



புதுவைப் பல்கலைக்கழகம்

पांडिच्चेरी विश्वविद्यालय

PONDICHERRY UNIVERSITY

(केंद्रीय विश्वविद्यालय / A Central University)

பேராசிரியர்.ஜோசப் செல்வின்

प्रोफ़ेसर जोसेफ सेल्विन

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இயக்குனர் (ஆராய்ச்சி மற்றும் மேம்பாட்டு)

निदेशक (अनुसंधान एवं विकास प्रकोष्ठ)

Director (Research & Development)

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No.PU/RD/PFC/2023-24/ 111

Date: 29.02.2024

C I R C U L A R

Sub: PU- R&DC – Approval of Standard Operating Procedures (SOPs) of Intellectual Property Rights (IPR) – Reg.

With the approval of the competent authority, it is hereby communicated to all the Stakeholders of the Pondicherry University that the Standard Operating Procedures (SOPs) for processing the Patent Applications are given below:

Standard Operating Procedures (SOPs) of IPR, Research and Development Cell.

Category I: The Patent/IPR applications without any financial commitment from the University

The patent applications from the Stakeholders of Pondicherry University may be granted immediate approval by the Director, Research and Development Cell wherein the applications comply with the following conditions:

- i) Explicit details of funding sources for the entire filing to Granting process.
- ii) The Pondicherry University is the applicant of the Intellectual Property Rights(IPR).

Category II: The Patent/IPR applications that require financial assistance from the University

The Patent Applications from the Stakeholders of Pondicherry University will be processed through the IPR Committee and the Administrative approval process requires the following details:

- i) The applicant must submit one page abstract of the invention justifying the patentability
- ii) The applicant may explain proper justification why this application required financial assistance.
- iii) The applicant may reveal possible commercialization avenues of the IPR claimed in the application.
- iv) The Pondicherry University is the applicant of the Intellectual Property Rights(IPR)

:2:

The Category 2 applications will be processed through following stages:

Stage 1: The Committee recommend the inventor to approach Attorney to verify whether the invention is having required information for filing a patent.

Stage 2: The applications recommended for filing a patent by the Attorney will be recommended for financial/Administrative approval.

Category 3: The Patent/IPR applications wherein the Pondicherry University as Co-applicant

The Patent applications from the Stakeholders of Pondicherry University may be granted immediate approval by the Director, Research and Development Cell wherein the applications comply with following conditions:

- i) Details of collaborating Industry/Institute and mode of collaboration (Project/MoU/Consultancy) which leads to this patent application
- ii) The Pondicherry University is the Co-applicant of the IPR
- iii) In case the commercial patent application of an industry wherein the Faculty is the Inventor and the Pondicherry University will be the Co-applicant.
- iv) The profit sharing/non-exclusive agreement etc., must be justified in details.

Any patent application which are not fall under the above three categories may be placed before the PFC for appropriate recommendation for the approval by the competent authority.

The Inventors may send their proposal/request to the Director, Research and Development Cell, Pondicherry University for issue of Endorsement, No Objection Certificate etc., for filing Patent Applications.

The above guidelines is subject to ratification by Academic Council and Executive Council of the University.

DIRECTOR
RESEARCH AND DEVELOPMENT CELL

Copy to:

1. The Asst. Registrar, VC's Secretariat ... for kind information of the Vice-Chancellor pl.
2. The S.O. to the Director(SEI&RR) ... for kind information of the Director pl.
3. The A.R. to the Registrar ... for kind information of the Registrar pl.
4. The Office of the Director(C&CR) ... for kind information of the Director pl.
5. The Finance Officer, Pondicherry University
6. The Controller of Examinations, Pondicherry University
7. The Librarian, Central Library, Pondicherry University
8. All Deans of Schools/Heads of Depts./Centre Heads, Pondicherry University
9. All the Officers, Pondicherry University
10. All the Principals of Affiliated Colleges of Pondicherry University
11. The Systems Manager, P.U. – with a request to host the circular in Univ. website

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