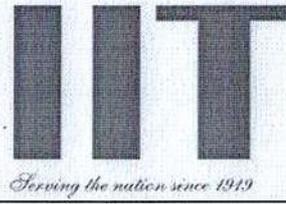




भारतीय  
प्रौद्योगिकी  
संस्थान  
काशी हिन्दू विश्वविद्यालय



INDIAN  
INSTITUTE OF  
TECHNOLOGY  
BANARAS HINDU UNIVERSITY

Feeding the nation since 1919

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अधिष्ठाता कार्यालय  
(अनुसंधान एवं विकास)

No. IIT (BHU)/R&D/IPR/2025-26/ 30 /L

Office of the Dean  
(Research & Development)

Dated: 24.02.2026

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## NOTIFICATION

In order to safeguard the IPR of the Institute & to prevent any potential infringement arising from unauthorized disclosure of confidential information to individuals or entities, the Competent Authority has approved the **Non-Disclosure Agreement (NDA) Form** to be executed by Research Scholars, Project Employees, Fellows, Interns, and Visitors (Short-Term and Long-Term) associated with research and project activities at IIT (BHU), Varanasi.

The approved NDA Form is enclosed herewith. The said form has been framed to safeguard the intellectual property, research outputs, confidential information, proprietary processes, and institutional interests of IIT (BHU), Varanasi.

Accordingly, the following shall be strictly complied with:

**1. Execution of NDA Form:**

The concerned Department/School/Centre/Laboratory/PIs/Co-PIs shall ensure that the enclosed NDA Form is duly executed:

- At the time of admission/appointment/joining; or
- Before commencement of research/project work, whichever is earlier

**2. Custody of Executed Forms:**

The executed NDA Form shall be retained in the office of the concerned Department/School/Unit/PIs/Co-PIs for record and future reference.

All Heads of Departments/Schools/Centre, Principal Investigators, Co-PIs and concerned administrative units are requested to ensure strict compliance with the above instructions.

This issue with the approval of the Competent Authority

Deputy Registrar (R&D)

**Copy to:**

1. All the Deans, IIT(BHU)
2. All the Associate Deans, IIT(BHU)
3. All the Professor In charges, IIT(BHU)
4. All the Heads/Coordinators of the Departments/Schools, IIT(BHU)
5. All the Project PIs/Co-PIs, IIT(BHU)
6. The Chairman web management & email services committee, IIT(BHU)
7. The Registrar, IIT(BHU)
8. All the Faculty Member, IIT(BHU)
9. PS to the Director, IIT(BHU)
10. PA to the Registrar, IIT(BHU)

Deputy Registrar (R&D)



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**“Non-Disclosure Agreement Form” for Research Scholars/Project  
Employees/Fellows/Visitors (Short & Long) etc.**

1. My name is Dr./Mr./Ms/....., Reg. No./Project Employee No..... Working under the supervision of ....., at the Department/School/.....IIT(BHU), Varanasi, India, as a .....
2. The project has been assigned to conduct research work. It carries highest interest of the Institute (IIT BHU), Funding agencies and PI's/Co-PI's of the project.
3. The output of the research work is the property of the Lab under ....., Funding agencies and IIT(BHU), which will not be circulated/provided/disclosed in any circumstances without the consent of competent authority.
4. The process that will be developed during the research work also will not be provided/disclosed in any circumstances without permission of both PI (.....) and /Co-PI..... (Competent authority).
5. If I leave the lab/Institute and resign from the project, then all the output of the project will be handed over to the PI of the project without hiding anything and will take no dues from PI/Institute.
6. I will follow the non-disclosure norms, ethics of the work and will abide by the norms of IIT (BHU).
7. In case of violation if any, I shall be held liable and strict action may be initiated as per the Institute norms, which may lead to the termination from the position with a short notice.

Signature:  
Name:  
Reg. No./Employee No.:  
Date:  
Place: IIT (BHU), Varanasi

Name/Signature of PIs/Supervisor(s):  
Date:  
Place: IIT (BHU), Varanasi

**Signature:**  
HoD/Coordinator/Prof In charge of the Department

**Signature :**  
DPGC/DUGC