CHAPTER 89

INVENTIONS, PATENTS AND AWARDS FOR SUGGESTIONS

(*MOD Sponsor:* DIPR-POL Article 8901
: DBI Articles 8902-8904)

This chapter has been equality and diversity impact assessed by the sponsor in accordance with Departmental policy. No direct discrimination or adverse impact was identified. This chapter is due for review at the next routine amendment exercise.

GENERAL REGULATIONS

CONTENTS

Para
8901. Inventions and Patents
8902. GEMS Staff Suggestion Scheme
8903. Awards from the Herbert Lott Naval Trust Fund
8904. Technical Suggestions from Members of the Public

8905-8920. Unallocated

CHAPTER 89

INVENTIONS PATENTS AND AWARDS FOR SUGGESTIONS

8901. Inventions and Patents

1. Defence Intellectual Property Rights (DIPR) is responsible for the management and protection of MOD's Intellectual Property (IP), including patents, designs and copyright such as computer programs.

2. The ownership of inventions made by employees, whether or not patented, or patentable, is determined according to the principles set out in Section 39 of the Patents Act, 1977. This applies to all civilian and Service employees of the Crown whether employed under Regular, part time, or Reserve arrangements.

3. In accordance with the Act, where a civilian or service employee of the Crown makes an invention as part of their duties, that invention belongs to the Secretary of State for Defence as their employer. All such inventions should therefore be reported to DIPR who will decide whether the invention should be protected and exploited for the benefit of the Crown.

4. In the event that there is doubt over whether an invention arose as part of an individual's official duties, the matter should be referred to DIPR, who will give a determination on the ownership of the invention, and ensure that any sensitive or valuable information is protected.

5. Individuals **MUST NOT** publish or disclose any information relating to inventions outside of MOD (other than under express conditions of confidence) without first informing DIPR and receiving prior written authorisation to disclose. Any public disclosure of an invention, such as testing, demonstration, discussing an invention or publishing information about such an invention may prevent it from being patented, or otherwise being legally protectable. Such unauthorised disclosures may therefore cause the Crown (or the individual concerned) to lose valuable rights and are considered a serious disciplinary matter.

6. The MOD Rewards to Inventors (RTI) scheme provides incentives for MOD civilians and military staff to notify MOD of inventions and technical innovations, and to assist in their production and exploitation. The RTI scheme sits alongside GEMS – The Defence Ideas Scheme.

7. The DIPR website contains comprehensive information and resources on the management of IP within the MOD. The site includes a link to the latest MOD Guide to Intellectual Property which provides detailed information on handling IP. Should you have an idea which you think may be protectable, further detail including the current process for submitting ideas to DIPR can be found on the DIPR website under 'Invention Submissions'.

8. The DIPR website can be found on the intranet by searching for 'dipr'.

9. The DIPR website also sets out current Points of Contact within DIPR.

8902. GEMS Staff Suggestion Scheme

1. **Introduction.** The GEMS Staff Suggestion Scheme aims to encourage and reward ideas from all parts of the MOD and Armed Forces to improve the way the Department conducts its business. The scheme is open to all staff, Service and civilian, and replaces previous technical and non-technical schemes.

2. **How to Make a Suggestion.** Further details are available via the GEMS website on Defence Intranet or the GEMS site on the internet (www.gems.mod.uk).

3. **Contacts.** Further information about the Scheme can be obtained from the following addresses:

GEMS Scheme Manager
Defence Business Improvement Division
Floor 6, Zone 1
MOD Main Building
Whitehall
London, SW1A 2HB
Tel: 9621 (020721) 84952

GEMS RN Service Award Group
DES Ships EBG-GEMS
Maple 2
Abbey Wood
Bristol
BS34 8JH
Tel: 9352 (011791) 32697

8903. Awards from the Herbert Lott Naval Trust Fund

1. Through the generosity of a private donor a fund has been established which is known as the Herbert Lott Naval Trust Fund. This fund enables the Department to make awards to such officers and ratings of the naval and marine forces of Her Majesty, whether on the active or reserve strength, as shall show marked efficiency or who shall contribute in signal degree to the improvement of the appliances of the naval or marine forces of Her Majesty. The inventions and technical suggestions element of this fund, the HLNITF, is administered by CNSA and funds are allocated to Type Commanders (FOSF, FOSM, FONA and CGRM) to enable local awards to be made. The same submission procedure as for exgratia awards should be followed and applications forwarded through the appropriate chain of command for consideration. Applications from personnel serving in other areas should be forwarded with appropriate supporting documentation direct to: CNSA/AN210, MOD (DES) Abbey Wood #96. An award under the HLNITF will not prejudice further awards being made from other MOD award schemes.

8904. Technical Suggestions from Members of the Public

1. Members of the public, both in the United Kingdom and abroad, frequently submit ideas or suggestions relating to proposed or existing Service equipment or to manufacturing or other techniques for its improvement. These reach the Ministry of Defence in a variety of ways, but it is important that they should all be centrally recorded in order that, in considering a proposal, any previous submissions by the same proposer, or similar proposals by others, may be taken into account.

2. Following the closure of the Defence Diversification Agency all communications relating to proposals from Members of the public, including requests for interviews, together with any appropriate comments should be referred direct to science@mod.uk or ideas@mod.uk or posted to Science/Innovation/Technology, MOD, Main Building, Floor 1, Zone K, Whitehall, London, SW1A 2HB. No correspondence (other than a formal acknowledgement) should be entered into with the proposer.

8905-8920. Unallocated