

Ref No: RIT/2021/R&D/034

Date: 18-02-2021

Circular

This is with reference to the earlier circular dtd 6th October 2020 (Ref: MSRIT/PRIN/647/20-21) regarding filing of Patent by the faculty. As per the earlier circular, the filing process will be channelized through Institution only. RIT has appointed the Patent agent M/s. R K Dewan & Co., who will help in processing the application towards filing, publication of the Patent. All faculty members need to adhere the following guidelines.

1. Faculty need to submit the IPR Form preliminary to Head,R&D (Hard copy version only)
2. The inventor will then be referred to the Patent agent where the faculty needs to furnish all the related information by submitting the Non-disclosure form.
3. Patent application including invention disclosure should be for complete specification
4. Claims to be mentioned (later will be refined by patent agent). Minimum number of claims to be 4.
5. All patents will be published in the name of RIT, patentees can be included on the application
6. Faculty to provide justification on patentability of the work with backup literature. Will be cross checked by patent agent during prior art search.
7. Patent application to be high on novelty and innovation
8. All data and diagrams to be original research work.
9. The patentable work should not be already published.

All the applications received will be processed as per the schedule given in Annexure I.


Head,R&D

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Principal

CC: Registrar (Academic) / Registrar (Admin)
Head R & D
All HOD's

Encl.: 1. Annexure I-Schedule for submitting Application for Patent Filing
2. IPR Form Preliminary