



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

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अधिष्ठाता कार्यालय
(अनुसंधान एवं विकास)

No. IIT (BHU)/R&D/IPR/2026-27/ 12 /L

Office of the Dean
(Research & Development)

Dated: 30.07.2026

NOTIFICATION

It has come to the notice of the Institute that some patent applications have been filed directly with the Indian Patent Office and/or through external patent attorneys/agents without prior intimation to or routing through the Intellectual Property Rights (IPR) Cell, IIT (BHU), Varanasi.

All Faculty Members are hereby informed that, as per the provisions of the Institute's Intellectual Property Rights (IPR) Policy and the prescribed institutional procedure, **all patent applications arising out of research carried out at IIT (BHU), Varanasi, or involving the Institute's resources, facilities, funds, or personnel, shall be routed through the IPR Cell for necessary scrutiny, processing, and approval before filing.**

Accordingly, all faculty members are requested to:

1. Review their records and identify any patent application filed directly without prior intimation to the IPR Cell.
2. Submit the complete details of such patent applications to the IPR Cell within **15 days** from the date of issuance of this Notice. The details should include:
 - Patent Application Number;
 - Title of the Invention;
 - Name(s) of Inventor(s);
 - Name of Applicant(s);
 - Date of Filing;
 - Name of Patent Attorney/Agent, if any;
 - Funding Agency/Project Details, if applicable; and
 - Present Status of the Patent Application.
 - Submit printed copy of the final documents.
 - Claim copy.
 - Drawing etc.
 - Grant certificate.
 - Any other Documents.
3. Ensure that **all future patent applications** are submitted to the IPR Cell and processed strictly in accordance with the Institute's IPR Policy and the prescribed procedure before filing with the Patent Office.

P.T.O.

Failure to comply with the above instructions may result in administrative action in accordance with the applicable provisions of the Institute's Rules, Regulations, and IPR Policy. The Institute shall not be responsible for any issues arising from patent applications filed without following the prescribed institutional procedure.

All Heads of Departments/Schools/Centers are requested to bring this Notice to the attention of all faculty members under their administrative control for strict compliance.

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/Centres, IIT(BHU)
5. All the Project PIs/Co-PIs, IIT(BHU)
6. The Head, C.C.I.S, IIT(BHU)
7. The Registrar, IIT(BHU)
8. All the Faculty Members, IIT(BHU)
9. PS to the Director, IIT(BHU)
10. PA to the Registrar, IIT(BHU)



Deputy Registrar (R&D)