

Procedure for notification and registration of an Invention, utility model and industrial design at CULS Rector's Directive No. 3/2014

ESTABLISHMENT OF A SUBJECT OF PROTECTION (Idea)

Within his or her work activities, a CULS employee creates a technical solution (invention, utility model) or an industrial design for which industrial property protection can be presumed.

NOTIFICATION OF AN IDEA

An employee informs CULS of an Idea in writing via CITT - the electronic form is located on the intranet in the Content Management/ CITT/Intellectual Property Protection/ Submit a Notification section.

EVALUATION OF AN IDEA

The Evaluation Committee shall meet with regard to each Notification. At the latest within 4 weeks from receiving the Notification, the Committee shall prepare an opinion about the qualities of the evaluated Idea and recommend/not recommend it to the Rector for acceptance.

DECISION

The Rector shall issue a decision based on the proposal of the Evaluation Committee. This must be imparted to the originator at the latest within 3 months from when the Notification is submitted.

POSITIVE DECISION BY THE RECTOR

NEGATIVE DECISION BY THE RECTOR

NOTES

Technical solutions = invention and utility model.

If a CULS employee creates a technical solution or industrial design, the employee shall be obliged to immediately report such a fact to his or her employer via CITT. All rights to intellectual property developed by CULS employees belong to CULS.

CITT - Centre for Innovation and Technology Transfer

Notification Form

The employee shall send the Notification both electronically and physically deliver it in two signed copies to CITT.

The Evaluation Committee consists of:

- Vice-Rector for strategy and information systems,
- Head of the worksite of the employee who submitted the Notification,
- CITT Faculty representative
- Patent representative.

The evaluation will include a proposal for:

- 1) Application or non-application of the right of CULS to the Idea
- 2) Method of securing industrial/legal protection,
- 3) Potential foreign protection of the Idea,
- 4) Source of financing the industrial/legal protection, financing of renewal fees and reasonable remuneration,
- 5) Possibility of commercial utilization of the Idea.

Contact:
Centre for Innovation and Technology Transfer CULS
www.citt.czu.cz

TRANSFER OF RIGHTS TO ORIGINATOR (EMPLOYEE)

If rights are not exercised by CULS on the subject of Notification, such rights shall be transferred to the originator.



ESTABLISHING REASONABLE REMUNERATION

On the basis of the technical and economic significance of the Idea, the Evaluation Committee shall decide on the amount of the reasonable remuneration for the originator – for a calculation, see Rector's Directive 3/2014.

SECURING LEGAL PROTECTION

In cooperation with the originator, CITT secures suitable industrial legal protection

COMMERCIALISATION

Secured by CITT in cooperation with the originator.

RENEWAL OF A PROTECTIVE DOCUMENT

Before payment of annual renewal fees for protective documents, the Evaluation Committee shall discuss the legitimacy of the extension/non-extension and method of their financing.

TERMINATION OF LEGAL PROTECTION OF THE SUBJECT BY CULS

If CULS decides not to further renew the protective document, it shall preferentially offer the transfer of these rights to the originator.

NOTES

Reasonable remuneration shall be paid out from the funds of the CULS License Fund.

The funds of the department are an implicit source of funding renewal fees.

COMMERCIALIZATION

In the event of the sale of intellectual property rights, the net profit is divided as follows:

Net revenues	CULS employee	Worksite of CULS employee	CULS License Fund
Up to 1 million CZK	80 %	10 %	10 %
Over 1 million CZK	70 %	20 %	10 %

CONTACT: CULS Centre for Innovation and Technology Transfer