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Date : 18/12/2024

## OFFICE ORDER

**Subject:** Constitution of Intellectual Property Rights (IPR) Cell for Academic Year 2024-25

In order to promote awareness, protection, and utilization of Intellectual Property Rights (IPR) among faculty and students, an Intellectual Property Rights (IPR) Cell is hereby constituted at Zeal Polytechnic, Pune, for the academic year 2024-25. The IPR Cell will function under the guidance of the Principal and in coordination with Coordinator (IPR Cell), faculty and students.

### Objectives of the IPR Cell:

1. To create awareness about Intellectual Property Rights among faculty and students.
2. To encourage innovation, creativity, and patentable work among stakeholders.
3. To assist in filing patents, copyrights, and trademarks.
4. To organize workshops, seminars, and training programs on IPR.
5. To provide guidance on legal and ethical issues related to intellectual property.
6. To collaborate with external organizations for support in IPR-related matters.

### Constitution of the IPR Cell:

The following members are appointed to the IPR Cell for the academic year 2024-25:

| Sr. No. | Name of Staff Member     | Designation | Email ID                          |
|---------|--------------------------|-------------|-----------------------------------|
| 1       | Prof. Gore Mitali Bharat | Coordinator | mitali.gore@zealeducation.com     |
| 2       | Prof. Nikam Appasaheb    | Member      | appasaheb.nikam@zealeducation.com |
| 3       | Prof. Kanase Jayant      | Member      | Jayant.kanase@zealeducation.com   |
| 4       | Prof. Shah Pallavi       | Member      | pallavi.shah@zealeducation.com    |
| 5       | Prof. Lande Laxman       | Member      | laxman.lande@zealeducation.com    |

### Functions of the IPR Cell:

1. **Awareness and Training:** Organize programs such as workshops, seminars, and lectures to educate faculty and students about IPR and its importance.
2. **Support for IP Filing:** Guide and assist stakeholders in filing applications for patents, copyrights, trademarks, and other forms of intellectual property.
3. **Policy Formulation:** Develop and disseminate IPR policies for Zeal Polytechnic to ensure compliance and encourage innovation.
4. **Collaboration:** Establish linkages with organizations, institutions, and professionals for technical and legal support in IPR matters.
5. **Documentation:** Maintain records of all IPR activities, including applications filed, workshops conducted, and outcomes achieved.
6. **Advisory Role:** Provide guidance on ethical and legal considerations in innovation and intellectual property protection.

### Roles and Responsibilities of the IPR Cell Coordinator:

1. Plan and execute activities of the IPR Cell as per the academic calendar.
2. Serve as the primary point of contact for all IPR-related matters.
3. Liaise with faculty, students, and external agencies to facilitate intellectual property protection and awareness.
4. Oversee the preparation of proposals for patents, copyrights, or trademarks.
5. Maintain a database of innovations, patents, and other intellectual property generated by the institution.



6. Submit periodic reports on the activities and achievements of the IPR Cell to the Principal.
7. Ensure that all activities align with institutional objectives and legal frameworks.

#### Types of IP:

1. Patent: is an exclusive right granted for an invention, which is a product or a process that provides a new way of doing something, or offers a new technical solution to a problem.
2. Copyright: is an exclusive right given to the author of the original literary, architectural, dramatic, musical and artistic works; cinematograph films; and sound recordings.
3. Trade/Service mark: means a mark capable of being represented graphically and which is capable of distinguishing the goods or services of one person from those of others and may include shape of goods, their packaging and combination of colours.
4. Industrial Design: means only the features of shape, configuration, pattern, ornament or composition of lines or colours applied to any article whether in two dimensional or three dimensional or in both forms, by any industrial process or means, whether manual, mechanical or chemical, separate or combined, which in the finished article appeal to and are judged solely by the eye; but does not include any mode or principle of construction or anything which is in substance a mere mechanical device.
5. IC Layout Designs: means a layout of transistors and other circuitry elements and includes lead wires connecting such elements and expressed in any manner in a semiconductor integrated circuit.
6. New Plant Variety: a plant variety that is novel, distinct and shows uniform and stable characteristics.
7. Biotechnology Inventions: include recombinant products such as vectors, nucleotide sequences and micro-organisms.
8. Traditional Knowledge: The knowledge developed by the indigenous or local communities for the use of a natural resource with respect to agriculture, food, medicine etc. over a period of time and has been passed from one generation to another traditionally.
9. Geographical Indications: means an indication which identify such goods as agricultural goods, natural goods as originating or manufactured in the territory of a country or manufactured in the territory of a country or a region or locality in that territory where a given quality, reputation or other characteristic of such goods is essentially attributable to its geographical origin and in case where such goods are manufactured one of the activities of either the production or of processing or preparation of the goods concerned takes place in such territory, regions or locality as the case may be.

All members of the IPR Cell are requested to extend their full cooperation and actively participate in achieving the objectives of the cell. The IPR Cell will commence its activities with immediate effect.



#### Copy To:

1. All Department Heads
2. Members of the IPR Cell
3. Office File

  
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