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No. 2022/

Post IPR Act

SOFTWARE DISCLOSURE FORM

*For any questions please contact:* [Philip.Hoekstra@uct.ac.za](mailto:Philip.Hoekstra@uct.ac.za) tel 021 650-2609

**PLEASE SUBMIT THE FORM in Word format to:** [Philip.Hoekstra@uct.ac.za](mailto:Philip.Hoekstra@uct.ac.za)

**Date Submitted:**

**Short Title of Software:**

**Contact IP Creator:**

**Software Description**

Describe the purpose of the software briefly and indicate its advantages / benefits over any existing software if available.

|  |  |
| --- | --- |
| **Use of Third Parties and Third Party Code** | |
| Does your software incorporate third-party code?  If so, how have you obtained permission do to use it? |  |
| Have you used opensource code?  If so, which license(s) covers the code? |  |
| Does your software rely on third-party code?  (e.g. a user needs particular software installed on their machine in order to run your code, so the user would need to obtain / license that software too) |  |
| Did you pay an external service provider to develop the software?  If so, has the external service provider assigned the copyright in the code to UCT? |  |

**IP Creators**

In terms of the requirements of the Protection of Personal Information Act (POPIA), you are hereby notified that UCT will retain the personal information in the following tables (for creators) in its case files and on the electronic Inteum IP Management database for as long as a case remains active and until abandoned cases are destroyed. Certain information is required for transformation reporting.

Personal details are also submitted to National IP Management Office (NIPMO) in terms of the IPR Act as well as to the Department of Higher Education and Training (DHET) who record IP and Creative Outputs.

By submitting this form to RC&I permission is deemed to have been granted by you for the use of your personal information for these purposes by each individual whose details appear below.

If you leave UCT, please keep our office updated regarding your contact details so that we can contact you for the payment of any royalty income accruing to the inventors.

Include Creators from other Institutions or Service Providers – note their affiliation in Department and Group/Unit field. Please add additional tables for Creators if necessary.

Note to existing Creators – Please only complete your name and update any personal details that may have changed since your last disclosure.

Do any of the IP Creators work in an MRC-funded Group, Unit or Centre? **Yes / No**

|  |  |
| --- | --- |
| **FULL** names [Annotate your full name including middle name as per your ID document/Birth certificate] |  |
| **Date of Birth** | Click or tap to enter a date. |
| **Title [Mr/Ms/Prof/Dr]** | Choose an item. |
| **Gender** | Choose an item. |
| **Race** | Choose an item. |
| **Disability** | Choose an item. |
| **Country of Birth** |  |
| **Department & Unit/Group [External Creators – Record institution or company’s details]** |  |
| **Faculty** |  |
| **Staff or Student Number** |  |
| **Position (e.g. lecturer, HOD, postdoc, etc.)** |  |
| **Tel no.** |  |
| **Cell no.** |  |
| **Email address** |  |
| **Residential Address** |  |
| **Postal address & code if external, or UCT internal mail delivery address.** |  |
| **SA Residency Status** | Choose an item. |
| **Employment Status** | Choose an item. |
| **Highest Qualification** | Choose an item. |

|  |  |
| --- | --- |
| **FULL** names [Annotate your full name including middle name as per your ID document/Birth certificate] |  |
| **Date of Birth** | Click or tap to enter a date. |
| **Title [Mr/Ms/Prof/Dr]** | Choose an item. |
| **Gender** | Choose an item. |
| **Race** | Choose an item. |
| **Disability** | Choose an item. |
| **Country of Birth** |  |
| **Department & Unit/Group [External Creators – Record institution or company’s details]** |  |
| **Faculty** |  |
| **Staff or Student Number** |  |
| **Position (e.g. lecturer, HOD, postdoc, etc.)** |  |
| **Tel no.** |  |
| **Cell no.** |  |
| **Email address** |  |
| **Residential Address** |  |
| **Postal address & code if external, or UCT internal mail delivery address.** |  |
| **SA Residency Status** | Choose an item. |
| **Employment Status** | Choose an item. |
| **Highest Qualification** | Choose an item. |

**Share in Intellectual Property / Software Creation** (add more rows if necessary)

*Note all UCT IP Creators should record “UCT” in the Institution column. If Software was created by an external service provider and software code assigned to UCT under a service level agreement or assignment agreement, please provide such agreement in an Annexure. Inform RC&I if an assignment agreement is not in place yet.*

|  |  |  |
| --- | --- | --- |
| **IP Creator Name** | **Institution / Company / Private** | **% Share** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  | **100** |

**Advise RC&I of any other party, e.g. a funder who may have certain rights to this intellectual property (even if they funded only part of the work).**

**Source of Research Funding**

1. Funding sources:

|  |  |
| --- | --- |
| **Funder** | **Amount (R)** |
|  |  |
|  |  |
|  |  |

1. Relevant agreements (RC&I can assist with this):

|  |  |  |
| --- | --- | --- |
| **Funder / Party** | **Agreement Reference No.\*** | **Date** |
|  |  |  |
|  |  |  |
|  |  |  |

\* UO (University Office) number or Fund number

1. Special terms:

|  |  |
| --- | --- |
| **Funder / Party** | **Comments** |
|  |  |
|  |  |
|  |  |

**Stage of Development**

1. What is the current stage of development:

|  |  |  |
| --- | --- | --- |
| i) | Alpha code |  |
| ii) | Beta code |  |
| iii) | Commercial code |  |

1. What is still to be done prior to commercialisation?

| **Next Developments** | **At UCT** | **External Service Provider** | **Time Required** | **Estimated Cost** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
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|  |  |  |  |  |

1. *How will users be supported and what plans are there for software maintenance and continued development?*

**Potential Commercial Partners/Licensees**

*a) Will App stores be an appropriate platform for the distribution of your software? If so, which ones are you targeting?*

1. *Companies that may be interested in the software:*
2. *Existing links with potential commercial partners:*
3. *Technical, marketing and investment contacts with knowledge relevant to the potential application that could assist with the commercial evaluation of the software:*
4. *Information on the commercial viability of the invention, e.g. selling price, potential markets, or a business plan:*