknowledge that I have read through the document and found it satisfactory.**  **Signature: ........................................ Date : ........................................ Principal Officer** |
| **8) HEAD OF UNIT (NAME):**  **Recommended/Not Recommended\***  **Comments :**  Signature : ........................................ Date : ....................................... |
| **9) DIRECTOR OF DIVISION**  **Approved Not Approved**    **Comments :**  Signature : ........................................ Date : ....................................... |

**WORK-FLOW**

Yes

No

* CICU to submit to Intellectual Property Management Committee for filing approval.

3

* RO to submit application to CICU for Novelty Patent Search.

2

* Research Officer (RO) to submit patent filing submission form and the Invention Disclosure form to Director for approval.

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| --- |
| **FOR SECRETARIAT USE**  **Completed/Not Completed\***  **Date Received : ………………………………….**  **Received by : ………………………………….**  **Checklist:**     1. **Invention Disclosure Form(ID) and other relevant documents(if any)** 2. **Letter from collaborator (sharing patent right) OR a copy of relevant agreement** |

4

* RO to submit full write-up to CICU for Patent Drafting.

5

* Patent Filling.