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# COUNTRY REPORT

# UGANDA

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*Bahizi Sylvia*  
*Regional Training Workshop on Industrial Property Administration System*  
*(IPAS) for Trademark Examiners*

*Gaborone, Botswana, July 10 to 14, 2017.*



# About URSB

The Uganda Registration Services Bureau (URSB) is an autonomous statutory body established by an act of Parliament in Uganda.

URSB was established to carry out the duties of the Registrar General's office. It is governed by a Board of Directors and a Chief Executive Officer, the Registrar General.

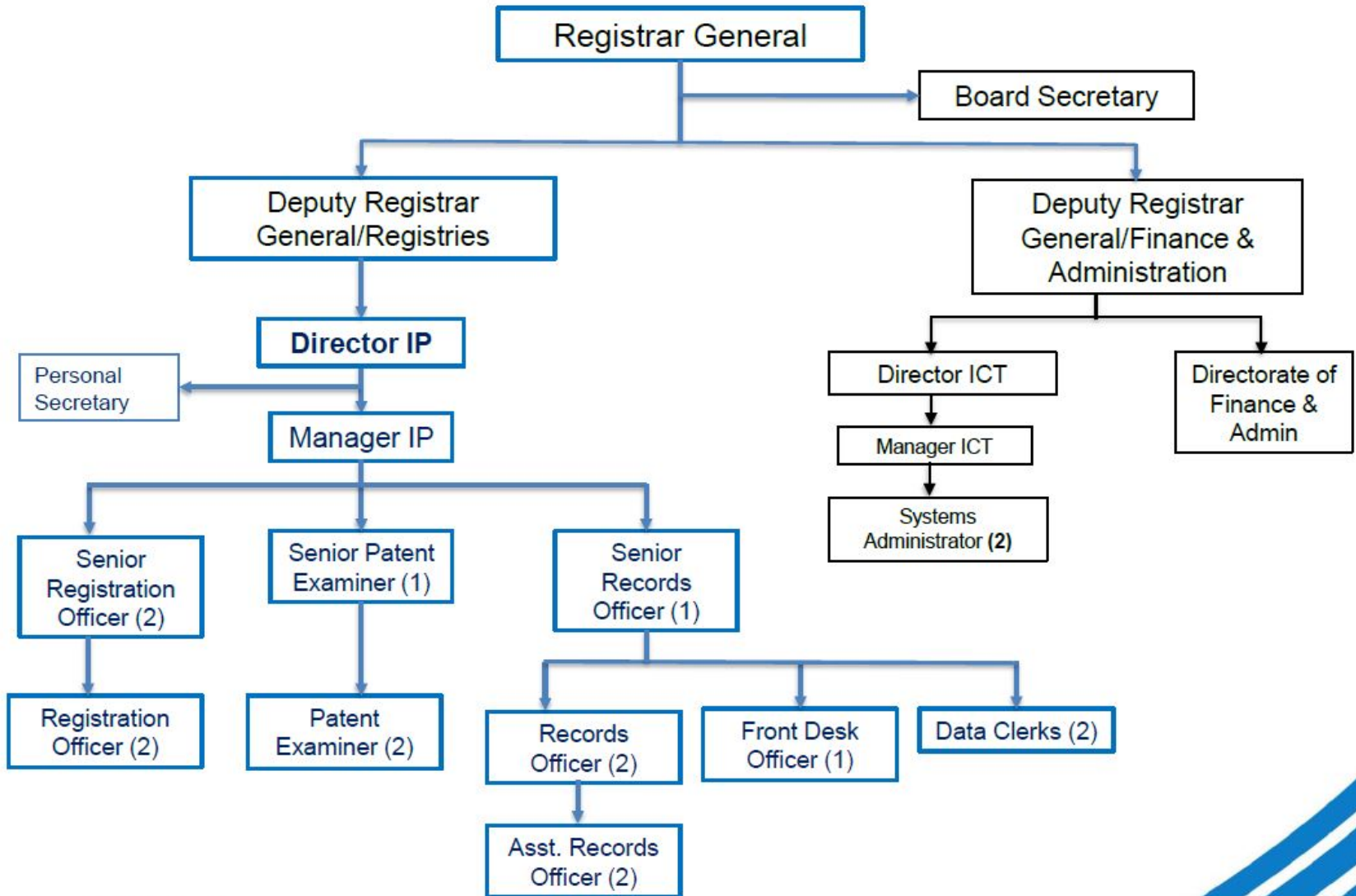
## **Core Directorates**

1. Directorate of Intellectual Property.
2. Directorate of Business Registration
3. Directorate of Civil Registration
4. Directorate of Finance and Administration
5. Directorate of ICT

## **URSB is mandated to carry out;**

1. Intellectual Property Registrations (National IP office)
  2. Registration of Companies and Businesses
  3. Civil Registrations
  4. Official Receiver
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# Structure of IP Directorate



# IP LEGAL FRAMEWORK

## **National IP Laws in Uganda;**

1. The Industrial Property Act of 2014 and Industrial Property Regulations 2017.
2. The Trademarks Act 2010 and Trademarks Regulations 2012
3. The Copyright and Neighboring Rights Act, 2016 and Copyright and Neighboring Rights Regulations, 2012
4. The Geographical Indications Act 2013
5. The Trade Secrets Protection Act, 2009

Uganda is also party to;


1. Banjul protocol on marks
2. Harare Protocol on Patents, Utility models and Industrial designs.
3. TRIPS Agreement

Currently under review is the National Intellectual property Policy.

Uganda however is not party to the Madrid protocol.



# Status of Automation

- **EDMS was initiated in November 2016 following a WIPO Mission upgrade and acquisition of a multi purpose scanner. Files received before the mission are not captured in EDMS. Historical files have not been duly digitized.**
  - **Applications for post grants where the affected file was created before November 2016 the user document follows the EDMS workflow but the parent file is yet to be captured.**
  - **A WIPO/URSB EDMS digitization project to fully incorporate all files into EDMS is in the pipeline.**
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# Office statistics on captured data, uncaptured files, processed files, unprocessed files, and backlog.

<b>Captured data</b>	<b>Total no. of files captured</b> 59,181	<b>No. of files in EDMS</b> 1,743
<b>Uncaptured files</b>	<b>Files not captured</b>  36,432	<b>No. of files not in EDMS</b>  41,133
<b>Processed files</b>	32,143 (Figure of Complete files up to registration Currently in IPAS. Data cleaning still ongoing)	
<b>Unprocessed files</b>	Currently all applications are received in IPAS and processed on time.	
<b>Backlog (Automation)</b>	All files before IPAS upgrade 41,133 (Figure of captured files but pending EDMS).	

# Status of automation

OFFICE FUNCTION	IPAS
<b>Reception</b>	<p>Reception is automated where the office depends on IPAS to generate receipts of new files. All office applications and user documents are received in IPAS for all services</p> <p>Fully implemented Reception is performed on all applications and user documents coming into the office.</p>
<b>Formality checking</b>	Fully implemented
<b>Search/examination; Trademarks search is fully exercised in IPAS</b>	<ul style="list-style-type: none"> <li>• Bibliographic searching by all basis numbers and dates and also by words contained within the mark name or owner name</li> <li>• Phonetic search</li> <li>• Similarity search where different search sources are (phonetic, logo, manual)</li> </ul>
<b>Decision (acceptance/refusal)</b>	Fully implemented
<b>Registration</b>	Fully implemented
<b>Journal publication</b>	Fully implemented but currently Office journal is not generated from the system
<b>Post grants</b>	Fully implemented
<b>Physical tracking</b>	Physical transfer of files between office members is made easier and tracked in detail, by building delivery lists identifying the sending user, the receiving department and the set of files involved.

# IPAS PHYSICAL TRACKING

30/IpasWeb/IpasWeb/Delivery/Edit/select-delivery.jsp?d-16544-p=5

IPAS - Industrial Property Administration System

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displaying 61 to 75.

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Delivery Nbr	Content	Created	Printed	Delivered	Received	Sending section	Sending user	Receiving section
62	Files	25/11/2016	25/11/2016	25/11/2016		IP Office	Alinaitwe Mary	IP Office
63	Files	25/11/2016	25/11/2016	25/11/2016		IP Office	Alinaitwe Mary	IP Office
54	Files	18/11/2016	18/11/2016		18/11/2016	IP Office	Alinaitwe Mary	IP Office
89	Files	22/12/2016	22/12/2016			IP Office	Nshemereirwe Winnie	IP Office
35	Files	14/11/2016			18/11/2016	IP Office	Nshemereirwe Winnie	IP Office
41	Files	16/11/2016			18/11/2016	IP Office	Nshemereirwe Winnie	IP Office
47	Files	18/11/2016				IP Office	Nshemereirwe Winnie	IP Office
12	Files	08/11/2016				IP Office	Alinaitwe Mary	IP Office
66	Files	28/11/2016	28/11/2016	28/11/2016	10/01/2017	IP Office	AMELIA	IP Office
57	Files	21/11/2016				IP Office	Nshemereirwe Winnie	IP Office



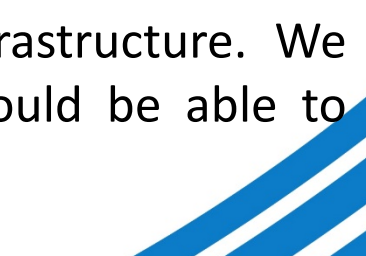
## OFFICIAL CORRESPONDENCES THAT ARE GENERATED FROM IPAS

Correspondence	IPAS
Formality letter (defects report)	Generated
Examination report/conditional notices	Generated
Decision (acceptance/refusal)	Generated
Registration certificate/ post grant certificates	Generated
Notice of renewals	

# Benefits of the IPAS Upgrade

- **Documents Digitization and EDMS:** All documents related to applications and requests (user documents) are now digitized in EDMS. This brings a great support to officers, examiners and management who can retrieve application files directly from IPAS. New applications are digitized on time. Office Documents are available for retrieval from IPAS in PDF format.
  - **Productivity and Efficiency:** The IPAS system with the underlying database coupled with digitized documents boost staff and service productivity. Examiner productivity has nearly doubled, processing functions such as renewal and amendments have been impressively reduced in time.
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# Future plans/strategies for data quality management

- Data Validation exercise. Scanning of all IP files in the EDMS and validating of data to improve efficiency in registration processes.
  - Complete digitization of the IP registry to improve processing times for applications. Complete digitization of the trademark files and have a complete trademarks database.
  - Office notifications automated. - Renewal reminders, applications due for registration.
  - Online Journal.
  - Uganda is also considering E-filing of Trademarks to bring online window for applicants to file their applications online.
  - A web based online search for external applicants.
  - Data cleaning and records reconciliation. Delete duplicate files
  - Setting up Industrial Designs records management infrastructure. We don't have any workflow operation Procedures We should be able to come up with standard operating procedures
  - Continuous training of staff in records management
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# Challenges

- Opposition workflow not yet incorporated in IPAS and makes tracking cumbersome.
  - The system support persons are still not fully adept with the system.
  - Inadequate human resource.
  - Increasing mandate of the institution.
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