

Republic of the Philippines
Department of Science and Technology
Technology Application and Promotion Institute



ADMINISTRATIVE ORDER NO. 2017-281
Series of 2017

**SUBJECT: GUIDELINES FOR THE IMPLEMENTATION OF CONCEPT
PROTOTYPING PROGRAM**

1.0 BACKGROUND

The Technology Application and Promotion Institute (TAPI) is mandated to implement Republic Act No. 7459 otherwise known as "Inventors and Invention Incentives Act of the Philippines" which provides various forms of assistance to Filipino Inventors. In recognition of the indispensability and ingenuity of the Filipino Inventors in the development of the technology, TAPI implements a program for the development of the invention through prototype development. Prototypes are tested so that the design or working parameters can be changed to attain sustainability prior to commercial production.

Inventive ideas require considerable resources to transform into at least a working model. As such, Inventors should receive support through technical and financial assistance and avail government service facilities / laboratories to develop their ideas into a working model. Article IV of R.A. No. 7459 states that the Invention Development Assistance Fund (IDAF) was established to assist potential or actual inventors in the initial experiments, prototype development and other invention development related activities.

2.0 PROGRAM DESCRIPTION

The Program provides support for the development of an initial working prototype of a potential invention or innovation:

- a. Provision of technical assistance in collaboration with experts from the industry, DOST-RDIs and SUCs / HEIs;
- b. Provision of financial assistance for the development of an initial working prototype of the invention to cover raw materials, labor expenses and testing fees. This excludes clinical study / trial specifically on medical-related technologies;

- 4.8 **Inventor** is a person who invented / made / created a technical solution to a problem as evidenced by Patent document;
- 4.9 **Maker** is a person who made / created a Utility Model as evidenced by a Utility Model Registration;
- 4.10 **Proponent / Applicant** refers to the person or a juridical entity that prepares and submits proposals for technical or financial assistance for the development of an idea / concept or for the fabrication of a crude working or commercial prototype;
- 4.11 **Inventor's Forum** is an avenue for inventors to present their ideas / concepts to a selected group of technical and economic panel of experts who could help provide directions for the revision and/or improvement of the concept. The inventor may be requesting for assistance on patenting of his idea / concept or for the fabrication of a crude working prototype;
- 4.12 **Line-Item Budget** refers to the detailed breakdown of financial assistance requested and reflects counterpart of the proponent;
- 4.13 **Partner Institutions** composed of public or private fabricators, designers, laboratories who may be tapped or commissioned by TAPI to assist the proponent;
- 4.14 **Project Completion** refers to the completion of the fabrication of invention, submission of required documents as stipulated in the Memorandum of Agreement;
- 4.15 **Proponent** refers to person, private entity or agency that prepares and submits project proposals for TAPI's assistance. They shall exert all necessary efforts to attain objectives specified in the approved project proposal;
- 4.16 **Research and Development Institutes (RDIs)** refers to DOST and non-DOST RDIs which may be tapped as member of the IATEC or has facilities and laboratories that may be used by the inventor / proponent;
- 4.17 **Technical Evaluation Committee (TEC)** composed of TAPI experts who evaluate the request of the inventor/ maker / designer;
- 4.18 **Utility Model** may be a useful machine, implement, tools, product, composition, process, improvement or part of the same that is of practical utility, novelty and industrial applicability. A utility model is entitled to seven

refers to an overdue obligation that is not fully settled or cleared with the FAD of TAPI;

- e.) For juridical entity, it must be Filipino-owned and registered in the Philippines and has secured a deed of assignment of patent/UM registration.

6.2 The proponent shall comply/submit the following requirements:

1. Application letter addressed to TAPI Director;
2. Valid Government-issued ID;
3. Concept paper, such as:
 - a. If machine/device/apparatus, a disclosure containing but not limited to concept paper, technical drawings or sketches, schematic diagrams, wiring diagrams including the basic components or parts and must show the manner and process of making and constructing;
 - b. If a chemical or food products or process, a disclosure containing the description of the step by step procedure on how to formulate the product and the conditions being observed in each step (raw materials, preparation of the raw materials, temperature/pressure being observed during the process), chemical compositions in percent weight or volume and concentrations of the reagents used;
 - c. If IT or computer-related concepts comprising programs, application tools, disclosure containing graphical user interface and flowchart among a few

7.0 PROGRAM CRITERIA

The invention shall be evaluated based on the following criteria:


7.1 Technical Viability

- a. Technical soundness of the inventive idea or concept to be identified by external expert/s – workability and sustainability of materials to be validated by external pool of experts or Inter-Agency Technical Evaluation Committee (IATEC);
- b. Availability of technical description (refer to Item No.3 of 6.2);
- c. Advanced features of the idea or concept over existing same product/invention;
- d. Compliance to environmental and/or any applicable laws and standards, *if applicable*;
- e. Social benefits, *if applicable*.

10.0 EFFECTIVITY

This Circular shall take effect fifteen (15) days after its publication in the Official Gazette or newspaper of general circulation.

Taguig City, Philippines, October 2017



EDGAR I. GARCIA
Secretary