

Dear Friends,

**Re: Patenting Process- Invention Facilitation and Screening**

Patenting is important for the progress of treatment of many disorders and an important part of progress in medical science.

It is imperative that specific processes are adhered to within the institution, and inventions that are intended to be patented from CMC Vellore are assessed and submitted to the Patent Office in the right format.

The current intellectual property policy of our institution is directed by CMC Council minute numbers: **Intellectual Property Committee 11560:1-10 (AC.Min. No.71-c: 8-09)** AC. 104-a: 12/09; Ex. 12775/1/10, **Intellectual Property Policy for CMC 11542:1-10;** (AC. 71-b: 8/09; Ex. 12733/11/09). As adherent with these policies, a researcher or Principal Investigator who wishes to secure IP by filing patents should write a request (in a prescribed format) to the Vice-Principal (Research) with a brief outline of the IP claims, and potential commercial value. A preliminary committee will be constituted by the Principal to examine claims, go through the write up of the invention and make recommendations.

After final approval by the IP Committee, an application to the Central Patent Office can be submitted.

There are of course several other steps involved in the evolution of the patent, which should be discussed from time to time.

We are certain that there are likely to be many issues which will come up for discussion for this process, however we would like to be as supportive and facilitatory in this regard.

The invention once patented is the property of Christian Medical College, Vellore.

Copies of the initial submission should be *in the prescribed format (attached), along with a detailed bibliography and the description of the invention itself*) and should be jointly submitted as a soft copy and hard copy to the Office of the Council Secretary and Vice Principal (Research). Thereafter, a facilitation and screening committee meeting will be called for at the earliest point of time.

Kindly contact the Council Secretary/ Vice Principal (Research) for any further details in this regard.

Best wishes,

Dr Nihal Thomas  
Vice Principal (Research)

Dr Thomas Ram  
Council Secretary