

## Postup při získání práv k označení Spin-off VUT nebo Start-up VUT

Step	Action	Performed by
1.	Resolution, what kind of company to be (see Article 2).	Applicant
2.	Initial identification of the intellectual property or know-how to be contracted or to be used by the company.	Applicant
3.	Preparation of the documents necessary for the assessment of the application (Attachment/ Annex 3). In case the applicant is interested in establishing a company with BUT participation, he/she shall complete additional documents according to Guideline No. 2/2020 - Establishment and Participation of BUT in Legal Entities.	Applicant
4.	Contacting the Faculty or Unit at which the applicant is employed or from which the intellectual property or know-how in which the applicant is interested originates and submit to it his/her intention and the documents and supporting documents listed in Attachment/ Annex 3.	Applicant
5.	Submission of the design for the formation of the company to the Dean of the Faculty.	Applicant
6.	The management of the Faculty shall review the submitted proposal.	Faculty management
7.	Resolution of the Faculty whether or not to support the granting of the rights to the designation Spin-off BUT or Start-up BUT. At the same time, the Faculty will decide whether it is interested in participating in the company in the form mentioned in Article 5 or not, i.e. with or without equity participation.	Faculty management
8.	<p>If the Faculty's opinion or affirmative, it shall supplement the applicant's intention with</p> <p>(a) the opinion or consent of the HS Head to the employees' business in the area covered by the Faculty/Institute and the treatment of professional conflict of interest (§304(1) of Act No. 262/2006 Coll. as amended "Labour Code"), including the opinion why the activity in question is not carried out in the form of other complementary activities and that it is therefore acceptable to the F/S and agrees to support this activity in the chosen form;</p> <p>b) an opinion on the settlement of the intellectual property of the BUT, or the separation of the company's activities from the BUT with respect to the business in the area of the BUT's expertise from a competitive perspective;</p> <p>(c) information on how F-S will ensure the monitoring of the company's activities and how risks will be assessed;</p> <p>(d) design contracts to be concluded with the applicant company. These include in particular</p> <p>i) A contract for the right to use the designation Spin-off BUT or Start-up BUT for the Rector's signature.</p> <p>ii) A contract for the right to use the agreed intellectual property, including the setting of rules in the event of the creation of additional new intellectual property, for the signature of the Rector, and/or</p> <p>iii) A contract for the right to use Know-how intended for the signature of the Dean;</p> <p>iii) A contract for the use of BUT premises or facilities for the signature of the Dean.</p> <p>(e) In the case of a company with the BUT's participation, the documents according to Guideline No.2/2020 - Establishment and Participation of the BUT in Legal Entities shall be completed.</p>	Faculty management
9.	Submission of the plan, including designs of contracts and guides thereto, to the OPPTZ and the Vice-Rector for Transfer for consideration.	Faculty management
10.	Submission of the plan (with all contracts and requisites according to this Guideline) including the opinion of the Vice-Rector for Knowledge Transfer to the Rector of the BUT for Resolution.	Faculty management
11.	In the case of a company with BUT equity participation, the plan, in the case of a positive opinion of the BUT Rector, is forwarded by the Vice-Rector for Knowledge Transfer with the relevant documents to the BUT Academic Senate and subsequently to the BUT Board of Trustees.	Vice-Rector