



**THE UNIVERSITY OF THE WEST INDIES
CAVE HILL CAMPUS**

CONFIDENTIAL

INTELLECTUAL PROPERTY DISCLOSURE COMMITTEE

INTELLECTUAL PROPERTY DISCLOSURE FORM

Assistance in completing this form can be obtained from The UWI, Cave Hill Campus Office of Research, Innovation and Community (RICCH)|Telephone:(246) 417-4034|Email: ricch@cavehill.uwi.edu v

Please complete and forward two (2) copies to: The Cave Hill Campus Office of Research, Innovation and Community (RICCH), Cave Hill Campus, Barbados.

1. Title of Intellectual Property:

2. Name(s) of Property Developer (s):

2.1 Faculty and Department:

2.2 Addresses:
University:

Residence:

2.3 Citizenship and (Immigration status, where applicable) of Property Developer(s):

2.4 University Status of Property Developer(s):

2.5 Telephone Number(s):

2.6 Email:

3. Describe the Property, keeping in mind the following:

a. What is the technological problem (in a product or process) to which your Property provides an answer or improvement?

I/we have read the University's Policy on Intellectual Property.

Signature: _____ Print Name: _____ Date: _____

Signature: _____ Print Name: _____ Date: _____

Signature: _____ Print Name: _____ Date: _____

Signature: _____ Print Name: _____ Date: _____

We also agree to the following division of our 50% share of net annual income for this Property:

Inventor's name: _____ % _____ Signature _____ Date _____

Inventor's name: _____ % _____ Signature _____ Date _____

Inventor's name: _____ % _____ Signature _____ Date _____

Inventor's name: _____ % _____ Signature _____ Date _____

TOTAL: _____ 50 %

The other 50% will be allocated to the originating Department/Institute, Campus and the University on a *pro rata* basis according to the affiliation of the Inventors and Paragraph 3 of the relevant Policy.

Should a different arrangement be envisaged, please indicate:

If you have chosen YES to either 7b(i) or (ii), please answer questions 8 to 15. If not, please see items 16 and 17.

8. Can you provide references in published literature or patents relating to your Property? If yes, do so. (*An attachment can be added as necessary*)

9. Has any publication or disclosure to others been made? If so, to whom, when and where?

In order to be eligible for Patent and some other forms of protection, it is important in many countries that the inventors maintain strict confidentiality about the subject matter of the Property until application has been made to the national patent authorities for protection.

10. Has the Property been tested?

- a. If yes, does a sample or model of your Property exist?
- b. If so, is it available for demonstration if patent action is taken?

In case of biomedical discoveries please indicate, as applicable, the degree to which your Property has been tested in vitro, in vivo, in animal models or humans.

11. Are figures, tables, photographs or prints, slides, motion pictures, available?

12. Do you expect to continue work towards improving the apparatus, product or process?

13. Is there within the next six months a meeting of a learned society or deadline of publication of a scientific journal at which you are anxious to make disclosure? If so, when and where?

14. Can you suggest where or how your apparatus, product or process might be used? If so, please elaborate (*an attachment can be added as necessary*).

15. Have you been contacted by or are you currently communicating with a company about the potential commercial value/exploitation of the Property?

(N.B. The University has standard Nondisclosure Agreements under which the information may be shared on a confidential basis with a potential sponsor for the development of the Property). Please elaborate.

16. Property wholly owned by the research sponsor under a Research Agreement: The Property Developer(s) should inform RICCH of the nature of the Property, its ownership and the proposed disposition of the Property, if known. Please elaborate:

17. Property wholly owned by the staff member(s) or student(s):

I/we wish(es) to proceed to obtain patents, negotiate licences, etc., and undertake(s) to fully inform the University on intentions or actions to be taken.

Signature:	Print Name:	Date:
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Signature:	Print Name:	Date:
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Signature:	Print Name:	Date:
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Signature:	Print Name:	Date:
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N.B. All information reported above will be considered **confidential** and will be treated as such by the University. The information will be released only through Nondisclosure Agreements with third parties, and with the consent of the Property Developer(s).