

Date: _____

ATTY. MARION IVY D. DECENA
Director
Technology Application and Promotion Institute

Bicutan, Taguig City

Dear **Atty. Decena**:

I/We would like to avail of your IPR Assistance to secure IP of my/our technology/ies entitled _____

Attached are the following requirements for your evaluation:

- Duly accomplished Invention Disclosure Form
- Preliminary Search Report
- Drawings/Sketches of the technology
- Test Results
- Technical Report/Thesis
- Photocopies of identification (ID) of Inventors/Researchers

Thank you.

Yours truly,

Address: _____

Contact info: _____

Email: _____

Date: _____

ATTY. MARION IVY D. DECENA

Director

Technology Application and Promotion Institute

DOST Complex, Gen. Santos Avenue

Bicutan, Taguig City

Dear **Atty. Decena**:

I/We would like to avail of your IPR Assistance to secure IP of my/our work/s entitled

Attached are the following requirements for your evaluation:

- Five (5) copies of the duly accomplished application form
- Five (5) copies of Deed of Assignment
- Two (2) electronic copies in CDs and one (1) printed copy for materials applied for copyright protection (*Please see the attached page for the guidelines for samples to be submitted.*)
- Photocopies of identification (ID) of Inventors/Researchers

Thank you.

Yours truly,

Address: _____

Contact info: _____

Email: _____

Note: Copies of the work being registered as deposit:

- **For books and other related printed works:** Two printed copies of the work (if the work is still unpublished, the copies submitted should be bound (soft bound or ring bound).
- **For musical compositions, sound recordings, audiovisual works, or e-books:** Two electronic copies saved in separate CDs or USB flash drives.
- **For works of drawings, paintings, architectural works, sculpture, engraving, prints, lithography or other works of art, models or designs for works of art and photographic works:** Two photographs of the works (for sculptures, photographs should be all sides of the work being registered).
- **For Original Ornamental Design or Models for Articles of Manufacture and Industrial Objects, and Other Works of Applied Art:** Two copies of the drawing of the design with the corresponding technical description.
- **For Computer Programs:** Two electronic copies saved in separate CDs or USB flash drives OR printed copies of the first 25 and last 25 pages of the source code (must be ring bound or soft bound).

Date: _____

ATTY. MARION IVY D. DECENA

Director

Technology Application and Promotion Institute

DOST Complex, Gen. Santos Avenue

Bicutan, Taguig City

Dear **Atty. Decena**:

I/We would like to avail of your IPR Assistance to secure IP of my/our trademark(s) entitled _____

Attached are the following requirements for your evaluation:

- Duly accomplished Intellectual Property Disclosure Form (IPDF)
- Electronic copy of the logo or mark(s) being applied for trademark application
- Description of the mark(s)
- List of goods and/or services where such mark(s) will be used*
- Photocopies of identification (ID) of Applicant(s)/Researcher(s)

Thank you.

Yours truly,

Address: _____

Contact info: _____

Email: _____

Note: Please check this link for reference on the classification and description of goods/services:
<https://drive.google.com/file/d/1DPcPvwPEn674cMi3wI4MtJT65cDzz8v8/view?usp=sharing>
For DOST-funded technologies only

INTELLECTUAL PROPERTY DISCLOSURE FORM (IPDF)

PATENT, UTILITY MODEL AND INDUSTRIAL DESIGN

This IPDF is the primary requirement of the Technology Application and Promotion Institute (DOST-TAPI) to evaluate requests for financial and/or technical assistance in applying for intellectual property rights (IPR) protection, in particular, patents, utility models, and industrial designs. Please tick the appropriate boxes and fill all information in block and legible letters. If there is a need for reference to fill this form, a concise guide is available for use. This Form may be reproduced but not modified.

[1] Applicant's Information: <input type="checkbox"/> Natural Person (Individual inventor as owner of IP) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Name:</td> <td colspan="2"></td> </tr> <tr> <td>Complete Address:</td> <td colspan="2"></td> </tr> <tr> <td>Phone:</td> <td>Email:</td> <td>Website:</td> </tr> </table>			Name:			Complete Address:			Phone:	Email:	Website:									
Name:																				
Complete Address:																				
Phone:	Email:	Website:																		
<input type="checkbox"/> Juridical person (<input type="radio"/> School <input type="radio"/> Company/Corporation <input type="radio"/> Private RDI <input type="radio"/> Government) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Name of Institution:</td> <td colspan="2"></td> </tr> <tr> <td>Focal person:</td> <td colspan="2"></td> </tr> <tr> <td>Complete Address:</td> <td colspan="2"></td> </tr> <tr> <td>Phone:</td> <td>Email:</td> <td>Website:</td> </tr> </table>			Name of Institution:			Focal person:			Complete Address:			Phone:	Email:	Website:						
Name of Institution:																				
Focal person:																				
Complete Address:																				
Phone:	Email:	Website:																		
<p style="text-align: center;">Researcher/s (use separate sheet if space is not enough):</p>																				
[2] Intellectual Property Information: Title: _____ Field: <input type="checkbox"/> Chemical <input type="checkbox"/> Non-Chemical																				
[3] Status of development: <input type="checkbox"/> Concept only <input type="checkbox"/> Laboratory-tested <input type="checkbox"/> With prototype <input type="checkbox"/> With stable product <input type="checkbox"/> With trade mark/name <input type="checkbox"/> Others (specify): _____ <input type="checkbox"/> With computer program _____ Please note that if "Concept only" is ticked, the request for this assistance shall not be processed.	[4] Funding Source: <input type="checkbox"/> Personal <input type="checkbox"/> Contract research: _____ <input type="checkbox"/> Government, please specify: <input type="checkbox"/> DOST: _____ <input type="checkbox"/> Non-DOST: _____ <input type="checkbox"/> Others: _____																			
[5] Status of disclosure: <input type="checkbox"/> Completely undisclosed. <input type="checkbox"/> Already disclosed (see details below and attach documents)																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Means of disclosure</u></th> <th style="text-align: left;"><u>Earliest Date</u></th> <th style="text-align: left;"><u>Where?</u></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Oral presentation</td> <td>_____</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Publication</td> <td>_____</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Public demonstration</td> <td>_____</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Offered for sale</td> <td>_____</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Others (specify):</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	<u>Means of disclosure</u>	<u>Earliest Date</u>	<u>Where?</u>	<input type="checkbox"/> Oral presentation	_____	_____	<input type="checkbox"/> Publication	_____	_____	<input type="checkbox"/> Public demonstration	_____	_____	<input type="checkbox"/> Offered for sale	_____	_____	<input type="checkbox"/> Others (specify):	_____	_____		
<u>Means of disclosure</u>	<u>Earliest Date</u>	<u>Where?</u>																		
<input type="checkbox"/> Oral presentation	_____	_____																		
<input type="checkbox"/> Publication	_____	_____																		
<input type="checkbox"/> Public demonstration	_____	_____																		
<input type="checkbox"/> Offered for sale	_____	_____																		
<input type="checkbox"/> Others (specify):	_____	_____																		
[6] In your own words, what <u>features</u> make your machine, product or service new or novel <u>anywhere in the world</u>?																				
[7] In your own words, identify at least one <u>technical</u> problem that is being solved by the new or novel features.																				
[8] Supporting documents (please attach to this Form): <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> 8.1 Mandatory attachments: <input type="checkbox"/> Full explanation, if Box [6] and/or [7] is/are insufficient. <input type="checkbox"/> Complete technical description of the IP <input type="checkbox"/> Proofs of disclosure (i.e., websites, news, publications) <input type="checkbox"/> Pictures, drawings, illustrations of working model, product, or GUI and flowcharts for computer programs </td> <td style="width: 50%; vertical-align: top;"> 8.2 Supporting documents, if applicable: <input type="checkbox"/> Complete list of Researchers and/or Applicants <input type="checkbox"/> Research paper (i.e., Journal article) <input type="checkbox"/> Funding-related documents (Box [4]) <input type="checkbox"/> Commercialization plan <input type="checkbox"/> Others </td> </tr> </table>			8.1 Mandatory attachments: <input type="checkbox"/> Full explanation, if Box [6] and/or [7] is/are insufficient. <input type="checkbox"/> Complete technical description of the IP <input type="checkbox"/> Proofs of disclosure (i.e., websites, news, publications) <input type="checkbox"/> Pictures, drawings, illustrations of working model, product, or GUI and flowcharts for computer programs	8.2 Supporting documents, if applicable: <input type="checkbox"/> Complete list of Researchers and/or Applicants <input type="checkbox"/> Research paper (i.e., Journal article) <input type="checkbox"/> Funding-related documents (Box [4]) <input type="checkbox"/> Commercialization plan <input type="checkbox"/> Others																
8.1 Mandatory attachments: <input type="checkbox"/> Full explanation, if Box [6] and/or [7] is/are insufficient. <input type="checkbox"/> Complete technical description of the IP <input type="checkbox"/> Proofs of disclosure (i.e., websites, news, publications) <input type="checkbox"/> Pictures, drawings, illustrations of working model, product, or GUI and flowcharts for computer programs	8.2 Supporting documents, if applicable: <input type="checkbox"/> Complete list of Researchers and/or Applicants <input type="checkbox"/> Research paper (i.e., Journal article) <input type="checkbox"/> Funding-related documents (Box [4]) <input type="checkbox"/> Commercialization plan <input type="checkbox"/> Others																			
[9] Certification of Applicant or Applicant's Representative (for team or juridical person): (a) Under the pain of fraud or perjury, the above information and attached documents are true and correct to the best of my knowledge; (b) All names appearing in the list are true and are the actual inventors, makers, or designers, and that nobody is either excluded or inappropriately included (i.e., anyone who did not contribute to the technical features of the invention, utility model, or design) for this application; (c) The claimed new machine, product or process is the work of the above-named researchers and not copied from others; (d) The guidelines of DOST-TAPI's Intellectual Property Rights Assistance Program shall be fully respected and shall be fully agreed that this application may be rejected if found to be not novel or industrially applicable, or is a non-patentable subject matter (i.e., abstract, against public order or morality, against known scientific laws such as claims for perpetual motion), or may be withdrawn due to lack of cooperation of the researchers/applicant. Applicant(s) shall also abide by all policies of the TAPI.																				
Name: _____ Designation: _____ Affiliation: _____	Signature: _____ Date: _____																			

CONFIDENTIAL

INTELLECTUAL PROPERTY DISCLOSURE FORM (IPDF)

COPYRIGHT

This IPDF is the primary requirement of the Technology Application and Promotion Institute (DOST-TAPI) to evaluate requests for financial and/or technical assistance in applying for intellectual property rights (IPR) protection, in particular, copyrights. Please tick the appropriate boxes and fill all information in block and legible letters. If there is a need for reference to fill this form, a concise guide is available for use. This Form may be reproduced but not modified.

[1] Applicant's Information: <input type="checkbox"/> Natural Person (Individual inventor as owner of IP) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">Name:</td></tr> <tr><td colspan="3">Complete Address:</td></tr> <tr><td>Phone:</td><td>Email:</td><td>Website:</td></tr> </table> <input type="checkbox"/> Juridical person (<input type="checkbox"/> School <input type="checkbox"/> Company/Corporation <input type="checkbox"/> Private RDI <input type="checkbox"/> Government) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">Name of Institution:</td></tr> <tr><td colspan="3">Focal person:</td></tr> <tr><td colspan="3">Complete Address:</td></tr> <tr><td>Phone:</td><td>Email:</td><td>Website:</td></tr> </table> <p>Author/Researcher/s (use separate sheet if space is not enough):</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">_____</p>		Name:			Complete Address:			Phone:	Email:	Website:	Name of Institution:			Focal person:			Complete Address:			Phone:	Email:	Website:
Name:																						
Complete Address:																						
Phone:	Email:	Website:																				
Name of Institution:																						
Focal person:																						
Complete Address:																						
Phone:	Email:	Website:																				
[2] Intellectual Property Information: Title of the Copyrightable work: _____																						
[3] Class Designations of Copyrightable Works Under R.A 8293 (please tick only one box) <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <input type="checkbox"/> Books, Pamphlets, articles and other writings <input type="checkbox"/> Periodicals and newspaper <input type="checkbox"/> Lectures, sermons, addresses, dissertations for oral delivery, whether or not reduced in writing or other material form <input type="checkbox"/> Letters <input type="checkbox"/> Dramatic or dramatico-musical compositions choreographic works or entertainment in dumb shows <input type="checkbox"/> Musical compositions with or without words <input type="checkbox"/> Works of drawing, painting, architecture, sculpture, engraving, lithography or other works of arts, model or design for works of arts <input type="checkbox"/> Original ornamental designs, or models for articles of manufacture, whether or not registrable as an industrial designs and other works of applied art </td> <td style="width: 50%; border: none; vertical-align: top;"> <input type="checkbox"/> Illustrations maps, plans, sketches, charts and three-dimensional works relative to geography, topography, architecture or science <input type="checkbox"/> drawings or plastic works of a scientific or technical character <input type="checkbox"/> Photographic works including works produced by a process analogous to photography, lantern slide <input type="checkbox"/> Audiovisual works and cinematographic works produced by a process analogous to cinematography or any process for making audio-visual recordings <input type="checkbox"/> Pictorial illustrations and advertisements <input type="checkbox"/> Computer Programs <input type="checkbox"/> Other literary; scholarly, scientific and artistic works <input type="checkbox"/> Sound recordings <input type="checkbox"/> Broadcast recordings </td> </tr> </table>		<input type="checkbox"/> Books, Pamphlets, articles and other writings <input type="checkbox"/> Periodicals and newspaper <input type="checkbox"/> Lectures, sermons, addresses, dissertations for oral delivery, whether or not reduced in writing or other material form <input type="checkbox"/> Letters <input type="checkbox"/> Dramatic or dramatico-musical compositions choreographic works or entertainment in dumb shows <input type="checkbox"/> Musical compositions with or without words <input type="checkbox"/> Works of drawing, painting, architecture, sculpture, engraving, lithography or other works of arts, model or design for works of arts <input type="checkbox"/> Original ornamental designs, or models for articles of manufacture, whether or not registrable as an industrial designs and other works of applied art	<input type="checkbox"/> Illustrations maps, plans, sketches, charts and three-dimensional works relative to geography, topography, architecture or science <input type="checkbox"/> drawings or plastic works of a scientific or technical character <input type="checkbox"/> Photographic works including works produced by a process analogous to photography, lantern slide <input type="checkbox"/> Audiovisual works and cinematographic works produced by a process analogous to cinematography or any process for making audio-visual recordings <input type="checkbox"/> Pictorial illustrations and advertisements <input type="checkbox"/> Computer Programs <input type="checkbox"/> Other literary; scholarly, scientific and artistic works <input type="checkbox"/> Sound recordings <input type="checkbox"/> Broadcast recordings																			
<input type="checkbox"/> Books, Pamphlets, articles and other writings <input type="checkbox"/> Periodicals and newspaper <input type="checkbox"/> Lectures, sermons, addresses, dissertations for oral delivery, whether or not reduced in writing or other material form <input type="checkbox"/> Letters <input type="checkbox"/> Dramatic or dramatico-musical compositions choreographic works or entertainment in dumb shows <input type="checkbox"/> Musical compositions with or without words <input type="checkbox"/> Works of drawing, painting, architecture, sculpture, engraving, lithography or other works of arts, model or design for works of arts <input type="checkbox"/> Original ornamental designs, or models for articles of manufacture, whether or not registrable as an industrial designs and other works of applied art	<input type="checkbox"/> Illustrations maps, plans, sketches, charts and three-dimensional works relative to geography, topography, architecture or science <input type="checkbox"/> drawings or plastic works of a scientific or technical character <input type="checkbox"/> Photographic works including works produced by a process analogous to photography, lantern slide <input type="checkbox"/> Audiovisual works and cinematographic works produced by a process analogous to cinematography or any process for making audio-visual recordings <input type="checkbox"/> Pictorial illustrations and advertisements <input type="checkbox"/> Computer Programs <input type="checkbox"/> Other literary; scholarly, scientific and artistic works <input type="checkbox"/> Sound recordings <input type="checkbox"/> Broadcast recordings																					
[4] From the above selected class designation of copyrightable work, please state the specific technology to which the copyrightable material emanated from _____																						
[5] Funding Source: <input type="checkbox"/> Personal <input type="checkbox"/> Contract research: _____ <input type="checkbox"/> Government, please specify: <input type="checkbox"/> DOST: _____ <input type="checkbox"/> Non-DOST: _____ <input type="checkbox"/> Others: _____	[6] Mandatory attachments (please attach to this Form): <input type="checkbox"/> Five (5) copies of the duly accomplished Application Form and Affidavit of Ownership in legal size bond paper <input type="checkbox"/> Five (5) copies of Deed of Assignment (if the copyright belongs to the institution per their existing IP policy) <input type="checkbox"/> Two (2) electronic copies in CDs and one (1) printed copy for materials applied for copyright protection <input type="checkbox"/> Others: _____																					
[7] Certification of Applicant or Applicant's Representative (for team or juridical person): (e) Under the pain of fraud or perjury, the above information and attached documents are true and correct to the best of my knowledge; (f) All names appearing in the list are true and are the actual inventors, makers, or designers, and that nobody is either excluded or inappropriately included (i.e., anyone who did not contribute to the technical features of the invention, utility model, or design) for this application; (g) The claimed new machine, product or process is the work of the above-named researchers and not copied from others; (h) The guidelines of DOST-TAPI's Intellectual Property Rights Assistance Program shall be fully respected and shall be fully agreed that this application may be rejected if found to be not novel or industrially applicable, or is a non-patentable subject matter (i.e., abstract, against public order or morality, against known scientific laws such as claims for perpetual motion), or may be withdrawn due to lack of cooperation of the researchers/applicant. Applicant(s) shall also abide by all policies of the TAPI.																						
Name: _____ Designation: _____ Affiliation: _____	Signature: _____ Date: _____																					

CONFIDENTIAL

INTELLECTUAL PROPERTY DISCLOSURE FORM (IPDF)

TRADEMARK

This IPDF is the primary requirement of the Technology Application and Promotion Institute (DOST-TAPI) to evaluate requests for financial and/or technical assistance in applying for intellectual property rights (IPR) protection, in particular, trademarks. Please tick the appropriate boxes and fill all information in block and legible letters. If there is a need for reference to fill this form, a concise guide is available for use. This Form may be reproduced but not modified.

[1] Applicant's Information: <input type="checkbox"/> Natural Person (Individual inventor as owner of IP) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">Name:</td></tr> <tr><td colspan="3">Complete Address:</td></tr> <tr><td>Phone:</td><td>Email:</td><td>Website:</td></tr> </table> <input type="checkbox"/> Juridical person (<input type="radio"/> School <input type="radio"/> Company/Corporation <input type="radio"/> Private RDI <input type="radio"/> Government) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">Name of Institution:</td></tr> <tr><td colspan="3">Focal person:</td></tr> <tr><td colspan="3">Complete Address:</td></tr> <tr><td>Phone:</td><td>Email:</td><td>Website:</td></tr> </table> Researcher/s (use separate sheet if space is not enough): _____		Name:			Complete Address:			Phone:	Email:	Website:	Name of Institution:			Focal person:			Complete Address:			Phone:	Email:	Website:
Name:																						
Complete Address:																						
Phone:	Email:	Website:																				
Name of Institution:																						
Focal person:																						
Complete Address:																						
Phone:	Email:	Website:																				
[2] Title of the Mark: _____ <input type="checkbox"/> Check if it is a collective mark (e.g. for association, group, club, etc.)																						
[3] Type of the Mark: (What best describes your mark?) <input type="checkbox"/> Word mark - A word mark is represented using words, letters, numbers, or any other characters that can be typed. <input type="checkbox"/> Figurative mark - A figurative mark is represented using pictures, graphics, or images; a figurative mark does not contain words or letters. <input type="checkbox"/> Figurative with word mark - A figurative mark containing word elements combines the use of pictures, graphics, or images with words or letters. <input type="checkbox"/> 3D mark - A three-dimensional mark is represented using a three-dimensional shape, such as the actual product or its packaging..																						
[4] Logo (actual representation of the mark) _____	[5] Description of the Mark: (If there is a claim of color/s specify the principal parts of the mark that are in the color/s identified.) _____																					
[6] Claim of Color(s): _____																						
[7] Translation/Transliteration: _____																						
[8] Disclaimer (If any word/s or component of the mark over which no exclusive right is claimed): _____																						
[9] Mark status: <input type="checkbox"/> Concept only <input type="checkbox"/> With business name <input type="checkbox"/> With existing product <input type="checkbox"/> With existing service <input type="checkbox"/> With previous trademark registration Application No _____ and Filing Date: _____ Please note that if "Concept only" is ticked, the request for this assistance shall not be processed.	[10] Funding Source: <input type="checkbox"/> Personal <input type="checkbox"/> Contract research: _____ <input type="checkbox"/> Government, please specify: <input type="checkbox"/> DOST: _____ <input type="checkbox"/> Non-DOST: _____ <input type="checkbox"/> Others: _____																					
[11] Classification and Description of Goods and/or Services: (for reference, please check NICE CLASSIFICATION - 11 Edition, Version 2022) _____																						
[12] Supporting documents (please attach to this Form): <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> 12.1 Mandatory attachments: <input type="checkbox"/> Electronic Copy of the Trademark. <input type="checkbox"/> Complete technical description of the IP <input type="checkbox"/> Proofs of disclosure (i.e., websites, news, publications) <input type="checkbox"/> Pictures, drawings, illustrations of working model, product, or GUI and flowcharts for computer programs </td> <td style="width: 50%; vertical-align: top;"> 12.2 Supporting documents, if applicable: <input type="checkbox"/> Complete list of Researchers and/or Applicants <input type="checkbox"/> Funding-related documents (Box [6]) <input type="checkbox"/> Commercialization plan <input type="checkbox"/> Others: _____ </td> </tr> </table>		12.1 Mandatory attachments: <input type="checkbox"/> Electronic Copy of the Trademark. <input type="checkbox"/> Complete technical description of the IP <input type="checkbox"/> Proofs of disclosure (i.e., websites, news, publications) <input type="checkbox"/> Pictures, drawings, illustrations of working model, product, or GUI and flowcharts for computer programs	12.2 Supporting documents, if applicable: <input type="checkbox"/> Complete list of Researchers and/or Applicants <input type="checkbox"/> Funding-related documents (Box [6]) <input type="checkbox"/> Commercialization plan <input type="checkbox"/> Others: _____																			
12.1 Mandatory attachments: <input type="checkbox"/> Electronic Copy of the Trademark. <input type="checkbox"/> Complete technical description of the IP <input type="checkbox"/> Proofs of disclosure (i.e., websites, news, publications) <input type="checkbox"/> Pictures, drawings, illustrations of working model, product, or GUI and flowcharts for computer programs	12.2 Supporting documents, if applicable: <input type="checkbox"/> Complete list of Researchers and/or Applicants <input type="checkbox"/> Funding-related documents (Box [6]) <input type="checkbox"/> Commercialization plan <input type="checkbox"/> Others: _____																					
[13] Certification of Applicant or Applicant's Representative (for team or juridical person): (i) Under the pain of fraud or perjury, the above information and attached documents are true and correct to the best of my knowledge; (j) All names appearing in the list are true and are the actual applicant(s), and that nobody is either excluded or inappropriately included (i.e., anyone who does not have the right to own the trademark) for this application; (k) The claimed new machine, product or process is the work of the above-named researchers and not copied from others; (l) The guidelines of DOST-TAPI's Intellectual Property Rights Assistance Program shall be fully respected and shall be fully agreed that this application may be rejected if found to be unregistrable based on Rule 102 of the Revised Implementing Rules and Regulations for Trademarks, Service Marks, Trade Names and Marked or Stamped Containers, or may be withdrawn due to lack of cooperation of the researchers/applicant. Applicant(s) shall also abide by all policies of the TAPI.																						
Name: _____ Designation: _____ Affiliation: _____	Signature: _____																					

CONFIDENTIAL

**Annex C
PRELIMINARY SEARCH REPORT**

Tentative Title	
Short Description	
Agency/Affiliation/ School/Company	
Source of funds (i.e., DOST)	
Inventor(s)	
Date search report was made	
Keywords used	

Please use the following websites to conduct your preliminary search report:

OFFICE	WEBSITE	SPECIFIC URL
US Patent and Trademark Office	www.uspto.gov	http://www.uspto.gov/patents/process/search/index.jsp
World Intellectual Property Office	www.wipo.int	http://www.wipo.int/patentscope/en/
European Patent Office	www.espacenet.com	http://worldwide.espacenet.com/?locale=en_EP
IP Philippines	www.ipophil.gov.ph	http://onlineservices.ipophil.gov.ph/ipophilsearch/patents.aspx
Google	www.google.com	https://www.google.patentsearch

RESULTS OF PRELIMINARY SEARCH:

Website <i>i.e. Google.com</i>	Key words used <i>Papaya seeds</i>	No. of hits <i>889,000</i>

Closest technology, if any: *(from the search made, cite at least one)*

Advantage(s) from the closest technology:

I declare that the above information is true and correct to the best of my knowledge.

Signature above Printed Name of Applicant

DATA PRIVACY CONSENT FORM

We at the Technology Application and Promotion Institute are committed to provide you with the services involving application and promotion of science and technology pursuant to Executive Order No. 128 and RA 7459 while implementing safeguards to protect your privacy and keep your personal data safe and secure.

Processing of Personal Data

The personal information being collected which may include your name, contact numbers, email address, home and office address, photos, and the like, may be used for (1) evaluation of the proposal; (2) monitoring of the approved project; (3) sending notifications/updates; and (4) other similar activities, in connection to the project _____ and the succeeding projects that the Data Subject may have with TAPI. Said information will also be shared within DOST System for the purpose of informing and/or inviting the data subject to any other events, promotions, proposals, and other activities of DOST System. Further, said information will be shared within and used by DOST System for statistics purposes.

Data Protection

We shall implement reasonable and appropriate organizational, physical, and technical security measures for the protection of personal information which we collected.

Only authorized personnel are permitted and have access to the collected information who will treat any confidential

information under strict confidentiality. In case of breach, TAPI shall notify you and inform the National Privacy Commission (NPC) in accordance to the NPC Circular 16-03 or Personal Data Breach Management.

Personal information collected are stored and later on disposed of via shredding and permanently deleted in our electronic files in accordance to R.A. No. 9470 otherwise known as National Archives of the Philippines Act of 2007.

Rights of the Data Subject

As the Data Subject, you have the right to be informed of the personal information being collected, processed, and stored by TAPI as well as to access, object, rectify, and block the same. For questions or concerns, you may contact our Data Protection Officer through the following details:

(02) 837 2071 local 2162
info@tapi.dost.gov.ph

I have read this form, understood its contents, and consent to the processing of my personal data. I understand that my consent does not preclude the existence of other criteria for lawful processing of personal data, and does not waive any of my rights under the Data Privacy Act of 2012 and other applicable laws.

(Signature over Printed Name)

(Date)