



## Invention Disclosure Form

### I. General Information

1. **Title of invention:**
2. **Applicant:** Indian Institute of Technology (Indian School of Mines), Dhanbad  
(Enclose MOU to add further applicant names, if applicable)
3. **Inventor(s):**

*'Inventor' is someone who directly contributes to the inventive step of the invention. It is crucial to designate only those individuals as inventors in patent applications. Including non-contributors may lead to revocation of the patent after grant.*

Inventor:      Name \_\_\_\_\_  
                         Designation \_\_\_\_\_  
                         Department \_\_\_\_\_  
                         Address \_\_\_\_\_  
                         Mobile \_\_\_\_\_  
                         e-mail \_\_\_\_\_

*(Please repeat this for all inventors)*

**Note: If any inventor has currently moved out of IIT (ISM) and has kept his/her new address above, that inventor needs to declare the following and sign.**

*I hereby declare that the invention was conceived and reduced to practice while I was at IIT (ISM). Therefore, in the patent application form, my address will be IIT (ISM).*

Sign:

Date:

*(Please add additional signs as needed)*

4. **Date of start of R&D work :** Date  Month  Year

5. **IP Generated from (Tick one):**

In house R&D  Sponsored R&D  Other (Please specify)

- Project approval & sanction letter (to be enclosed)
- Funding details (Amount & Source)
- A brief summary of project: title, objectives, conclusions and project (to be enclosed)

## **II. Prior Disclosure**

1. Has the work been displayed anywhere? If yes, please give details.

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2. Has the work been reported / published / presented anywhere? If yes, please give details.

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3. Have any related patents been filed by the inventor earlier? If yes, please give details.

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## **III. Use of Biological Material**

1. Does your invention use any biological material? If yes, please provide the details of the source and geographical origin of the biological material.

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2. Have you deposited the biological materials (if any) in an International Depository Authority (IDA)? If yes, give details.

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## **IV. Commercial Aspects of the Invention**

1. **Development stage:** What is the current stage of your invention?

- a. Proof of concept established
- b. Tested in the laboratory
- c. Lab prototype developed / Beta tested
- d. Functional/ commercial prototype developed

2. **List of potential licensees/buyers of the invention** (list of companies that might have interest in your invention)
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## V. **Declaration**

- i. *I affirm the accuracy of the information provided herein and acknowledge the legal consequences of any falsification.*
- ii. *I affirm my role as the 'true and first inventor' of the disclosed invention, agree to maintain confidentiality, commit to full cooperation in patent prosecution, and acknowledge the patentability requirements outlined in the Indian Patent Act.*
- iii. *If submitting provisional specification now, I confirm that I will promptly approach IIT (ISM) for filing complete specification within 12 months.*
- iv. *I agree to abide by the IIT ISM's IP policy.*
- v. *I declare that all contributors to the invention have been included in the inventor list here.*
- vi. *I ensure that no inventor shall be removed during patent prosecution if they contributed during the filing of complete specification.*
- vii. *I commit to cooperating fully in the patent prosecution process, even post-departure from the institution, understanding the legal repercussions of non-cooperation.*
- viii. *I understand that IIT (ISM) shall not intervene in inventorship disputes. Any dispute regarding inventorship shall be amicably resolved by the inventors.*
- ix. *I understand that IIT (ISM) shall not be liable for any office action from Indian Patent Office.*
- x. *I declare that I have not modified/deleted any part of the original IDF given by the institute.*

**Name of the inventor(s)**

**Signature of inventor(s) with date**

i.

ii.

*Annexure-A***Details of the invention**

*(Please use additional sheets for sketches, drawing, photographs and other materials that help to illustrate the description. In describing the technology, please provide, if possible, information covering the following points)*

1. **Title:** (within 15 words)
2. **Keywords:** Please provide 5-6 keywords
3. **Abstract:** A summary of the invention to bring out the salient features of the invention
4. **The invention is a product or a process or both?**
5. **What is your invention?**
  - a) The problem statement (**within 25 words**)
  - b) How the invention solves the problem (**within 300 words**)
6. **Patentability:** Please click the link below and confirm that you have gone through the list of non-patentable subject matters in India and the subject matter of your invention does not fall under that list.  
<https://ipindia.gov.in/writereaddata/Portal/ev/sections/ps3.html>  
<https://ipindia.gov.in/writereaddata/Portal/ev/sections/ps4.html>  
*I hereby declare that my invention does not fall under the category of 'non-patentable subject matter' as defined by the Indian Patent Act.*
7. **Background and Prior Art:** (Please provide literature search details. Include patent and non-patent literatures)
8. **Novelty:** (Describe how your invention is novel/new as compared to the existing state of the art). Please see *Annexure-B* for generating Novelty Search Report.
9. **Inventive step:** (Describe a feature of the invention that involves technical advancement when compared to the existing state-of-the-art; or having economic significance; or both economic significance and technical advancement; and that make the invention not obvious to a person skilled in the art)
10. **Detailed description of the Invention:**  
(Define words appearing in your invention if not part of standard terminology. The invention should be described in detail so that anyone can understand and its industrial application can be checked without having to do undue experimentation. This is a

prerequisite for obtaining patent right. Illustrate the new ideas or concepts with example to explain how to work or carry out the invention in practice.)

- 11. The advantages and improvements over the existing methods, devices or materials in terms of efficiency, yield, cost etc.**
- 12. Drawings:** Representative drawings of the invention showing each component (there can be more than one drawing)
- 13. Description of drawings:** description of Figure and individual components. Each drawing should have arrows pointing on specific parts by numbers and all numbers should be defined as to what is the name of the part or component.

## **Steps to generate Novelty Search Report**

### **Step 1: Accessing xlscout**

1. Please click on the link ([Integrated Innovation & Patent Monetization Platform - XLSCOUT](#))
2. Click on “Login with Institutional Access”. An OTP will be sent to your email with the subject line “OTP to login to XLSCOUT”.
3. Go to the login page and use your institutional mail id and the OTP received in the previous step. The session will be active for 1 hour only.

### **Step 2: Running the Novelty Search Module**

1. Click on “Run Module” under the tab “Novelty Checker & Ideacue”.
2. For Novelty checker, enter the details as required.
3. Click on Proceed to Result tab. The following message will displayed "Your search has been submitted. You will get a search completion alert on your email within 40-60 minutes".
4. You will get the mail with subject line “Novelty Search Completed”.

### **Step 3: Downloading the Novelty Search Report**

1. Login to xlscout again.
2. Click on “Novelty Result” under the History tab. Click on “Generate Report” tab, followed by “Download Report”.
3. You will get the Novelty Search Report (PDF format) in your mail with subject line “Report Completed”.

### **Step 4: Assess the Novelty of Your Invention**

1. Now you can compare your invention with the closest prior art.
2. Kindly see page 5 of the report and substantiate how your invention differs from the listed patents/patent applications. You may check each cited patents by clicking on them. You may also search the cited patents in Google.
3. Please refer to section '1.2 Key Features' on page 4 and '1.3 Summary' on page 5 for additional context.

### **Step 5: Create Justification Table**

1. You need to justify how your invention is different from the ones cited in the Novelty Search Report.

2. The following is a potential template of the table. You may use this format or create your own.

Patent Number	Major difference (Highlight what makes your invention different)
XXXXXXXXXX	

(Repeat rows for the top 10 patents cited in the Novelty Search Report).

**Note:** Please send the following to [patent@iitism.ac.in](mailto:patent@iitism.ac.in).

1. **IDF (with Annexure A & B)**
2. **Novelty Search Report**
3. **Justification on how your invention is different from the cited patents.**

**In case of any difficulty, please contact us.**