

## Invention disclosure

Charité - Universitätsmedizin Berlin  
Technologietransfer  
Charitéplatz 1  
10117 Berlin  
Charité Campus Mitte

TO BE COMPLETED BY THE UNIVERSITY	
Reference number	<input type="text"/>
Invention Disclosure received on	<input type="text"/>
Written confirmation of receipt sent	<input type="text"/>
Expiry of the 4-month period to lay claim to	<input type="text"/>

### Preferred correspondence address:

(The details of the contact person, in the event of multiple inventors)

Date:

Surname, first name

Institution, department

Street, number

Post code, city

### 1. Name of the invention

CHARITÉ WILL HANDLE THE SUBMITTED  
DOCUMENTS WITH THE STRICTEST  
CONFIDENCE

### 2. Period during which the invention was created

Completion (i.e. an expert in the field would be able to use it in principle on a technical level in line with the information provided by the inventor)

Month/Year

### 3. Inventors involved

Please use an additional sheet for each inventor. Please include external inventors or self-employed inventors here, too. An individual is deemed to be an inventor if they made an independent contribution to the invention.

<b>Details regarding the inventor (1)</b>	
Surname	<input type="text"/> First name <input type="text"/>
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Diverse
Title/academic degree	<input type="text"/>
Nationality	<input type="text"/>
Personal address	<input type="text"/>
Phone/cellphone number	<input type="text"/>
Institute/employers address	<input type="text"/>
Tel. no./fax no.	<input type="text"/> <input type="text"/>
E Mail address	<input type="text"/>
Profession	<input type="text"/>
Position	<input type="radio"/> Professor <input type="radio"/> Research associate or other kind of employee <input type="radio"/> PhD student <input type="radio"/> Undergraduate student <input type="radio"/> Fellow <input type="radio"/> <input type="text"/>
Type of employment	<input type="radio"/> Contract of Employment with Charité <input type="radio"/> Service contract <input type="radio"/> Student assistant <input type="radio"/> External contract of employment (not concluded) <input type="radio"/> <input type="text"/>
Personnel number	<input type="text"/>
<b>Information regarding the Invention</b>	
Has the invention been created as part of a thesis or a contract of employment?	<input type="radio"/> Undergraduate thesis <input type="radio"/> PhD thesis <input type="radio"/> Employment
Did a third party allocate the task that led to the invention?	<input type="radio"/> Yes <input type="radio"/> No
Is the invention within your own field of work?	<input type="radio"/> Yes <input type="radio"/> No
Share of the invention in %	<input type="text"/>

### 3. Inventors involved

Please use an additional sheet for each inventor. Please include external inventors or self-employed inventors here, too. An individual is deemed to be an inventor if they made an independent contribution to the invention.

	<b>Details regarding the inventor (2)</b>	
Surname	<input type="text"/>	First name <input type="text"/>
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female <input type="checkbox"/> Diverse
Title/academic degree	<input type="text"/>	
Nationality	<input type="text"/>	
Personal address	<input type="text"/>	
Phone/cellphone number	<input type="text"/>	
Institute/employers address	<input type="text"/>	
Tel. no./fax no.	<input type="text"/>	<input type="text"/>
E Mail address	<input type="text"/>	
Profession	<input type="text"/>	
Position	<input type="radio"/> Professor <input type="radio"/> Research associate or other kind of employee <input type="radio"/> PhD student <input type="radio"/> Undergraduate student <input type="radio"/> Fellow <input type="radio"/> <input type="text"/>	
Type of employment	<input type="radio"/> Contract of Employment with Charité <input type="radio"/> Service contract <input type="radio"/> Student assistant <input type="radio"/> External contract of employment (not concluded) <input type="radio"/> <input type="text"/>	
Personnel number	<input type="text"/>	
<b>Information regarding the Invention</b>		
Has the invention been created as part of a thesis or a contract of employment?	<input type="radio"/> Undergraduate thesis <input type="radio"/> PhD thesis <input type="radio"/> Employment	
Did a third party allocate the task that led to the invention?	<input type="radio"/> Yes <input type="radio"/> No	
Is the invention within your own field of work?	<input type="radio"/> Yes <input type="radio"/> No	
Share of the invention in %	<input type="text"/>	

### 3. Inventors involved

Please use an additional sheet for each inventor. Please include external inventors or self-employed inventors here, too. An individual is deemed to be an inventor if they made an independent contribution to the invention.

<b>Details regarding the inventor (3)</b>	
Surname	<input type="text"/> First name <input type="text"/>
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Diverse
Title/academic degree	<input type="text"/>
Nationality	<input type="text"/>
Personal address	<input type="text"/>
Phone/cellphone number	<input type="text"/>
Institute/employers address	<input type="text"/>
Tel. no./fax no.	<input type="text"/> <input type="text"/>
E Mail address	<input type="text"/>
Profession	<input type="text"/>
Position	<input type="radio"/> Professor <input type="radio"/> Research associate or other kind of employee <input type="radio"/> PhD student <input type="radio"/> Undergraduate student <input type="radio"/> Fellow <input type="radio"/> <input type="text"/>
Type of employment	<input type="radio"/> Contract of Employment with Charité <input type="radio"/> Service contract <input type="radio"/> Student assistant <input type="radio"/> External contract of employment (not concluded) <input type="radio"/> <input type="text"/>
Personnel number	<input type="text"/>
<b>Information regarding the Invention</b>	
Has the invention been created as part of a thesis or a contract of employment?	<input type="radio"/> Undergraduate thesis <input type="radio"/> PhD thesis <input type="radio"/> Employment
Did a third party allocate the task that led to the invention?	<input type="radio"/> Yes <input type="radio"/> No
Is the invention within your own field of work?	<input type="radio"/> Yes <input type="radio"/> No
Share of the invention in %	<input type="text"/>

### 3. Inventors involved

Please use an additional sheet for each inventor. Please include external inventors or self-employed inventors here, too. An individual is deemed to be an inventor if they made an independent contribution to the invention.

<b>Details regarding the inventor (4)</b>	
Surname	<input type="text"/> First name <input type="text"/>
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Diverse
Title/academic degree	<input type="text"/>
Nationality	<input type="text"/>
Personal address	<input type="text"/>
Phone/cellphone number	<input type="text"/>
Institute/employers address	<input type="text"/>
Tel. no./fax no.	<input type="text"/> <input type="text"/>
E Mail address	<input type="text"/>
Profession	<input type="text"/>
Position	<input type="radio"/> Professor <input type="radio"/> Research associate or other kind of employee <input type="radio"/> PhD student <input type="radio"/> Undergraduate student <input type="radio"/> Fellow <input type="radio"/> <input type="text"/>
Type of employment	<input type="radio"/> Contract of Employment with Charité <input type="radio"/> Service contract <input type="radio"/> Student assistant <input type="radio"/> External contract of employment (not concluded) <input type="radio"/> <input type="text"/>
Personnel number	<input type="text"/>
<b>Information regarding the Invention</b>	
Has the invention been created as part of a thesis or a contract of employment?	<input type="radio"/> Undergraduate thesis <input type="radio"/> PhD thesis <input type="radio"/> Employment
Did a third party allocate the task that led to the invention?	<input type="radio"/> Yes <input type="radio"/> No
Is the invention within your own field of work?	<input type="radio"/> Yes <input type="radio"/> No
Share of the invention in %	<input type="text"/>

### 3. Inventors involved

Please use an additional sheet for each inventor. Please include external inventors or self-employed inventors here, too. An individual is deemed to be an inventor if they made an independent contribution to the invention.

<b>Details regarding the inventor (5)</b>	
Surname	<input type="text"/> First name <input type="text"/>
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Diverse
Title/academic degree	<input type="text"/>
Nationality	<input type="text"/>
Personal address	<input type="text"/>
Phone/cellphone number	<input type="text"/>
Institute/employers address	<input type="text"/>
Tel. no./fax no.	<input type="text"/> <input type="text"/>
E Mail address	<input type="text"/>
Profession	<input type="text"/>
Position	<input type="radio"/> Professor <input type="radio"/> Research associate or other kind of employee <input type="radio"/> PhD student <input type="radio"/> Undergraduate student <input type="radio"/> Fellow <input type="radio"/> <input type="text"/>
Type of employment	<input type="radio"/> Contract of Employment with Charité <input type="radio"/> Service contract <input type="radio"/> Student assistant <input type="radio"/> External contract of employment (not concluded) <input type="radio"/> <input type="text"/>
Personnel number	<input type="text"/>
<b>Information regarding the Invention</b>	
Has the invention been created as part of a thesis or a contract of employment?	<input type="radio"/> Undergraduate thesis <input type="radio"/> PhD thesis <input type="radio"/> Employment
Did a third party allocate the task that led to the invention?	<input type="radio"/> Yes <input type="radio"/> No
Is the invention within your own field of work?	<input type="radio"/> Yes <input type="radio"/> No
Share of the invention in %	<input type="text"/>

### 3. Inventors involved

Please use an additional sheet for each inventor. Please include external inventors or self-employed inventors here, too. An individual is deemed to be an inventor if they made an independent contribution to the invention.

<b>Details regarding the inventor (6)</b>	
Surname	<input type="text"/> First name <input type="text"/>
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Diverse
Title/academic degree	<input type="text"/>
Nationality	<input type="text"/>
Personal address	<input type="text"/>
Phone/cellphone number	<input type="text"/>
Institute/employers address	<input type="text"/>
Tel. no./fax no.	<input type="text"/> <input type="text"/>
E Mail address	<input type="text"/>
Profession	<input type="text"/>
Position	<input type="radio"/> Professor <input type="radio"/> Research associate or other kind of employee <input type="radio"/> PhD student <input type="radio"/> Undergraduate student <input type="radio"/> Fellow <input type="radio"/> <input type="text"/>
Type of employment	<input type="radio"/> Contract of Employment with Charité <input type="radio"/> Service contract <input type="radio"/> Student assistant <input type="radio"/> External contract of employment (not concluded) <input type="radio"/> <input type="text"/>
Personnel number	<input type="text"/>
<b>Information regarding the Invention</b>	
Has the invention been created as part of a thesis or a contract of employment?	<input type="radio"/> Undergraduate thesis <input type="radio"/> PhD thesis <input type="radio"/> Employment
Did a third party allocate the task that led to the invention?	<input type="radio"/> Yes <input type="radio"/> No
Is the invention within your own field of work?	<input type="radio"/> Yes <input type="radio"/> No
Share of the invention in %	<input type="text"/>

We have reached an agreement regarding the stated share of the invention.

Place  Date  Signature

Please print name in block capitals

Place  Date  Signature

Please print name in block capitals

Place  Date  Signature

Please print name in block capitals

Place  Date  Signature

Please print name in block capitals

Place  Date  Signature

Please print name in block capitals

Place  Date  Signature

Please print name in block capitals



## 4. Project funding

Did third parties, such as a public institution (DFG, Federal Ministry of Education and Research, charity, etc.) or an industry partner fund the project within which the invention was created, or was it created within the framework of an R&D agreement? If yes, please state the type of funding, its shortened title and project number. Please attach a copy of the project/funding application.

Type of Funding	Working group	Funding code
Please use an additional page		
ECRC	<input type="text"/>	<input type="text"/>
Project title	<input type="text"/>	
BIH	<input type="text"/>	<input type="text"/>
Project title	<input type="text"/>	
SPARK / Validierungsfonds	<input type="text"/>	<input type="text"/>
Project title	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>
Project title	<input type="text"/>	

## 5. Contractual obligations

Are you aware of any contractual provisions relating to intellectual property that were to be observed in law at the time at which the invention was created (see point 2)? In particular, this refers to cooperation agreements concluded within the framework of publicly funded projects, contract research agreements and agreements for the implementation of clinical studies. Please note that inventions already covered in a contract, whether in whole or in part, could be associated with legally binding consequences.

## 6. Publication

Has the invention, or have parts of the invention, been published (posters, talks, etc.)? If yes, when?

Is publication planned? If yes, please state the date and the form/medium.

### **NB**

The core of the invention, i.e. the inventive content, must never have been published worldwide (not even by the inventors) before a patent application is filed with the Patent Office. Pursuant to section 42 of the Employee Invention Act, an inventor is entitled to disclose the work-related invention as part of their teaching/research activities if they have notified to their employer in good time, generally two months advance.

## 7. Description of the invention

Please attach meaningful documents (publications, brochures, selected data, drawings, and similar) which describe the invention, the state of the art, the patent and its applications.

## 8. Declaration

To my knowledge, no other inventors are involved in the invention. I have described the invention fully and comprehensively. I am aware that all publications regarding the invention, and all communications to external parties - who are not obliged to maintain confidentiality prevent the granting of an industrial property right and must therefore refrain from doing so. I am not aware of any prior uses or prior publications.

Place	<input type="text"/>	Date	<input type="text"/>	Signature	<input type="text"/>
Please print name in block capitals					<input type="text"/>
Place	<input type="text"/>	Date	<input type="text"/>	Signature	<input type="text"/>
Please print name in block capitals					<input type="text"/>
Place	<input type="text"/>	Date	<input type="text"/>	Signature	<input type="text"/>
Please print name in block capitals					<input type="text"/>
Place	<input type="text"/>	Date	<input type="text"/>	Signature	<input type="text"/>
Please print name in block capitals					<input type="text"/>
Place	<input type="text"/>	Date	<input type="text"/>	Signature	<input type="text"/>
Please print name in block capitals					<input type="text"/>
Place	<input type="text"/>	Date	<input type="text"/>	Signature	<input type="text"/>
Please print name in block capitals					<input type="text"/>

## 9. Date protection

We collect your date electronically

## 10. Appendix

- \_\_\_\_\_ pages of description, including \_\_\_\_\_ pages of drawings
- Appendix with additional information regarding the inventors(s)
- Proprietary work/publications in the same field of the invention
- Sources regarding the state of the art (brochures, publications etc.)
- Other \_\_\_\_\_

## Annex

Suggestion for structuring the inventions' s description

### 1) Current technology

- ✓ Current state of the art
  - ✓ Which issue led to the invention?
  - ✓ Prior experience or items developed at the university/institute
  - ✓
- 

### 2) Description of the invention

- ✓ Technical or scientific foundations
  - ✓ Functioning and construction
  - ✓ Advantages and improvements compared to the state of the art
  - ✓ Descriptive figures
  - ✓ Creation by trials or prototypes
  - ✓
- 

### 3) Patent

- ✓ Has a novelty art search been performed?
  - ✓ Do you, your working group, colleagues etc. already hold patents in the same subject area as the invention?
  - ✓ Are you in contact with a patent attorney, or is there a particular patent attorney you would prefer? If yes, please name the patent attorney.
  - ✓ Are you interested in self-utilization, e.g. through a spin-off or further development?
  - ✓
- 

### 4. Applications

- ✓ What applications are conceivable?
  - ✓ Which companies or sectors might be interested in the invention?
  - ✓ Which products are feasible?
  - ✓
-