

CWs/11/8

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# Committee on WIPO Standards (CWS)

**Eleventh Session**

**Geneva, December 4 to 8, 2023**

Work Program and Task List of the CWS

*Document prepared by the Secretariat*

## Introduction

 At its tenth session in 2022, the Committee on WIPO Standards (CWS) approved the revised list of Tasks, as presented in Annex IV of document CWS/10/22. No Task was discontinued, two Tasks revised, and a new Task created at the tenth session.

 At its tenth session, the CWS noted that its activities and WIPO Standards are relevant to the WIPO Medium-Term Strategic Plan (MTSP) under Pillar 2:

“*Bring people together and partner with stakeholders to shape the future of the global IP ecosystem*”, and more specifically under Pillar 2.1: “*Development of balanced and effective international normative frameworks for IP*”.

 The CWS also noted the Recommendations of the [Report on Evaluation of WIPO Standing Committees](https://www.wipo.int/export/sites/www/about-wipo/en/oversight/docs/iaod/evaluation/220216-evaluation-WIPO-standing-committees-summary.pdf), in particular Recommendation 3 relating to the CWS and its closing criteria, which are reproduced below:

*Closing criteria*

“*3d.* *For CWS to carry out an annual review of the workload of its Task Forces (active and dormant) and determine the priorities for the next year in agreement with Member States and to actively encourage a broader participation of Member States in its Task Forces*”

*Actions*

“*Secretary will guide the CWS to invest more time to review workload and agree on priorities for the following year. Secretary will issue a circular and closely work with regional bureaus to encourage Offices to participate in CWS Task Forces.”*

(See paragraph 7 of document CWS/10/3.)

 At the same session, to address Recommendation 3, the CWS discussed the prioritization of its Tasks in light of questions and action points that the Secretariat detailed in paragraphs 11 to 14 of document CWS/10/3. The CWS requested the Secretariat to work with the CWS Task Force Leaders to prepare a survey questionnaire for determining the preferences of Intellectual Property Offices (IPOs) in prioritizing Tasks for presentation at the eleventh session of the CWS. (See paragraphs 26 to 28 of document CWS/10/22).

 At the same session, the CWS agreed that each Task Force identify objectives and relevant actions for the year and measure progress against those objectives at each annual meeting. The CWS requested that the Secretariat provide a common template for Task Force reporting the progress on CWS Tasks that is presented at quarterly meetings of all Task Forces. The Secretariat agreed to work with the Task Force Leaders to prepare the common template and organize the quarterly Task Force update meetings. (See paragraph 30 of document CWS/10/22).

## Report on the activites of CWS Work Program

 Since the tenth session of the Committee, the CWS Task Forces have worked under the framework of the CWS Tasks which form the Work Program, approved at the tenth session of the CWS. There are 24 Tasks defined in the Task List, where 19 Tasks are assigned to a specific Task Force and five Tasks are not.

 As the CWS requested, all active CWS Task Forces met quarterly to review and update their objectives in March, June and September, where all their members and observers were invited. The participants noted the progress on the Tasks that Task Force Leaders reported using the template that the Secretariat prepared, in consultation with the Task Force Leaders. The template defines:

* Objectives;
* Relevant actions for 2023 and the upcoming year;
* Potential challenges or dependencies; and
* Progress evaluation.

 In order to support the organization and support of Task Force Members, the Secretariat circulated the “WIPO Standards Related Meetings Calendar for 2023” as Circular C.CWS 165 in early 2023, along with relevant online meeting invitations.

 At this session, 12 Task Forces provided their report on the activities and progress they made on their assigned Task(s) since the last session of the CWS. Progress on Tasks which no specific Task Force is assigned to are provided in the Annex to the present document.

### Current Tasks List

 The Secretariat has prepared a new revised Task List for consideration by the CWS, as presented in the Annex to the present document. For each Task, the Annex includes the following information:

* Task description;
* Task leader or Task Force leader;
* Scheduled actions to be carried out;
* Remarks; and,
* Where appropriate, proposals for consideration and decision by the CWS.

 The list of current active Tasks is published on the WIPO website at: <https://www.wipo.int/cws/en/work-program.html>. CWS Task Forces and related documentation are available on the website at: <https://www.wipo.int/cws/en/taskforce/index.html>. This information will be reviewed and updated after the eleventh session to reflect any agreements that the CWS reaches. The International Bureau will publish an updated CWS Work Program Overview on the WIPO website under <https://www.wipo.int/cws/> after the session.

## Proposals for updating work program

### Merging of XML Standards related Tasks

 At the tenth session of the CWS, one delegation asked whether Tasks No. 38 and No. 39 could be closed, since Task No. 33 already covers revisions of existing Standards, which would include any necessary revisions to WIPO ST.36 and WIPO ST.66. The Secretariat noted the proposal and suggested that each Task Force review the list of Tasks and recommend any necessary changes to the Work Program at the next session of the CWS.

 The International Bureau, as the Leader of XML4IP, ST.36, ST.66 and ST.86 Task Forces, consulted the members of the four XML Task Forces about how to consolidate XML related standardization activities and streamline efforts to manage the update of WIPO XML Standards ST.36, ST.66, ST.86 and ST.96. It should be noted that while there were no proposed revisions for WIPO Standards ST.36, ST.66 and ST.86 for a long time, those Standards are still in use at many IP offices.

 As the result of the consultation, the International Bureau proposes:

* To transfer the responsibility for the maintenance of WIPO Standards ST.36, ST.66 and ST.86 to the XML4IP Task Force;
* In order to reflect this new responsibility for the XML4IP Task Force, to amend the description of Task No. 41: “Ensure the necessary revisions and updates of WIPO Standards ST.36, ST.66, ST.86 and ST.96; and support the implementation of those Standards” (where the newly added text is underlined); and
* To discontinue the CWS Tasks No. 38 (ST.36), No.39 (ST.66) and No.42 (ST.86) and the corresponding three Task Forces: ST.36, ST.66 and ST.86 Task Forces.

### New Task on the Implementation of WIPO Standard ST.37

 Since the adoption of WIPO Standard ST.37 at the fifth session of the CWS, 30 Offices have provided their patent authority files to the International Bureau and these are published on the WIPO Authority File portal. The number of participating organizations should be considered in light of the PATENTSCOPE database, which contains patent document collections from 75 Offices.

 Taking into account the agreements made by the PCT Minimum Documentation Task Force to provide a WIPO ST.37-compliant authority file, in addition to their digitized patent collection, as well as the known benefits of patent authority files in validating these types of collections, the International Bureau proposes the creation of a new Task to encourage IP offices to provide their patent authority file in compliance with WIPO ST.37 to the International Bureau. A detailed proposal for the creation of this new Task is available in document CWS/11/15.

### Work arrangement for WIPO Handbook Part 6 Update

 At its tenth session, the CWS noted the activities and the plan of the International Bureau to the update of WIPO Handbook including the update of Part 6.1 of WIPO Handbook: “*Recommended minimum contents for intellectual property offices’ websites*” (see document CWS/10/ITEM 21 IB). The update of WIPO Handbook Part 6 is currently managed by the Digital Transformation Task Force under the framework of Task No. 62, the description of which reads:

“Review WIPO Standards: ST.6, ST.8, ST.10, ST.11, ST.15, ST.17, ST.18, ST.63 and ST.81, and WIPO Handbook Part 6, in view of electronic publication of IP documentation; and propose revisions of those Standards and materials if needed.”

 The Public Access to Patent Information (PAPI) Task Force has been working on publicly available patent information which is relevant to Part 6, under Task No. 52, the description of which reads:

“Prepare recommendations for systems for providing access to publicly available patent information of industrial property offices”

 Since several Tasks are assigned to the Digital Task Force and no concreate activity is undertaken by the PAPI Task Force, the International Bureau, as the Leader of the PAPI Task Force, in consultation with the Leader of the Digital Transformation Task Force, the United State Patent and Trademark Office (USPTO), proposes to transfer the responsibility of updating Part 6 of WIPO Handbook to the PAPI Task Force from the Digital Transformation Task Force.

 The revisions to the descriptions of Task No. 52 and Task No. 62 are proposed in the reports by the respective Task Forces. Further details on these proposals are available in documents CWS/11/12 and CWS/11/11 respectively.

### Review of Task No. 24 – Annual Technical Reports

 At its ninth session, the CWS agreed to use a simplified ATR process for a period of three years and then determine whether or not to discontinue ATR collection (see paragraphs 97 to 105 of document CWS/9/25). IPOs were invited to provide their 2022 ATRs via three Circulars C.CWS 166, 167 and 168 and this is the second year of implementing the simplified ATR process. At its twelveth session, the CWS will consider and decide whether or not ATR collection will be continued.

 It should be noted that 24 Offices provided their 2022 ATRs while 17 Offices participated in 2021 ATRs during 2022. Further detail regarding specific numbers for each IP Right type is provided in the table below:

|  |  |  |
| --- | --- | --- |
| ATR Type | 2022 activites | 2021 activities |
| Industrial Designs Information | 18 | 15 |
| Patent Information | 17 | 17 |
| Trademark Information | 18 | 15 |

## Proposal for Task Prioritization survy quesionnair

 As requested by the CWS at the last session, the Secretariat, in collaboration with the leaders of its Task Forces, has prepared a draft survey questionnaire for determining the preferences of IPOs in how to prioritize Tasks in the CWS work program. The proposed questionnaire is presented for consideration by the CWS as document CWS/11/6.

 *The CWS is invited to:*

* 1. *note the content of the present document;*
	2. *approve the merging of Task No. 38, Task No. 39 and Task No. 42 into Task No. 41; the proposal for update of the description of Task No.41, which will be continually assigned to the XML4IP Task Force; and the discontinuation of the ST.36, ST.66 and ST.86 Task Forces as proposed in paragraph 14 above;*
	3. *consider and approve transferring* *the responsibility of updating Part 6 of WIPO Handbook from the Digital Transformation Task Force to the PAPI Task Force as proposed in paragraph 19 above;*
	4. *consider the Task List as presented in the Annex to this document taking into consideration of the recommendation by the Evaluation Report, including the implication of workload of the Task Forces for the coming year for the Member States and WIPO Secretariat, as indicated in paragraph 10 above; and*
	5. *approve the Secretariat to incorporate the agreements, reached at this session in the CWS Work Program and the CWS Work Program Overview and publish them on WIPO website as described in paragraph11 above.*

[Annex follows]