

**MONTHLY REPORT – OCTOBER 2025**  
**Micro, Small and Medium Enterprises (MSMEs)**  
**Intellectual Property Facilitation Centre (IPFC) at**  
**Chalapathi Institute of Pharmaceutical Sciences (CLPT), Guntur**

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**1. Objective of the Meeting:** The Monitoring Committee convened to evaluate the monthly performance of the Intellectual Property Facilitation Centre (IPFC) for October 2025, focusing on IP filing progress, financial management, academic and awareness initiatives, and strategic planning for subsequent operational cycles.

**2. Review of IPFC Performance Metrics (October 2025):** The Committee observed a substantial rise in intellectual property activities across all domains.

- **Patent Filings:** 38 applications were filed, reflecting enhanced engagement in translational, industrially viable, and innovation-driven research projects. *(Detailed list enclosed as Annexure–1)*
- **Copyright Filings:** 29 applications were filed, ensuring protection of creative, scientific, and academic content generated by faculty, researchers, and MSMEs. *(Annexure–2)*
- **Trademark Filings:** 10 applications were submitted, assisting MSMEs and entrepreneurs in brand recognition and product identity protection. *(Annexure–3)*

The Committee appreciated the proactive involvement of technical experts and IP mentors in supporting inventors through all stages of documentation and filing.

### **3. Financial Review and Approvals:**

- A total amount of **₹7,47,363.00** was approved towards honorarium payments for IP technical experts and consultants engaged in patent evaluation, drafting, and filing processes.
- It was resolved to conduct a quarterly account verification to maintain financial transparency and compliance with MSME procedural guidelines.
- An additional **₹36,363.00** was sanctioned for administrative and operational expenditures, including communication, documentation, and IT maintenance costs associated with IPFC activities.

### **4. Awareness Initiatives:**

- The Committee approved the conduct of two student-centered competitions:
  - (i) *Essay Writing Competition* and
  - (ii) *Elocution Competition*on the theme “From Idea to Innovation – Role of Patents in Building Self-Reliant India”, scheduled for 13 November 2025, to inculcate IP literacy and innovation culture.
- Approval was also accorded for organizing an IP Awareness Program for MSMEs of the Amaravathi Region on 28 November 2025 at CLPT, Guntur, under the MSME-IPFC Outreach Initiative, focusing on patent filing, technology transfer, and IP-based entrepreneurship.

### **5. Reporting and Documentation:**

- The Committee instructed the IPFC Secretariat to compile, verify, and submit the Monthly Progress Report (MPR) for October 2025 to the MSME authorities during the first week of November 2025.
- The documentation team was directed to ensure proper annexure linkage, record authentication, and data validation for all submitted materials.

## **6. Review of Pending Action Items and Future Planning:**

- The Committee discussed avenues to strengthen collaboration with MSME–DFO Visakhapatnam, District Industries Centre (Guntur), and regional industrial clusters for joint innovation and patent co-development projects.
- Plans were made to initiate capacity-building programs and advanced IP mentoring sessions in December 2025, with focus areas including patent analytics, valuation, and commercialization strategies.

## **7. Resolutions Passed:**

1. The Performance Report for October 2025 was unanimously approved, acknowledging commendable progress in patent, copyright, and trademark filings.
2. Approval was granted for disbursement of ₹7,47,363.00 as honorarium payments to technical experts for services rendered.
3. Sanction of **₹36,363.00** was accorded for administrative and operational expenses.
4. Approval was granted to organize the Essay Writing and Elocution Competitions on 13 November 2025.
5. The IP Awareness Program for MSMEs (Amaravathi Cluster) was confirmed for 28 November 2025 at CLPT, Guntur.
6. The Monthly Progress Report (MPR) for October 2025 shall be submitted to MSME authorities within the first week of November 2025.
7. The meeting concluded with a Vote of Thanks by the Chair, appreciating the active participation and technical contributions of all committee members.

**8. Conclusion:** The October 2025 reporting period reflected dynamic progress in IP generation, awareness, and outreach under the MSME-IPFC framework at CLPT. The Centre continues to operate as a vital nodal hub for promoting intellectual property awareness, innovation support, and industry-academia collaboration in the region.