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**A/32/2**  
**WO/BC/18/2**  
**ORIGINAL: English**  
**DATE: February 9, 1998**

**WORLD INTELLECTUAL PROPERTY  
ORGANIZATION**



**Draft Program and Budget  
1998-1999**

**Presented by the Director General**

**February 9, 1998**

# WIPO



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**WORLD INTELLECTUAL PROPERTY ORGANIZATION**  
GENEVA

## **BUDGET COMMITTEE**

**Eighteenth Session**

**Geneva, March 23 and 24, 1998**

## **ASSEMBLIES OF THE MEMBER STATES OF WIPO**

**Thirty-Second Series of Meetings**

**Geneva, March 25 to 27, 1998**

**DRAFT PROGRAM AND BUDGET  
FOR THE 1998-1999 BIENNIUM**

*Presented by the Director General*

1. This document contains the draft WIPO program and budget for the 1998-99 biennium for consideration by the Budget Committee and the Assemblies of the Member States of WIPO and the Unions administered by WIPO.
2. Any views expressed by the Budget Committee will be transmitted by the Director General to the Assemblies of the Member States with his observations.

### **ACTION AND DECISION INVITED**

3. The Budget Committee is invited to express its views on the contents of this document.
4. The Assemblies of the Member States of WIPO and the Unions administered by WIPO are invited, each as far as it is concerned, to determine the program and adopt the budget for the 1998-99 biennium, including a reduction of the contributions of Member States by 10%, effective January 1, 1999, in addition to the approved PCT fee reductions by 15%, effective January 1, 1998.

## 1998-99 DRAFT PROGRAM AND BUDGET: HIGHLIGHTS

### AN INVESTMENT FOR THE FUTURE

The proposed draft WIPO program and budget represents a major investment in the capacity of WIPO to meet current and future challenges, to overhaul and modernize management, and to respond to the ever more complex and urgent needs of its member States and the users of its services in intellectual property.

*Investment in new program activities:* including expanded cooperation for development; creation of the WIPO Worldwide Academy; human resources development; progressive development of international intellectual property law; and enhanced global protection systems and services.

*Investment in productive and cost-effective management* for efficient use of resources and their application by clear objectives and result-oriented activities; ensuring transparency, accountability and consensus-building; creating a strategic framework for policy development and global communications; close consultations with member States, market-sector interests and international agencies; and the creation of two independent advisory commissions to enhance the depth and scope of policy advice for the Director General.

*Investment in a new structure for program planning and budgeting* that clearly identifies main programs and sub-programs by objectives, activities and expected results, with related human and financial resources, allowing internal oversight, financial and management control, evaluation of the use of resources and productivity enhancement and clear, comprehensive information to member States for decision making.

This will be achieved through further investments in the application of information technology, staff development, upgrading of skills and modern management structures.

### EXPENDITURE CONTAINED, INCOME INCREASED AND SURPLUS GAINED

These investments are offset by a large-scale program of cost-savings, which has already been initiated within the Secretariat, through redeployment and more effective use of staff in management structures and streamlined operations. As a result, the growth in budgeted expenditure is 25% compared to 33% in the 1996-97 program and budget.

The total income of the Organization is expected to rise by 31% for the 1998-99 biennium compared to 28% in the 1996-97 program and budget.

A surplus of 16.5 million francs of income over expenditure is expected for the 1998-99 biennium compared to a deficit of 0.5 million francs budgeted for the 1996-97 biennium.

<b>Budget</b>	<b>Income Increase</b>	<b>Expenditure Increase</b>	<b>Budget Surplus</b>
1996-97	28%	33%	- 0.5 million (deficit)
1998-99	31%	25%	16.5 million (surplus)

### MEMBER STATES' CONTRIBUTIONS AND USERS' FEES REDUCED

The expected rise in income and considerable surplus in the 1998-99 biennium is attainable in spite of a proposed 10% reduction in member States' contributions in 1999, and the approved 15% PCT fee reductions, effective on January 1, 1998.

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## INTRODUCTION

### *PART 1: POLICY*

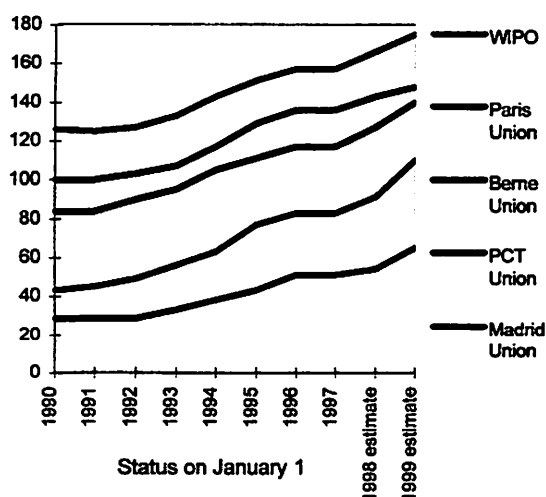
The demands on the international intellectual property system, the pressure for its expansion and development, the range of its constituents and interest groups, and its potential to serve economic and social needs, all show unprecedented levels of growth and change. The intellectual property policy environment and the impact of technological developments on the protection of intellectual property rights (IPRs) are undergoing continuous transformation. Intellectual property has moved into the mainstream of national economic and developmental planning.

The operational environment of WIPO is accordingly in a highly dynamic state. To take one topical instance, the striking technological and commercial growth of the Internet has, in a few years, had significant impact on virtually every element of WIPO's operations: in the protection, administration and enforcement of IPRs, in the nature of intellectual property disputes and how they are settled, in the harmonization and exchange of intellectual property information, in human resource development and public information services, and in the relations between WIPO and its Member States, the market sector, and other constituents. Further, it has generated the need for new norms and standards, created new issues involving complex considerations of national jurisdiction and territoriality, and raised possibilities for the benefits of the intellectual property system to reach a much broader range of interest groups world-wide. At the same time, concerns have arisen that the benefits of this quantum leap in technology should be shared by all countries at every stage of development, and concrete solutions to this end are sought. And yet this is just one aspect of the complex transformations in the intellectual property domain which confront WIPO in the forthcoming biennium. The expanding scope of WIPO's responsibilities is illustrated by the

rapid increase in membership of the Organization, from 125 in 1990 to the present total of 167 (a rise of one third); and of the key intellectual property Unions administered by WIPO, the number of Contracting States of the Patent Cooperation Treaty (PCT) having more than doubled since 1990 (see Annex 22).

This draft program and budget represents a fresh endeavor to apply WIPO's resources most effectively to rise to the full set of challenges which confront it – above all to institute the necessary means for WIPO to respond to, and where possible anticipate, trends in the intellectual property environment

Membership of WIPO  
and its key Unions



and relevant economic and social developments, and to serve the complex and diverse needs of all Member States. WIPO must equip itself with an enhanced policy-making capacity, guided by a clear strategic outlook and built upon as broad a base of expertise and consultation as possible. A stronger WIPO presence in the international community and in the public eye will be required to ensure that the increasing demand for policy changes and ever more effective protection of IPRs is matched by greater awareness of the importance of these rights for economic and social well-being, and by widespread dissemination of practical knowledge of how to derive the benefits offered by the intellectual property system.

### *Strategic planning and policy development*

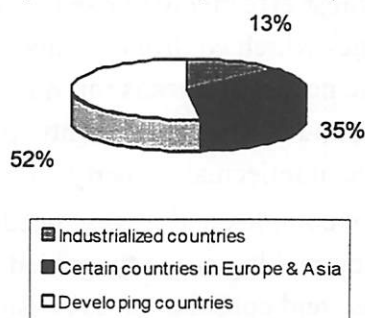
Recent years have seen increased attention to intellectual property considerations in the policy-making mainstream, at both international and national levels, in a wide range of legal, technological, economic, commercial and social fields. Equally, developments in these fields increasingly affect international cooperation in intellectual property, which can no longer be viewed as a distinct or self-contained domain. Intellectual property has emerged as an issue in multilateral trade relations, and also has greater impact in the economic, technological and social spheres. Hence WIPO needs both to undertake systematic monitoring and assessment of developments in these related fields, and to plan and coordinate its responses to the increasing salience of intellectual property in many aspects of international relations beyond the traditional sphere of intellectual property cooperation. Increasingly many policy makers and strategic planners in governments and in international organizations require a sophisticated grasp of the intellectual property system and its future trends, and accurate knowledge about WIPO's operations and policy directions.

National intellectual property agencies are moving towards a strategic outlook, and many play an important role in economic planning and policy development. Consultations and cooperation between industrial property offices can have significant implications for broader international cooperation. It is therefore vital for WIPO to enhance its interaction with national policy development processes, and with policy consultations between national offices. Regionally-based forms of economic cooperation have also taken up detailed intellectual property agendas; WIPO must follow these developments carefully in formulating its own policy outlook. It will accordingly be called upon to interact closely, at an operational and strategic planning level, with an ever-widening range of international and governmental agencies, and regional groupings.

An effective response to these challenges must be founded on a more structured and broadly based approach to policy development, from an informed, strategic perspective, taking full account of developments in other fora, and broader trends in the international environment. The shift towards a management structure based on discrete main programs within WIPO accentuates this need, since policy development and initiatives within separate main programs will require an overall policy coordination process. WIPO's policy development process and its medium-term planning will also be more effective if they are underpinned by a clear strategic plan. A more

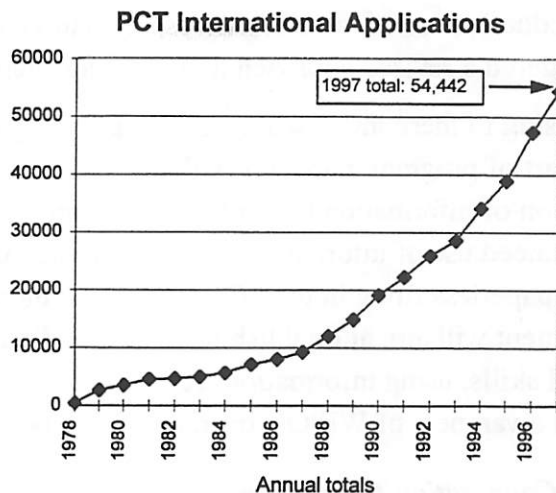
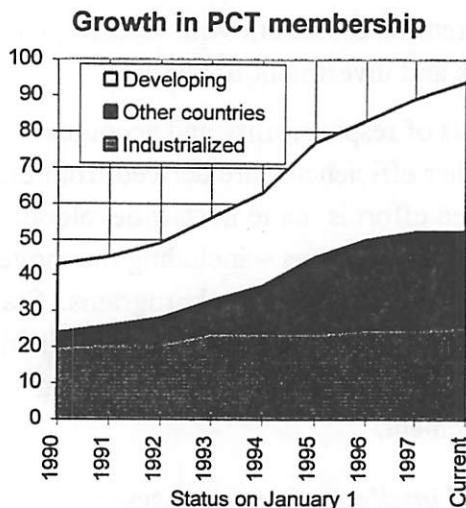
#### **WIPO treaties: new adherences**

(October 1996-September 1997)



coordinated and comprehensive approach to policy development is also needed in view of the convergence of the three chief WIPO activities – progressive development of international intellectual property law, global protection systems and services, and cooperation for development. This increasing interrelation is evidenced by the fact that the majority of new adherences to WIPO-administered treaties are from developing countries and from certain countries in Europe and Asia (see the chart on the left), reflecting their increasing prominence in

international cooperation in the field of intellectual property, and in particular the increasing perception of the potential benefits of the WIPO global protection services and systems can offer these countries. The broadening of participation in these services and systems is exemplified by the growing diversity of PCT membership (illustrated in the following graph):



In addition to being an international organization responsible above all to its Member States, WIPO also provides services to the market sector through its global protection and arbitration systems. The growth in filings of PCT international applications clearly illustrates the increasing importance of these services (see graph, above right). WIPO's long-term effectiveness and its operational efficiency must be underpinned by management and planning processes that respond to the needs of these two major constituencies. This document therefore proposes an upgrading, marked by greater sophistication and responsiveness, of WIPO's relations with its Member States, with the United Nations system and other specialized agencies, with key partners such as the World Trade Organization (WTO) and with non-governmental organizations and the general public. A range of enhanced consultative mechanisms is proposed, including the establishment of two Advisory Commissions aimed at enhancing the Director General's capacity to monitor and respond in a timely, informed and effective manner to policy issues and international and regional developments in intellectual property, developments in information technology and other related fields, and to anticipate the demands of the market sector and users of the intellectual property system.

#### *Transparent, accountable and efficient management*

Given the scale and significance of this program and budget, WIPO's principal stakeholders, its Member States, naturally have strong expectations of transparency and accountability in all aspects of WIPO's operations; these fundamental principles therefore form the foundation of the proposed new approach to management, and the associated program and budget structure. At the same time, the growth and increased complexity of WIPO's operations and resources clearly necessitate steps towards devolution of decision-making, the institution of greater financial and managerial responsibility at the level of program managers, and the overhaul of internal control and oversight mechanisms. These demands have led to the proposal for a modern management system which is characterized by responsible, accountable program managers, and the use of modern management techniques. This structure will be buttressed by enhanced internal audit, financial and management control and reporting procedures, by the identification of clear lines of responsibility of program managers, and by transparent program planning and implementation. It will be guided by a process of continuous monitoring and evaluation of the efficient and effective use of resources in working towards program objectives, and a structured analysis and application of enhanced productivity measures, with the aim of streamlining procedures and governing future demand for

staff growth. The growth of WIPO's revenues and financial reserves, and the need to make the most productive use of these resources, so as to yield higher returns consistent with security, have also triggered a revised approach to the management of funds and investment holdings.

Rising to these increased demands, and the greater levels of responsibility and accountability on the part of program managers, will only be feasible if further efficiencies are derived from the application of information technology and a more concentrated effort is made in staff development. The enhanced use of information technology and automation of procedures – including the move towards paperless filing in the PCT system – is therefore a key element in several programs. Staff development will aim at establishing a more skilled managerial cadre, promoting professional and technical skills, using information technology more cogently and productively, and promoting practical awareness of WIPO's operational and policy environment.

***Cooperation for development: modernizing national intellectual property systems***

The forthcoming biennium concludes with a crucial milestone: on January 1, 2000, many developing and other countries are due, as members of the WTO, to bring their national legislative and administrative structures into conformity with the Agreement on Trade-Related Aspects of Intellectual Property Rights (TRIPS). This will be a major step forward in the international harmonization of the scope, standards, and enforcement of IPRs, and will require an unprecedented effort on the part of WIPO in providing the necessary intensive and carefully focussed technical assistance to the countries concerned. In undertaking this effort, WIPO will draw more systematically on work already undertaken on TRIPS implementation, such as the reviews by the TRIPS Council of the laws of industrialized WTO members. TRIPS implementation has also focussed international attention on the practicalities of enforcement of IPRs, and a concerted set of activities are proposed to enhance skills and cooperation in this area, where this accords with specific national priorities.

However, administration and enforcement of IPRs are not generally espoused as ends in themselves, but as elements of the national infrastructure required to serve broader development goals. A greater challenge for national administrations will therefore be to use the opportunities created by TRIPS to ensure that a modernized intellectual property system promotes optimal use of human and other resources and thereby contributes more effectively to national prosperity. To derive such benefits means broadening and deepening expertise within the public and non-governmental sectors, above and beyond technical improvements to the basic legal and administrative infrastructure. Hence WIPO will seek to increase the human capacity of developing countries so that all those concerned – administrators, government officials, enterprises, the research community, the legal profession, and above all those communities and social groups who have not yet had effective access to the system – can reap the benefits from the intellectual property system. TRIPS implementation and related modernization becomes a more productive process than simply abiding by international standards when it stimulates developing countries to identify their hidden intellectual property assets and to protect them more effectively, thus securing a more competitive position in the global marketplace. The need to capitalize on these opportunities has led in the present program to a more needs-oriented and sophisticated approach to cooperation for development, based on the development of tailored national-focussed action plans which will ensure that this cooperation directly serves tangible national needs. As interest within government circles is focussing on the broader economic and developmental impact of intellectual property

protection, WIPO will seek to create a more sophisticated capacity to support analysis and provide technical advice in this complex field.

The perception that human capital is the key to securing the benefits of the intellectual property system is behind the proposal for a WIPO Worldwide Academy, which would coordinate training activities, originate new approaches and methods to expand the scope, impact and accessibility of WIPO programs, and create more effective training materials, tailored for diverse user groups. WIPO will further extend its programs to encourage and reward inventive and creative endeavor particularly in developing countries, the promotion of such endeavor being the very *raison d'être* of the intellectual property system.

### ***Intellectual property as a global issue***

Intellectual property issues and concerns are becoming increasingly integrated with other global issues: international cooperation in this field can no longer proceed in isolation from the broader policy environment. The TRIPS Agreement marked the emergence of intellectual property rights as an issue in multilateral trade negotiations. Similarly, intellectual property issues have been brought into debates on the protection and exploitation of biodiversity resources, on the development and transfer of environmentally friendly technology and technology for environmental protection, on the protection of folklore and indigenous culture, and on other aspects of economic and social development. Intellectual property, for many years viewed by the international community as a *recondite*, specialized issue, has assumed a new centrality. This follows from the sharpened focus on knowledge-based models of economic development, the greater understanding of the role of intellectual property in promoting technological advance and facilitating technology transfer, and the pressing need for technological solutions to the common problems confronting humanity. But there is limited understanding of the practical realities of the intellectual property system and, in particular, of how it may be more effectively used as a key element of coordinated solutions to the major problems confronting the international community.

As the UN specialized agency mandated to promote international cooperation in the field of intellectual property, WIPO has a vital role in dealing with such global issues. In responding to the increasing centrality of intellectual property issues in other international fora and in multilateral instruments in other fields, this draft program proposes initiatives on such issues as indigenous peoples' IPRs, biodiversity, protection of cultural heritage, and the future of territoriality. Evolution of an intellectual property system that serves the interests of Member States and maintains public confidence and trust, will also entail a greater public presence for the Organization, and willingness to enter into dialogue. Hence the program establishes a more active process of global communications, public diplomacy, media relations, and structured consultations and policy coordination and planning with other international and regional organizations, NGOs, community leaders, policy analysts, and representatives of the private sector and interest groups.

### ***New approaches to the progressive development of international intellectual property law***

The pace of change in the intellectual property domain necessitates consideration of new options for accelerating the development of international harmonized common principles and rules on intellectual property law, so that the system is more responsive to the ever-changing demands placed upon it. The approach taken under the present program is to review all the options available for the progressive development of international intellectual property law, to ensure that Member States' interests are served in a timely, flexible and effective manner. The treaty system provides

the foundation of the international intellectual property system, and this fundamental reliance on international treaties is expected to continue in future development of law in this field. However, in order to implement a practical response to specific, urgent needs, States may in some instances elect to pursue a complementary approach. The standard, lengthy process has been for an expert committee to discuss a draft international treaty, which is then concluded and adopted by one or more diplomatic conferences, with entry into force only after a significant number of States ratify or accede to it. This delay is likely to lengthen as the number of adherences required to trigger entry into force increases. A treaty is difficult to revise or replace, as the whole process – diplomatic conference, ratification and accession – must be repeated, with the effect that different entities come to be bound by different versions of a treaty. The binding character of a treaty does, however, give its signatories the strongest guarantees as to the implementation of its subject matter.

Countries which agree on specific principles or rules may wish to consider expressing their agreement by signing a Memorandum of Understanding or a similar instrument. This is not subject to the long ratification and accession process, is easier to modify or replace, and can be signed by an industrial property office or other government agency if its subject does not require parliamentary approval (for example, if it concerns not the law itself but implementing regulations). The WIPO General Assembly (or another Assembly) may also adopt a resolution recommending that Member States and interested intergovernmental organizations implement certain principles and rules: this creates no legal obligation for any country, but following such a recommendation would produce practical benefits. A further option is the publication, under the responsibility of the Secretariat, of model or illustrative principles and rules that would be available to any legislator or other authority seeking guidance on how to solve specific problems, similar to the Model Provisions on Protection Against Unfair Competition published in 1996.

These various approaches would not necessarily exclude each other: the process could, for instance, start with the adoption of a resolution by the WIPO General Assembly and later move to considering the conclusion of a treaty. This gradual approach may be employed when the conclusion of a treaty seems to be the most desirable objective but its attainment is prevented by difficulties with no bearing on its substance (for example, by disagreement on procedural issues).

The progressive development of international intellectual property law and international harmonization will be facilitated by the rationalization and amalgamation of the existing multiple Committees of Experts to form Standing Committees of Member States to examine questions of substantive law or harmonization in WIPO's main fields of activity. As the Standing Committees will deal with clusters of interlocking issues rather than working in isolation on single issues, they will also give Member States a more effective mechanism for setting priorities and allocating resources, and ensure the coordination and continuity of interrelated on-going work. As with the existing committee system, the expertise and breadth of representation of Member States would enable the Standing Committees to advance discussion on the substance of an issue to the point where the main characteristics of the possible solution are clear, and then to formulate recommendations for consideration by the General Assembly (or other Assembly) on the appropriate form and procedural steps for the solution to be adopted and implemented, whether by a formal treaty or by other means. Each Standing Committee would be established by the relevant Assembly through the adoption of this program and budget, and its agenda determined during its first meeting, based on the relevant program objectives, to be reviewed in subsequent meetings. To ensure a wide range of representation, WIPO would finance participation by some Member States.



### ***Applications of information technology***

Information technology will be an important tool for enhancing WIPO's communications with its Member States, as recent developments in digital technology and communications now offer remarkable opportunities for WIPO to serve all its members' needs more effectively, and through them the broad range of potential beneficiaries of the intellectual property system. This program and budget seeks to apply information technology comprehensively in WIPO's operations, particularly through the proposal for a global information network aimed at serving the interests of all Member States. To achieve this will require bolstering technical expertise, careful and detailed consultations between Member States, and a concerted program of technical support, guidance and training for developing countries, so that the global network becomes a useful asset for countries at every stage of economic and infrastructure development.

The rapid and still accelerating dissemination of Internet technology in government, academic, research and private enterprise circles world-wide has created an indispensable tool for an international organization such as WIPO. WIPO launched its Website in September 1996, in an initially modest form, and the draft program and budget contains a number of proposals to greatly extend the range and impact of WIPO's presence on the Internet, and accelerate its current development from an essentially passive source of generic information to an active mechanism for undertaking several of WIPO's key functions. Hence the Internet will be available for public information and for more focussed training, for on-line resolution of intellectual property disputes, and for the dissemination of industrial property information and documentation on standards. Digital technology will also be applied to make WIPO's global protection systems and services (PCT, Madrid and the Hague) simpler for users and inexpensive to administer, and to promote more effective use of these systems as technological and commercial information resources, including through searchable Internet access to information.

### ***Impact of digital technology on intellectual property law***

The growth of digital networks also poses problems for the protection and enforcement of IPRs, as discussed above. This program proposes a range of initiatives to tackle the implications of modern digital and communications technology for copyright and industrial property law, and in electronic commerce transcending national jurisdictions. The establishment of a dynamic policy planning and strategic management process, and the broadening of the consultative base for policy development, will enable the Organization to be more responsive to the future impact of technological change, and to anticipate better the challenges it presents to the intellectual property system.

Despite the steady trend towards international harmonization and convergence of substantive norms and standards, the practical reality is that traditional methods of enforcing IPRs can be burdensome and expensive. This has stimulated interest in the possibilities of alternative dispute resolution, an interest which the WIPO Arbitration and Mediation Center was established in 1994 to serve. This program proposes further progress in this field, including on-line dispute-resolution services exploiting Internet technology, and readiness for an expected role in resolving disputes concerning the trademarks and Internet domain names.

## **PART 2: NEW PROGRAM AND BUDGET STRUCTURE**

As the basic tool for addressing the policy considerations discussed above, the new draft program and budget is structured by two fundamental principles: accountability of the Secretariat and of each program manager for the cost-effective utilization of allocated resources and efficient implementation of each program; and transparency in every aspect of policy formulation, identification of objectives, program planning and budgeting, implementation and evaluation of the Organization's activities, resource allocation and productivity enhancement. In setting these principles as the foundations of the Secretariat's operations, this document encapsulates a distinct change of management approach and style in its structure and format.

The policies and major activities of the Organization are set out and budgeted for the first time by main programs and sub-programs corresponding to the lines of management responsibility in the organigram of the Secretariat. Main objectives, current situation, strategy for the future, main lines of action and expected results are set out in detail for each program and sub-program. Estimated costs for each main program and sub-program, and the staff requirements for each main program, are clearly and concisely specified. Program activities and staff costs of each main program are compared with those for the related program in the 1996-97 biennium, with details of program and cost variations, if applicable. This approach renders transparent the links between program activities and budget expenditures, as well as the full process of planning and implementing the program and budget.

Accountability will be assured through a clear delineation of management responsibility for programs corresponding to the organizational structure of the Secretariat and clear lines of responsibility. Each program manager who is responsible for the implementation of a main program or sub-program will be allocated a budget for the programmed activities and designated staff, and will be fully accountable to the Director General for the achievement of expected results in accordance with approved program objectives, and for the cost-effective utilization of the allocated resources.

The description of each main program:

- presents main program objectives, generally in order of priority,
- summarizes the current situation and immediate needs,
- outlines the strategy for the future, focussing on the 1998-99 biennium,
- summarizes proposed new program activities and ongoing activities,
- indicates expected results for the 1998-99 biennium,
- provides objectives, background, activities and expected results of each sub-program,
- sets out estimated costs of each sub-program by objects of expenditure,
- summarizes staffing levels by category in the revised 1996-97 and proposed 1998-99 budgets, with justification for proposed additional posts,
- indicates staff costs for the revised 1996-97 and proposed 1998-99 budget, with a breakdown of salaries for regular and short-term staff, social charges and other personnel costs,



- sets out a program budget summary, with a breakdown of each main program by sub-programs and estimated costs by objects of expenditure, and
- provides a program budget comparison, by program activities and staff costs, with program and cost variations between the 1996–97 and 1998–99 budget.

The new structure, format and content of this document are designed as an important tool of communication between the Organization and its Member States, and between the Director General and program managers within the Secretariat. This structure, based on main programs, sets out clear objectives, facilitates coherent planning and effective implementation of program activities, enables priority setting, and establishes managerial responsibility and mechanisms for sound financial management and budget discipline. It also aims to improve efficiency and cost-effectiveness, result-oriented implementation of programs, and compliance with the objectives and priorities set by Member States. Areas where coordination in planning and policy development is required will become clearer; fragmentation and duplication of activities will be avoided through clear demarcation of responsibilities of each program manager. The total program and staff costs are provided for each main program, and the program costs of their sub-programs, so that the total resources allocated to each area of activity can be readily determined by object of expenditure, thus facilitating decision-making by Member States and program execution by managers.

At the same time, this new program and budget structure constitutes the central instrument for accountability at two management levels. As noted, program managers will be responsible and accountable to the Director General in implementing the programs under their supervision in accordance with the programs' objectives, main activities, expected results and budget allocation. WIPO's financial accounts have already been adjusted to this new program and budget structure, and the current financial status of each main program and sub-program will be accessible on line to each program manager, indicating up-to-date actual expenditure and balance compared to the budget. This accountability at the program level is supplemented and further strengthened by a tight central internal oversight system consisting of financial and management control, internal audit, program planning and budget, evaluation, and productivity enhancement.

Flexibility for dealing with changing priorities will be maintained pursuant to WIPO Financial Regulation 4.1, first, in allowing program managers to transfer resources between the major objects of expenditure (staff expenses, official travel and fellowships, contractual services, operating and other expenses, equipment and supplies) up to five per cent of the budgeted amount for each main program during the biennium, with the prior authorization of the Controller and, second, in allowing the Director General to make transfers between the main programs up to five per cent of the total funds approved for the financial period. For the global protection systems and services (the PCT, Madrid and Hague Systems) and the market services of the WIPO Arbitration and Mediation Center, if the estimated level of activities will, in fact, be less or more than forecast in this program and budget, the income and expenditures, including the number of posts, will be reduced or increased in accordance with the budgetary practice approved by Member States.

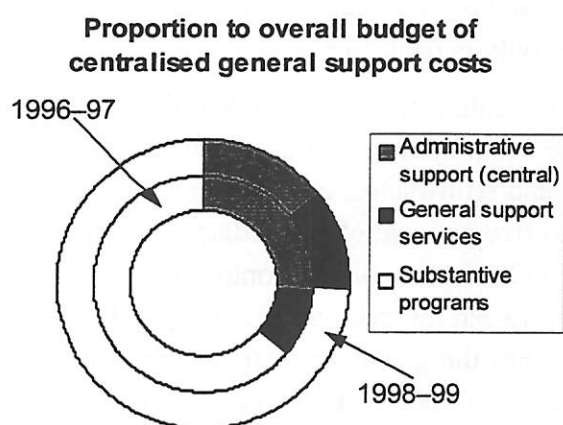
The proposed new program and budget structure and the corresponding budget and financial system will also provide the Director General with all relevant information for his report to the Member States on the activities of the Organization, in particular the achieved results by stated objectives and utilization of allocated resources. This facilitates evaluation of WIPO's efficiency in accomplishing the expected results with the resources earmarked in the program and budget. In turn, this will allow Member States to assess the impact of WIPO's activities and the contribution it

makes to the worldwide protection and use of intellectual property. A Budget Annex provides additional detailed information on estimated income and expenditure, program and cost variations, comparison of program and staff expenses and posts between the 1996–97 and the 1998–99 bienniums, fees for the global protection systems and services (the PCT, Madrid and Hague systems), Member State contributions, and the adjusted budget for the 1996–97 biennium.

### PART 3: RESOURCE MANAGEMENT

WIPO is experiencing heavy growth in the demand for several of its main programs, including cooperation for development, progressive development of international intellectual property law, global protection systems and services, particularly the PCT system. It is establishing new major activities to respond to immediate requirements of Member States, such as the WIPO Worldwide Academy, global intellectual property issues and the global information network. Revenue growth from its market-sector services has risen sharply (by some 40% over the 1996–97 budget). Member States expect high standards of responsible, transparent and accountable management. There is no alternative, in meeting these requirements, to a fundamental transformation and modernization of WIPO's approach to management and program delivery. These new challenges, in turn, call for substantial investments in human and financial resources.

Hence this draft program sets out extensive proposals for modernization of the organizational structure, human resources development and introduction of new expertise, automation of systems and streamlining of procedures, which are seen as indispensable in achieving the program objectives during the 1998–99 biennium. Initial investments are therefore required to establish or overhaul key elements of the management structure, including the recent formation of Offices of Strategic Planning and Policy Development, Legal and Organization Affairs, Internal Oversight and Productivity and Global Communications and Public Diplomacy, as well as the new Human Resources Management program, and strengthened and modernized Administrative Support Services.



This structured enhancement is also intended to establish a management approach matching the expanded scale of the organization, its growing level of revenues and activities, and an increasingly complex set of objectives and requirements. To facilitate management's focus on key objectives, major functions (including policy and management activities, and information technology services), with their associated program and staff resources, are being transferred from central administration to program managers. The centrally administered

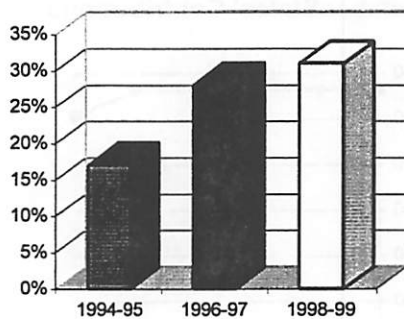
budget for general support services accordingly falls from 36% of the total 1996–97 budget to 26% of the proposed 1998–99 budget (see accompanying graph). At the same time, the share of total general support costs within the overall budget has decreased, thus freeing up resources for program activities.

The proposed approach to program management and budgeting will lay the groundwork for long-term productivity, financial control and budget discipline, and evaluation of program performance, thus paving the way for more efficient use of resources and creating a sustainable

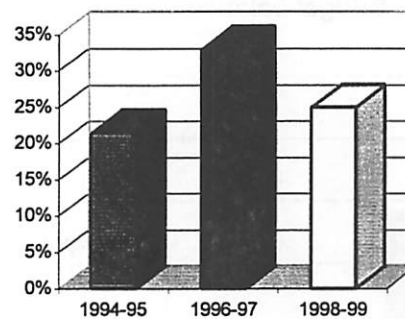
structure for containing future pressures for growth in staff and expenditure as external demands rise. The Secretariat is also taking immediate steps to manage staff growth through redeployment, enhancement of specialized skills, significant upgrading of information technology, and streamlining work practices and procedures. Major new functions are being undertaken largely through the strategic redeployment of existing staff rather than large-scale recruitment of new staff.

Additional expenses will be limited to indispensable investments while parallel cost savings are achieved through tight financial control and management, automation of work processes and streamlining procedures, an organization-wide program of increasing productivity, and a senior management focus on implementing programs as economically and cost-effectively as possible. The Office of Internal Oversight and Productivity (including internal auditing, evaluation and productivity functions), modernization of Administrative Support Services, and the program and budget structure based on transparency and accountability of program managers, function together as an integrated initiative to forge a culture of responsible and productive program management, to yield cost savings and limit expenditure, while enhancing productivity and the quality of services.

**Budgeted income growth**



**Budgeted expenditure growth**

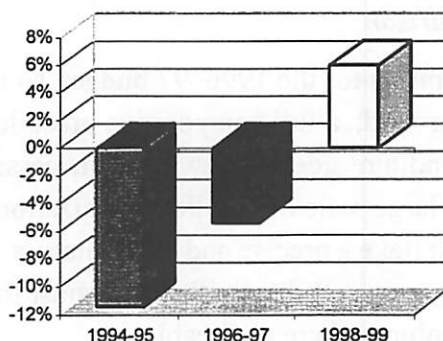


**PART 4: COST-EFFECTIVE PROGRAM PLANNING AND BUDGETING**

The proposed draft program and budget embodies a concerted, comprehensive initiative to make fully effective use of resources. Most importantly, it represents a major investment in the capacity of WIPO to meet current and future challenges, to overhaul and modernize management, and to respond to the ever more complex and urgent needs of its Member States in intellectual property. These investments have been offset by a program of cost-savings, which has already

commenced within the Secretariat, through immediate, wide-ranging redeployment and more effective use of staff in new management structures, and through streamlined operations. As a result, growth in budgeted expenditure for 1998-99 is limited to 25%, compared with the 33% approved by the Governing Bodies for the 1996-97 biennium.

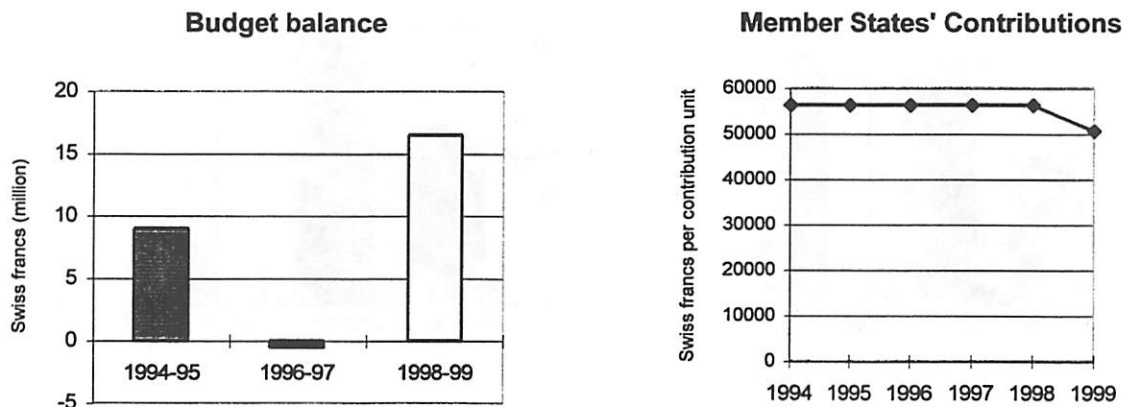
**Comparative trends:  
excess of budgeted income  
growth over expenditure growth**



These efficiencies are manifested in the projected increase in budgeted income of over 31%, some 6% more than the budgeted increase in expenditure, and the expected healthy budget surplus. Sharply increased income is achieved even with the approved 15% PCT fee reductions which take effect

on January 1, 1998, and a proposed 10% reduction in Member States' contributions in 1999. Given the containment of expenditure and despite these large revenue cuts, a surplus of 16.5 million francs of income over expenditure is still expected for the 1998–99 biennium.

This budgetary situation provides the background to the proposal for a modest reduction in Member States contributions to the Contribution–Financed Unions (the Paris, Berne, IPC, Nice, Locarno and Vienna Unions): sound budgetary practice would entail bringing this income into closer accord with the estimated expenditure of these Unions, rather than maintaining unnecessarily higher income and surplus for these Unions (and transferring an increasing share of these contributions directly into the reserve funds); the proposed 10% reduction of contributions would therefore lower the estimated surplus of these Unions from 3.3 to 1.0 million francs; at the same time, the financial burden on Member States, especially developing countries, would be alleviated, mitigating somewhat the increasing arrears of contributions of many Member States (some 59 at the end of 1997), currently amounting to 74% of the assessed annual contributions. This proposal would reduce the share of WIPO's income provided by Member States' contributions by only half a percent, from 10.8% to 10.3% (see Annex 2).



It is proposed that the surplus of the Contribution–financed Unions be transferred to the Reserve Fund of these Unions; and that – as in previous bienniums – any surplus of the PCT, Madrid and Hague Unions be transferred to the Special Reserve Fund for Additional Premises and Computerization to defray part of the cost of further premises to accommodate the increased number of staff necessitated by the increased activity of the PCT, Madrid and Hague Systems, and computerization costs of these systems. These reserve funds will also support the establishment of the global information network, and the associated modernization and automation of those national intellectual property offices which require such assistance.

***Program and budget comparison***

The range of income sources remains essentially the same as for the 1996–97 budget, so that detailed comparison of income growth is relatively straightforward; a full comparative breakdown, with explanatory notes, is provided in Annex 2. On the expenditure side, in view of the necessary overhaul of program and budget structure, and the depth and large scale of parallel organizational, managerial and program changes, it would be difficult to undertake a precise and authoritative comparison of the exact allocation of resources to specific objectives and activities as against their counterparts in the program and budget for the 1996–97 biennium, where applicable.

Consolidation of overlapping or complementary activities and restructuring for efficiency gains – coupled with the introduction of a number of new management functions, organizational units and program activities – also make direct comparison between individual program elements difficult, and partially indeterminate. Some elements of information in the draft 1998–99 program and budget – specifically, the full details of resources (including staff and common services) allocated to specific programs and sub–programs – cannot be fully determined for the 1996–97 budgetary situation, so that a full comparison cannot be undertaken.

Despite these constraints, and noting that no itemized breakdown can be fully definitive, comparative information is provided in Annex I on the adjusted budget for the 1996–97 biennium, and, moreover, for each program. This serves to illustrate the changes in expenditure on roughly corresponding program activities in the 1996–97 biennium and the current biennium.

It should also be noted that, due to the integrated, mutually supporting nature of many program activities, resources applied in one area of activity normally support outcomes in a number of other areas. No one objective or set of interests can therefore be considered in isolation. For instance, the objectives of Main Program 06, on Cooperation for Development, will also be very substantially served by many other activities, such as (among others) the Advisory Commissions, policy development and strategic management, external relations and interagency affairs, global communications and public diplomacy, human resources development and the WIPO Worldwide Academy, progressive development of international intellectual property law, and the operations of the global protection systems: in each of these areas, substantial contributions will have to be made to promoting the economic and social well–being of developing country Member States of WIPO.

#### **PART 5: GUIDE TO PROGRAM AND BUDGET PRESENTATION**

**Main objectives:** set out the overall guiding objectives that shape the activities under the main program, and which should be used in evaluating the use of resources and the benefit of programs for Member States. They generally set out goals for the 1998–99 biennium, and may also indicate the direction of activities that are expected to extend beyond this biennium into the longer term.

**Current situation:** a description of the present status of the relevant activities and organizational elements of WIPO, with a particular focus on those aspects where specific innovations, improvements or reallocation of resources may be necessary, or where emerging needs have been identified, to provide a background to the future strategy and new program activities.

**Strategy for the future:** sets out the approach proposed to address the needs identified earlier, and the strategic framework in which program activities will be planned and implemented; again, it may be based on a longer–term outlook than the immediate biennium, but will concentrate on the strategic rationale for program activities, particularly proposed new activities.

**New program activities:** indicates proposed new activities which are intended to respond to the needs expressed in the introductory material. An exhaustive account of all activities under the main program is not normally provided, so as to focus on those areas where significant changes in direction or new allocations of resources are foreseen.

**Expected results:** is intended to give a clear picture of some key, concrete outcomes that program activities should achieve, specifically by the end of the program biennium. In focussing on important and new outcomes, it cannot enumerate all the results expected, and for the sake of



clarity does not list all the external factors and circumstances that may lead to possible different outcomes during the biennium.

Each Main Program is introduced by a general program description, highlighting the new elements of the Program and the overall operational environment; it is then broken down into sub-programs, which provide greater detail of the specific activities to be undertaken, including both new and on-going activities, and closer specification of objectives and of expected results.

Program budget summary: indicates the total costs of each main program, and sets out in tabular form the resources allocated to each sub-program and object of expenditure under the main program.

Staff needs and costs: sets out the number of existing posts in the 1996–97 biennium, and of posts proposed for the 1998–99 biennium with variation and related staff costs for regular and short-term staff, and social charges and other personnel costs, with a justification for any additional staff.

Comparative budget summary: indicates the budget increase for program activities and staff costs, with a breakdown of program variations, providing the rise or fall of program costs and the cost variation according to the budgeted cost increase (inflation) and taking account of inflation for Geneva.

A glossary of acronyms used in the present document is provided as Annex 20.



Kamil Idris  
Director General

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**BUDGET ANNEX**

## MAIN PROGRAM 01

# Constituent Organs of the Member States and Office of the Director General

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### 01.1 Organs of the Member States

### 01.2 Executive Office of the Director General

### 01.3 Advisory Commissions

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#### **Main objectives:**

- ◆ To give the Organization a greatly enhanced capacity to anticipate and effectively respond to technological, economic, social and cultural changes, through more effective collaboration and a mutually responsive relationship between Member States, market sector interests and the Secretariat.
- ◆ To promote closer consultation between Member States and the Director General in the program planning, formulation and budget of the Organization's activities and policies.
- ◆ To identify policy issues to be addressed by the Organization in a structured and comprehensive manner, and to develop a strategic approach to management and policy development, with the advice of a Policy Advisory Commission and an Industry Advisory Commission.
- ◆ To provide strategic policy direction and guidance to program managers and to coordinate the Organization's policies to achieve the program objectives.

#### **Current situation**

WIPO currently has 167 Member States, a steep rise from 125 in 1990. The total number of memberships in all the WIPO-administered Unions has also increased considerably in recent years (see Annex 22). Most significant is the continuing rise in membership of the PCT, Madrid and Hague Unions, and use of these global protection systems will become more widespread and greater in volume. Coupled with the expanding range of current issues in the intellectual property domain, this will inevitably increase the scale and complexity of WIPO's activities, the demands for its services, and its interaction with Member States.

The resulting need for closer collaboration on a wider range of issues between Member States and the Secretariat requires a more effective consultation and decision-making process, including more frequent meetings of the constituent organs of the Member States and meetings with their representatives. The emergence of intellectual property

as a central concern in international relations and in national and regional policy-making, the new demands by Member States and market sector interests at a time of rapid technological changes, and the need for more transparent and accountable operations, require a new structure and approach to management of the Secretariat.

**Strategy  
for the  
future**

The Executive Office of the Director General will establish an ongoing dialogue and a mutually responsive relationship between the Secretariat and the Member States in order to facilitate policy direction and strategic decision-making by Member States. A Policy Advisory Commission composed of eminent individuals, and an Industry Advisory Commission composed of eminent representatives of industry, will be established to advise the Director General, thus providing objective and informed input into the overall policy-making process. The Executive Office will be assisted by the Office of Strategic Planning and Policy Development, the Office of Legal and Organization Affairs, the Office of Internal Oversight and Productivity and the Office of Global Communications and Public Diplomacy in the effective management, coordination and efficient implementation of the program activities of the Organization, and communication with Member States, the public and the media.

**New  
program  
activities**

- ◆ **An effective consultation process** with the Member States through regular sessions of the constituent organs of the Member States and frequent meetings with their representatives, in particular on the Organization's policies, program and budget.
- ◆ **Fostering cooperation and coordination** with Member States, international, regional and non-governmental organizations and other institutions and provision of up-to-date information on WIPO's program activities and policy directions.
- ◆ Establishment by the Director General of a **Policy Advisory Commission** and an **Industry Advisory Commission** to advise him in identifying and reviewing issues that need to be addressed.
- ◆ Formation by the Director General of a **new management structure** based on the fundamental principles of transparency of program, budget, operations and policy development, and accountability of program managers and senior management through clear lines of responsibility and objective evaluation of program implementation.
- ◆ Review and streamlining of management systems and work procedures according to new management techniques and high productivity standards.

**Expected  
results**

- ◆ An enhanced capacity for Member States to advise the Director General on the policies, program and budget of the Organization through regular consultations and a mutually responsive decision-making process.
- ◆ A more broadly-based and informed capacity to address policy issues and propose new program activities to Member States.
- ◆ Full application of modern management techniques and facilities based on the fundamental principles of transparency and accountability.

- ◆ Attainment of stated program objectives through clear policy direction, efficient management and coordination of the Organization's program activities by the Executive Office of the Director General.

## Sub-program 01.1

### Organs of the Member States

#### **Objectives:**

- ◆ To promote the protection of intellectual property through cooperation among States and to ensure cooperation among the intellectual property Unions, particularly through the provision of strategic direction to the Director General by Member States.
- ◆ To facilitate the adoption of policies, program and budget of the Organization and setting of program objectives and priorities by the WIPO Assemblies and Conferences.
- ◆ To promote international cooperation among States in the field of intellectual property in working towards the conclusion of new international treaties and other agreed standards and guidelines, supporting the modernization of national legislation and administration, providing technical assistance to developing and other countries, developing human resources and providing global protection systems and services.

**Background** The WIPO Convention establishes three governing bodies, or organs, namely the General Assembly (consisting of all States members of WIPO which are also members of the Paris or Berne Unions), the Conference (consisting of all the States members of WIPO) and the Coordination Committee (whose members are elected from among the members of WIPO and the Paris and Berne Unions). Other WIPO-administered treaties currently in force establish these additional assemblies and unions:

- Paris Union Assembly and Paris Union Executive Committee
- Berne Union Assembly and Berne Union Executive Committee
- Madrid Union Assembly
- Hague Union Assembly
- Nice Union Assembly
- Lisbon Union Assembly
- Locarno Union Assembly
- IPC (International Patent Classification) Union Assembly
- PCT (Patent Cooperation Treaty) Union Assembly
- Budapest Union Assembly
- Vienna Union Assembly

In addition, upon entry into force, the WIPO Copyright Treaty and the WIPO Performances and Phonograms Treaty would establish Assemblies of their respective Contracting Parties. An Intergovernmental Committee, established by the Rome

Convention on the Protection of Performers, Producers of Phonograms and Broadcasting Organizations (jointly administered by WIPO, ILO and UNESCO), is scheduled to meet once during the 1998-99 biennium.

The Assemblies and Conferences of the Member States meet in ordinary session once every two years, and once every other year in extraordinary session. The Assemblies of the PCT and Madrid Unions agreed to finance the travel and daily subsistence allowance of one government official from each member State to their meetings in ordinary or in extraordinary session. The Coordination Committee, and the Executive Committees of the Paris and Berne Unions, meet in ordinary session once a year. The Budget Committee is expected to meet three times in the 1998-99 biennium to consider the proposed WIPO draft programs and budgets for 1998-99 and 2000-2001, the medium-term plan for the period 1999-2003, financial matters, program and budget implementation and special projects such as information technology. The Premises Committee is expected to meet twice in the 1998-99 biennium to consider WIPO's needs for additional premises, including plans for the World Meteorological Organization building.

**SUMMARY OF MEETINGS EXPECTED IN 1998-99 WITH BUDGETARY IMPLICATIONS**

Subject	Number of meetings	Days	Languages
Sessions of the Assemblies of Member States: Mar 98*	1	5	6
Sessions of the Assemblies of Member States: Sep 98*	1	10	6
Sessions of the Assemblies of Member States: Sep-Oct 99*	1	10	6
Separate sessions of the PCT Assembly, 1998 & 1999	2	5	2
Meetings of the Budget Committee (1998 and 1999)	3	3	4
Meetings of the Premises Committee (1998 and 1999)	2	3	4
Meeting of Rome Convention Intergovernmental Comm (1999)	1	3	3

\* including meetings of the PCT and Madrid assemblies

**Main activities**

- ◆ Sessions of the Assemblies of Member States in March 1998 (extraordinary), in September 1998 (combined extraordinary and ordinary), and in September-October 1999 (ordinary sessions), with conference and interpretation services in six languages.
- ◆ Sessions of the Budget and Premises Committees in March 1998 and March 1999, with conference and interpretation services in four languages.
- ◆ Any other extraordinary session that may be required, of the Assemblies of Member States, or Budget and Premises Committees, including the necessary services (budgeting restricted to extraordinary sessions of Assemblies of Member States in March and in September 1998).
- ◆ Financing of the participation of one official from each member State in each meeting of the PCT and Madrid Assemblies.



**Expected results** ♦ Enhanced protection of IPRs through faster progress towards or actual conclusion of new international treaties and other agreed norms and standards concerning administration of IPRs.

Organs of the Member States (in thousands of Swiss francs)											
Sub-program 01.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	4,221	-	3,448	-	773	-	-	-	-	-	-

## Sub-program 01.2

### Executive Office of the Director General

#### **Objectives:**

- ♦ To support the Director General in the execution of his tasks under the WIPO Convention.
- ♦ To support the Director General in ensuring effective and efficient functioning of the Secretariat through clear management directives to program managers, program coordination and close monitoring systems.
- ♦ To provide the necessary administrative support to the Director General in his contacts and consultation with the organs of the Member States and their representatives and in the management of the Secretariat.
- ♦ To facilitate the innovation, modernization and strengthening of the Organization's management and planning, in close cooperation and coordination with the Offices of Strategic Planning and Policy Development, Legal and Organization Affairs, Internal Oversight and Productivity, and Global Communications and Public Diplomacy, and with other substantive program managers.

**Background** The Executive Office of the Director General serves as the principal point of continuous liaison between the Director General and the key management components of the Organization. The Executive Office facilitates coordination on policy, management reform, administrative and other questions between the Director General and senior management, and will ensure that administrative directives and policy decisions are effectively communicated to senior management and to personnel generally, and are applied. It will provide the immediate point of contact for senior representatives of Member States and other key individuals with the Director General, and will manage the Director General's program and visit schedules. Each of its main activities is accordingly undertaken in direct and constant coordination with the offices engaged in policy direction and management, and with the substantive elements in the Secretariat.

- Main activities**
- ◆ Establishment of a close consultation process and effective collaboration between Member States and the Secretariat.
  - ◆ Management liaison with program managers, particularly in the strengthening of managerial capacity throughout the Secretariat through the introduction of modern management, streamlining of procedures and planning of state of the art facilities.
  - ◆ Strengthening of monitoring functions and introduction of an evaluation system to achieve the stated program objectives of the Organization.
  - ◆ Introduction of performance management for program implementation and resource utilization.
  - ◆ Ensuring the fundamental principles of transparency, accountability and efficiency are applied in every aspect of the planning, formulation and implementation of the Organization's policies and activities.

- Expected results**
- ◆ Improved functioning of the Executive Office as the focal point of productive collaboration and a mutually responsive dialogue between Member States and the Secretariat.
  - ◆ Enhanced capacity of the Director General's role in performing his management functions.
  - ◆ Enhanced efficiency and productivity of the Secretariat, through facilitation of the modernization of the management and operation of the Secretariat.
  - ◆ Improved communication within the Secretariat, and between the Organization and its Member States, through promotion of transparency of the Organization's policies, program planning and budget
  - ◆ Greater accountability of program managers through clear lines of responsibility, enhancing effectiveness and efficiency of the Secretariat and ensuring internal control and accountability to Member States.

<b>Executive Office of the Director General</b> (in thousands of Swiss francs)												
Sub-program 01.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>329</b>	143	-	-	20	50	5	11	25	-	75	

## Sub-program 01.3

### Advisory Commissions

**Objectives:**

- ◆ To establish, support and service the Policy Advisory Commission and the Industry Advisory Commission to play independent advisory roles in relation to the Director General's policy-making and medium-term planning.

**Background** The policy-making and medium-term planning processes of WIPO, its responsiveness to international trends and technological developments, and its capacity to anticipate and to meet the needs of the market sector and users of global protection systems, would benefit considerably from the availability of informed and objective advice from eminent international experts from a broad range of fields with bearing on intellectual property cooperation and WIPO's operations.

It is therefore proposed to establish the Policy Advisory Commission (PAC) and the Industry Advisory Commission (IAC). Comprised of individual experts from a wide range of policy backgrounds, the PAC would identify and comprehensively review issues that may need to be dealt with by WIPO, or that may have bearing on its operations, and formulate recommendations for policy development and enhancement of WIPO's operations. The IAC would perform a complementary role from the specific perspective of industry and market sector, including users of the intellectual property system, and would also be instrumental in identifying new opportunities for enhanced support for WIPO's activities from the enterprise sector, especially in cooperation for development, and human resource development. The role of the commissions would be strictly advisory, to ensure that the Director General has available timely and informed input in the preparation of policy proposals and enhancement of WIPO's operations. Such advisory input is ancillary only, and can never replace or diminish the role of the Member States in the initiation and monitoring of the program of the Organization.

Secretarial support and coordination of the agenda and related studies and documentation for the PAC would be undertaken under Main Program 02, Office of Strategic Planning and Policy Development, and for the IAC under Main Program 03, Office of Legal and Organization Affairs. The present Main Program would cover the establishment and administrative support for the Commissions.

**Main activities**

- ◆ Consultations on and establishment of the IAC and PAC, including determination of their mandates and organizational arrangements.
- ◆ Consultations on and development of annotated agendas and required background studies in coordination with the Office of Strategic Planning and Policy Development and the Office of Legal and Organization Affairs.
- ◆ Financing and administrative support for up to two annual meetings of each Commission (for up to twenty members of each body, travel and subsistence costs).

- ◆ Coordination of the Director General's review of and comments on reports of the Commissions for transmission to WIPO Member States.

**Expected results**

- ◆ The PAC will enhance the Secretariat's capacity to monitor and respond in a timely, informed and effective manner to international and regional developments in intellectual property, in information technology, and in other fields with bearing on WIPO's operations and its policy environment.
- ◆ The IAC will enhance the Secretariat's capacity to monitor and respond in a timely, informed and effective manner to the demands of the market sector and of users of the intellectual property systems, and to technological, industrial and commercial developments with implications for international cooperation in intellectual property.

<b>Advisory Commissions</b> (in thousands of Swiss francs)												
Sub-program 01.3	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>764</b>	-	600	-	78	40	-	-	-	-	20	26

## Program Budget Summary

<b>Constituent Organs of the Member States and Office of the Director General</b> (in thousands of Swiss francs)												
	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 01.1	4,221	-	3,448	-	773	-	-	-	-	-	-	-
Sub-program 01.2	329	143	-	-	20	50	5	11	25	-	75	
Sub-program 01.3	764	-	600	-	78	40	-	-	-	20	26	
<b>Total</b>	<b>5,314</b>	143	4,048	-	851	60	50	5	11	25	20	101

## **Staff needs and costs**

The number of staff in the Office of the Director General will remain the same.

<b>Posts</b>	<b>1996-97</b>	<b>1998-99</b>	<b>Variation</b>
Director General	1	1	0
Professionals	0	0	0
General Service	3	3	0
<b>Total</b>	<b>4</b>	<b>4</b>	<b>0</b>

<b>Staff costs (in thousands of Swiss francs)</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>
Salaries of regular staff	1,246	1,238	
Salaries of short-term staff	44	60	
Social charges + other personnel costs	409	406	
<b>Total staff costs</b>	<b>1,699</b>	<b>1,704</b>	<b>0.3%</b>

## **Comparative Budget Summary**

	<b>(In thousands of Swiss francs)</b>					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
<b>MAIN PROGRAM 01: Constituent Organs of the Member States and Office of the Director General</b>			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	3,463	5,314	1,714	49.5%	137	4.0%
Staff Costs	1,699	1,704	3	0.2%	2	0.1%
<b>TOTAL</b>	<b>5,162</b>	<b>7,018</b>	<b>1,717</b>	<b>33.3%</b>	<b>139</b>	<b>2.7%</b>

## MAIN PROGRAM 02

# Office of Strategic Planning and Policy Development

- 
- 02.1 Development of Strategy and Policies**
  - 02.2 External Relations**
  - 02.3 Cooperation with the World Trade Organization (WTO)**
  - 02.4 Cooperation with the United Nations and Interagency Affairs**
  - 02.5 Cooperation with the International Union for the  
Protection of New Varieties of Plants (UPOV)**
  - 02.6 Economic Forecast and Research**
- 

### **Main objectives:**

- ◆ To provide a responsive, well-informed basis for WIPO's strategic planning and policy development, by monitoring and assessing developments, preparing a strategic plan for WIPO's operations, and closely coordinating planning and policy development with agencies whose activities impact on or complement those of WIPO.
- ◆ To ensure that the decision-making processes and strategic planning of governments and international and regional organizations are informed with greater awareness and practical understanding of the intellectual property system and the functions and available expertise of WIPO.
- ◆ To promote new linkages and strengthen existing linkages with UPOV, the WTO and elements of the United Nations system, so as to enhance the range, the operational integration, and the practical impact of their cooperation with WIPO.
- ◆ To ensure that WIPO staff are familiar with the operations and activities of cooperating agencies, and are regularly briefed on external developments with bearing on WIPO's operations.

### **Current situation**

The current range of challenges confronting WIPO in coordination of policy development and in establishing a strategic framework for program planning and execution is discussed above (Introduction, p. iv). In addition, the increasing complexity of WIPO's interactions with other international players – notably international organizations, and other elements of the United Nations system, governments, and regional and sub-regional agencies – calls for a more structured and coordinated engagement with these bodies. Moreover, to facilitate effective partnerships, WIPO staff will need a regular flow of information about the operations

and strategic outlook of those agencies whose activities complement or overlap those of WIPO.

The activities of the WTO – particularly technical cooperation, implementation and review of the TRIPS Agreement, dispute settlement on intellectual property issues, and discussions on substantive intellectual property law – are of fundamental importance to WIPO's mandate. WIPO's obligation to provide technical cooperation in the implementation of the TRIPS Agreement also touches on UPOV's specialized focus on the protection of plant variety rights and in other activities concerning intellectual property rights (IPRs) in the biotechnology field.

No specific element within WIPO had undertaken strategic management, policy development and coordination with other agencies and governments. Relations with international agencies have not been framed by an overall strategic approach, comprehensively covering all activities of the Secretariat. There is no structured, wide-spread process for assisting staff to gain practical understanding of the operations of other agencies and the implications of broad international trends for WIPO's operations.

**Strategy  
for the  
future**

Many WIPO activities in the 1998-99 biennium entail increased scope and intensity of contact and cooperative relations with other international and regional bodies, especially the WTO and elements of the UN system, and with national governments, in addressing specific program objectives. In implementing this Main Program, the Office of Strategic Planning and Policy Development ("the Office") would not duplicate or supervise these activities, but would instead serve a complementary coordination and strategic management function, so that the overall range of interactions with other organizations and governments maximizes the potential benefits for WIPO's operations, makes full use of opportunities for partnerships, and above all leads to more closely integrated planning and policy development.

The Office will facilitate the generation and refinement of new policy proposals, ensure a broad consultative basis for policy development, coordinate policy responses and input to deliberative bodies within WIPO's framework, and promote a strategic outlook. It will identify and assess emerging issues with impact on the intellectual property system and on WIPO's activities, and monitor and regularly report on trends in the administration, protection and use of IPRs. Policy coordination will entail closer integration of the three chief WIPO activities – progressive development of international intellectual property law, global protection systems and services, and cooperation for development – within the framework of a clear strategic plan for the Organization.

This Main Program will promote a more broad-based, comprehensive and transparent policy development process, and undertake specific planning coordination with the WTO, UPOV and other international and regional organizations. Structured policy consultations will be undertaken with government officials, market sector representatives, including major industry users of WIPO services, and other concerned bodies, supplemented by issue-related briefings and dissemination of policy-oriented advice and information. Staff development will be promoted by facilitating exposure to international issues, inter-agency affairs and other agencies' operations.

The existing close working relationship with the WTO will need to be promoted and extended to ensure that the two organizations move forward in harmony and use most effectively the resources available for international cooperation in intellectual property. WIPO's close administrative linkages with UPOV will similarly be further reinforced at a policy and operational level.

**New  
program  
activities**

- ◆ Preparation of periodic situation reports and assessments of emerging issues with potential relevance to international cooperation in intellectual property, and periodic reviews of international developments in the field of intellectual property with emphasis on their implications for current and possible future WIPO activities.
- ◆ Internal coordination and development of new policy proposals, new partnership activities with other agencies and organizations, and an outline strategic plan.
- ◆ Coordination of WIPO's interaction with the WTO, including joint technical assistance activities, correlation of progressive development of international intellectual property law and other harmonization activities, and establishing a regular mechanism for disseminating information on TRIPS implementation and review and TRIPS-related dispute settlement to responsible officials and agencies in developing countries.
- ◆ Cooperation with UPOV on substantial issues relating to intellectual property protection for innovations relating to plants.
- ◆ Servicing and substantive support for the Policy Advisory Commission.
- ◆ Consultations on policy planning and setting of strategic objectives with other elements of the UN system, monitoring of developments in other agencies, and representing WIPO's perspectives in other fora as required.
- ◆ Provision of issue-related briefings and policy-oriented information for policy-makers, and briefings on policy implications of selected emerging issues to the diplomatic corps, including representatives of developing countries not represented in Geneva.
- ◆ Coordination of relations with missions accredited to WIPO and related protocol functions concerning the Director General.
- ◆ A program of staff exchanges with other agencies or other forms of reciprocal placements, and joint staff training exercises on selected issues, in cooperation with the human resources program; regular briefings for staff on international issues, inter-agency affairs and other agencies' operations.

**Expected  
results**

- ◆ A more informed and balanced appreciation of intellectual property in other fora, and a more effective application of the intellectual property system in the program activities of other international organizations.
- ◆ Greater responsiveness to technological change, and to international and regional developments in WIPO's programmed activities, and in the generation of new proposals for activities.
- ◆ Greater correlation of strategic objectives and activities between various functional areas of WIPO, and between WIPO and other international agencies.



- ◆ Improved practical grasp among WIPO staff of the impact on their functions of international, legal, technological and economic developments and other emerging issues.

## Sub-program 02.1

### Development of Strategy and Policies

#### **Objectives:**

- ◆ To monitor legal, economic, and technological developments at the international and regional levels, including in other international and regional organizations, and provide assessments on the implications for international cooperation in intellectual property.
- ◆ To develop and consult widely upon WIPO's strategic plans and proposals for new policy initiatives, including new program activities and new directions, applications, modes of delivery, clients and beneficiaries for WIPO's existing program activities.
- ◆ To ensure the consistency and provide input and policy coordination in the development of agendas and policy proposals for the various deliberative organs, including the WIPO Standing Committees.

**Background** Under this sub-program, the Office will establish a structured, wide-ranging process of policy coordination and development, including the formulation of an outline strategic plan for the Organization. This will ensure that programmed activities form part of an integrated policy framework, are mutually reinforcing, and make most effective use of resources within and beyond the Secretariat. The broader policy context of intellectual property issues will require closer study of related economic, trade and social questions.

#### **Main activities**

- ◆ Conduct of policy-related consultations within the Secretariat, with WIPO's Member States, other major constituents and clients, and with other international and regional agencies, including consultations upon, and formulation of, an outline strategic plan in coordination with the preparation, under sub-program 04.2, of the medium-term plan for the period from 2000 to 2003.
- ◆ Systematic monitoring of legal, economic, and technological developments and in the domain of intellectual property itself; preparation or coordination of periodic reports and assessments on the policy implications of these developments; participation in policy-oriented seminars and international meetings.
- ◆ Undertaking, coordinating or commissioning *ad hoc* studies on policy implications of specific developments of particular concern or interest, with a particular focus on the economic, trade and social dimensions of IPRs.
- ◆ Coordination of advice on and policy input for agendas, policy proposals, and background studies prepared for deliberative bodies within the WIPO framework, particularly the Policy Advisory Commission, and the various Standing Committees.

- ◆ Undertaking and coordinating a regular system of briefings and training sessions for WIPO staff on emerging international and regional issues in intellectual property and related fields with potential impact on WIPO's operations and future directions.

- Expected results**
- ◆ Creation of an outline strategic plan and structured policy development process for WIPO.
  - ◆ Enhanced and more flexible response to emerging issues impacting on intellectual property cooperation, and greater capacity to respond to Member States' needs for policy-related studies and advice.

Development of Strategy and Policies (in thousands of Swiss francs)											
Sub-program 02.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>321</b>	75	-	-	200	1	5	12	-	-	28

## Sub-program 02.2

### External Relations

#### **Objectives:**

- ◆ To coordinate and enhance WIPO's operational, consultative and planning linkages with governments of Member States, international and regional bodies, industry and professional bodies, and other concerned non-governmental entities.
- ◆ To develop new approaches to foster greater awareness and practical understanding within the policy-making processes of government and industry of the intellectual property system and of the functions and available expertise of WIPO.
- ◆ To promote and facilitate WIPO's interaction with diplomatic representatives.
- ◆ To develop the WIPO Coordination Office, New York, as an active source of information and targeted briefings for the United Nations system, government representatives, NGOs and industry, and the general public in the region.

**Background** WIPO's external relations continue to grow in scope, complexity and intensity. Governments interact with WIPO on a host of policy, operational and administrative matters, both through diplomatic representatives and through other officials with diverse policy and administrative functions. They also seek greater transparency in WIPO's operations, and closer participation in the policy-making and agenda-setting process, requiring better coordinated linkages with governments. Governments not represented in Geneva face particular difficulties in maintaining close working relations with WIPO, and in keeping abreast of intellectual property and its relation to other

global issues. WIPO's links with the intellectual property community in general are taking on a more sophisticated and interactive form: its external relations activities will therefore need to promote and coordinate consultative engagement with a broad range of interested parties, allowing for effective two-way communication and receptivity to their views and perspectives. The WIPO Coordination Office in New York provides a useful vantage point for enhancing WIPO's presence in the international community, with the enterprise sector, and among the general public.

- Main activities**
- ◆ Conduct and coordination of a program of briefings on policy implications of selected emerging issues to the diplomatic corps and other government representatives, including a program of briefing visits to Geneva for policy makers of governments of developing countries not represented in Geneva.
  - ◆ Coordination of relations with diplomatic missions and representatives and other protocol functions in relation to the Executive Office of the Director General, through a Protocol, Travel and Mission Support Unit which is also concerned with overview and coordination of staff missions.
  - ◆ A program of issue-related briefings and dissemination of policy-oriented information for international and regional organizations and fora, for industry groups, for NGOs and for other constituents of the intellectual property community.
  - ◆ Comprehensive, targeted briefings and provision of information for diplomatic missions, government officials, NGOs, and the general public, in cooperation with other units of the Secretariat, and policy liaison and relations with industry and with other users of the intellectual property system, through the WIPO Coordination Office, New York.

- Expected results**
- ◆ Greater recognition of and understanding of WIPO in government policy-making processes, in the Geneva diplomatic community and in other multilateral centers.
  - ◆ Greater transparency in WIPO's interactions with governments, including earlier and more comprehensive briefings on policy proposals and new directions for WIPO.
  - ◆ A broader range of inputs to the policy-making process of WIPO, and a more informed and sophisticated dialogue with the full range of interested parties in the international community.

<b>External Relations</b> (in thousands of Swiss francs)											
Sub-program 02.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>237</b>	83	63	-	-	62	1	-	-	-	28

## Sub-program 02.3

### Cooperation with the World Trade Organization (WTO)

#### **Objectives:**

- ◆ To expand the range and enhance the impact of cooperation with the WTO, including closer coordination in providing technical assistance to developing countries so as to maximize impact and effective use of resources.
- ◆ To facilitate understanding among government and other concerned circles of the TRIPS implementation and review processes, and related WTO dispute-resolution activities.
- ◆ To consult with the WTO on developments in, and legal and technical aspects of, progressive development of international intellectual property law.

**Background** The emergence of intellectual property policy as a prominent issue in bilateral, plurilateral and international negotiations on trade, culminating in the conclusion of the TRIPS Agreement in the Uruguay Round of multilateral trade negotiations, created a strong need for close cooperation between WIPO and the WTO. This led to the conclusion of a cooperative agreement between the two organizations in December 1995. Cooperation has included facilitating and documenting the notification of laws and regulations in compliance with the TRIPS Agreement; the communication of emblems of States and international intergovernmental organizations; and the provision of legal-technical assistance and technical cooperation for the benefit of developing countries in the implementation of the TRIPS Agreement.

WIPO operations will increasingly intersect with certain WTO activities, notably in relation to the review and implementation of the TRIPS Agreement. In the 1998–99 biennium, the WTO may consider substantive intellectual property issues such as geographic indications and the patentability of plants and animals. As discussions continue in both fora on norms and other harmonization of intellectual property standards, coordination should be undertaken to ensure that any emerging agreements or policy directions are consistent, complementary and mutually supporting.

#### **Main activities**

- ◆ Consultations with the WTO, to review implementation of the cooperative agreement, consider current developments in intellectual property issues, coordinate technical aspects of the progressive development of international intellectual property law, review the operation of the system for TRIPS notifications, and pursue coordination or integration of legal–technical assistance activities.
- ◆ In cooperation with the WTO, assembling and regularly disseminating concise information on the implementation and review of the TRIPS Agreement, and on related dispute resolution activities, particularly to serve as a tool for policy-makers and administrators in developing countries.
- ◆ Commissioning of technical studies in cooperation with the WTO on aspects of TRIPS implementation or intellectual property issues of mutual concern.

- ◆ Participation as observer in the TRIPS Council and in other WTO meetings with bearing on WIPO's activities and mandate, and a comprehensive program of briefings and staff training within WIPO on the operations of the WTO and on emerging issues in that forum.

**Expected results** ◆ A close operational partnership with the WTO, marked by closer coordination and some integration of legal-technical assistance activities, and joint policy-related studies on enhancement or development of intellectual property standards.

- ◆ Greater practical understanding among policy-makers and administrators of developing and certain other countries of the TRIPS review and implementation process, and related dispute resolution activities.

Cooperation with the World Trade Organization (WTO) (in thousands of Swiss francs)											
Sub-program 02.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>148</b>	55	-	-	62	3	-	-	-	-	28

## Sub-program 02.4

### Cooperation with the United Nations and Interagency Affairs

**Objectives:**

- ◆ To expand the range and enhance the impact of cooperation with other elements of the United Nations system, and other international and regional organizations and agencies, so that these bodies have a greater practical appreciation of the possible contributions of the intellectual property system towards their objectives, and make greater use of WIPO's expertise, including through enhancement of the operations of the WIPO Coordination Office, New York.
- ◆ To generate practical proposals for partnership activities with other UN agencies, including increased cooperation in the strategic planning and policy development sphere in issues of common concern.
- ◆ To support the staff development process of WIPO through systematic exposure to and briefings about current activities and issues within the United Nations system and the medium- and long-term outlook of key agencies.

**Background** As a UN specialized agency, WIPO already interacts closely with many elements of the United Nations system. This cooperation is founded on the formal relationship established under the 1974 Agreement between the United Nations and WIPO, which requires WIPO, among other things, to coordinate and cooperate with the United

Nations and its organs and agencies. To facilitate this, WIPO participates in the meetings of the Administrative Committee on Co-ordination (ACC), chaired by the UN Secretary General, and other policy coordination activities. At an operational level, WIPO has long-established linkages with a number of UN specialized agencies, and new partnerships are developing as the range of global issues with an intellectual property component expands, and the intellectual property dimension increases in the work of key organs concerned with trade, investment and development, notably UNCTAD. WIPO's policy development must also pay due heed to resolutions of the UN General Assembly, and to the outcomes of other high-level UN conferences and summit meetings.

Under this sub-program, the Office will coordinate policy and planning consultations with elements of the UN system, and generate proposals for new partnerships or new forms of cooperation and coordination. It will undertake a program of briefings and training activities for WIPO staff to ensure that they are fully conversant with the issues being covered by WIPO's UN partners and with their operations, and will undertake information meetings for UN officials in cooperating agencies on current intellectual property issues and WIPO's current operations and future directions. An upgrading of the WIPO Coordination Office in New York will provide an enhanced capacity to engage with the United Nations system and specialized agencies, and to follow relevant developments closely.

**Main activities**

- ◆ Consultations and attendance at meetings for policy development and coordination, with a particular focus on trade, development and investment issues as addressed by such UN organs as UNCTAD, including through staff missions to UN New York and other UN centres, attendance at ACC meetings and other policy consultations, and through an enhanced and comprehensive program of activities undertaken by the WIPO Coordination Office in New York.
- ◆ Exchange programs or other forms of reciprocal staff placements at mid-professional levels with UN agencies as an element of fostering cooperation and coordination at operational and planning levels; regular briefings for staff on relevant developments in the United Nations system and in other international agencies.
- ◆ Two information meetings on intellectual property issues and WIPO's operations for UN officials at middle-management levels, one in New York and one in Geneva.

**Expected results**

- ◆ Greater appreciation of the possible practical applications of the intellectual property system and enhanced access to WIPO's expertise on the part of UN specialized agencies and other elements of the UN system.
- ◆ Greater range of partnerships and closer policy and operational coordination with concerned elements of the UN system, and other specialized agencies.
- ◆ A stronger presence of WIPO in New York, and enhanced representation and recognition of WIPO in other multilateral centers.
- ◆ A more systematic approach to keeping WIPO staff fully conversant with issues being covered within the UN system, and with the operations of that system.

Cooperation with the United Nations and Interagency Affairs (in thousands of Swiss francs)												
Sub-program 02.4	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>844</b>	119	20	-	-	8	45	-	-	625	-	27

## Sub-program 02.5

### Cooperation with the International Union for the Protection of New Varieties of Plants (UPOV)

#### **Objectives:**

- ◆ To promote a wider understanding of the role and effects of intellectual property protection relating to plants.
- ◆ To coordinate WIPO and UPOV activities in education, training and advisory activities for government officials aimed at assisting developing countries in meeting TRIPS obligations concerning protection of plant varieties.

**Background** UPOV is an independent, separately-funded intergovernmental organization which promotes the protection of the IPRs of developers of new plant varieties in accordance with the system established by the International Convention for the Protection of New Varieties of Plants. This system has expanded rapidly in recent years: UPOV had 34 Member States on November 1, 1997, and 11 more States and the European Union were in the process of joining; some 12 other States had adopted laws inspired by the UPOV Convention but were yet to seek membership. UPOV and WIPO (and its predecessor) have cooperated closely ever since the UPOV Convention came into force in 1968. Under a 1982 agreement, the Office of UPOV is located in the WIPO headquarters building, WIPO provides support services at cost, and the WIPO Director General is appointed UPOV Secretary-General.

The two organizations have a common substantive interest in the complementary issues of protection of biotechnological inventions relating to plants and the protection of plant varieties as such. Both disseminate technical information and develop practical skills concerning plant-related intellectual property protection, enabling governments to implement TRIPS obligations, promote economic and social benefits from this protection, and foster public awareness and national expertise. Article 27 3(b) of the TRIPS Agreement requires WTO members to protect plant varieties by patent, by an effective *sui generis* system (of which the UPOV Convention provides the most widely accepted model), or by a combination of both. As this obligation comes into effect for many developing and certain other countries on January 1, 2000, there is an acute, immediate need to integrate this advice and training with the general provision of TRIPS-related technical assistance.

Food security for the rapidly growing world population will require substantial increases in agricultural production in the next twenty years. Plant improvement (the deployment of all available technologies to improve the usefulness of plants) is generally viewed as playing a major role in attaining this end; indispensable for this will be encouragement of investment through appropriate intellectual property protection. Conservation of and access to genetic diversity, and the deployment of biotechnology are major global issues with crucial implications for effective plant breeding. Such issues will lead to calls for coordinated technical assistance and information concerning the patent system, the protection of plant variety rights and the relationship of intellectual property to genetic resources and biotechnology.

**Main activities**

- ◆ Coordination with UPOV to promote understanding and practical knowledge of intellectual property protection for innovations relating to plants, including through briefing WIPO development cooperation personnel on plant variety protection so as to enhance their capacity to advise governments, arranging UPOV input into WIPO training courses and meetings concerning TRIPS conformity, and advice and technical support concerning implementation of Article 27 3(b) of TRIPS.
- ◆ Coordination with UPOV on representation in meetings organized by intergovernmental organizations touching on intellectual property protection relating to plants, and to harmonize policy briefings and other policy-related activities.
- ◆ Six intensive courses on plant variety protection to be organized by UPOV in coordination with WIPO, covering TRIPS and other international arrangements, essential elements of a *sui generis* system, variety identification, field demonstrations, practicalities of breeders' rights, licensing, and links with the patent system and conservation of plant genetic resources (UPOV providing at its expense course materials and the services of its staff as course lecturers and administrators).
- ◆ Three regional training courses on IPRs and plant variety protection, to be organized by UPOV in coordination with WIPO.

**Expected results**

- ◆ Enhanced technical support for countries establishing *sui generis* protection for plant varieties especially in the context of TRIPS implementation, and improved technical skills of experts from those countries to derive effective benefits from plant variety protection.
- ◆ Greater practical understanding of intellectual property protection relating to plants.

Cooperation with the International Union for the Protection of New Varieties of Plants (UPOV) (in thousands of Swiss francs)											
Sub-program 02.5	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>810</b>	-	118	663	-	-	-	-	-	-	29



## Sub-program 02.6

### Economic Forecast and Research

**Objectives:**

- ◆ To maintain up-to-date statistics on industrial property applications and grants.
- ◆ To forecast trends in the use of national, regional and international systems for obtaining industrial property titles.
- ◆ To assess the socio-economic implications of intellectual property.

**Background** The Secretariat currently collects statistics from national and regional industrial property offices concerning the number of applications and grants of patents, and the number of applications and registrations of marks, industrial designs and other subjects of industrial property. The data so collected, as well as the data of the Secretariat concerning the use of the PCT, Madrid and Hague systems, is published both in paper form and electronically on the WIPO Website. Limited analyses have been undertaken of these statistics, and of the socio-economic implications of intellectual property.

- Main activities**
- ◆ Coordination with Main Program 12 in collecting statistics on industrial property applications and grants, enhancement of the database of these statistics (historical data and breadth of coverage), and publication of those statistics and statistics concerning the use of the international systems administered by WIPO on CD-ROM, with the most important tables also published on WIPO's Website.
  - ◆ Coordination with Main Program 12 to develop data capture facilities for industrial property offices to prepare and submit their own statistical returns in electronic form, and development of facilities to provide public access to the statistics database.
  - ◆ Analysis of national, regional and international trends in industrial property activity, and of the growth of the global protection systems and services, to enable forecasting of future developments.
  - ◆ Preparation of statistical materials and development of methodologies to support studies on the relations between socio-economic indicators and the level and nature of the use of intellectual property, on its contribution to socio-economic development, and on the implications of existing and emerging IPR regimes for social, economic and cultural development, in coordination with related activities under sub-program 05.4; undertaking or commissioning such studies in coordination with sub-program 02.1 and other program areas.

- Expected results**
- ◆ A complete, rapidly updated and publicly accessible database of statistics concerning industrial property applications and grants of titles.
  - ◆ A better statistical understanding of trends in the use of intellectual property systems, and a meaningful basis for forecasting future developments.

- ◆ Establishment of the groundwork for analysis of socio-economic and development implications of intellectual property.

<b>Economic Forecast and Research</b> (in thousands of Swiss francs)											
Sub-program 02.6	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>47</b>	-	-	-	47	-	-	-	-	-	-

## Program Budget Summary

<b>Office of Strategic Planning and Policy Development</b> (in thousands of Swiss francs)												
		Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Sub-program 02.1	<b>321</b>	75	-	-	-	200	1	5	12	-	-	28
Sub-program 02.2	<b>237</b>	83	63	-	-	62	1	-	-	-	-	28
Sub-program 02.3	<b>148</b>	55	-	-	-	62	3	-	-	-	-	28
Sub-program 02.4	<b>844</b>	119	20	-	-	8	45	-	-	625	-	27
Sub-program 02.5	<b>810</b>	-	118	663	-	-	-	-	-	-	-	29
Sub-program 02.6	<b>47</b>	-	-	-	-	47	-	-	-	-	-	-
<b>Total</b>	<b>2,407</b>	332	201	663	-	379	50	5	12	625	-	140

## Staff needs and costs

Four additional Professional posts will be required, one to represent WIPO at a senior level in the WIPO Coordination Office in New York, two to enhance cooperation with the United Nations and Interagency Affairs and consultations with Member States, and one to assist in the development of strategy and policies. Two more General Service staff are required to assist the Professional staff redeployed to this office, or newly recruited, in order to deal with the new and additional activities foreseen in this program.

Posts	1996-97	1998-99	Variation
Directors	2	2	0
Professionals	7	11	4
General Service	3	5	2
<b>Total</b>	<b>12</b>	<b>18</b>	<b>6</b>

<b>Staff costs</b> (in thousands of Swiss francs)	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>
Salaries of regular staff	2,760	4,836	
Salaries of short-term staff	98	360	
Social charges + other personnel costs	905	1,586	
<b>Total staff costs</b>	<b>3,763</b>	<b>6,782</b>	<b>80.2%</b>

## **Comparative Budget Summary**

	(In thousands of Swiss francs)					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
<b>MAIN PROGRAM 02: Office of Strategic Planning and Policy Development</b>			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	350	2,407	2,050	585.7%	7	2%
Staff Costs	3,763	6,782	3,015	80.1%	4	0.1%
<b>TOTAL</b>	<b>4,113</b>	<b>9,189</b>	<b>5,065</b>	<b>123%</b>	<b>11</b>	<b>0.3%</b>

## MAIN PROGRAM 03

# Office of Legal and Organization Affairs

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### 03.1 Legal and Constitutional Matters

### 03.2 Contracts Review Facility

### 03.3 WIPO Arbitration and Mediation Center

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**Main objectives:**

- ◆ To advise the Director General on the exercise of his functions as depositary of multilateral conventions and agreements, on questions of privileges and immunities, on questions arising in connection with the Headquarters Agreement with the Host State and on other questions of international administrative and constitutional law.
- ◆ To provide, on request, advice to Member States on questions of international, administrative and constitutional law relating to the Organization and its activities.
- ◆ To ensure compliance by the Organization with its legal and constitutional obligations and responsibilities.
- ◆ To advise on, and to review the legal aspects of, commercial contracts proposed to be entered into by the Organization.
- ◆ To provide arbitration and mediation services for the resolution of international commercial disputes involving intellectual property, including the operation of an on-line dispute-resolution system.

**Current  
Situation**

The Office of Legal and Organization Affairs consolidates two existing units, the Office of the Legal Counsel (sub-program 03.1) and the WIPO Arbitration and Mediation Center (sub-program 03.3) and a new unit, the Contracts Review Section (sub-program 03.2). Its fundamental responsibilities in international and constitutional matters require this Office to work closely with all units of the Secretariat and the Member States of the Organization. On questions relating to the legality of actions undertaken, or proposed to be undertaken, by the Organization, the Legal Counsel is directly responsible to the WIPO General Assembly through its Chair.

In providing dispute-resolution services, the WIPO Arbitration and Mediation Center has:

- established state-of-the-art Rules for mediation, arbitration and expedited arbitration;
- developed a database of WIPO arbitrators and mediators, and made recommendations concerning appointments;
- provided information on the Center's dispute-resolution services;

- organized conferences, training workshops for arbitrators and mediators and other meetings directed at increasing the awareness of the suitability and advantages of alternative dispute-resolution for commercial disputes involving intellectual property, and of the WIPO Rules; and
- initiated preparations to establish a Web-based system for on-line resolution of disputes, including those arising from registration of Internet domain names.

#### **Legal and Constitutional Matters**

##### **New program activities**

- ◆ In collaboration with other elements of the Secretariat, reviewing and, where appropriate, establishing institutional mechanisms of transparency and accountability, such as an ethics code for staff and other internal rules.
- ◆ In coordination with Main Program 16 (Human Resources Management), establishing dispute-prevention and dispute-resolution alternatives, such as mediation, to supplement existing staff appeal procedures.
- ◆ In collaboration with program areas concerned with substantive law issues, examining proposed means, for the consideration of Member States, for advancing the development of international intellectual property law that could supplement the multilateral treaty-making process.
- ◆ Providing secretariat services and substantive support for the Industry Advisory Commission (budgeted under sub-program 01.3).

#### **Contracts Review Facility Section**

- ◆ Establishment and operation of a new mechanism to ensure that any contractual obligations undertaken by the Organization meet requisite legal standards and appropriate commercial policy considerations, and to act as a legal oversight mechanism to help ensure the accountability of the Organization.

#### **WIPO Arbitration and Mediation Center**

- ◆ Completing the Web-based system for on-line dispute-resolution, and administering Internet domain name and other intellectual property disputes submitted through this system.
- ◆ Introducing emergency relief Rules and the provision of services thereunder.
- ◆ Concluding cooperation agreements with arbitration institutions in different regions, and developing new arrangements with various organizations for the standard inclusion of WIPO dispute-resolution Rules.

##### **Expected results**

- ◆ Enhanced mechanisms for transparency and accountability, and for resolving staff grievances.
- ◆ Greater capacity to ensure the compliance of WIPO's contractual obligations with legal standards and commercial policy considerations.
- ◆ Wide acceptance of the arbitration and mediation services of WIPO, including the establishment of an on-line dispute resolution system.

## Sub-program 03.1

### Legal and Constitutional Matters

#### **Objectives:**

- ◆ To ensure the effective exercise by the Director General of his functions as depository of multilateral conventions and agreements.
- ◆ To advise Member States on legal questions relating to the Organization and its activities.
- ◆ To furnish secretariat services in relation to the international legal, administrative and constitutional elements of the meetings of the Assemblies and Conferences of the Member States and of diplomatic conferences.
- ◆ To facilitate the review or introduction of institutional mechanisms of transparency and accountability.
- ◆ To facilitate discussions on a possible mechanism for the resolution of intellectual property disputes between States.
- ◆ To ensure the effective functioning of the Industry Advisory Commission.
- ◆ To facilitate the prevention and resolution of staff grievances.

**Background** An increase in adherences to the conventions and agreements administered by WIPO has naturally led to a rise in the Office's depository activities: 68 instruments of ratification or accession were deposited with the Director General over the last year (52% by developing countries, 35% by countries with economies in transition and 13% by industrialized countries). Adherences are notified to Member States and other relevant entities, and must also, in accordance with the Charter of the United Nations, be registered with the United Nations in New York. The Office has in the past 12 months established an audit of the state of such registrations and commenced discussions with the Treaty Section of the Secretariat of the United Nations on the electronic registration of such treaties and of actions in relation to treaties. During the 1998-99 biennium, the WIPO Secretariat is expected to register with the UN Treaty Section some 1,000 actions relating to past and projected adherences to WIPO-administered treaties.

Increases in the importance of intellectual property in public policy and in the number of WIPO-administered treaties have caused meetings of the *Assemblies and Conferences of the Member States* to become administratively more complex and their agendas to become increasingly charged. In September 1977, five Assemblies and Conferences of Unions administered by WIPO met and 10 items were on the agenda, whereas, in September 1997, 21 such Assemblies and Conferences met to consider 30 agenda items. Agenda items range from technical questions of concern to specialists within a particular branch of intellectual property administration to questions of more general importance to policy on the international level. There are currently 56 intergovernmental and 141 non-governmental organizations admitted to observer

status with WIPO. These figures are expected to increase to about 60 and 160 respectively over the next two years.

The main *institutional mechanisms* for transparency and accountability have been the Controller, whose functions are defined in the WIPO Financial Regulations and Rules, the Auditors, and the Legal Counsel's review of those contracts that were submitted to the Office of the Legal Counsel.

Discussions on a draft *Treaty on the Settlement of Intellectual Property Disputes Between States* commenced in 1989 and continued most recently in the September 1997 meeting of the Governing Bodies of WIPO and the Unions Administered by WIPO, where it was decided that further consultations were needed.

Increase in staff numbers has led to greater demand for assistance in resolving *staff disputes*. Such disputes concern, broadly, either complaints against the application of decisions of the International Civil Service Commission (ICSC), or complaints about individual personnel decisions within WIPO. The latter class of disputes may be more readily resolved by different, less formal procedures for their resolution than the former class, which usually require a quasi-judicial decision from an authority within the United Nations common system.

In his Acceptance Speech, the new Director General announced a proposal for a more active dialogue with the market sector, including the establishment of an Industry Advisory Commission. This Commission will advise the Director General directly, but will be serviced by the Office of Legal and Organization Affairs.

**Main activities**

- ◆ Continued provision of advice on the interpretation and application of the WIPO Convention as well as on the preparation, adoption and interpretation of the international conventions and agreements administered by the Organization.
- ◆ Continuation of tasks with respect to the functions of depository of international conventions and agreements administered by the Organization.
- ◆ Advising on questions concerning the legal status of the Organization, its privileges and immunities, and on questions concerning its staff.
- ◆ Participation in assuring the secretariat of diplomatic conferences and other meetings convened by the Organization and assisting in the preparation of documents submitted to such conferences and meetings and to the Assemblies and Conferences of the Organization and of the Unions administered by it.
- ◆ Keeping a record of all intergovernmental and non-governmental organizations admitted to observer status with WIPO, and preparing the necessary correspondence with those organizations and the documentation presented to the General Assembly concerning their admission to observer status.
- ◆ Servicing consultations to determine whether and, if so, in what form, WIPO should have a mechanism for the settlement of disputes between States in the field of intellectual property.
- ◆ Providing legal opinions on questions relating to the preparation and application of the WIPO Staff Regulations and Staff Rules and to disputes as to their application.

- ◆ Representing the Organization before the WIPO Appeal Board and the ILO Administrative Tribunal in all cases affecting the Organization and preparing briefs and other necessary documents submitted to the Appeal Board and the ILO Administrative Tribunal.
- ◆ Review and, where appropriate, establishment of institutional mechanisms of transparency and accountability, such as an ethics code for staff relating, in particular, to the receipt and donation of gifts by staff members; and internal rules concerning procurement, commitments relating to premises, and the use of e-mail and Internet facilities.
- ◆ Establishment of dispute-prevention and dispute-resolution alternatives, such as mediation, for staff grievances to supplement existing staff appeal procedures.
- ◆ Examining proposed means for advancing the development of international intellectual property law.

- Expected results**
- ◆ Efficient performance of depository functions by the Director General in respect of the multilateral conventions and agreements administered by WIPO.
  - ◆ Workable proposals for new means of contributing to the establishment of international norms in intellectual property.
  - ◆ Fewer formal staff appeals against individual administrative decisions.
  - ◆ Enhanced relations with WIPO's constituents in the enterprise sector.
  - ◆ Enhanced accountability and transparency in the activities of the Organization.

<b>Legal and Constitutional Matters</b> (in thousands of Swiss francs)												
Sub-program 03.1	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>641</b>	93	238	-	154	100	4	5	6	-	-	41

## Sub-program 03.2

### Contracts Review Facility

**Objective:**

- ◆ To provide a mechanism that ensures that any contractual obligations undertaken by the Organization meet requisite legal standards and appropriate commercial policy considerations, and to provide an oversight mechanism that helps ensure the accountability of the Organization and facilitates compliance by the Organization with its contractual obligations.



**Background** The general functions of this sub-program so far have been carried out by the Office of the Legal Counsel. The capacity to carry out this function will be strengthened and extended by forming a Contracts Review Facility, as proposed by the new Director General in his acceptance speech to the WIPO General Assembly.

**Main activities** ♦ Providing legal advice in the course of the negotiation and preparation of contracts proposed to be entered into by the Organization and reviewing such contracts before they are entered into by the Organization.

**Expected results** ♦ Enhanced accountability of the Organization and more commercially favorable contract terms.

Contracts Review Facility (in thousands of Swiss francs)												
Sub-program 03.2	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>152</b>	33	-	-	-	50	-	5	-	-	64	

### Sub-program 03.3

## WIPO Arbitration and Mediation Center

#### Objectives:

- ♦ To provide high quality and cost-effective services, by traditional and electronic means, in relation to disputes referred to the Center for settlement, through state-of-the-art Rules and a comprehensive database of neutrals (mediators or arbitrators) with relevant expertise.
- ♦ To promote awareness, through electronic and other means, of intellectual property dispute-resolution and the WIPO services in particular.

**Background** Established in October 1994, the Center initially focused on establishing a basic legal and administrative infrastructure for the settlement of disputes. An important part of this work was the development, in collaboration with a group of arbitration experts, of the WIPO Mediation, Arbitration and Expedited Arbitration Rules. Concurrently, efforts were initiated through conferences and other contacts to promote the advantages of the WIPO Rules and recommended dispute-settlement clauses. In this start-up activity, the Center benefited from the important network established through the WIPO Arbitration and Mediation Council and the WIPO Arbitration Consultative Commission.

Reflecting its nascent character in this phase, the Center operated with a minimum staff, permitting it to find its place among international arbitration centers while limiting expense to the Organization. At the same time, the Center undertook a number of initiatives that formed the basis for new and specialized services in the field of dispute-resolution. For example, working with outside experts, the Center created a series of training workshops for which the demand exceeded the capacity to service.

**On-line dispute resolution:** Technological advances have now opened up possibilities for more expeditious and cost-effective dispute resolution to be conducted by electronic means, through digital communications such as the Internet. The Center has been requested to administer on-line procedures for resolution of disputes arising from registration of Internet domain names, a role envisaged for the Organization in the gTLD-MoU. Based on estimates from those involved in this plan, a demanding case load of disputes is expected to arise. The new international system for the registration of domain names is still in a formative stage and subject to further public review. Even so, during its Twenty-First Session, the WIPO General Assembly noted with approval that the Center is undertaking preparations for its proposed role. Since there is still some uncertainty about this system, however, the proposed allocation of resources takes a conservative approach while planning for further resources to be available when the anticipated future substantial demand is realized. In any event, the on-line approach has attracted considerable interest within the dispute resolution community as it may usefully be applied to all other types of intellectual property disputes.

**Main  
activities**

- ◆ Internet domain name and other on-line dispute-resolution services:
  - technology development, including re-design of the Website and establishment of on-line electronic infrastructure for dispute-resolution procedures;
  - legal development, including adoption of WIPO Rules for Administrative Challenge Panel Procedures, on-line mediation and expedited arbitration Rules;
  - operation and maintenance of on-line system, including reception and tracking of cases, neutrals appointments and fee administration;
  - training of neutrals in on-line techniques;
  - administration for domain name disputes.
- ◆ Administration of regular dispute-resolution procedures for cases submitted to the Center.
- ◆ Development and maintenance of WIPO dispute-resolution Rules, including adoption of emergency relief Rules
- ◆ Promotion and development of cost-effective means of dispute-resolution for international and, especially, multi-jurisdictional disputes:
  - organization of an annual conference for the advancement of methods for dispute-resolution, in particular the Center's services (including one conference focusing on the needs of private users of intellectual property);
  - organization of two mediation training programs and one arbitration workshop per year;

- representation at appropriate external conferences;
  - contribution of papers and articles on topics of interest in the field.
- ◆ Provision of information:
- exploitation of the potential of a Web-based approach for information dissemination, including the design and implementation of a new Website for the Center;
  - answering of specific and general information requests;
  - publication in various languages of guides and brochures on the Center's procedures.
- ◆ Neutrals references:
- continued development and maintenance of neutrals database, and expansion to include additional trademark and domain name expertise;
  - referral services.

- Expected results**
- ◆ A fully functional, neutral, internationally based and cost-effective on-line dispute resolution system, in particular for the resolution of Internet domain name disputes with consequent enhanced effectiveness of the domain name space.
  - ◆ Adoption of emergency relief rules and provision of services thereunder.
  - ◆ Developing case load, in particular with respect to domain name disputes.
  - ◆ Increased exposure of Center's services, including establishing Center's Website as a principal tool for information dissemination.
  - ◆ Achievement of market acceptance of WIPO Rules and procedures.
  - ◆ Extension of the Center's involvement with developing countries and other arbitration institutions.

The following indicators, recorded by the Arbitration and Mediation Center, will allow objective monitoring of the attainment of program objectives:

- status of cases
- list of neutrals and number of referrals requested
- information requests
- status of legal developments
- domain name system developments
- user-paid conferences and training programs
- cooperation agreements

<b>WIPO Arbitration and Mediation Center</b> (in thousands of Swiss francs)												
Sub-program 03.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>1,825</b>	164	229	-	40	827	157	100	201	-	-	107

## Program Budget Summary

Office of Legal and Organization Affairs (in thousands of Swiss francs)												
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 03.1	641	93	238	-	154	100	4	5	6	-	-	41
Sub-program 03.2	152	33	-	-	-	-	50	-	5	-	-	64
Sub-program 03.3	1,825	164	229	-	40	827	157	100	201	-	-	107
<b>Total</b>	<b>2,618</b>	<b>290</b>	<b>467</b>	<b>-</b>	<b>194</b>	<b>927</b>	<b>211</b>	<b>105</b>	<b>212</b>	<b>-</b>	<b>-</b>	<b>212</b>

Note: If the WIPO Arbitration and Mediation Center receives more than the budgeted number of 1,500 requests for dispute settlement in the biennium, both its expenses, including staff costs, and the corresponding income will be higher than budgeted.

## Staff needs and costs

Four new Professional posts are required for new program activities, namely one Professional for the Contracts Review Facility and one for coordination of arbitration of domain name disputes, and two additional posts to strengthen Legal and Constitutional Matters. One more General Service staff will be required to help in providing them with secretarial and administrative support.

Posts	1996-97	1998-99	Variation
Directors	2	2	0
Professionals	2	6	4
General Service	4	5	1
<b>Total</b>	<b>8</b>	<b>13</b>	<b>5</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	1,995	3,389	
Salaries of short-term staff	71	360	
Social charges + other personnel costs	654	1,112	
<b>Total staff costs</b>	<b>2,720</b>	<b>4,861</b>	<b>78.7%</b>

## Comparative Budget Summary

(In thousands of Swiss francs)						
<b>MAIN PROGRAM 03:</b> <b>Office of Legal and Organization Affairs</b>	<b>Budget</b> <b>1996-97</b>	<b>Budget</b> <b>1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	414	2,618	2,187	528%	17	4.1%
Staff Costs	2,720	4,861	2,138	78.6%	3	0.1%
<b>TOTAL</b>	<b>3,134</b>	<b>7,479</b>	<b>4,325</b>	<b>138.0%</b>	<b>20</b>	<b>0.6%</b>

## MAIN PROGRAM 04

# Office of Internal Oversight and Productivity

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### 04.1 Financial Control and Audit

### 04.2 Program Planning and Budget

### 04.3 Evaluation and Productivity

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#### **Main objectives:**

- ◆ To modernize and strengthen WIPO's internal and external financial control system in accordance with the new program and budget structure and WIPO Financial Regulations and Rules.
- ◆ To establish accountability and clear lines of responsibility for program managers to promote the attainment of expected results through efficient operations, cost-effective utilization of resources and alignment with overall policy directions.
- ◆ To establish transparency in every aspect of the planning, formulation and implementation of the Organization's program and budget, policies and activities to facilitate decision-making on strategic direction by Member States.
- ◆ To enhance cost-effective and productive use of resources through evaluation, assessment of performance and productivity standards, quality systems, streamlining of work practices and procedures, and improvement of quality standards and services.

#### **Current situation**

The revenues of the Organization and the costs of its activities and services have increased during the last ten years from 99 million francs of income and 98 million francs of expenditure in the 1986-87 program and budget to an estimated 399 million francs of income and 383 million francs of expenditure in the proposed program and budget for the 1998-99 biennium. The program activities and related costs of the Organization have increased significantly, especially in the areas of cooperation for development, progressive development of international intellectual property law, global protection systems and services, and information technology services. At the same time, the total number of posts of the Secretariat increased from 280 in 1987 to 654.5 posts at present. WIPO's capacity to meet the growing demand and yet to restrain future growth in staff and expenditure will depend upon substantial increases in productivity.

The continued growth of WIPO's program and budget, the large increase in program activities, staff and financial transactions, the new management approach based on the principles of accountability and transparency and the need for greater efficiency in the

use of resources require an office charged with internal oversight and productivity. Tight financial and management review and control and adequate audit coverage of the program activities and administration of the Secretariat and its efficient functioning remains essential. The Controller has so far exercised the control and budget functions with limited assistance and staff, despite the large growth of WIPO's activities, income and expenditure in recent years. There has only been a part-time Internal Auditor.

The Office of Internal Oversight and Productivity ("the Office") will be composed of: the Controller and Deputy Controller, exercising the functions set out in the WIPO Financial Regulations; the Internal Auditor, performing audits of the operations and accounts of WIPO and the Unions administered by WIPO; the Budget Section, preparing the program and budget documents and budget documentation for other projects, and monitoring their implementation; and the Evaluation and Productivity units, providing an objective mechanism for reviewing the current program performance and efficiency of operations in all areas, and generating a coordinated system of productivity enhancement and quality control throughout the Secretariat. In fulfilling its responsibilities, the Office is under the direct supervision of the Director General. Pursuant to WIPO Financial Regulation 10.1(b), the Controller, in the exercise of his functions, is directly responsible to the Chairman of the WIPO General Assembly.

**Strategy  
for the  
future**

- ◆ The Office will establish, monitor and enforce management and control mechanisms to promote the efficient functioning of the Secretariat and the cost-effective utilization of resources and to ensure that the program and budget is executed in line with program objectives and the financial rules and procedures. In fulfilling these responsibilities, it will ensure accountability and transparency in every aspect of the planning, formulation, budgeting and implementation of WIPO's policies and programs and facilitate communication with Member States for decision-making.

**New  
program  
activities**

- ◆ Assistance and advice to the Director General on the preparation of the draft program and budget for the 1998-99 and 2000-01 biennia, with a new structure and format based on Main Programs and sub-programs corresponding to organizational units, with a clear presentation of program objectives, strategy, main lines of action, expected results and costs.
- ◆ Development of an operational budget system corresponding to the new program and budget structure, indicating the budget and financial status of each Main Program and sub-program by objects of expenditure for direct access by program managers.
- ◆ Institution of an accountability system for the efficient program implementation and cost-effective utilization of resources by program managers according to stated objectives, policies and expected results in the program and budget.
- ◆ Systematic and increased level of internal audit and *ad hoc* inspection of organizational units and programs whenever there are indications that resources may not be used effectively.
- ◆ Development of a monitoring and evaluation system, for assessing and increasing productivity and undertaking cost-benefit analysis, based on high productivity standards and quality management systems.

- ◆ Preparation of an annual report on the execution of the Organization's program and budget, including the achievement of expected results by program objectives and cost-effective utilization of resources.

**Expected results**

- ◆ Improved financial control and higher efficiency in program delivery through clear lines of responsibility and accountability of program managers and achievement of expected results by Main Programs and sub-programs.
- ◆ Increased productivity and optimal use of resources, based on performance and productivity standards, resulting in major cost savings and containment of staff growth.
- ◆ Improved transparency in every aspect of the planning, formulation and implementation of the Organization's policies, program and budget and enhanced communication between the Organization and Member States, facilitating decision-making on strategic direction.

## **Sub-program 04.1**

### **Financial Control and Audit**

**Objectives:**

- ◆ To strengthen and enhance the internal and external financial control system through effective permanent monitoring and financial control in accordance with the WIPO Financial Regulations and Rules.
- ◆ To establish and enforce accountability of program managers for efficient implementation by program objectives, achievement of expected results and cost effective utilization of resources.
- ◆ To ensure the conformity of all obligations and expenditure with the budget.
- ◆ To enhance the system of regular financial audits of the accounts of WIPO and of the Unions administered by WIPO, including all trust funds and special accounts, and to introduce management audits on program execution.

**Background** The rapidly growing program and budget and the large number of program activities and financial transactions call for a tight financial control system and adequate audit coverage which must be strengthened to ensure that resources are used effectively and efficiently pursuant to the WIPO Financial Regulations and Rules. In order to ensure an efficient financial administration and a credible process of reporting and responsiveness to Member States, the Office of Internal Oversight and Productivity will require a certain level of human resources and information technology. This investment would establish a mechanism for WIPO's long-term productivity and cost-effectiveness, and the future containment of growth in staff and expenditure.



**Main activities**

- ◆ Enhancement of the internal financial control and budget system based on the new program and budget structure by Main Programs and sub-programs, monitoring expenditure of each program by objects of expenditure and by objectives with program managers.
- ◆ Examination of program proposals and related expenditure by Main Programs and sub-programs pursuant to the program and budget.
- ◆ Review of program proposals with regard to the economic and cost-effective use of resources.
- ◆ Regular internal audits of the accounts of WIPO and of the Unions administered by WIPO.
- ◆ Inspection of problem areas where the effective utilization of resources is in question.
- ◆ Establishment and monitoring of a modern computerized inventory system, in coordination with the units concerned in accordance with the WIPO Financial Regulations and Rules.
- ◆ Participation in the United Nations Consultative Committee on Administrative Questions (Financial and Budgetary Questions) (UN/CCAQ)(FB) on program planning, budget and control matters.

**Expected results**

- ◆ Greater efficiency and cost-effectiveness of operations through accountability of program managers and achievement of program objectives pursuant to the program and budget.
- ◆ Major cost savings through systematic monitoring of costs of proposed programs.
- ◆ The financial administration of WIPO will continue to be ensured in strict compliance with the WIPO Financial Regulations and Rules.
- ◆ The inventories of equipment and furniture will be fully computerized and maintained up-to-date.

<b>Financial Control and Audit</b> (in thousands of Swiss francs)												
Sub-program 04.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>268</b>	24	-	-	40	10	-	-	149	-	45	

## Sub-program 04.2

### Program Planning and Budget

#### Objectives:

- ◆ To assist and advise the Director General on the program planning, preparation and implementation of the program and budget for the biennia 1998-99 and 2000-2001; the medium-term plan for the period 2000–2003; and other projects with budgetary implications.
- ◆ To develop a strategy for program planning, budgeting and execution with clear objectives, main lines of action and detailed costs estimates to achieve expected results by Main Programs and sub-programs.
- ◆ To achieve and ensure transparency in the program planning and budgeting through a clear and comprehensive presentation of the program and budget document.
- ◆ To enhance accountability of program managers through a new operational program and budget system with expected program delivery by objectives.

**Background** The established procedure of presentation of a biennial program and budget document to the Budget Committee and the Governing Bodies every two years, and the previous program and budget structure and format, will require adaptation to Member States' growing expectations for regular communication on program planning, formulation and budget implementation and the financial situation of the Organization in the course of the biennium. Furthermore, the budget system and reporting lines have required overhaul so as to provide information to program managers on program objectives and resource allocation by Main Programs and sub-programs, hence creating a tool of accountability on program delivery and cost effectiveness.

The increasing demands on WIPO, the expanding scope, complexity and cost of its programs, and the rapid development of new technologies, make it indispensable that the program planning and budget and its implementation are transparent and facilitate decision-making. The new program and budget structure, format and process are based on the principles of transparency and accountability and are designed to ensure Member States' active involvement in program planning and budgeting, including by providing the necessary information on program delivery and resource utilization for strategic direction during the biennium. At the same time, the new program and budget structure by Main Programs and sub-programs, in a concise and comprehensive format by objectives, main lines of action, expected results and related costs serves as an effective system to make program managers accountable for efficient program delivery and the cost-effective utilization of resources.

**Main activities** ◆ Assistance and advice to the Director General on the preparation of the draft program and budget for the biennia 1998-99 and 2000-2001, the medium-term plan of the Secretariat for the period 2000–2003 (in coordination with sub-program 02.1)

and other projects of the Secretariat with budgetary implications in a transparent structure and format.

- ◆ Preparation, servicing and participation at three planned sessions of the Budget Committee on the above matters.
- ◆ Analysis of financial and budget information and transmission of regular reports to program managers.
- ◆ Preparation of quarterly and annual forecasts on income and expenditure of the Organization compared to the budget.
- ◆ Monitoring of program and budget implementation and follow-up of program activities in accordance with established work programs, including administration of staff posts and staff costs.
- ◆ Developing a new operational budget system based on the new program and budget structure and latest technologies to meet the increasing demands of the Secretariat and Member States.
- ◆ Preparation of a report of the Secretariat to Member States on the program implementation and achievement of stated program objectives and expected results and utilization of resources.
- ◆ Consultation with other international organizations, patent offices and the market sector on budget techniques and improvement of procedures.

**Expected results**

- ◆ Improved transparency of the program and budget in every aspect of planning, formulation, implementation and development of the Organization's policies and activities, facilitating decision-making by Member States.
- ◆ An improved program and budget structure with greater correspondence with the organizational structure, with clear lines of responsibility, enabling accountability of program managers for the efficient delivery of programs and sub-programs by objectives, and allow the evaluation of achieved results and utilization of program resources.

<b>Program Planning and Budget</b> (in thousands of Swiss francs)											
Sub-program 04.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>259</b>	24	-	-	90	100	-	-	0	-	45

## Sub-program 04.3

### Evaluation and Productivity

#### **Objectives:**

- ◆ To appraise the relevance, performance, efficiency and impact of the strategies, policies, work practices and procedures, operations, programs and activities of the Secretariat, with reference to the approved objectives.
- ◆ To ensure the most economic and cost effective use of the resources allocated under the program and budget by Main Programs and sub-programs.
- ◆ To foster an organization-wide culture of continuous productivity enhancement, on the basis of an overall productivity plan, achieving major cost savings and containment of staff growth.

**Background** WIPO's long-term effectiveness in meeting increased demands, while constraining future growth in staff and expenditure, will entail ever more efficient application of resources, and continuous improvement of organization-wide productivity. The expansion of WIPO's activities requires more decentralized management focused on responsible program managers. Productivity enhancement and quality assurance activities under Main Program 16 will be supplemented by objective review and evaluation of the performance of each program against its objectives and against productivity and performance standards with a view to making recommendations for improvement of management practices and procedures. This sub-program establishes a mechanism to monitor and evaluate program planning, implementation and resource deployment, and undertakes a program of productivity enhancement and quality assurance.

#### **Main activities**

- ◆ Development of a comprehensive monitoring and evaluation system for the Secretariat covering all program activities.
- ◆ Appraisal of strategies, policies, operations and activities with regard to their relevance, efficiency, performance, impact, and cost-effective use of resources.
- ◆ Continuous appraisal of each Main Program according to a set of agreed indicators and criteria, including progress made towards expected results, overall efficiency in use of resources, cost-effectiveness of specific program activities, and the relevance of activities to approved objectives and general strategic directions; regular reporting to the Director General, highlighting particularly successful program management approaches, and areas where senior management attention may be required to improve program performance.
- ◆ A Secretariat-wide study of current work practices and procedures from the point of view of streamlining management procedures, systems and working methods so as to enhance productivity and quality.
- ◆ Development of a quality and productivity enhancement system and, following its consideration and adoption by the Director General, its implementation in consultation with program managers.

- ◆ Regular productivity reviews, highlighting areas or practices where productivity gains have been most marked, and areas or practices where potential productivity gains have not been effectively realized.
- ◆ Expert studies on performance and productivity standards of particular areas with a potential for higher performance and measures for improvement.
- ◆ Preparation of reports to other oversight bodies such as the Joint Inspection Unit or the Office of Internal Oversight Services of the United Nations with regard to program evaluation, productivity enhancement and oversight mechanisms.
- ◆ Preparation of an annual report on evaluation and productivity sub-program.

- Expected results**
- ◆ An operational monitoring and evaluation system.
  - ◆ Increased productivity throughout the Secretariat with resulting major cost savings and containment of staff growth.
  - ◆ Improved quality and efficiency of services.

Evaluation and Productivity (in thousands of Swiss francs)											
Sub-program 04.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>354</b>	38	-	-	210	-	60	11	0	-	35

## Program Budget Summary

Office of Internal Oversight and Productivity (in thousands of Swiss francs)											
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Sub-program 04.1	268	24	-	-	40	10	-	-	149	-	45
Sub-program 04.2	259	24	-	-	90	100	-	-	0	-	45
Sub-Program 04.3	354	38	-	-	210	-	60	11	0	-	35
<b>Total</b>	<b>881</b>	86	-	-	340	110	60	11	149	-	125

## Staff needs and costs

Two additional Professional and one more General Service staff are required to carry out the new activities in the Office of Internal Oversight and Productivity, in particular to strengthen financial control and audit, to evaluate program activities and to enhance productivity. One Professional post is required for the urgently needed appointment of an Internal Auditor on a full-time basis and one Professional post for the new Evaluation and Productivity units. The

General Service post is needed for the above units, which are at present without a secretarial post, and to provide secretarial assistance for the Office, including the Internal Auditor.

Posts	1996-97	1998-99	Variation
Directors	1	1	0
Professionals	4	6	2
General Service	3	4	1
<b>Total</b>	<b>8</b>	<b>11</b>	<b>3</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	2,131	2,938	
Salaries of short-term staff	76	180	
Social charges + other personnel costs	699	964	
<b>Total staff costs</b>	<b>2,906</b>	<b>4,082</b>	<b>40.5%</b>

## Comparative Budget Summary

MAIN PROGRAM 04: Office of Internal Oversight and Productivity	(In thousands of Swiss francs)					
	Budget 1996-97	Budget 1998-99	Variation			
			Program		Cost	
			Amount	%	Amount	%
Program Activities	250	791	536	214%	5	2.0%
Staff Costs	2,906	4,082	1,173	40.4%	3	0.1%
<b>TOTAL</b>	<b>3,156</b>	<b>4,873</b>	<b>1,709</b>	<b>54.2%</b>	<b>8</b>	<b>0.3%</b>

## MAIN PROGRAM 05

# Office of Global Communications and Public Diplomacy

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### 05.1 Communications on the Internet and Intranet

### 05.2 Media Relations and Public Affairs

### 05.3 Public Information Products

### 05.4 Research Services, WIPO Library and Archives

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#### Main objectives:

- ◆ To provide complete and the latest information on intellectual property and on WIPO to Member States, interest groups and civil society.
- ◆ To provide such information by the most efficient, user-friendly means, taking advantage of modern information technologies.
- ◆ To promote an informal international dialogue on intellectual property through modern interactive channels of communication.
- ◆ To provide a leading international service for background intellectual property studies and information for scholars, researchers and specialists.

#### **Current situation**

Recent years have seen a rapid rise in the level of interest in intellectual property issues, and sharpened attention and concern among interest groups about the impact of intellectual property on business, culture and daily life. That interest has been accentuated by the Internet and digital technology, but has not been matched by a comparable rise in practical understanding of the principles and operations of the intellectual property system, and fundamental misconceptions abound. WIPO is expected to fill this information gap, through the provision of clear, comprehensive, user-friendly information materials, making maximum use of modern information technologies, for different sectors of society. The need has arisen for an organization-wide strategy for communications, which had been handled until now individually by WIPO managers.

#### **Strategy for the future**

Communications will no longer remain only a support function but will also become a substantive program of WIPO, forming an integral part of the strategic management of the Secretariat. All communications activities will be consolidated and centralized in order to establish WIPO as a modernized, effective communications-oriented

organization. This new Office of Global Communications and Public Diplomacy (“the Office”) is designed to enhance WIPO’s substantive capacities by creating new links and strengthening existing ones with WIPO’s various constituencies (Member States, non-governmental organizations (NGOs), intergovernmental organizations (IGOs), users, civil society, etc.). It aims to establish a global leadership role for WIPO in international intellectual property communications. According to this strategy, WIPO would also become a unique global forum for debate, exchange and consensus building.

A major plan will be implemented for the generation, organization, coordination, storage and dissemination of intellectual property information and exchange, in order to promote understanding of the role of intellectual property in economic and cultural life and civil society as well as to enhance respect for intellectual property rights. This is a vital task in a global economic environment where information and knowledge have become key sources of economic growth. Communications and information emanating from WIPO will reflect a common identifiable corporate image. To achieve this, the Office will deploy and consolidate existing and additional human resources, the latest information technologies, and new skills. It will be responsible for four distinct but related Units that will function in close consultation and cooperation with other departments of the Secretariat. The Office will henceforth work closely with the media, reflecting their catalytic role. It will also actively support and complement the efforts of Member States’ governments and NGOs in promoting business and public understanding of and respect for intellectual property rights.

**New  
program  
activities**

- ◆ Creation, within WIPO, of an information policy for global communications and public diplomacy and for global information management and accessibility.
- ◆ Enhancement of WIPO Website as the leading digital source of information and a forum for exchange of views on intellectual property.
- ◆ Creation of an identifiable, corporate image reflecting the dynamic role of WIPO.
- ◆ Creation of and dissemination within the Secretariat of a culture of effective, two-way communications.
- ◆ Implementation of a pro-active program of cooperative relations with the media based in Geneva, and in the Member States, combined with a system of evaluation of the perception of WIPO and intellectual property issues in the international media.
- ◆ Pro-active, close cooperation to service the information requirements of NGOs, civil society, IGOs, special-interest groups such as consumers, women inventors and creators as well as young people.
- ◆ The design and creation of general and specialized information products and their presentation, especially the creation of audio-visual and multimedia information tools.
- ◆ Transformation of the WIPO library and related publication and documentary resources, and creation of a WIPO archive, so that WIPO becomes a leading intellectual property research center for scholars, academics, historians and others interested in the historical and current evolution of intellectual property issues at the international level.
- ◆ Implementation of a business-oriented approach in the planning, preparation, sale and distribution of WIPO’s information products.



- ◆ Close coordination and cooperation with information technology development under Main Program 12.
- ◆ Organization of special events in late 1999, on the eve of a new century and a new millennium, to highlight the future role of WIPO and future directions of intellectual property.

- Expected results** ◆ A coherent policy and effective program of activities on global communications and public diplomacy that is backed up by an efficient infrastructure based on judicious use of information technologies and by information products with customized contents for different user groups.
- ◆ More extensive and accurate coverage of WIPO and intellectual property issues in the media.

## Sub-program 05.1

### Communications on the Internet and Intranet

**Objectives:**

- ◆ To upgrade WIPO's presence on the Internet based on clear information policies and through systematic management of the contents of its Website.
- ◆ To promote internal communication and use of reference materials in the Secretariat by introducing and maintaining additional information on Intranet for use by the WIPO staff.

**Background** WIPO already has a trilingual site on the World Wide Web providing a great deal of general information on WIPO's treaties and on the intellectual property system, as well as documents of meetings, details of the PCT and Madrid systems, etc. However, no one has been responsible to senior management on the site's overall purpose and function, nor for coordinating and managing its contents to ensure that only up-to-date information is made available. Information is not presented on the site in a fully user-friendly manner, responsive to the needs of the full range of potential users. The Intranet, which is for the sole use of WIPO staff, has some general administrative and other internal information and a mirror site of the WIPO Internet site, but also requires greater direction and management.

- Main activities** ◆ Development of a policy on the purpose and function of the Internet site and Intranet services, and the restructuring of the site, coordinated closely with information technology development under Main Program 12.

- ◆ Maintenance and improvement of the Internet site, through screening and selecting, in consultation with the other programs concerned, the information to be loaded onto the site, keeping that information up-to-date, presenting information in an interesting, interactive and user-friendly way, establishing links with other related Websites, and continuous use of new developments in digital technology.
- ◆ Provision of other Internet services, such as list servers, video-conferencing and file transfer protocol, in coordination with Main Program 12, in order to speed up, and reduce expenditures on, the transfer of WIPO's numerous working documents to Member States and interested individuals, or even to replace certain technical meetings by setting-up discussion groups via Internet.
- ◆ Development of an internal information program using Intranet technology along the lines of the Internet home page, with special emphasis on internal office communications between staff and colleagues in support of their work.

**Expected results**

- ◆ The WIPO Website will become one of the world's top intellectual property services on the Internet. There will be almost immediate and cheaper dissemination of information to all Member States and user groups. The information will be kept up-to-date and relevant to the needs of each user group, including the staff of the Secretariat. At the end of the period under review, WIPO's digital communications should reflect the high-technology orientation of the Organization and should support the Organization's program of official document and publication distribution to Member States and observer organizations.
- ◆ Improved accessibility of information within the Secretariat, and greater sharing of relevant information by the WIPO staff.

Communications on the Internet and Intranet (in thousands of Swiss francs)											
Sub-program 05.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>697</b>	<b>60</b>	<b>-</b>	<b>-</b>	<b>93</b>	<b>-</b>	<b>5</b>	<b>-</b>	<b>442</b>	<b>-</b>	<b>97</b>

## Sub-program 05.2

### Media Relations and Public Affairs

#### **Objectives:**

- ◆ To promote the media's greater interest in and understanding of intellectual property issues and WIPO's role through, *inter alia*, a transparent, pro-active and responsive relationship with the media.
- ◆ To support the specific information needs of the media based in Geneva and in the capitals of the Member States, particularly the media in developing countries.
- ◆ To strengthen WIPO's outreach to non-governmental organizations (NGOs), civil society and intergovernmental organizations (IGOs).
- ◆ To enhance WIPO's links with the local community of Geneva and its vicinity and with visiting members of the public and other groups.

**Background** WIPO began to adopt a more active approach to media relations in response to a considerable increase in media interest at the time of the WIPO Diplomatic Conference which adopted the WCT and WPPT in December 1996, but there has been little regular, cooperative contact with the media. Hence there are untapped opportunities for WIPO to take advantage of the media's crucial role as a leader of public opinion at a time when public interest in intellectual property issues is growing, with the concomitant need for accurate, up-to-date information.

To date, WIPO's public affairs role in relation to NGOs, civil society and IGOs has been reactive, largely confined to responding to specific requests. Moreover, the information provided is often not tailor-made. In recognition of the leading role of NGOs, particularly at the national level, as actual or potential opinion leaders and disseminators of information, WIPO will actively help them to fulfill this role so that the information and opinions disseminated are accurate, useful and digestible. Further, unless the public and the general consumer understand the nature of intellectual property rights, it will be difficult to effectively combat counterfeiting and piracy; hence WIPO should assist important national efforts to educate the public. Particular information support will be provided to women and youth groups. As more and more intergovernmental organizations, such as the World Bank, UNDP and others, become interested in intellectual property issues, WIPO should assist them, in coordination with other departments in the Secretariat, by the regular provision of suitable information materials.

#### **Main activities**

- ◆ Greater interaction with the media, particularly through the Head of the Office for Global Communications and Public Diplomacy as the principal media spokesman of the Organization and of its Director General.
- ◆ Organization of regular informal briefings for the media represented in Geneva on important activities of WIPO and on general issues of intellectual property.

- ◆ Organization of study visits and briefings in Geneva for journalists from developing countries as part of WIPO's program of cooperation for development.
- ◆ Continuous improvement of the information services provided to the media, including through monitoring and evaluating the media's coverage and perception of intellectual property issues and WIPO.
- ◆ Regular provision of information products and other support to the media based in the Member States.
- ◆ Support of other substantive work of WIPO by informing the media on work being undertaken by other elements of the Secretariat.
- ◆ Initiation and maintenance of communications with, in particular, national NGOs which, because of their national character, have no observer status with WIPO, or international NGOs with observer status with WIPO but which generally do not attend WIPO meetings.
- ◆ Preparation and updating of documentation and other information products matching the requirements of NGOs, civil society and IGOs, and new information materials to suit particular national needs.
- ◆ Assistance to intergovernmental organizations needing to enhance their knowledge of intellectual property, including briefings to their staff.
- ◆ Enhancement of WIPO's presence in Geneva through a visitor service offering regular guided visits and briefings, with a multimedia information service for visitors to the WIPO headquarters.
- ◆ Intensification of cooperation with the Joint United Nations Information Committee and enhancing interaction with other information structures within the UN system.

**Expected results**

- ◆ Greater transparency, visibility and accuracy of information concerning WIPO and intellectual property issues, not only in the international media but also in the national media of Member States.
- ◆ Enhanced communication with NGOs, civil society and IGOs, through the production and dissemination of information and regular contacts.
- ◆ Establishment of a speedy, responsive service to handle inquiries received directly in Geneva, and an information center to receive visitors at WIPO headquarters.

<b>Media Relations and Public Affairs</b> (in thousands of Swiss francs)											
Sub-program 05.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>509</b>	73	-	-	144	-	75	-	120	-	97

## Sub-program 05.3

### Public Information Products

#### Objectives:

- ◆ To produce and maintain a range and stock of useful, public information products.
- ◆ To systematize and harmonize the presentation of WIPO's public information products and other specialized information products produced by the other elements of the Secretariat so as to conform to WIPO's corporate image.
- ◆ To sell and distribute efficiently WIPO's information products.

#### **Background**

At present, the main WIPO general information products are the Activities Report, the General Information Brochure, *Industrial Property and Copyright* (a monthly review), the Industrial Property and Copyright Administration Directories and the Catalogue of Publications. These products are destined for the governments of Member States, their intellectual property administrations, specialized professional, business and legal groups and individuals, the general public and the media. The existing range of products is narrow and does not serve the full range of potential users. Further, the Organization lacks a common, identifiable corporate image.

The sale of WIPO information products such as publications (including CD-ROM products), information materials and publications generated, in the 1996-97 biennium, gross revenue of about 10 million Swiss francs. This revenue-generating activity is in increasing need of clear policy direction, and a strategic, business-like approach to sales and marketing. Planning of publications will need to take greater account of market demand and interest. On the whole, the sale and distribution of publications has functioned in an ancillary role, responding to requests from within the Secretariat, Member States or industry for publications, whether against payment or free of charge. At the same time, the system of inventory control needs to be upgraded. Considerable outsourcing is undertaken for printing periodicals and certain other publications, and there is a need for an overall publications policy, strategy and program that will ensure the most cost-effective approach.

#### **Main activities**

- ◆ Overhaul of important information products such as the WIPO Activities Report and the monthly review, *Industrial Property and Copyright*, to improve readability, clarity and analysis through a reorganization of their content, structure and presentation, and introduction of color and graphics.
- ◆ In cooperation with other Main Programs, especially those dealing with the preparation of training materials, a program of improvement of existing products and development of new information products, in audio-visual, textual and digital forms, to meet the requirements of all target groups, such as WIPO Member States, IGOs,

NGOs (specialized and non-specialized, national and international), making use of information technologies.

- ◆ Upgrading the computerized system of administration of all information products for speedy processing and dispatch of orders, and inventory control.
- ◆ Implementation of guidelines for evaluating the usefulness of information products and for the costing and pricing of all products which are for sale.
- ◆ Implementation of strategies for promoting and marketing the information products, including the sale of advertising space.
- ◆ Coordination and support of the other elements of the Secretariat which create or generate information products and related sales products.
- ◆ Establishment of a digital sales system for publications and other products (electronic bookshop) with on-line payment facility.
- ◆ Development and implementation of an overall publications policy, strategy and program to ensure the lowest cost for generating information products, particularly of printed materials, in coordination with sub-program 17.4.

- Expected results**
- ◆ Transformation of the WIPO Activities Report and other existing general information products, and development of new information materials; an enhanced capacity to respond quickly to requests for information products in support of educational and public awareness campaigns in the Member States.
  - ◆ A coherent business-based publications strategy, trimming costs and increasing sales and revenue, and providing a faster service to subscribers and clients; creation of an electronic bookshop.

<b>Public Information Products</b> (in thousands of Swiss francs)												
Sub-program 05.3	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	1,977	20	-	-	92	1,800	50	-	-	-	15	

## Sub-program 05.4

### Research Services, WIPO Library and Archives

**Objectives:**

- ◆ To function as a leading center with one of the world's best collection of publications and documentation on intellectual property issues.
- ◆ To provide research materials and support to scholars, academics, researchers, historians, economists and other specialists interested in intellectual property.

**Background** The emergence of intellectual property as a major factor in international trade and economic relations, coupled with the legal complexities of intellectual property rights (IPRs) protection arising from the use of digital technology have led, *inter alia*, to a growing number of people interested in intellectual property as a research subject. This interest can be academic, e.g., in teaching intellectual property law or in writing a doctoral thesis. It can also be economic, such as to understand the impact of IPR protection on technology transfer and business strategy, or for legal and diplomatic reasons, such as to trace the history of certain WIPO-administered treaties and their revisions over time. The consequence of such interest has been a mushrooming of academic or business studies on different aspects of intellectual property.

The WIPO library currently provides an essential but limited support to such people as researchers, students, university teachers, lawyers and economists in their work. The library also supports the research work that is done by the staff of the Secretariat as well as providing them with information materials which allow them to keep abreast of current thinking and trends in the field of intellectual property. An essential link which should complement the support provided by the library is now missing, namely, the existence of a WIPO archive. A clear need has emerged for a policy and procedure to systematically collect, safeguard and make available WIPO's records, papers and files in the interests of posterity. Furthermore, WIPO is increasingly being called upon to support examination of the economic, cultural and social impact of the protection of intellectual property rights through the provision of pertinent background studies.

**Main activities**

- ◆ Overhaul of the classification system of the library holdings.
- ◆ Extension of the current law-focused holdings of the library by the acquisition of a collection of important publications, studies, theses and papers on intellectual property issues, whether from an economic, trade, business, technical, cultural, social or public-interest point of view.
- ◆ Enhancement of the computerized library system and its digital network to improve support, e.g. through better searchability of subject matter, for visitors as well as inquirers and researchers worldwide.
- ◆ Establishment and maintenance of close links with research centers and academic institutions around the world which are interested in intellectual property issues and instituting programs for exchange of materials.
- ◆ Provision of information, in various forms via different modes of communications, to researchers, visitors, academics and other interested groups or individuals requesting for such information.
- ◆ Implementation of a policy on the creation and maintenance of a WIPO archive.

**Expected results**

- ◆ The creation of world-class research facilities for researchers, scholars and other intellectual property professionals and the interested public, including a WIPO archive and a network of cooperative relations with academic and research institutions and researchers on intellectual property matters.

Research Services, WIPO Library and Archives (in thousands of Swiss francs)												
Sub-program 05.4	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>798</b>	<b>15</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>330</b>	<b>-</b>	<b>399</b>	<b>24</b>	

## Program Budget Summary

Office of Global Communications and Public Diplomacy (in thousands of Swiss francs)												
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 05.1	697	60	-	-	93	-	5	-	442	-	97	
Sub-program 05.2	509	73	-	-	144	-	75	-	120	-	97	
Sub-program 05.3	1,977	20	-	-	92	1,800	50	-	-	-	15	
Sub-program 05.4	798	15	-	-	30	-	-	330	-	399	24	
<b>Total</b>	<b>3,981</b>	<b>168</b>	<b>-</b>	<b>-</b>	<b>359</b>	<b>1,800</b>	<b>130</b>	<b>330</b>	<b>562</b>	<b>399</b>	<b>233</b>	

## Staff needs and costs

Three additional Professional and one and a half General Service staff are required to implement the new activities in the Office of Global Communications and Public Diplomacy, in the areas of Media Relations and Information Products.

Posts	1996-97	1998-99	Variation
Directors	1	1	0
Professionals	6	9	3
General Service	16	17.5	1.5
<b>Total</b>	<b>23</b>	<b>27.5</b>	<b>4.5</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	5,256	6,139	
Salaries of short-term staff	188	720	
Social charges + other personnel costs	1,724	2,014	
<b>Total staff costs</b>	<b>7,167</b>	<b>8,873</b>	<b>23.8%</b>



## Comparative Budget Summary

(In thousands of Swiss francs)						
<b>MAIN PROGRAM 05: Office of Global Communications and Public Diplomacy</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	2,996	3,981	844	28%	141	4.7%
Staff Costs	7,167	8,873	1,698	23.7%	8	0.1%
<b>TOTAL</b>	<b>10,163</b>	<b>12,854</b>	<b>2,542</b>	<b>25.0%</b>	<b>149</b>	<b>1.5%</b>

## MAIN PROGRAM 06

# Cooperation with Developing Countries

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### 06.1 Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement

### 06.2 Development and Promotion of Industrial and Social Uses of Intellectual Property

### 06.3 Strengthening Cooperation Among Member States and with other Organizations

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**Main objective:**

- ◆ To support national capacities and to promote international cooperation for the development, modernization, administration and utilization of the intellectual property system for the economic, social, cultural and technological advancement of developing countries.

**Current situation**

The accelerating trend towards global patterns of economic and commercial activity, fueled by rapid developments in technology and worldwide communication systems, has brought intellectual property into the mainstream of economic, social, cultural and technological policy in developing and industrialized countries alike. Many developing countries are accordingly seeking to build their capacity to use and administer the intellectual property system more effectively, so as to promote optimal use of human and other resources and to stimulate investment and technology transfer, thereby helping to bring about sustainable national prosperity and a more competitive and secure place in the global marketplace.

This link between the intellectual property system and global trade was brought into sharp focus by the TRIPS Agreement, to which many countries, including the majority of developing countries, are bound as a condition of access to the preferential trading system established under the WTO. Most developing countries which are WTO members are due to fulfill the requirements of this Agreement by January 1, 2000, immediately upon the conclusion of this biennium. This generates an immediate imperative for WIPO's program of cooperation for development, since it is expected to play an important part in supporting national planning and implementation of the legislative and administrative measures required to meet TRIPS obligations.

The emergence of an increasingly globalized trading system, the trend towards knowledge-based economic growth, and the greater flow of information across national boundaries due to digital technology, all present evolving challenges for administrators

and users of intellectual property systems in developing countries. The stronger economic and developmental salience of intellectual property has also stimulated unprecedented interest in broadening the scope of intellectual property protection and the range of its beneficiaries. Even if TRIPS implementation is an immediate priority for many developing countries, there are concurrent requirements for more effective application of the intellectual property system to take account of new issues, to contribute to resolution of abiding policy concerns, and to seize new possibilities for economic and social development.

The process of modernization of national intellectual property systems has in many cases been triggered or accelerated by TRIPS implementation, and shaped by the WIPO-administered treaties. However, those undertaking modernization are increasingly looking beyond such formal legal requirements, and are adopting a comprehensive, strategic approach, working towards a system that maximizes economic and social benefits, and takes full account of a nation's current and potential intellectual property assets. At the same time, developing countries are actively engaged in the evolution of new international norms and standards, and these offer new possibilities for promoting their national development.

Cooperation for development will therefore continue to address the fundamental elements of intellectual property protection, but will also extend to broader economic and trade interests, as well as to other matters of interest and concern to developing countries, such as folklore, indigenous cultures, the needs of local communities which hold traditional knowledge, biodiversity, licensing and other technology transfer arrangements, use of industrial property information for research, development and technology transfer, new or innovative approaches to alternative dispute resolution and more effective IPR enforcement mechanisms. Greater possibilities for using intellectual property in industrial, social, cultural and environmental development, and the broadening user base, have accentuated calls on intellectual property offices to modernize, simplify and expand public services, and to provide access to technological, legal and other information, thus creating a need for WIPO to offer more sophisticated support for national administrations.

The trend towards harmonization in intellectual property protection and the emerging information-intensive global economy have encouraged international cooperation, aiming at pooling expertise, making most effective use of resources, and deriving common benefits from the intellectual property system. International cooperation can contribute to national developmental goals by, for instance, coordinating diverse inputs, promoting human resource development, exchanging experience and expertise, harmonizing and simplifying procedures, developing common systems or materials for technical and public information services and collective administration of copyright and related rights, and coordinating national policy and planning. WIPO will be called upon to facilitate this process at international, regional and sub-regional levels.

**Strategy  
for  
the future**

In response to the mounting pressures for a more comprehensive and far-reaching approach to cooperation for development, WIPO's activities will be flexible, responsive to specific national demands, and guided by a strategic outlook and longer-term resource planning. Maximizing the benefits of the intellectual property system requires

taking greater account of the national cultural, social and economic environment, and specific commercial, investment and trade interests of each country, and designing cost-effective activities with a long-term focus on creating indigenous capacity to meet future challenges. Hence activities under this program will seek to support the longer-term integration of intellectual property systems into national economic, cultural, technological and social development, to create sustainable institutions and to deepen national expertise.

A key element of this strategy will be support for modernization of legislative and administrative frameworks, with the immediate aim of bringing them into conformity with international obligations, including those under the TRIPS Agreement. This will be undertaken with concurrent attention to longer-term national goals for intellectual property systems, and linked with complementary international cooperation activities. Activities will extend to more people, from a broader spectrum of economic and social sectors, in order to serve a wider base of current and potential users of the system, and to deepen its contributions and benefits to national well-being and to civil society. In coordination with other Main Programs and guided by their outcomes, initiatives will be launched to deal with emerging issues and opportunities, such as protection of folklore, indigenous cultures, biodiversity, and the promotion of environmentally safe technologies through patent information.

In general, activities will be identified in consultation with the government agencies concerned, cooperating institutions or organizations and, whenever possible, the intended beneficiaries, to enhance immediate outcomes and the likelihood of producing the desired socio-economic benefits. In each of the developing country regions (Africa, Arab countries, Asia and the Pacific, and Latin America and the Caribbean), activities will be designed to reflect economic, cultural, social and regional differentiation. Special activities or projects will be identified for least-developed countries, for subregional country groups such as the South Pacific and the Caribbean, and for regional economic or political groupings (such as ASEAN, Mercosur, SADC, SAARC, and OAU), covering possible common or harmonized legislation and administration, standardization and exchange of data, shared industrial property information services, and shared training facilities and materials.

Other specifically-focused activities will address promotion of cooperative efforts in enforcement of IPR, common software development for intellectual property administration and for collective management of copyright, interlinking of Web Sites on the Internet for faster information exchange, systematic and closer involvement of intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) in relation to their intellectual property interests, and strengthening of user organizations. South-South cooperation activities will also be launched at a pilot level to foster greater cross-fertilization and exchange of experience among regions which share common development objectives and aspirations in the field of intellectual property.

This Main Program will operate in close coordination with Main Program 08 (the WIPO Worldwide Academy (WWA)), which will provide the bulk of training and study fellowships and other general human resource development activities (see sub-program 08.2) formerly provided under a specific 'Development Cooperation'

program item. The growth in resources allocated to the integrated activities of cooperation for development under this Main Program and human resource development under the WWA is illustrated in Annex 10.

**New  
program  
activities**

**Main clusters of activities by sub-program:**

- ◆ **Modernization of the intellectual property system and implementation of the TRIPS Agreement**, capacity-building and institutional modernization of national and regional intellectual property administrations to help meet national development objectives, and assistance in meeting immediate TRIPS-related requirements; through developing and strengthening national policy, legislative and administrative frameworks and enforcement mechanisms, with particular emphasis on nationally-focused action plans (NFAPs).
- ◆ **Development and promotion of industrial and social uses of intellectual property**, by assisting traditional and new target groups of users to exploit the intellectual property system for their individual and collective benefit, and for overall national development; promoting the use of industrial property information; promoting protection and valorization of indigenous creations and innovations; establishing and strengthening user organizations; and promoting public knowledge and the national skills base, including the capacity for teaching and training.
- ◆ **Facilitating and strengthening cooperation among Member States and with other organizations**, and assisting in establishment of international cooperative arrangements for the progressive development and use of the intellectual property system, thus encouraging the simplification of intellectual property protection; facilitating cooperation with NGOs, IGOs and other organizations; and facilitating the participation of developing countries' representatives in a WIPO Permanent Committee on Intellectual Property Development (PCIPD).

**Specific activities:**

- ◆ Elaboration of a human resource development strategy to underpin program objectives, including a structured program of training courses, seminars, workshops and other continuous training and learning activities for a range of beneficiary groups, in coordination with the WIPO Worldwide Academy (Main Program 08), and policy-level consultation and learning conferences on global and emerging issues for development managers.
- ◆ Advisory services on legislative modernization, including legal drafting and other steps to incorporate TRIPS obligations in national legislation.
- ◆ Strengthening the capabilities of customs, police and other law enforcement agencies by training, creating information networks among enforcement authorities, establishing databases, product profiling, exchange of intelligence information on counterfeiting, piracy and other violations, and facilitating the participation of legitimate users and owners in the enforcement process.
- ◆ Formulation and implementation of NFAPs in dialogue with national authorities, to coordinate and strengthen national-level activities including introduction of modern management systems; computerization and procedural streamlining of patent and

trademark administration and copyright collective administration; collecting, maintaining, using and disseminating industrial property information; organizing national awareness seminars and invention award schemes; and developing national capabilities for using information technologies in the field of intellectual property.

- ◆ Information meetings for policy-level government officials, negotiators and senior enterprise managers on topical issues, in coordination with Main Program 08.
- ◆ In coordination with Main Program 05, national and international information campaigns using diverse media to promote the recognition of intellectual property creations, especially of indigenous peoples and disadvantaged groups.
- ◆ Exploitation of intellectual property assets for national development, through commercialization of innovations, licensing and other technology transfer schemes, developing the use of trademarks, geographical indications and industrial design for product and market development, identification and selection of technological strategies based on patent information, collective management of copyright, and promotion of SME-related activities.

- Expected results**
- ◆ Modernized legal frameworks and administration of intellectual property protection, including improved national capability to comply with obligations under the TRIPS Agreement and enhanced enforcement capabilities.
  - ◆ Greater use of industrial property information in research and development.
  - ◆ Facilitation of the commercialization of inventions.
  - ◆ Stronger user organizations, particularly copyright collecting societies.
  - ◆ Improved public knowledge and greater integration of an informed approach to intellectual property in a wide range of economic and social sectors.
  - ◆ Increased membership of developing countries in the international systems of protection being administered by WIPO, leading to long-term improvements in efficiency, coordination and simplification of intellectual property administration.

## Sub-program 06.1

# Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement

### **Objectives:**

- ◆ To maintain and develop a complete, readily accessible and up-to-date collection of laws including all national laws notified under the TRIPS Agreement, to establish a computerized database of the collection, and to support translation of national laws into WTO working languages and ensure their publication.
- ◆ To strengthen national policy and legislative frameworks and to build the necessary capacity to effectively implement the TRIPS Agreement.
- ◆ To contribute to capacity- and institution-building, by structured, nationally-focused action plans, in the administration and use of intellectual property to serve identified national interests in the context of the emerging global economy.
- ◆ To assist in the development and strengthening of enforcement mechanisms.

**Background** Modernization of the intellectual property system and strengthening of its administrative machinery are policy priorities in many developing countries, partly due to impending obligations under the TRIPS Agreement, but also in response to the impetus for change created by the new international trading environment and the increasingly knowledge-driven character of the global economy. National capacities for protection and management of intellectual property rights (IPRs) need to be bolstered, in response to the rapidly changing legal and technological landscape. The required infrastructure and institution building entails stronger functional linkages between intellectual property administrations and national infrastructures for technological research and development, investment and trade promotion, culture, business and finance, and with customs, police and other law enforcement agencies.

Under this sub-program legal-technical assistance will be provided in relation to immediate and emerging national and international issues, such as the TRIPS Agreement, protection of genetic resources, implications of intellectual property on global digital networks (and *vice-versa*), technology transfer and valorization of industrial property assets, folklore, broadcasting rights, communication to the public on the Internet, protection of indigenous heritage, collective management of copyright, best practices for the commercial exploitation of patent and trademark rights in new commercial and investment environments, and using the patent system in the management and conservation of the environment. Inputs will be drawn from other Main Programs, particularly on global intellectual property issues (11) and progressive development of intellectual property law (09 and 10).

Planned activities will primarily be at the national level, aiming at the building up of sustainable national institutions. NFAPs will serve as strategic frameworks for the provision of guidance, direction and coordination of assistance in modernizing the

administration and utilization of the intellectual property system. Within this framework, priority will be given to support in the implementation of the TRIPS Agreement, particularly for countries which have outdated legislation and inadequate implementing infrastructure. With respect to national intellectual property organizations and related institutions, mainstream activities will concentrate on the modernization of management systems and simplification of administrative procedures for the grant of intellectual property titles. This will generally include automation projects, and projects for building capabilities to utilize the Internet and related information technologies.

Under the WIPO-WTO Agreement, the Secretariat supports the process of notification of national legislation in relation to the TRIPS Agreement, prepares certain translations, and maintains a collection of these laws. This has resulted in the establishment of an electronic database, the Collection of Laws for Electronic Access (CLEA), which is expected shortly to be available on the Internet. This will provide an information resource of immense value to all countries, particularly developing countries, as a practical indication of legislative approaches to TRIPS implementation. WIPO will also continue to support the translation of national laws, to be notified under TRIPS, into WTO working languages, ensure the publication of national and regional legislative texts, and capture on the electronic database the remainder of its paper collection of laws.

- Main activities**
- ◆ Formulation and implementation of NFAPs, in consultation with government authorities, including expert missions, study attachments and seminars (especially in support of TRIPS implementation), modernization of management systems and simplification of administrative procedures, through automation projects, and projects for building capabilities to utilize the Internet and information technology.
  - ◆ National, subregional and regional training and learning conferences (in coordination with Main Program 08) on processing of applications, use of industrial property information systems for search and examination, drafting of patent claims and specifications, training of customs, police and other law enforcement agencies, servicing industry needs for technological information, and other public services including promotion of better appreciation and understanding of the role and benefits of intellectual property.
  - ◆ Continued services in relation to TRIPS notification of national laws (including translation into WTO working languages), maintenance and development of electronic databases containing bibliographic and full-text data of national legislative texts in intranet, Internet and CD-ROM form, and maintenance of the paper-based WIPO collection of laws.
  - ◆ Publication of and support for the use of the electronic database, and servicing requests concerning the paper-based collection.
- Expected results**
- ◆ Stronger national capacities for compliance with the TRIPS requirements.
  - ◆ More modern, efficient and effective national intellectual property infrastructures.



- ◆ More active support for the role of the intellectual property system in national development in the context of the new global economy.

Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement (in thousands of Swiss francs)												
Sub-program 06.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>11,308</b>	1,159	2,940	451	242	3,228	80	1,405	33		-	1,770

## Sub-program 06.2

### Development and Promotion of Industrial and Social Uses of Intellectual Property

#### Objectives:

- ◆ To promote the use of industrial property information through the establishment and enhancement of information delivery services and the application of modern information technologies.
- ◆ To promote protection and valorization of indigenous creations and innovations.
- ◆ To establish and strengthen user organizations.
- ◆ To develop public knowledge of intellectual property.

**Background** The profitable utilization of the intellectual property system for economic, social, cultural and technological development is severely hampered by the pronounced lack of awareness, knowledge, tools and techniques in this specialized field. Mainly because of the specialized nature of the intellectual property system and the lack of broad-based training and awareness, its potential benefits have not been realized in key areas of economic activity. Nor has it spread enough to embrace the large and diverse groups of potential intellectual property owners and beneficiaries from many sectors of civil society in many developing countries. The importance of intellectual property has not yet found its own niche in the day-to-day lives of many people, and a culture of intellectual property awareness is largely absent from contemporary society. These conditions limit the contribution of the intellectual property system to promoting the economic vitality and global competitiveness in trade and commerce of developing countries.

This sub-program therefore seeks to strengthen the enabling infrastructure and the societal framework for utilizing the intellectual property system for employment expansion and poverty alleviation in developing countries. The underlying, long-term strategy is to help bring about sustained support for national initiatives, particularly in the private commercial and industrial sectors, and a favorable international economic environment, for fully exploiting IPRs, through:

- wider and more informed use of industrial property information systems (patents, trademarks, industrial designs);
- valorization of the commercial or market value of inventions and other creations;
- equipping user organizations with the right information, tools, techniques and strategies for protecting and exploiting their intellectual property assets; and
- expanding and improving the quality of the public's knowledge of intellectual property.

This strategy responds to the growing international recognition that effective protection and the proper use of IPRs contribute to fundamental economic and developmental processes, manifested through successful access to global export markets, enhanced domestic competitiveness and productivity, increased transfer, creation and application of new technologies, and more effective incentives for investment, creativity and innovation. As a key element of the national infrastructure for long-term industrial, commercial and technological viability, a sound intellectual property system must link a country's innovative and productive energies with technological and commercial activities, thus promoting, in the long-run, stable, sustainable economic growth and human development.

This sub-program therefore concentrates on users of the intellectual property system, including inventors, businessmen, investors, legal practitioners, artists, creators, performers, researchers and many other sectors of civil society. Special effort will be taken to bring into the mainstream of intellectual property user the disadvantaged groups, women, youth and other members of the community who can also benefit from intellectual property protection. Emphasis will be laid on improving the general knowledge base, and creating a culture of intellectual property awareness, to help ensure that intellectual property becomes, over the long-run, a normal part of the day-to-day lives of the community in the developing countries. The use of modern and widely-accepted business and commercial practices and state-of-the-art information technology will be fostered, in consultation with the intended beneficiaries particularly technology managers. These activities will aim at encouraging technology transfer and development, and improving the conditions for development and commercialization of inventions and other intellectual property creations.

- Main activities**
- ◆ Training, awareness programs and skills development for users and potential beneficiaries of the intellectual property system, and promotion of public awareness, in coordination with Main Programs 05 and 08.
  - ◆ Training, advisory services, seminars, workshops, provision of equipment and documentation and special projects for special target groups to promote the use of intellectual property protection and information in industrial and commercial enterprises including small and medium businesses, in the copyright industries, and in livelihood and cottage industries, through industrial property and copyright information services and networking.
  - ◆ Strengthening user organizations (inventors, patent and trademark agents, copyright collecting societies, broadcasters, artists, performers, chambers of commerce and industry, etc.), with complementary activities in cooperation with Main Program 05,

to develop information materials and disseminate them through all available media, and targeted projects to identify and involve those beneficiary groups yet to be involved in development of the intellectual property system.

- Expected results**
- ◆ Wider dissemination and consequent use of industrial property information by both traditional users and new target groups.
  - ◆ Shared experience and expertise on valorization of the commercial or market value of inventions and other creations protected by IPRs.
  - ◆ Stronger and better-equipped user organizations; and an improved knowledge base on intellectual property at the national level.

Development and Promotion of Industrial and Social Uses of Intellectual Property (in thousands of Swiss francs)												
Sub-program 06.2	Official Travel and Fellowships				Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	5,602	900	2,054	1,051	239	682	70	301	33		-	272

### Sub-program 06.3

## Strengthening Cooperation Among Member States and with Other Organizations

#### Objectives:

- ◆ To facilitate cooperation among developing countries on the simplification of intellectual property administration and enforcement.
- ◆ To promote cooperation with non-governmental organizations (NGOs), intergovernmental organizations (IGOs) and other organizations.
- ◆ To strengthen the Permanent Committees for Development Cooperation relating to Industrial Property (PC/IP) and to Copyright (PC/CR).

**Background** The capacity of the intellectual property system to promote nations and societies to prosper through the best use of its human and other resources is increasingly dependent on stronger and closer international cooperation and harmonization. This follows from the increasing scope, volume and relative importance of transborder exchanges in trade, investment and the development and transfer of technology. The pace of international developments concerning intellectual property creates the need for closer international cooperation in:

- establishing networking agreements for the exchange of information on IPRs for the purpose of simplification of the acquisition and maintenance of intellectual property protection at the local, regional, sub-regional and global levels;
- pooling of resources and exchange of information to assist national administrations in the enforcement of IPRs;
- sharing of expertise and technologies on the modernization of intellectual property offices, including in the computerization of intellectual property procedures to produce more efficient networking of offices and exchange of information; and
- establishment of common or harmonized policies and procedures among intellectual property offices to streamline administrative procedures for filing and granting IPRs, especially for the substantive examination of patent applications.

The importance of intellectual property in the global economy has sparked heightened interest in this field among NGOs and IGOs and other organizations whose members' interests are engaged by developments in intellectual property. These organizations' participation in WIPO's programs and activities should therefore be facilitated and consolidated at the policy and planning level (undertaken under Main Program 02), in public diplomacy initiatives (under Main Program 05), and (under this program) at the level of coordination and implementation of field activities in programs for cooperation for development.

WIPO's cooperation for development will need to take account of the global appeals for joint programs of action as a coordinated response to global issues that have been considered by certain international conferences recently organized under the auspices of the United Nations. This program will also seek to draw on the international pool of expertise of the Policy Advisory Commission and the Industry Advisory Commission, and in particular explore possibilities for greater private sector support in cooperation for development.

The changing framework for international cooperation, and the evolving structure of WIPO's programs and activities, necessitate a review of the structure and functions of the Permanent Committee on Development Cooperation Related to Industrial Property (PC/IP) and the Permanent Committee on Development Cooperation Related to Copyright and Neighboring Rights (PC/CR).

- Main activities**
- ◆ Joint international fora, with government agencies, IGOs, NGOs and other interested organizations, to exchange information and hold discussions on thematic issues, and to facilitate dialogue and contact promoting cooperation among developing countries: such as sub-regional meetings on common issues, meetings of heads of national intellectual property organizations, and regional and inter-regional roundtables on cooperation for development.
  - ◆ A review of the structure and functions of the PC/IP and PC/CR and their respective Working Groups, and examination of their possible merger into a single body (possibly named the Permanent Committee on Intellectual Property Development, or PCIPD), which may be convened once during the biennium with funding for participation of developing countries' representatives.

- ◆ In coordination with Main Programs 13, 14 and 15, promotion of the use of the WIPO global protection systems and services through more intensive and wide-spread cooperation with Member States, relevant NGOs and IGOs, and associations of owners and users of intellectual property, with the aim of simplifying intellectual property protection.
- ◆ Strengthening the coverage and capacity of the present International Cooperation on the Search and Examination of Inventions (ICSEI), to provide more direct assistance to developing countries in the examination of patent applications especially in the high technology and other new technical fields, and to simplify access to global search and examination reference documentation using information technology.
- ◆ Initiatives for cooperation, coordination, joint projects and twinning arrangements *vis-à-vis* on-going and planned programs of the United Nations and the Specialized Agencies wherever intellectual property is concerned, in coordination with the activities under Main Program 02.

**Expected results** ◆ Improvement in the climate of international cooperation for development in relation to intellectual property and related fields, an upward trend in the membership of the international systems of protection being administered by WIPO, and greater and more practical involvement of NGOs, IGOs and other interested organizations in WIPO's programs and activities.

Strengthening Cooperation among Member States and with Other Organizations (in thousands of Swiss francs)												
Sub-program 06.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>3,425</b>	<b>645</b>	<b>1,449</b>	<b>68</b>	<b>115</b>	<b>234</b>	<b>50</b>	<b>478</b>	<b>35</b>		<b>-</b>	<b>351</b>

## Program Budget Summary

Cooperation with Developing Countries (in thousands of Swiss francs)												
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 06.1	<b>11,308</b>	1,159	2,940	451	242	3,228	80	1,405	33	-	-	1,770
Sub-program 06.2	<b>5,602</b>	900	2,054	1,051	239	682	70	301	33	-	-	272
Sub-program 06.3	<b>3,425</b>	645	1,449	68	115	234	50	478	35	-	-	351
<b>Total</b>	<b>20,335</b>	<b>2,704</b>	<b>6,443</b>	<b>1,570</b>	<b>596</b>	<b>4,144</b>	<b>200</b>	<b>2,184</b>	<b>101</b>	<b>-</b>	<b>-</b>	<b>2,393</b>

## **Staff needs and costs**

In view of the substantial increase of WIPO's program of cooperation for development over the 1996-97 biennium, one Director, 8 Professionals and 1.5 General Service staff are additionally required: specifically, the upgrade of one professional post to the Director level, 8 Professional posts to be distributed among the four Regional Bureaus and the Law and Industrial Property Information Department, and 1.5 additional General Service posts to secure secretarial support for the implementation of new and additional activities.

The wide range of new program activities, including nationally-focussed action plans, to be implemented in the framework of this program, will also require a tangible increase in the cost of short-term staff.

<b>Posts</b>	<b>1996-97</b>	<b>1998-99</b>	<b>Variation</b>
Directors (incl. 1 DDG and 1 ADG)	8	9	1
Professionals	23	31	8
General Service	29.5	31	1.5
<b>Total</b>	<b>60.5</b>	<b>71</b>	<b>10.5</b>

<b>Staff costs (in thousands of Swiss francs)</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>
Salaries of regular staff	14,343	17,664	
Salaries of short-term staff	712	1,200	
Social charges + other personnel costs	4,705	5,794	
<b>Total staff costs</b>	<b>19,760</b>	<b>24,658</b>	<b>24.8%</b>

## **Comparative Budget Summary**

	(In thousands of Swiss francs)					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
<b>Cooperation with Developing Countries</b>			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	13,342	20,335	6,401	48%	592	4.4%
Staff Costs	19,760	24,658	4,878	24.7%	20	0.1%
<b>TOTAL</b>	<b>33,102</b>	<b>44,993</b>	<b>11,279</b>	<b>34.1%</b>	<b>612</b>	<b>1.8%</b>

## MAIN PROGRAM 07

# Cooperation with Certain Countries in Europe and Asia

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### 07.1 Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement

### 07.2 Development and Promotion of the Use of Intellectual Property

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**Main objective:**

- ◆ To provide the necessary legal-technical assistance for the modernization of the intellectual property systems and for the implementation of the TRIPS Agreement, to certain countries, other than developing countries, which are undertaking structural reform of their intellectual property systems and face special problems in the preparation and implementation of intellectual property legislation.

**Current situation** This program aims at providing support required by certain countries in Europe and Asia in the process of developing, modernizing or reforming their administration of intellectual property, and in promoting the effective use of the intellectual property system. Any country in Europe or in Asia (other than those which are covered by Main Program 06) which needs and requires cooperation with WIPO in respect of the activities mentioned in this Main Program may be a beneficiary of it, if they so request.

A number of countries covered by this program are members of the World Trade Organization, and many have applied to join. For WTO members meeting the criteria of the TRIPS Agreement concerning transformation to a market, free-enterprise economy, legislation is generally due to be in compliance with the Agreement by January 1, 2000, at the end of the 1998-99 biennium, and in some cases earlier. The general trend among these countries towards alignment with the TRIPS standards, for current and prospective WTO members alike, will create a growing demand for WIPO's assistance in the revision of intellectual property laws and the establishment of an appropriate system for the effective enforcement of intellectual property rights (IPRs).

Some of these countries are not yet party to the PCT, the Madrid system, the Trademark Law Treaty, the Budapest Treaty and the classification agreements; several countries are yet to accede to the Berne Convention, and all of them are yet to ratify, or accede to, the WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT).

Specific problems to be dealt with under this program stem, to a great extent, from insufficient knowledge and awareness, especially concerning commercialization and management of IPRs. This is particularly manifested in:

- the insufficient use of modern technical means of industrial property information, in particular to provide effective services to information users; and
- the lack, in several countries covered by the program, of institutions for the administration and management of copyright and related rights.

**Strategy  
for  
the future**

This Main Program aims at strengthening the protection and use of IPRs in the countries concerned. Further accessions to WIPO-administered treaties will be promoted, and support rendered for preparations for WTO membership in relation to the TRIPS Agreement. This will be associated with more concentrated legal-technical assistance and cooperation to promote compliance with, and implementation of, the TRIPS Agreement, especially concerning enforcement of IPRs, and of the WIPO-administered treaties. Special attention will be devoted to training and awareness-building, in particular regarding the commercialization of IPRs. Appropriate institutions for the administration and management of copyright and related rights will be established and developed, in countries where this is necessary. Cooperation activities will move towards a demand-driven, nationally-oriented approach, responding to specific national priorities articulated by governments.

**New  
program  
activities**

- ◆ Cooperation in more efficient use of modern technical means of industrial property information, in particular for rendering services to the users of the industrial property system.
- ◆ Extension of the hitherto modest cooperation activities in the field of copyright and, in particular, a special project for institution-building for the administration and management of copyright and related rights.

**Expected  
results**

- ◆ Accession of all the countries covered by the program to the key WIPO-administered industrial property treaties, and progress in the accession to the Berne Convention as well as in the ratification of, and accession to, the WCT and the WPPT.
- ◆ Appropriate legislation in place in the countries covered by the program in harmony with the WIPO-administered treaties and the TRIPS Agreement.
- ◆ More efficient protection against piracy and counterfeiting.
- ◆ Broader availability of duly trained intellectual property experts, and better awareness in respect of the commercialization of IPRs and the use of modern technical means of patent documentation and information.
- ◆ Establishment and appropriate operation of institutions for the administration and management of copyright, where this is necessary.
- ◆ Strengthened cooperation with the countries to be covered by this program, as well as with certain organizations of which these countries are members.



## **Sub-program 07.1**

# **Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement**

### **Objectives:**

- ◆ To contribute to the modernization of the intellectual property laws of the countries covered by the program in harmony with the WIPO-administered treaties and the TRIPS Agreement.
- ◆ To strengthen institutions dealing with the administration and enforcement of intellectual property rights by training officials of patent offices and copyright administrations, as well as judges and customs and police officials, with a focus on the fight against piracy and counterfeiting.
- ◆ To establish and develop institutions for administration and collective management of copyright and related rights, where necessary.
- ◆ To obtain accession of all the countries covered by the program to the PCT, the Madrid system, the TLT, the Budapest Treaty, the classification agreements, and progress in further accession to the Berne Convention, as well as in the ratification of, or accession to, the WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT).
- ◆ Cooperation with the Interstate Council for the Protection of Industrial Property of the CIS Countries, with the Eurasian Patent Organization and the Standing Commission of the Interparliamentary Assembly of the CIS Countries responsible for copyright and related rights.

**Background** During the 1998–99 biennium, it is expected that many countries covered by the program will be undertaking legislative action to align their intellectual property laws with the WIPO-administered treaties and the TRIPS Agreement. They will also be seeking to strengthen the enforcement of IPRs. Further efforts seem necessary in the establishment and development of institutions for the administration and management of rights, particularly in the field of copyright and related rights. There is a need for strengthening cooperation not only with the countries concerned but also with regional organizations (in which some of them are members), mainly those mentioned above.

### **Main activities** **Promotion of adherence to WIPO-administered treaties**

- ◆ Consultations with governments and legislators, both in Geneva and in the countries concerned, on the advantages, requirements and formalities of ratification of, or accession to, WIPO-administered treaties (particularly the PCT, the Madrid system, the TLT, and Budapest Treaty, the Berne Convention, the WCT and the WPPT).

**Assistance in the implementation of the TRIPS Agreement and of the WIPO-administered treaties**

- ◆ Consultations with governments and legislators, both in Geneva and in the countries concerned, on the implementation of the WIPO-administered treaties and the TRIPS Agreement and, in general, on the modernization of national legislation.
- ◆ Provision, upon governments' request, of legislative advice to ensure compatibility with the WIPO-administered treaties and the TRIPS Agreement.
- ◆ Two seminars on the TRIPS Agreement, with participation from both the industrial property and the copyright fields.

**Enforcement of intellectual property rights**

- ◆ Two seminars on the enforcement of IPRs, with participation from industrial property offices, copyright administrations, the judiciary, and customs and police administrations.

**Institution-building for the administration and management of intellectual property rights**

- ◆ Two seminars on Patent Offices in Transition.
- ◆ One workshop on collective management of copyright and neighboring rights in a Central Asian country; and two national workshops on the same topic.
- ◆ One consultation meeting on the role of the State in the administration of copyright and related rights.
- ◆ Four seminars and workshops on topical issues of industrial property, and copyright and related rights
- ◆ One seminar on the enforcement of IPRs.
- ◆ One national seminar on the protection of computer programs.

**Teaching of intellectual property law**

- ◆ Two seminars on the teaching of intellectual property law.

**Simplification and promotion of industrial property protection**

- ◆ Two roving seminars on the promotion of the Eurasian-PCT procedure, in the United States of America.

**Enhancement of international cooperation**

- ◆ In the field of industrial property, cooperation with the Eurasian Patent Organization, the Interstate Council for the Protection of Industrial Property of the CIS Countries through missions of WIPO officials and study visits by officials of those organizations to WIPO and/or national patent offices; in the field of copyright and related rights, cooperation with the Standing Commission of the Interparliamentary Assembly of the CIS Countries responsible for these rights through missions of WIPO officials and study visits by officials of that body.

- Expected results**
- ◆ Full harmony of the national legislation of the countries concerned with the WIPO-administered treaties and the TRIPS Agreement.
  - ◆ More efficient protection against piracy and counterfeiting, and, in general, an appropriate system for the enforcement of rights, in harmony with the norms under the TRIPS Agreement.
  - ◆ Availability of duly trained officials and experts for the implementation of the international norms and the application of national legislation on intellectual property.
  - ◆ Greater availability of appropriate administration and management of copyright and related rights in all of the countries.
  - ◆ Strengthened cooperation with Member States and with regional organizations.

Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement (in thousands of Swiss francs)												
Sub-program 07.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>1,589</b>	<b>300</b>	<b>779</b>	<b>-</b>	<b>215</b>	<b>249</b>	<b>18</b>	<b>3</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>20</b>

## Sub-program 07.2

### Development and Promotion of the Use of Intellectual Property

**Objective:**

- ◆ Development and promotion of the commercialization of intellectual property rights, and the use of modern technical means of industrial property information for improving services for users.

**Background** The principal difficulties of the countries covered by the present Main Program stem, to a great extent, from insufficient knowledge and awareness concerning the commercialization of IPRs, and the insufficient use of modern technical means of industrial property information. There is a need for seminars, training courses and similar meetings for training entrepreneurs, managers, researchers, patent attorneys, industrial property office and copyright experts to promote the commercialization of IPRs, and to use modern industrial property information systems to improve services for users.

**Main activities**

**Development and valorization of intellectual property rights**

- ◆ Two seminars on the commercialization of IPRs.
- ◆ Two seminars on industrial property and business.
- ◆ Two seminars on intellectual property and economic development

**Participation of broader target groups of users and society**

- ◆ Two introductory seminars on industrial property.

**Promotion of international recognition of intellectual property systems**

- ◆ One seminar on industrial property and science.
- ◆ One seminar on industrial property and licensing.
- ◆ One national seminar on protection and licensing of copyright and related rights.

**Infrastructure development for the use of intellectual property rights**

- ◆ Two seminars on the use of modern technical means of industrial property information.

**Expected results**

- ◆ Further improvement of the commercialization of IPRs.
- ◆ Better use of modern technical means of industrial property information and improved services for users.

<b>Development and Promotion of the Use of Intellectual Property</b> (in thousands of Swiss francs)												
Sub-program 07.2	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>1,361</b>	170	772	-	147	210	17	2	5	-	-	38

## Program Budget Summary

<b>Cooperation with Certain Countries in Europe and Asia</b> (in thousands of Swiss francs)												
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 07.1	1,589	300	779	-	215	249	18	3	5	-	-	20
Sub-program 07.2	1,361	170	772	-	147	210	17	2	5	-	-	38
<b>Total</b>	<b>2,950</b>	470	1,551	-	362	459	35	5	10	-	-	58

## **Staff needs and costs**

One additional General Service staff is required to provide secretarial support for the additional copyright activities foreseen in this program.

<b>Posts</b>	<b>1996-97</b>	<b>1998-99</b>	<b>Variation</b>
Directors	0	0	0
Professionals	3	3	0
General Service	0	1	1
<b>Total</b>	<b>3</b>	<b>4</b>	<b>1</b>

<b>Staff costs (in thousands of Swiss francs)</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>
Salaries of regular staff	1,001	992	
Salaries of short-term staff	36	60	
Social charges + other personnel costs	329	325	
<b>Total staff costs</b>	<b>1,366</b>	<b>1,377</b>	<b>0.8%</b>

## **Comparative Budget Summary**

	(In thousands of Swiss francs)					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
<b>MAIN PROGRAM 07: Cooperation with Certain Countries in Europe and Asia</b>						
Program Activities	1,413	2,950	1,474	104.3%	63	4.5%
Staff Costs	1,366	1,377	10	0.7%	1	0.1%
<b>TOTAL</b>	<b>2,779</b>	<b>4,327</b>	<b>1,484</b>	<b>53.4%</b>	<b>64</b>	<b>2.3%</b>

## MAIN PROGRAM 08

# Human Resources Development and the WIPO Worldwide Academy

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- 08.1 Information Technology-Based Training, Teaching and Advisory Services**
  - 08.2 Inter-Regional Training Courses, Fellowships and Internships**
  - 08.3 Fora on Intellectual Property for Policy Advisors**
  - 08.4 General Orientation and Learning Conferences**
- 

### **Main Objectives:**

- ◆ To establish a progressive and tailor-made human resource development program, which is structured by a strategic outlook and responds to the intellectual property training needs of policy advisors, development managers and other target groups.
- ◆ To initiate new training, teaching and evaluation approaches, including the use of distance learning techniques.
- ◆ To develop and implement client-specific learning (pedagogical) modules and materials.
- ◆ To use modern public-access media to disseminate knowledge of intellectual property.

**Current situation** The human element is crucial to every aspect of establishing and deriving benefit from the intellectual property system, an importance that has been accentuated by the greater prominence of intellectual property in today's global economy. Development of human resources has become a vital and strategic component of any national effort aimed at modernizing and effectively using the intellectual property system. WIPO therefore proposes enhanced institutional and budgetary support for teaching and training activities, not only in the framework of its cooperation program with developing countries but also across the Organization's entire spectrum of activities. This will entail coordinated engagement with the full range of WIPO's constituents, from all Member States, including concerned educational, professional and industry sectors.

WIPO's human resource development program had been limited, mainly by budgetary and staff constraints, and fell short of actual demand. In the 1996-97 biennium, the total program resources earmarked for structured training activities at the inter-regional and regional level amounted to 4.7 million Swiss francs or 1.5% of the whole program. It therefore addressed only the most urgent needs, mostly of developing countries, such

as training requirements on the TRIPS Agreement, at the expense of other areas of long-term importance, such as assistance in dealing with backlogs in search and examination of patent and trademark applications, for training in the use of electronic patent information to support search and examination, and for training of senior policy level officials, lawmakers, judges, intellectual property practitioners and managers, and others involved in the administration and use of the intellectual property system. Assistance for public information and awareness activities, promotion of innovation, and training in enforcement of intellectual property rights (IPRs) also fell short of demand.

As national intellectual property systems strive to keep pace with the implications of a globalized marketplace and worldwide economic activities triggered by the information revolution, human resource development programs will need to be more focused and reach a broader range of beneficiaries. Policy advisors and development managers will need enhanced support to deal with intellectual property issues in international trade, modern electronic commerce and global information systems. National intellectual property offices are likely to seek further training for their staff in information technology-based practices and modernized office procedures. Users of the intellectual property system require focused training in such practical skills as the use of intellectual property information, and the valuation and commercialization of inventions.

The content, facilities and mode of delivery of WIPO's present training programs need to be aligned with modern practices, and to take account of the diverse range of training recipients. An adequate capacity to address specific training entails fully realizing the potential of modern information technology so as to deliver more sophisticated, tailored training services to a broader range of recipients, including through remote access. Training activities will need to cater for the policy and administrative needs of government, and industry's needs for specialized knowledge, and also transfer specific technical and practical skills to current and prospective holders of IPRs. Training strategies and materials will also reflect the complex relationships between intellectual property and the social, economic, technological, legal and ethical domains. Work undertaken on current issues under other Main Programs (such as 12) will be drawn on as input for tailored training resources.

**Strategy  
for the  
future**

To significantly strengthen and modernize WIPO's human resource development activities, the **WIPO Worldwide Academy (WWA)** will function as the central mechanism for developing and progressively launching modern and tailored-made training programs for policy advisors, development managers and other priority target groups. It will carry out these four sub-programs in the 1998-99 biennium:

**Information-Technology-Based Training, Teaching and Advisory Services**, will institute new training courses and develop new materials, new teaching and training tools, and new training and teaching methodologies and approaches, as well as providing related advisory services. It will emphasize diverse and modern pedagogical approaches, and employ modern information and communication technology. The sub-program will focus initially on the ongoing global and interregional training programs.

**Inter-Regional Training Courses, Fellowships and Internships**, implementing the structured core courses of WIPO, will build on existing and new inter-organizational collaboration on joint training activities intended for management and technical staff of national and regional intellectual property offices and other government agencies. It will also undertake new income-generating short courses, marketed to both the public and private sectors, and offer individual fellowships and individual internship programs, for on-the-job practical training.

**Fora on Intellectual Property for Policy Advisors** will provide opportunities for focused discussion, consultation and exchange of experience among policy advisors, development managers, international experts and senior representatives of private sector and industrial organizations.

**General Orientation and Learning Conferences** will provide orientation in the field of intellectual property for special target groups (including on valuation and commercialization of inventive activities), under both formal and informal training settings, and special accredited professional training in a variety of specialized fields, in partnership with selected universities and private international institutions.

Systematic evaluation of Academy training activities will be undertaken as an integral part of each program to help ensure their relevance and effectiveness. Structured and informal feedback from participants, external evaluation exercises and *ad-hoc* human resource advisory committees and consultants will be used to improve research, teaching and training activities.

A **Distance Learning Center** within the WWA will develop new content and perform a range of training, teaching and advisory services, using on-line facilities and interactive training in coordination with more traditional means of delivery, including face-to-face training. It will establish institutional networking and distance learning programs through contractual arrangements with existing educational, broadcasting and other media organizations, and initiate pilot distance learning programs from within WIPO. Multi-media materials will be developed, in cooperation with other Main Programs (especially 05, 06, 07 and 11), for teaching, research, and training. Actual teaching and training methods for each target group will be shaped by availability of materials, the status of infrastructure in recipient organizations, and local cultural factors.

The WWA will provide advisory services for selected national and regional training institutions, to enhance their capacities for intellectual property training and public awareness at the regional and national levels.

A number of activities under this Main Program (formerly undertaken under the rubric of development cooperation in earlier program and budget documentation) will be performed in close coordination with the objectives and activities under Main Program 06, particularly in relation to the needs of developing countries. Annex 10 provides details of the growth in resources applied to these complementary, integrated activities.

**New  
program  
activities**

- ◆ Development of new intellectual property teaching and training curricula, courses and materials, tailored for use in schools of law, engineering and business administration.



- ◆ Provision of training advisory services, including training referral service, for students and professionals, and assistance in building the capacity of national and regional training institutions in intellectual property.
- ◆ Introductory and advanced courses at the inter-regional level for officials of national and regional intellectual property organizations and other organizations.
- ◆ Short- and long-term fellowships, and special internship programs.
- ◆ Academy sessions for policy-level officials on the general field of intellectual property, and special Academy sessions on topical issues.
- ◆ Formal and informal orientation for special target groups, and accredited professional courses.

**Expected results**

- ◆ Streamlined, rationalized and greatly expanded scope and impact of intellectual property training opportunities through new technological and pedagogical approaches for distance learning and information-sharing.
- ◆ Partnerships with various academic, commercial, government and non-government institutions for the delivery of effective training, teaching and advisory services.
- ◆ Improved effectiveness and impact of the WWA's training and innovation promotion activities.
- ◆ Mechanisms for sustained follow up, at the local level, of training courses, orientation and learning conferences, fellowship and internship programs.
- ◆ New income-generating short courses on intellectual property

## **Sub-program 08.1**

### **Information Technology-Based Training, Teaching and Advisory Services**

**Objectives:**

- ◆ To promote institutional networking and Distance Learning Programs.
- ◆ To produce new curricula, course content, and teaching material.
- ◆ To support regional capacity-building for training and public awareness.

**Background** A recent evaluation of existing WIPO training programs recommended that current methodologies be immediately adapted to the new training requirements of a modern information society. The potential of modern information technology should be seized in order to effectively deliver training, teaching and advisory services to larger segments of intellectual property users and beneficiaries. Distance learning programs,

complemented by alternative teaching methods, and the development of special curricula and teaching materials, will all contribute to more effective and widespread teaching and training programs. These activities will only lead to sustainable outcomes if they help develop national and regional capacities for intellectual property teaching and training.

To supplement its own activities, the WWA will provide an advisory service, which will seek to strengthen regional capacities for training and public awareness, in order to meet the fast-growing demand for specialized training for inventors, scientists, researchers, environmentalists, entrepreneurs in small and medium businesses, enforcement agencies, personnel of collective administration societies, enterprise managers, media professionals, teachers and students. The emphasis will be on identifying local resources to develop specialized courses and materials, and on-the-job training schemes. Development of training programs and materials will include selective collaboration with industry, research organizations, other international agencies, established intellectual property institutions and universities, and associations of teaching professionals such as the International Association for the Advancement of Teaching and Research in Intellectual Property (ATRIP).

**Main activities**

- ◆ Creation of a **Distance Learning Centre (DLC)** to provide a range of training and advisory services, including on-line information-sharing
- ◆ Contractual partnerships for research, development and implementation of distance learning approaches and adaptations of courses and materials, for the installation of electronic news groups, for the moderation of on-line conferences on new WIPO treaties, and for supporting teleconferencing and electronic forums.
- ◆ Exploration of possible twinning arrangements with the United Nations Institute for Training and Research (UNITAR), the United Nations University (UNU), and the United Nations Staff College (UNSC); negotiation of contractual arrangements with the European Broadcasting Union, the Asian Broadcasting Union and similar regional organizations; and course-sharing schemes with selected universities and private educational institutions for long-term training and accreditation.
- ◆ Advisory services, including referral and advice on appropriate courses and training materials, a clearing house of training materials and course information, and support to national and regional training institutions.
- ◆ Feasibility studies on possible active brokerage of training services, and identification of local resources for development of course-specific, region-specific training courses and materials, and training facilities.
- ◆ Supervision of teaching and curriculum development, and development of new content and related multimedia products (in cooperation with other elements of the Secretariat) for all courses, including distance learning and presentations on general subjects, such as WIPO and the basic elements of the intellectual property system.
- ◆ Development of pilot distance-learning modules in support of approved inter-regional Introductory and advanced training courses, for example on legal and administrative aspects of trademarks; innovation, assessment of inventions and

technology management; patent documentation, searching and examination techniques; principles and administration of copyright and related rights.

- ◆ Development of appropriate evaluation tools, evaluation of training courses on a systematic basis, and application of evaluation outcomes for research, planning and development of new material, approaches, tools, techniques and alternative training delivery systems.

- Expected results**
- ◆ New target groups reached by training and orientation courses.
  - ◆ Establishment of systematic measures of effectiveness of training programs.
  - ◆ A network of international, regional and national resources in the field of intellectual property training.

Information Technology-Based Training, Teaching and Advisory Services (in thousands of Swiss francs)												
Sub-program 08.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>1,480</b>	50	64	-	16	587	20	449	-		-	294

## Sub-program 08.2

### Inter-Regional Training Courses, Fellowships and Internships

#### **Objectives:**

- ◆ To offer inter-regional introductory and advanced courses for management and technical staff of intellectual property offices.
- ◆ To organize fellowships and special internship programs, for degree, non-degree and practical training, including supported student research.

**Background** Globalization of economic activity and of knowledge development, and the implementation of the TRIPS Agreement, has created the need for a broader perspective in planning human resource development, which maximizes training at the level of emerging global standards, promotes greater mutual understanding of regions and interest groups, and provides transferable practical skills. Hence continued support will be required for the organization of inter-regional training courses, followed by practical training, in the substantive areas of intellectual property, for the benefit of management and staff of national and regional intellectual property offices. These courses have been regularly organized by WIPO since 1977, and from 1995 to 1997, were attended by some 1200 participants from more than a hundred countries.

In 1997, some 2,500 requests for training under these courses were received: about one-fifth of these could be met. This demand will probably continue to increase in the near future, due in part to the rising levels of intellectual protection activity in nearly all Member States, and the lack of adequate training opportunities in the majority of countries. Pressure will also mount to improve training courses and materials, training tools, methods, and post-training and follow-on training activities for the participants. The increasing use of the WIPO-administered global protection systems will spur requests for more specialized inter-regional courses.

A limited number of long-term fellowships, leading to post-graduate degrees, have been provided by WIPO since 1993. The emergence of intellectual property as a global issue and as an issue in national policy-making will fuel demand for such fellowships from intellectual property legal practitioners, administrators, teachers and researchers. Particular consideration will be given to sponsorship of masters and doctoral dissertations on important emerging issues in intellectual property, leading to the accumulation of reference material for general use, such as in developing new course content and teaching material. Requests for internships, intended primarily for on-the-job training for both students and professionals alike, have also been increasing, and will be met through practical training arrangements both in WIPO itself, and with national and regional intellectual property organizations, user organizations, private specialized law firms and research organizations. A need has also been identified for expanded training in practical aspects of intellectual property law, such as in the drafting and interpretation of patent specifications; partnerships with NGOs such as the International Federation of Industrial Property Attorneys (FICPI), the International Association for the Protection of Industrial Property (AIPPI) and ATRIP will be further developed to maximize training opportunities and enhance training materials.

- Main activities**
- ◆ Inter-regional courses and a General Orientation Course followed by practical training in cooperation with regional agencies such as the European Patent Office and the Benelux Trademark Office, and the intellectual property offices of Austria, Belgium, Brazil, Bulgaria, Canada, Czech Republic, Denmark, Egypt, Finland, France, Germany, Hungary, India, Israel, Japan, the Netherlands, Portugal, the Russian Federation, Singapore, Slovenia, Spain, South Africa, Switzerland and the United Kingdom, for a greater number of participants.
  - ◆ Improvement, through the DLC, of the content, structure, methods, materials and follow-up mechanisms for the inter-regional training courses; development and implementation, on a pilot basis, of distance learning courses, so as to expand the impact of, and access to, training and fellowship programs; and evaluation of pilot distance learning courses to assess their possible advantages.
  - ◆ Thirty-six long-term fellowships, in different regions, to support masters and doctoral research, in cooperation with, among others, the University of Los Andes, Merida, University of Alicante, Spain; University of Buenos Aires, Argentina; University Externado of Colombia; University of Nantes and CEIPI in Strasbourg, France, the International Intellectual Property Training Institute and the Graduate School of International Law, Yonsei University, Republic of Korea; the Gulf Institute of International Law in the United Arab Emirates; the University of South Africa; the Franklin Pierce Law Center, Concord, and the George Washington

University, Washington DC, United States of America; and the Queen Mary and Westfield Colleges, United Kingdom.

- ◆ Initiation of an **internship program** in partnership with cooperating organizations.
- ◆ **Planned inter-regional introductory and advanced courses**, comprising 42 courses (in Europe, Africa including English-, French- and Portuguese-speaking countries, Arab countries, Asia, Latin America and the Caribbean) and 48 practical training sessions, embracing general introductory courses, and specialized courses on patent information, search and examination; innovation, assessment of inventions and technology management; legal, administrative and economic aspects of industrial property and of copyright and related rights; and trademarks and appellations of origin.
- ◆ Development of **new courses**, including pilot distance learning courses (for training and fellowships) in cooperation with selected Universities.
- ◆ In cooperation with representatives of NGOs such as FICPI, AIPPI and ATRIP, provision of training opportunities and development of training materials in practical aspects of **intellectual property law**

- Expected results**
- ◆ Enhanced cooperation on the coordination and planning of training with other institutions such as the European Patent Office, the Benelux Trademark Office, and selected national intellectual property organizations
  - ◆ More specialized intellectual property training opportunities at the inter-regional level.
  - ◆ Closer links with industry and academic institutions and more focused research in priority areas, through fellowships and internships.

<b>Inter-Regional Training Courses, Fellowships and Internships</b> (in thousands of Swiss francs)												
Sub-program 08.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	4,173	133	192	3,602	114	32	30	50	-	-	-	20

## Sub-program 08.3

### Fora on Intellectual Property for Policy Advisors

**Objectives:**

- ◆ To promote policy debates and deeper understanding of the practical possibilities of the intellectual property system among policy advisors and development managers.
- ◆ To promote focused debates on topical issues.

**Background** In response to the increasing need among policy makers and development managers for clearer understanding of the complex relationships between intellectual property protection and economic development, international trade, emerging markets and globalization of the economy, WIPO has held general Academy sessions since 1993. These sessions served to bridge the knowledge gap among senior policy-level officials and to enhance their appreciation of the role of the intellectual property system in national and international development. These will be supplemented by special Academy sessions for policy advisors and development managers on specific or topical issues, such as the protection of copyright in the digital environment, the protection of biodiversity and of new varieties of plants, the commercialization of inventions, or the global protection systems and services administered by WIPO. Such issues deserve sustained policy-level attention in all countries as they often influence international and sectoral development policies.

Academy sessions may take on an increased regional focus, and encourage south-south cooperation in the field of intellectual property. Regional Academy sessions are likely to be more cost-effective, would stimulate cross-fertilization and exchange of valuable experience among policy advisors and development managers, and would foster stronger international relations among the concerned Member States.

- Main activities**
- ◆ Five general Academy sessions in English, French, Arabic, Spanish and for CIS Countries (CIS, and Central and Eastern European countries will also be invited to the English and French sessions).
  - ◆ Two or three special Academy sessions for special target groups, such as for customs and law enforcement officials, senior executives from private enterprise and others to be identified; and on international cooperation among developing countries in the field of intellectual property in the post-TRIPS environment”.

- Expected results**
- ◆ A stronger capacity to analyze and implement new policy directions for intellectual property and economic development, and related policy directions, declarations of understanding and informal agreements.
  - ◆ Enhanced capacity to promote and influence media coverage and public awareness of the issues debated.

<b>Fora on Intellectual Property for Policy Advisors</b> (in thousands of Swiss francs)												
Sub-program 08.3	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>1,157</b>	30	226	741	45	70	-	-	20	-	-	25

## Sub-program 08.4

### General Orientation and Learning Conferences

**Objectives:**

- ◆ To provide practical orientation and learning opportunities on emerging issues of intellectual property, for general and special target groups.
- ◆ To develop special accreditation schemes for structured learning conferences for professionals practicing in the field of intellectual property.

**Background** The need for general orientation conferences for special target groups has recently been identified, occasioned by the worldwide interest in intellectual property issues among policy-makers concerned with certain sectoral and especially indigenous and disadvantaged groups. Clear needs have emerged on new or emerging issues in the field of intellectual property, such as biodiversity, geographical indications, technological information related to patents, commercialization of inventions, folklore, broadcasting rights, copyright in the digital environment, and the settlement of disputes in these areas. The WWA will consider the human resource development aspects of these issues, in coordination with the activities under Main Program 11 (Global Intellectual Property Issues) and other Main Programs (depending on the subject matter). It will design and systematically initiate general orientation activities.

The WWA should also address practical learning needs of professionals who are practicing in the field of intellectual property, such as patent and trademark agents, copyright collective management, broadcasting organizations, inventors' associations, information system developers, inventors, investors and technology managers and brokers, especially where such needs can be effectively addressed at the regional or inter-regional levels. Accreditation and recognition of participation in such special learning conferences would be useful to encourage the development of a degree of professionalism in these specialized areas. It will also be instrumental in creating a **knowledge network** on issues of global importance for intellectual property, and in promoting a lasting culture of intellectual property.

The WWA will continue to enhance its activities related to the encouragement of innovative and inventive activities through the WIPO Gold Medal Awards program, and through cooperation with national authorities and inventors' associations, including through the International Federation of Inventors' Associations (IFIA).

The WWA will expand assistance in the area of valuation and commercialization of inventions, particularly to nationals of developing countries, in partnership with innovation centers, technology transfer organizations, financing institutions, potential investors and industrial research and development organizations. Special attention will be given to enhancing the assessment and valuation capacities of developing countries with respect to inventions and IPRs.

- Main activities**
- ◆ Orientation and learning conferences on enforcement of intellectual property, role of customs and border measures; patent searching on Internet, CD-ROMs and databases; inventive and innovative activities and their valuation and commercialization.
  - ◆ Conferences for special target groups, such as judges; law practitioners and patent and trademark agents; and technology managers, inventors and researchers.
  - ◆ Development of schemes for awarding Certificates of Training and other forms of accreditation in cooperation with recognized and reputable intellectual property institutions to encourage more professionals to participate in the such orientation and learning conferences.
  - ◆ Promotion of innovative and inventive activities through cooperation with national authorities, inventors' associations and IFIA.
  - ◆ Development of partnerships with national agencies concerned with assessment, valuation and commercialization of inventions.

- Expected results**
- ◆ An improved knowledge base in emerging areas of intellectual property (enforcement, transfer of technology, protection of indigenous heritage, valuation of intellectual property assets, etc.), and accreditation of training activities leading to greater professionalization of practice in the field of intellectual property.
  - ◆ An enhanced capacity in use of the intellectual property system for promotion of innovative knowledge-based enterprises and improved competitiveness in domestic and international markets.

General Orientation and Learning Conferences (in thousands of Swiss francs)												
Sub-program 08.4	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>368</b>	5	190	55	40	30	-	-	20	-	-	28

## Program Budget Summary

Human Resources Development and the WIPO Worldwide Academy (in thousands of Swiss francs)												
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 08.1	1,480	50	64	-	16	587	20	449	-	-	-	294
Sub-program 08.2	4,173	133	192	3,602	114	32	30	50	-	-	-	20
Sub-program 08.3	1,157	30	226	741	45	70	-	-	20	-	-	25
Sub-program 08.4	368	5	190	55	40	30	-	-	20	-	-	28
<b>Total</b>	<b>7,178</b>	218	672	4,398	215	719	50	499	40	-	-	367



## Staff needs and costs

One additional Professional staff will be needed to implement the new activities foreseen in this program, in particular for the preparation of new training modules.

Posts	1996-97	1998-99	Variation
Directors	1	1	0
Professionals	6	7	1
General Service	5	5	0
<b>Total</b>	<b>12</b>	<b>13</b>	<b>1</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	2,864	3,128	
Salaries of short-term staff	102	360	
Social charges + other personnel costs	939	1,026	
<b>Total staff costs</b>	<b>3,905</b>	<b>4,514</b>	<b>15.6%</b>

## Comparative Budget Summary

	(In thousands of Swiss francs)					
	Budget 1996-97	Budget 1998-99	Variation			
			Program		Cost	
			Amount	%	Amount	%
<b>MAIN PROGRAM 08:</b>						
<b>Human Resources Development and the WIPO Worldwide Academy</b>						
Program Activities	4,717	7,178	2,253	47.8%	208	4.4%
Staff Costs	3,905	4,514	605	15.5%	4	0.1%
<b>TOTAL</b>	<b>8,622</b>	<b>11,692</b>	<b>2,858</b>	<b>33.1%</b>	<b>212</b>	<b>2.5%</b>

## MAIN PROGRAM 09

# Development of Industrial Property Law

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### 09.1 Law of Patents

### 09.2 Law of Trademarks, Industrial Designs and Geographical Indications

### 09.3 Protection of Industrial Property Rights in Global Electronic Commerce

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**Main objectives:**

- ◆ To achieve more rapid, practically beneficial harmonization of key aspects of industrial property law and its administration.
- ◆ To respond in a timely and effective manner to new operational and legal demands confronting industrial property law and administration.
- ◆ To establish a framework for developing rules and principles for the effective protection of industrial property rights in global electronic commerce.

**Current situation**

Principles and rules in national and regional industrial property laws and procedures differ from country to country and sometimes require unnecessary formalities. This causes problems to industrial property owners who seek protection in several countries, and to industrial property offices in their worldwide cooperation. In addition to the ongoing harmonization of formalities in the field of patents, other specific demands for harmonization of industrial property norms and procedures have arisen.

Moreover, the advent of large-scale electronic commerce across national borders has created a complex set of challenges for the protection of industrial property rights. The increasing policy-level and legislative focus on industrial property will fuel further demand for WIPO's support in providing legal advice and information concerning industrial property law and WIPO treaties and other forms of agreement in this field.

**Strategy for the future**

Given the practical imperative for accelerated development and implementation of certain international harmonized common principles and rules in industrial property law, the future strategy for this main program includes consideration of ways to complement the treaty-based approach, as discussed above in the Introduction (p. vii). If Member States judge it to be in their interests so to proceed, a more flexible approach

may be taken towards the harmonization of industrial property principles and rules, and coordination of administration, so that results can be achieved and applied more rapidly, ensuring earlier practical benefits for administrators and users of the industrial property system.

As an initial step, Standing Committees, made up of all interested WIPO Member States (with, as observers, interested IGOs and NGOs) and taking up the functions previously served by various disparate Committees of Experts, will monitor all activities in the area of international industrial property law, decide priorities, and prepare studies and proposals for improvement. They will also consider the most appropriate mechanism for implementation of such proposals once deliberations have reached the point where the overall contents of an emerging solution have become manifest.

For instance, projects of an essentially administrative nature could culminate in a Memorandum of Understanding (MoU) or similar instrument, rather than a formal treaty; activities aimed at harmonization of national laws may be advanced through the conclusion by the Standing Committee and adoption by the WIPO General Assembly (or another WIPO Assembly), of a resolution recommending that Member States and interested IGOs adopt and implement these principles and rules; and work requiring a rapid, interim result could, pending further agreements, be achieved through the publication of model principles and rules that would be available to any legislator or other authority seeking guidance on how to solve specific problems, similar to WIPO's Model Provisions on Protection Against Unfair Competition.

Each Standing Committee could create one or more Working Groups, meeting in conjunction with the Committee, to draft relevant provisions and documents concerning a particular program activity, for consideration by the Committee. The Standing Committees will present their conclusions to the WIPO General Assembly for consideration and ratification.

**New  
program  
activities**

- ◆ Establishment of a Standing Committee on the Law of Patents, a Standing Committee on the Law of Trademarks, Industrial Designs and Geographical Indications, and an Advisory Committee on Protection of Industrial Property Rights in Global Electronic Commerce, to monitor all activities in the area of international industrial property law, and related general industrial property issues, prepare studies and proposals for improvement, and consider the most appropriate approach to their adoption and implementation.

**Expected  
results**

- ◆ Faster progress in the harmonization of national and regional industrial property laws and practices, and advancement of the development of industrial property law in order to keep pace with the rapid technological changes and the challenges posed by the global electronic commerce.

## Sub-program 09.1

### Law of Patents

#### **Objectives:**

- ◆ To harmonize and simplify formalities in national and regional patent procedures.
- ◆ To establish a system for central recording of changes in patents and patent applications.
- ◆ To harmonize rules concerning patent law implications of disclosure of information on the Internet.
- ◆ To establish a system for deposit of DNA sequence listings referred to in patent applications.

**Background** National and regional patent procedures differ from country to country and sometimes require unnecessary formalities, causing problems to patent applicants and owners. In addition to the ongoing harmonization of formalities in the field of patents, specific demands for harmonization of industrial property norms and procedures have arisen in relation to the recordal of DNA sequence listings in patent applications, and the implications for patentability of information disclosed on the Internet. The need for a central recording of changes of patents and patent applications is also felt by interested circles.

**Main activities** Consideration by the Standing Committee on the Law of Patents (and a Working Group set up by this Committee) of current issues including:

- ◆ **Patent Formalities Harmonization:** reviewing the draft Patent Law Treaty and draft Regulations, using, wherever possible, solutions adopted for PCT procedures; preparation for a diplomatic conference, to be preceded by a preparatory meeting dealing with procedural aspects of the conference.
- ◆ **Central Recording of Changes in Patents and Patent Applications:** study of the desirability and feasibility of establishing a central system for the International Bureau to record changes in patents and patent applications with effect for participating industrial property offices.
- ◆ **Disclosure of Technical Information on the Internet and its Impact on Patentability:** study of the desirability and feasibility of harmonizing rules concerning the patent-law implications of disclosure of information on the Internet, such as its impact on patentability, including whether such information has become state of the art even if it was disclosed on the Internet for only a limited time.
- ◆ **Biotechnological Inventions:** consideration of practical questions relating to the patenting of biotechnological inventions, taking into account any conclusions drawn from the deliberations of the Working Group established under sub-program 11.2, in particular the desirability and feasibility of a system for the deposit in a data bank of

DNA sequence listings referred to in a patent application, so that a reference in a patent application to the deposited listing would replace the whole contents of the listing; study of the circumstances in which such data banks would be authorized or obliged to grant access to the listings or to release copies.

Other consultancies and promotion and information activities concerning patents and industrial property in general:

- ◆ 12 months of **consultancies**, including participation of five consultants in a two-day meeting in Geneva.
- ◆ **Staff missions** to visit Governments and to participate in meetings of intergovernmental and non-governmental organizations.
- ◆ In coordination with other programs, **promotion activities** aimed at acceptance of WIPO treaties, resolutions, recommendations and memorandums of understanding concerning international industrial property law.
- ◆ Publications concerning international industrial property law, including updated versions of the *Guide to the Deposit of Microorganisms under the Budapest Treaty*.

**Expected results**

- ◆ Finalization of the draft Patent Law Treaty, and preparations for a diplomatic conference.
- ◆ Clearer practical understanding of the desirability and feasibility of establishing a central recording for changes on patents and patent applications.
- ◆ Clearer practical understanding of the desirability and feasibility of harmonizing rules concerning the impact of disclosures on the Internet on patentability.
- ◆ Clearer practical understanding of the desirability and feasibility of establishing a system for the deposit of DNA sequence listings.

<b>Law of Patents</b> (in thousands of Swiss francs)											
Sub-program 09.1	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>1,374</b>	50	745	-	340	230	9	-	-	-	-

## Sub-program 09.2

# Law of Trademarks, Industrial Designs and Geographical Indications

### **Objective:**

- ◆ To harmonize principles and rules of the law of trademarks, industrial designs and geographical indications.

**Background** Principles and rules of the law of trademarks, industrial designs and geographical indications differ from country to country. This causes problems to owners of trademarks and industrial designs who seek protection in several countries and, in the case of geographical indications, to users of geographical indications whose products are distributed in several countries.

**Main activities** Consideration by the Standing Committee on the Law of Trademarks, Industrial Designs and Geographical Indications (and a Working Group set up by this Committee) of current issues including:

- ◆ **Well-Known Marks:** review and finalization of the provisions on the protection of well-known marks prepared before the biennium.
- ◆ **Use of Trademarks on the Internet:** in coordination with activities under sub-program 09.3, study of the desirability and feasibility of harmonizing national rules concerning the circumstances in which use of a trademark on the Internet constitutes use of a trademark or trademark infringement.
- ◆ **Trademark Licensing:** study of the desirability and feasibility of harmonizing rules concerning trademark licensing.
- ◆ **Geographical Indications:** study of the desirability and feasibility of establishing guiding principles on topical issues concerning protection of geographical indications, covering the definition of the subject matter to be protected, whether protection should be based on registration and, if so, the desirable essential features of the registration procedure (including the extent to which applications for registration should be examined), as well as possible solutions for conflicts between trademarks and geographical indications.

Consultancies and promotion and information activities concerning trademarks, industrial designs and geographical indications:

- ◆ 12 months of **consultancies**, and participation of five consultants in a two-day meeting in Geneva.
- ◆ **Staff missions** to visit Governments and to participate in meetings of intergovernmental and non-governmental organizations.

- ◆ Conduct of a symposium on the international protection of geographical indications in cooperation with an interested government.
- ◆ Publication of a volume with the presentations and a summary of the discussions at the 1997 Eger Symposium on the Protection of Geographical Indications in the Worldwide Context.
- ◆ Notifications of emblems of States and intergovernmental organizations under Article 6ter of the Paris Convention and in accordance with the 1995 Agreement between WIPO and the WTO.

- Expected results**
- ◆ If it is found to be appropriate, the adoption of provisions on the protection of well-known marks.
  - ◆ If it is found to be appropriate, the publication of provisions on the unauthorized use of trademarks on the Internet.
  - ◆ Clearer practical understanding of the desirability and feasibility of harmonizing rules concerning trademark licensing, and of establishing guiding principles on topical issues concerning geographical indications.

Law of Trademarks, Industrial Designs and Geographical Indications (in thousands of Swiss francs)											
Sub-program 09.2	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>1,114</b>	72	508	-	297	230	7	-	-	-	-

### Sub-program 09.3

## Protection of Industrial Property Rights in Global Electronic Commerce

#### **Objective:**

- ◆ To develop common international principles and rules for the effective protection of industrial property rights in global electronic commerce.

**Background** Global electronic commerce, including commerce on the Internet, is growing at an unprecedented rate, and is expected to reach a level of \$100 to \$200 billion by the year 2005. In a medium which channels such an extensive volume of commerce, effective protection of industrial property rights is essential. Information placed into global electronic commerce by a commercial user is immediately accessible, simultaneously, in every country of the world, hence creating a difficult challenge for the current industrial property system, in which rights are enforced on a territorial basis.

The fact that commercial users of global electronic commerce could be subject to the laws and to the courts of many countries simultaneously has serious implications for principles concerning protection of industrial property rights in international commerce. These principles should be re-evaluated in the context of global electronic commerce, and possibilities for international dispute settlement alternatives specifically designed for industrial property disputes in global electronic commerce should be explored.

Consequently, a discussion of the appropriate legal infrastructure within which industrial property rights can be effectively protected in the emerging electronic commerce system needs to be undertaken as a matter of urgency. This study would take into account relevant deliberations of the expert meeting on intellectual property beyond territoriality and any other outcomes under sub-program 11.4. Work under this sub-program would also be coordinated with relevant aspects of sub-program 10.5

**Main activities**

- ◆ Exploration of issues concerning protection of industrial property in global electronic commerce, by an Advisory Committee on Protection of Industrial Property Rights in Global Electronic Commerce, made up of WIPO Member States and interested intergovernmental and non-governmental organizations.
- ◆ Studies, with support from consultants, to identify problems and potential solutions for protection of industrial property rights in global electronic commerce, taking into account activities under sub-program 11.4.
- ◆ Cooperation with other international and national institutions, including other international intergovernmental organizations, concerning protection of rights in global electronic commerce.
- ◆ Research into the applicability of current industrial property laws to global electronic commerce; identification of areas where global principles could be developed; and preparation of analyses, reports and recommendations.

**Expected results**

- ◆ Greater practical insights into the applicability of current industrial property law to global electronic commerce and possible areas for development of global principles.
- ◆ Clearer practical understanding of the desirability and feasibility of adaptation of existing principles of industrial property protection to the protection of industrial property rights in global electronic commerce.

Protection of Intellectual Property Rights in Global Electronic Commerce (in thousands of Swiss francs)												
Sub-program 09.3	Official Travel and Fellowship			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt. Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint. & Other	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>901</b>	<b>89</b>	<b>69</b>	<b>-</b>	<b>130</b>	<b>383</b>	<b>30</b>	<b>10</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>140</b>



## Program Budget Summary

Development of Industrial Property Law (in thousands of Swiss francs)												
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 09.1	1,374	50	745	-	340	230	9	-	-	-	-	-
Sub-program 09.2	1,114	72	508	-	297	230	7	-	-	-	-	-
Sub-program 09.3	901	89	69	-	130	383	30	10	50	-	-	140
<b>Total</b>	<b>3,389</b>	211	1,322	-	767	843	46	10	50	-	-	140

## Staff costs

One Director, one Professional and half a General Service staff are required to implement the new and additional activities relating to the Development of Industrial Property Law.

Posts	1996-97	1998-99	Variation
Directors	2	3	1
Professionals	5	6	1
General Service	6.5	7	0.5
<b>Total</b>	<b>13.5</b>	<b>16</b>	<b>2.5</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	3,777	4,365	
Salaries of short-term staff	135	180	
Social charges + other personnel costs	1,239	1,431	
<b>Total staff costs</b>	<b>5,151</b>	<b>5,976</b>	<b>16.0%</b>

## Comparative Budget Summary

MAIN PROGRAM 09: Development of Industrial Property Law	(In thousands of Swiss francs)					
	Budget 1996-97	Budget 1998-99	Variation			
			Program		Cost	
			Amount	%	Amount	%
Program Activities	2,508	3,389	801	31.9%	80	3.2%
Staff Costs	5,151	5,976	820	15.9%	5	0.1%
<b>TOTAL</b>	<b>7,659</b>	<b>9,365</b>	<b>1,621</b>	<b>21.2%</b>	<b>85</b>	<b>1.1%</b>

## MAIN PROGRAM 10

# Development of Copyright and Related Rights

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- 10.1 Implementation of the WIPO Copyright Treaty and the WIPO Performances and Phonograms Treaty**
  - 10.2 Protection of Audiovisual Performances**
  - 10.3 Protection of Databases**
  - 10.4 Protection of the Rights of Broadcasting Organizations**
  - 10.5 Copyright, Related Rights and Digital Technology**
- 

### **Main objectives:**

- ◆ To promote adherence to, and appropriate implementation of, the WIPO Copyright Treaty and the WIPO Performances and Phonograms Treaty.
- ◆ To adopt new international norms and offer guidance to Member States, concerning the rights of performers in respect of audiovisual performances, intellectual property in databases, and the rights of broadcasting organizations and of distributors of cable-originated programs.
- ◆ To follow developments in digital technology, particularly global networks such as the Internet, to offer guidance on the implications for copyright and related rights, and to promote related consultation and cooperation among interested groups.
- ◆ To ensure that WIPO's activities in the field of copyright and related rights be better prepared, harmonized and more transparent.

**Current situation** The WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT) offer appropriate responses to the issues raised by digital technology, particularly by global networks such as the Internet. To enter into force, however, they each require 30 instruments of accession or ratification; to obtain that, active promotion activity is needed. The December 1996 Diplomatic Conference which adopted the two treaties also had on its agenda the issues of the rights of performers in respect of "audiovisual performances" and of a possible *sui generis* protection system for databases, but did not adopt norms on those issues. Preparation of new international norms, or at least offering guidance, on those issues, as well as on two further issues identified during preparatory work on the treaties – namely, the rights of broadcasting organizations and of distributors of cable-originated programs and the intellectual property protection of folklore – has been left, initially, for the 1998-99 biennium. The

rapid growth in the applications of digital technology, particularly in global networks such as the Internet, creates a need for continuous attention from the viewpoint of the protection, exercise and enforcement of copyright.

**Strategy  
for the  
future**

Effective implementation of the WCT and WPPT will be essential if the Internet and other global digital networks are to be fully used as a market place for cultural and information industries, in due accordance with the public interest. Hence it will be a priority in this biennium to promote adherence to, and implementation of, these treaties, and secure their entry into force as soon as possible. The further development of law in the fields noted above will serve to extend the scope of international protection of copyright and related rights in the emerging information society. WIPO activities aimed at developing the international system for protecting copyright and related rights will be better harmonized, more thoroughly prepared and more transparent, partly through the operations of a new Standing Committee on Copyright and Related Rights.

**New  
program  
activities**

- ◆ Establishment of a Standing Committee on Copyright and Related Rights to consider emerging issues in this field, and to absorb and carry out, at a suitable point, the functions of existing committees of experts on issues currently being addressed in the progressive development of international law in copyright and related rights.
- ◆ Promotion of the adherence to, and implementation of, the WCT and WPPT.
- ◆ Preparatory work to formulate and adopt new international norms on the rights of performers in respect of audiovisual performances, on intellectual property in databases, and on the rights of broadcasting organizations and distributors of cable-originated programs.
- ◆ Regular monitoring of and prompt reaction to developments in digital technology, particularly global networks such as the Internet, from the viewpoint of copyright and related rights; offering guidance in this field, both to WIPO Member States and to interested groups.

**Expected  
results**

- ◆ Progress in adherence to, and implementation of, the WCT and the WPPT, so that they may enter into force not later than in the 2000-01 biennium.
- ◆ The adoption of a Protocol to the WPPT on Audiovisual Performances.
- ◆ Progress in the preparatory work on new norms concerning intellectual property in databases, and the rights of broadcasting organizations and of distributors of cable-originated programs, so that treaties may be adopted not later than in the 2000-2001 biennium, or at least appropriate guidance offered to WIPO Member States for harmonization of their laws on these issues.
- ◆ Availability of up-to-date information and guidance to WIPO Member States and interested parties on the implications on copyright and related rights of developments in digital technology and digital networks.

- ◆ Better coordinated, more appropriately prepared and more transparent WIPO activities in the field of copyright and related rights, *inter alia* as a result of the work of the Standing Committee on Copyright and Related Rights.

## Sub-program 10.1

### Implementation of the WIPO Copyright Treaty and the WIPO Performances and Phonograms Treaty

#### **Objectives:**

- ◆ To promote adherence to the WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT), thus securing their entry into force as soon as possible.
- ◆ To review those aspects of the two treaties which require interpretation, or where otherwise their implementation may raise difficulties.
- ◆ To offer guidance, where appropriate, to governments, legislators and the judiciary for the implementation and application of the two treaties.

**Background** The WCT and the WPPT, adopted in December 1996, were open for signature until the end of 1997 and have been signed by a number of Member States of WIPO and the European Community. Preparatory work is in train for the ratification of, or accession to, the treaties, and for the adoption of implementing legislation where necessary. Certain issues concerning the interpretation and implementation of the treaties emerged in the course of this work and further issues may yet arise; such issues should be settled as soon as possible. There is a need for active promotion of adherence to, and the implementation of, these treaties, the more so because each requires not less than 30 instruments of ratification or accession to enter into force.

#### **Main activities**

- ◆ One or two joint meetings of signatories of the WCT and the WPPT; or, if at least one of the treaties enters into force in the 1998-99 biennium, convening the Assembly or Assemblies established by the treaty or the treaties concerned instead of the second meeting of signatories (including, as appropriate, provision for WIPO Member States other than the signatories of the treaties, or other than Member States of these Assembly or Assemblies, to be invited as observers).
- ◆ An international workshop on implementing these treaties' provisions concerning technological measures for protection and exceptions to, and limitations on, rights; commissioning of two or three studies by external experts on technological measures of protection and on the question of the applicability of exceptions to, and limitations on, rights in works and objects of related rights protected by such measures;

publication of the studies and workshop materials for use in advising governments, legislators and the judiciary.

- ◆ Three regional meetings in developing countries, and one regional meeting for certain European and Asian countries (as identified in Main Program 07) for the promotion of adherence to, and implementation of, the treaties; and five to ten similar national-level meetings, depending on the level of demand.
- ◆ Staff missions and support for participating government officials for consultations with governments, legislators and the judiciary, and to take part in meetings, on issues concerning the adherence to, and implementation of, the treaties.

**Expected results** ◆ Progress in the adherence to the WCT and WPPT treaties, so that they may enter into force not later than in the 2000-2001 biennium.

◆ Availability of guidance to governments, legislators and the judiciary of WIPO Member States for the implementation of the treaties.

◆ Appropriate implementation of the treaties at regional and national level.

Implementation of the WCT and WPPT (in thousands of Swiss francs)												
Sub-program 10.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	937	112	533	-	139	110	13	5	5	-	-	20

## Sub-program 10.2

### Protection of Audiovisual Performances

**Objectives:**

- ◆ To review the present situation, at national, regional and international levels, of the protection of performers in respect of audiovisual performances.
- ◆ To determine where harmonization and updating of the relevant norms are necessary.
- ◆ To obtain such harmonization and updating through new, binding international norms, where appropriate.

**Background** International norms on the protection of performers were harmonized and updated in the WIPO Performers and Phonograms Treaty (WPPT). However, in adopting that treaty the Diplomatic Conference chose to cover only the aural aspects of performances, and not their audiovisual aspects. The Conference resolved that preparatory work

should continue with the objective of extending the coverage of the WPPT through the adoption of a protocol on the audiovisual aspects of performances (referred to as "audiovisual performances").

**Main activities**

- ◆ Two or three meetings of representatives of WIPO Member States and of the European Community, taking the form, depending on the progress and the requirements of the preparatory work, of a committee of experts (involving also interested inter-governmental and non-governmental organizations), of sessions of the Standing Committee on Copyright and Related Rights, of informal consultations and negotiations and/or of a preparatory meeting to deal with the procedural aspects of the diplomatic conference.
- ◆ One or two series of regional consultation meetings for developing countries and for certain European and Asian countries (as identified in Main Program 07), combined with other regional consultation meetings under this Main Program.
- ◆ A diplomatic conference for the adoption of a Protocol to the WPPT on Audiovisual Performances.
- ◆ Staff missions and support for participating government officials, for consultations with governments and to attend meetings on matters under this sub-program.

**Expected results**

- ◆ The adoption of a Protocol to the WPPT on Audiovisual Performances in the 1998-99 biennium.

Protection of Audiovisual Performances (in thousands of Swiss francs)												
Sub-program 10.2	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	1,279	72	661	-	484	21	16	-	5	-	-	20

## Sub-program 10.3

### Protection of Databases

**Objectives:**

- ◆ To review the present situation, at national, regional and international levels, of the protection of databases by copyright and by other legal institutions, such as *sui generis* protection or protection against unfair competition.
- ◆ To determine where harmonization and updating of the relevant norms are necessary.
- ◆ To obtain such harmonization and updating through binding norms, where appropriate, or through recommendations, guiding principles or other forms of guidance.

**Background** The Berne Convention, the TRIPS Agreement and the WIPO Copyright Treaty provide for the protection of original databases by copyright. The agenda of the December 1996 Diplomatic Conference included a draft treaty on a *sui generis* system of protection for databases. It envisaged the protection of the rights of makers of databases in respect of the utilization or extraction of the contents of both original and non-original databases, under certain conditions. The Conference did not discuss that draft treaty in substance, but recommended that the schedule of further preparatory work of a WIPO Treaty on Intellectual Property in Respect of Databases be discussed and established. In September 1997, an Information Meeting was held on this issue, where it was found that discussions of any details of a possible treaty should be preceded by consideration of some more fundamental questions, such as the need for, the desirable nature and extent of any protection going beyond the existing protection of databases by copyright or by other legal means, such as by protection against unfair competition or by contracts, as well as the foreseeable economic, cultural and social impact of such protection.

- Main activities**
- ◆ Two or three meetings of representatives of WIPO Member States and of the European Community, taking the form, depending on the progress and requirements of the preparatory work, of information meetings, sessions of a committee of experts (involving also interested inter-governmental and non-governmental organizations), sessions of the Standing Committee on Copyright and Related Rights, or informal consultations and negotiations; commissioning of two or three studies by external experts if required to be submitted to the meetings.
  - ◆ One or two series of regional consultation meetings for developing countries and for certain European and Asian countries (as identified in Main Program 07), combined with other regional consultation meetings under this Main Program.
  - ◆ Staff missions and support for participating government officials, for consultations with governments and to attend meetings on matters under this sub-program..

- Expected results**
- ◆ Progress towards the adoption, probably in the 2000-2001 biennium, of a Treaty on Intellectual Property in Respect of Databases or, at least, the adoption of recommendations, guiding principles or similar forms of guidance to harmonize regional and national legislation on this issue.

<b>Protection of Databases</b> (in thousands of Swiss francs)												
Sub-program 10.3	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>285</b>	-	169	-	47	39	5	-	5	-	-	20

## Sub-program 10.4

# Protection of the Rights of Broadcasting Organizations

### **Objectives:**

- ◆ To review the present situation, at national, regional and international levels, of the protection of intellectual property rights of broadcasting organizations and of distributors of cable-originated programs.
- ◆ To determine where harmonization and updating of the relevant norms are necessary.
- ◆ To obtain such harmonization and updating either through recommendations, guiding principles or other similar forms of guidance, or through new binding international norms, where appropriate.

**Background** The WPPT harmonizes and updates international norms on the protection of performers (except for their “audiovisual performances”) and producers of phonograms, but it does not cover the third traditional category of related rights beneficiaries, namely broadcasting organizations. During the preparatory work that led to the adoption of the WPPT and the WCT, and at the September-October 1997 sessions of the Governing Bodies of WIPO, several delegations proposed that WIPO include in its program the issue of harmonization of the rights of broadcasting organizations. The WIPO World Symposium on Broadcasting, New Communication Technologies and Intellectual Property, held in Manila in April 1997, identified several areas where international harmonization and updating of existing norms is necessary and indicated that this activity may have to extend to the rights of distributors of cable-originated programs.

### **Main activities**

- ◆ Two or three meetings of representatives of WIPO Member States and of the European Community, to take the form, depending on the progress and requirements of the preparatory work, of information meetings, of sessions of a committee of experts (involving also interested inter-governmental and non-governmental organizations), sessions of the Standing Committee on Copyright and Related Rights, and/or informal consultations and negotiations.
- ◆ One or two series of regional consultation meetings for developing countries and for certain European and Asian countries (as identified in Main Program 07), combined with other regional consultation meetings under this Main Program.
- ◆ Staff missions and support for participating government officials, for consultations with governments and to attend meetings on matters under this sub-program.

### **Expected results**

- ◆ Progress towards the adoption, probably in the 2000-2001 biennium, of recommendations, guiding principles or other similar forms of guidance, to harmonize regional and national legislation on these issues, or a Treaty on the



**Protection of the Rights of Broadcasting Organizations and of Distributors of Cable-originated Programs.**

<b>Protection of the Rights of Broadcasting Organizations</b> (in thousands of Swiss francs)												
Sub-program 10.4	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	290	-	169	-	47	39	5	-	5	-	-	25

## Sub-program 10.5

### Copyright, Related Rights and Digital Technology

**Objectives:**

- ◆ To monitor the development, implementation and application of international norms in the field of copyright and related rights, to review and harmonize WIPO activities in this field.
- ◆ To identify and clarify new issues in this field to be dealt with by WIPO, for discussion and for eventual decisions by the competent Governing Bodies.
- ◆ To monitor developments in digital technology and global digital networks such as the Internet, from the viewpoint of copyright and related rights.
- ◆ To offer a regular forum for different groups of owners, managers and users of copyright and related rights to exchange information and identify desirable forms of coordination or cooperation, such as in the creation and operation of electronic rights management systems.
- ◆ To monitor the methods of individual exercise and centralized management of copyright and related rights in the digital environment, and promote the optimal application of methods which are efficient and appropriate from the viewpoint both of owners and managers of rights, and of users and the general public.

**Background** Economic, technological and social developments affecting the creation, exploitation and protection of works and objects of related rights have accelerated, and are taking place in the context of globalization of economies and the information infrastructure. The system of WIPO-administered treaties in the field of copyright and related rights is already quite complex--with the Berne, Rome, Phonograms and Satellites Conventions and the WCT and WPPT. If new treaties are adopted, as foreseen under the above sub-programs, this system may become even more complex. This challenging scenario calls for the establishment of a standing body to review, monitor and harmonize the various activities in the field and to prepare and facilitate certain decisions to be taken by the competent Governing Bodies of WIPO.

In responding to the most important and urgent issues for copyright and related rights raised by the development of digital technology and by digital networks such as the Internet, the WCT and WPPT determined the rights to be granted and the possible exceptions to, and limitations on, rights; they also introduced obligations concerning technological measures of protection and rights management information systems, but left it to the interested parties to work out and operate such measures and systems. While promoting adherence and implementation in relation to these treaties, WIPO needs to continue studying certain issues they do not cover, and regularly monitor developments in digital technology and global networks. This work would be coordinated with relevant aspects of sub-programs 9.3 and 11.4.

WIPO must also act as a forum for interested groups to work together for the creation and operation of the most appropriate and most efficient methods for the protection, exercise and management of rights in the digital environment, as stressed by the participants in the WIPO International Forum on the Exercise and Management of Copyright and Neighboring Rights in the Face of the Challenges of Digital Technology held in Seville, Spain, in May 1997.

**Main activities**

- ◆ One or two sessions of the Standing Committee on Copyright and Related Rights over the biennium to consider in particular the impact of digital technology and global information networks on copyright and related rights, each session preceded by a hearing for, or other consultations with, interested non-governmental organizations on the issues to be discussed in that session.
- ◆ Two or three meetings of an Advisory Committee on Management of Copyright and Related Rights in Global Information Networks, with the representatives of owners of copyright and related rights and Internet service and access providers to discuss the exercise and collective management of rights in a digital environment, particularly in global networks, including the practical application of technological measures of protection, rights management information systems and new methods for management of rights; commissioning of two or three studies on these issues by external experts who will also take part in consultations.
- ◆ A world-wide symposium on the creation, licensing and protection of multimedia productions.
- ◆ A meeting of a group of consultants on the nature and extent of liability of service and access providers in respect of transmissions on digital networks such as the Internet; commissioning of two or three studies by external experts, to be discussed by these consultants; and publication of the studies and meeting materials for use in advising governments, legislators and the judiciary.
- ◆ A meeting of a group of consultants on the private international law aspects of the protection of works and objects of related rights transmitted through global digital networks; commissioning of two or three studies by external experts on these aspects, to be submitted to the group of consultants.
- ◆ Engagement of an external consultant or consultants, altogether for 18 months, to assist the Secretariat in dealing with the above-mentioned activities.

- ◆ Staff missions and support for participating government officials, for consultations with governments and to attend meetings on matters under this sub-program.

**Expected results**

- ◆ Availability of up-to-date information, both for the WIPO Member States and for interested groups, concerning the issues raised by digital technology, and particularly by global networks, such as the Internet, in respect of the protection, exercise and collective management of copyright and related rights.
- ◆ Progress in the clarification of the issues relating to the licensing and protection of multimedia productions so that, no later than in the 2000-2001 biennium, recommendations, guiding principles or other similar forms of guidance may be offered to governments, legislators and the judiciary of WIPO Member States.
- ◆ Progress in outlining options for solving the private international law problems emerging in respect of transmission of works and objects of related rights through global digital networks, such as the Internet; publication of a study or collection of studies on those problems and options, not later than in the 2000-2001 biennium.
- ◆ Availability of information for the Standing Committee on Copyright and Related Rights and for the competent Governing Bodies of WIPO on issues which deserve attention and may require action in this field.
- ◆ Contribution to the establishment and operation of harmonized systems of exercise and management of copyright and related rights in a digital environment, particularly on the Internet.

<b>Copyright, Related Rights and Digital Technology</b> (in thousands of Swiss francs)												
Sub-program 10.5	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>906</b>	-	386	-	213	262	15	-	5	-	-	25

## Program Budget Summary

<b>Development of Copyright and Related Rights</b> (in thousands of Swiss francs)												
	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 10.1	937	112	533	-	139	110	13	5	5	-	-	20
Sub-program 10.2	1279	72	661	-	484	21	16	-	5	-	-	20
Sub-program 10.3	285	-	169	-	47	39	5	-	5	-	-	20
Sub-program 10.4	290	-	169	-	47	39	5	-	5	-	-	25
Sub-program 10.5	906	-	386	-	213	262	15	-	5	-	-	25
<b>Total</b>	<b>3,697</b>	184	1,918	-	930	471	54	5	25	-	-	110

## **Staff needs and costs**

The upgrading of one Professional post to the Director level, one Professional and one and a half additional General Service staff are required to carry out the new activities concerning the Development of Copyright and Related Rights, especially with regard to the Copyright Treaties and other activities under sub-programs 10.1 to 10.3.

<b>Posts</b>	<b>1996-97</b>	<b>1998-99</b>	<b>Variation</b>
Directors (incl. 1 ADG)	2	3	1
Professionals	2	2	0
General Service	4.5	6	1.5
<b>Total</b>	<b>8.5</b>	<b>11</b>	<b>2.5</b>

<b>Staff costs (in thousands of Swiss francs)</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>
Salaries of regular staff	1,916	2,936	
Salaries of short-term staff	68	360	
Social charges + other personnel costs	629	963	
<b>Total staff costs</b>	<b>2,613</b>	<b>4,259</b>	<b>63.0%</b>

## **Comparative Budget Summary**

<b>MAIN PROGRAM 10: Development of Copyright and Related Rights</b>	(In thousands of Swiss francs)					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	2,346	3,697	1,269	54.1%	82	3.5%
Staff Costs	2,613	4,259	1,643	62.9%	3	0.1%
<b>TOTAL</b>	<b>4,959</b>	<b>7,956</b>	<b>2,912</b>	<b>58.7%</b>	<b>85</b>	<b>1.7%</b>

## MAIN PROGRAM 11

# Global Intellectual Property Issues

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### 11.1 Intellectual Property Rights for New Beneficiaries

### 11.2 Biological Diversity and Biotechnology

### 11.3 Protection of Expressions of Folklore

### 11.4 Intellectual Property Rights Beyond Territoriality

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#### **Main objectives:**

- ◆ To identify and explore emerging global issues at the frontiers of the intellectual property system in the context of their social, cultural and economic impact, at the national, regional and global levels.
- ◆ To promote understanding of the relationship between intellectual property rights (IPRs) and multilateral instruments on other global issues.
- ◆ To identify and explore new approaches to the use of the intellectual property system by new beneficiaries such as holders of indigenous knowledge and innovations.
- ◆ To examine the role of intellectual property in the preservation, conservation and dissemination of biological diversity.
- ◆ To investigate the need for, and possible nature and scope of, new or adapted forms of protection for expressions of folklore, including a possible new international treaty.
- ◆ To examine policy options for the use and management of IPRs in relation to evolving notions of territoriality.

#### **Current Situation**

This Main Program responds to three challenges facing the intellectual property system in a rapidly changing world: accelerating technological advancement has created new global issues impacting on the intellectual property system; integration of the world economical, ecological, cultural, trading and information systems requires more active exploration of intellectual property issues at a global level complementing WIPO's national and regional activities; and the pervasiveness of intellectual property in the fabric of human activity and aspiration, and the universal character of IPRs, call for exploration of new ways in which the intellectual property system can serve as an engine for social, cultural and economic progress for the world's diverse populations.

To remain at the forefront of global intellectual property developments and to maintain its capacity to serve the interests of its Member States, WIPO needs to offer creative and rapid responses to these pressing challenges. The issues to be tackled transcend national, regional and hemispheric conditions, as well as varying levels of economic, social or cultural development. The early identification and conceptual groundwork

required for such policy formulation is distinct from the activities of progressive development of international intellectual property law exercises on the one hand and cooperation for development on the other, although these activities will be carefully coordinated within the Secretariat. The results of this Main Program will be drawn upon as inputs and resources for other WIPO activities, particularly in the field of cooperation for development and training, such as in responding to national requests for assistance or training in relation to specific target groups or on specific issues.

**Strategy  
for  
the future**

This program will identify key points where rapid technological and social changes are exerting stress on the existing intellectual property system, and consider how they should be explored and addressed, in order to ease pressures and to advance the system. For the 1998-99 biennium four such stress points have been identified for examination in the respective sub-programs. This will entail considering new global issues involving intellectual property, and formulating action plans for promoting innovation, creativity and economic and social development through better use, understanding and, where needed, evolution of the global intellectual property system. Pilot projects will serve as testbeds for future WIPO responses to new issues and for preparing for larger scale implementation in WIPO's cooperation for development, or in the progressive development of international intellectual property law.

**Expected  
results**

- ◆ A sound conceptual basis for extending and updating WIPO programs in response to specific emerging issues, and consolidated groundwork and information resources for new directions in relation to these issues in progressive development of international intellectual property law, cooperation for development or market-oriented services, employing pilot projects to test new approaches to the use and management of the intellectual property system for the benefit of specific groups.
- ◆ Greater understanding of the relationship between intellectual property and other global issues, and enhanced support for the intellectual property system.
- ◆ Identification of the intellectual property needs and expectations of new beneficiaries, such as holders of indigenous knowledge and innovations and local communities, and the formulation of appropriate plans of action.
- ◆ Better understanding of the role of intellectual property in the preservation, conservation and dissemination of global biological diversity.
- ◆ Assessment of needs for improved protection of expressions of folklore, and, if needed, appropriate action, including consideration of a diplomatic conference to adopt a new treaty.
- ◆ Conceptual groundwork for developing proposals to improve the use and management of IPRs in commercial and other exchanges not structured on a territorial basis.
- ◆ Information resources, studies and pilot projects under this Main Program will be coordinated with and provide input to related activities on such issues in the context of cooperation for development (Main Program 06), training (Main Program 08), and progressive development of intellectual property law (Main Programs 09 and 10).

## Sub-program 11.1

### Intellectual Property Rights for New Beneficiaries

#### **Objectives:**

- ◆ To promote understanding in other international forums of the universal aspects of intellectual property rights.
- ◆ To identify and explore the intellectual property needs and expectations of new beneficiaries, including the holders of indigenous knowledge and innovations, in order to promote the contribution of the intellectual property system to their social, cultural and economic development.
- ◆ To institute pilot projects for new approaches to the creation, protection, use and management of intellectual property rights (IPRs) for new beneficiaries.

**Background** The universal dimension of intellectual property rights has been recognized in international instruments, notably the Universal Declaration of Human Rights (proclaimed by the General Assembly of the United Nations on December 10, 1948), which identifies certain IPRs as human rights (in its Article 27(2)) and proclaims other human rights which are relevant from the viewpoint of intellectual property, notably those concerning education, and cultural and scientific advancement (Articles 26(1) and 27(1)). The 50th anniversary of the Universal Declaration provides a timely opportunity to recall the fundamental and universal character of IPRs and to promote greater awareness about their status in the international legal system.

In particular, the universal character of the Declaration suggests the need for a more inclusive approach to relevant IPRs, and for widespread access to the benefits of the intellectual property system. WIPO has also been called upon by various international agencies and forums to provide technical advice and information on intellectual property matters where these arise in relation to certain groups which have had little or no effective access to the intellectual property system, for instance the United Nations Commission on Human Rights (Sub-Commission on Prevention of Discrimination and Protection of Minorities), and the Conference of the Parties to the Convention of Biological Diversity (Workshop on Traditional Knowledge and Biological Diversity). In accordance with its fundamental objective, of promoting "the protection of intellectual property throughout the world through cooperation among States and, where appropriate, in collaboration with any other international organization," WIPO is well equipped to provide clear technical information and greater understanding of the existing intellectual property system, and to promote its effective protection through cooperation. Other international undertakings require enhanced international cooperation to promote intellectual property protection in relation to such groups, notably in the Rio Earth Summit (Chapter 26 of Agenda 21) and the Convention on Biological Diversity (Article 8(j)).

Universality of access to IPRs, and more specific requirements of international instruments, may be addressed by considering the interests of groups which have, hitherto, had little or incomplete exposure to the intellectual property system, with an

initial focus on holders of indigenous and traditional knowledge and culture, reflecting specific international requirements in this field. Other target groups could be identified for similar activities in future biennia. Preparatory work will involve fact-finding and the making available of information on the needs, rights and expectations of the target groups.

Pilot projects will also be instituted to test new approaches to the use of the intellectual property system. In this biennium, a feasibility study for creation of a regional system of collective management of copyright in the Caribbean Basin will be carried out, for possible application in other regions.

**Main activities**

- ◆ Expert studies on the international legal character of IPRs arising in particular from references to intellectual property in multilateral instruments in other fields, to be published and to be supplemented by video and other information products to form a multimedia package to be launched at a public panel discussion in December 1998, the 50th anniversary of the Universal Declaration of Human Rights.
- ◆ Study of current approaches to, and future possibilities for, the protection of intellectual property rights of holders of indigenous knowledge, innovations and culture, through fact-finding missions to North America, South and Central America, the South Pacific, West and Southern Africa, and South Asia, and publication and dissemination of information compiled from these missions.
- ◆ Provision of technical advice and information on the operations of the intellectual property system where requested by other organizations or specialized UN agencies which are dealing with IPRs in relation to new beneficiaries, and through participation in conferences and seminars where relevant issues are under consideration.
- ◆ Once in each year of the biennium, a Roundtable on Indigenous Intellectual Property near the time of the annual Working Group on Indigenous People at the United Nations in late July, to facilitate an exchange of views among policymakers and indigenous people concerning more effective application and possible improvements of the intellectual property system to protect traditional knowledge.
- ◆ Commissioning, publishing and disseminating a feasibility study on a regional system of collective management of copyright in the Caribbean region, using state-of-the-art rights management technology, and on its possible application to other regions.
- ◆ A feasibility study on the establishment of databases of traditional knowledge.

**Expected results**

- ◆ Greater practical understanding of the relationship between IPRs and multilateral instruments covering other global issues.
- ◆ Identification of the needs of holders of indigenous knowledge and cultures for intellectual property protection, including areas where evolution may be called for, in particular the feasibility of a regional system for collective management of rights in the Caribbean and in other regions.



Intellectual Property Rights for New Beneficiaries (in thousands of Swiss francs)												
Sub-program 11.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>608</b>	<b>201</b>	<b>190</b>	<b>-</b>	<b>31</b>	<b>140</b>	<b>17</b>	<b>5</b>	<b>11</b>	<b>-</b>	<b>-</b>	<b>13</b>

## Sub-program 11.2

### Biological Diversity and Biotechnology

#### **Objectives:**

- ◆ To examine the role of intellectual property in the preservation, conservation and dissemination of global biological diversity.
- ◆ To examine the potential of new technologies in the management of intellectual property for the documentation, conservation and dissemination of global biological diversity.

**Background** In the past, WIPO has dealt with biotechnology as an issue primarily related to the transfer of technology, and has published a licensing guide on biotechnology. The increasing economic and technological importance of biotechnology requires a continued focus on this aspect, as well as other industrial property aspects, particularly patenting of biotechnology, which have become issues of immediate interest and general attention. Since the conclusion of the Convention on Biological Diversity (CBD) in 1992, increasing interest has been shown in possible links between intellectual property aspects of biotechnology and the conservation, use, and benefit-sharing of biological resources. Under the present sub-program these links will be examined as a separate item for the first time.

- Main activities**
- ◆ Convening of a Working Group to study intellectual property aspects of biotechnology and of the implementation of the CBD, including the potential role of the industrial property system in facilitating access to and transfer of related technology.
  - ◆ Two regional awareness-raising seminars on patenting of biotechnology.
  - ◆ Participation in meetings of a working group on indigenous knowledge established under the CBD, in work on a biosafety protocol to the CBD, the WTO Committee on Trade and the Environment, and other relevant international bodies.
  - ◆ Consultations, through a Steering Committee composed of representatives of WIPO, the United Nations Environment Programme (UNEP) and the World Conservation Union (IUCN), to identify, evaluate and agree upon three projects for on-site documentation of traditional knowledge relevant to the preservation, conservation

and sustainable use of biological diversity, with an eye to sharing the benefits of such knowledge.

- ◆ A study on the use of IPRs in the transfer of technology under multilateral environmental agreements (MEAs), and on the IPR-related needs of holders of indigenous knowledge, innovations and genetic resources, such as in agriculture and medicine.

- Expected results**
- ◆ Greater practical understanding of issues in relation to the patenting of biotechnology and intellectual property aspects of the Convention on Biological Diversity.
  - ◆ Enhanced awareness on the role of intellectual property in implementing MEAs, and projects for documentation of traditional knowledge, laying the groundwork for benefit-sharing from use of such knowledge.

<b>Biological Diversity and Biotechnology</b> (in thousands of Swiss francs)												
Sub-program 11.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>516</b>	54	197	-	36	66	-	150	-	-	-	13

## Sub-program 11.3

### Protection of Expressions of Folklore

#### **Objectives:**

- ◆ To study the role of intellectual property in the documentation, conservation and dissemination of expressions of folklore.
- ◆ To study possible systems for the collective management of expressions of folklore.
- ◆ To study means for the sustainable use and beneficial commercialization of expressions of folklore using the existing intellectual property system and to conduct pilot projects towards this end.

**Background** WIPO and UNESCO have worked jointly to develop mechanisms for the legal protection of expressions of folklore since the 1970s. In fora such as the recent UNESCO/WIPO World Forum on the Protection of Folklore, WIPO Member States have renewed their calls for the intellectual property system to provide protection for expressions of folklore. Since such protection under national, regional and international legal instruments is unclear, issues related to the protection of expressions of folklore need further exploration.

**Main activities**

- ◆ Regional consultation meetings on the protection of expressions of folklore.
- ◆ A pilot project on employing the existing intellectual property system for the sustainable use and beneficial commercialization of expressions of folklore, aimed at producing a Multimedia Encyclopedia of Folklore on CD-ROM for commercial distribution, entailing a fact finding and advisory mission, provision of equipment (documentation and scanning equipment), and staff training.
- ◆ A study on collective management of expressions of folklore as presently carried out by national collecting societies, requiring a fact finding mission.
- ◆ Participation in and provision of technical information to selected conferences and seminars where relevant issues are presented.

**Expected results**

- ◆ Significant progress in identifying and clarifying needs for new or adapted forms of protection for expressions of folklore.
- ◆ Greater experience in the documentation standards necessary for the conservation and possible protection of expressions of folklore through intellectual property, in the methods of commercialization and benefit-sharing for expressions of folklore and in the use of new technologies in the documentation, conservation and dissemination and possible intellectual property protection of expressions of folklore.

Protection of Expressions of Folklore (in thousands of Swiss francs)												
Sub-program 11.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>595</b>	<b>88</b>	<b>469</b>	<b>-</b>	<b>25</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13</b>

## Sub-program 11.4

### Intellectual Property Rights Beyond Territoriality

**Objective:**

- ◆ To explore challenges to the global intellectual property system raised by the changing nature of territoriality.

**Background** Under the international intellectual property system, IPRs have been used and managed within a framework of distinct, national territories. However, an increasingly networked and integrated environment demands that new ways are conceived to exercise IPRs beyond this principle of territoriality. In this biennium, possible evolution of the intellectual property system in relation to territoriality will be explored in coordination with other Main Programs, particularly sub-programs 09.3 and 10.5. Specific points of study will include national treatment, exhaustion of rights,

management of rights, choice of law, evidentiary rules, courts of competence and execution of judgments, as well as the implications of regional and international registration of industrial property rights, and other forms of cooperation between national granting authorities. Close attention will be given to changes in territoriality following from regional integration through agreements such as the European Union, ASEAN, APEC, COMESA, Mercosur, NAFTA and SADC.

In future biennia, other stress points will be studied, such as those arising from tensions between intellectual property and policies favoring competition, free trade, access to information and affordable healthcare. The conceptual groundwork undertaken in this sub-program aims to illuminate possible ways ahead for the intellectual property system in all such areas.

**Main activities**

- ◆ An expert meeting (drawing on the fields of intellectual property, economics, environment, information and communication technologies), to explore new practical approaches to the principle of territoriality in the global intellectual property system, with publication and dissemination of the meeting's results and recommendations for new approaches to the principle of territoriality.
- ◆ Consultations with competent secretariats, such as the European Commission and the Secretariats of ASEAN, APEC, COMESA, Mercosur, NAFTA and SADC, to secure input on the implications of this issue in the exercise of IPRs in regional cooperation arrangements.

**Expected results**

- ◆ Ongoing examination of the interaction between intellectual property and other policy objectives influenced by the changing nature of territoriality will ensure the continuing practical relevance of the intellectual property system.
- ◆ Enhanced understanding of the changing role of territoriality in the global intellectual property system and of possible improvements to the system in response to these challenges.

<b>Intellectual Property Rights Beyond Territoriality</b> (in thousands of Swiss francs)												
Sub-program 11.4	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>103</b>	-	57	-	25	3	3	-	-	-	-	15

## Program Budget Summary

<b>Global Intellectual Property Issues</b> (in thousands of Swiss francs)												
	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 11.1	608	201	190	-	31	140	17	5	11	-	-	13
Sub-program 11.2	516	54	197	-	36	66	-	150	-	-	-	13
Sub-program 11.3	595	88	469	-	25	-	-	-	-	-	-	13
Sub-program 11.4	103	-	57	-	25	3	3	-	-	-	-	15
<b>Total</b>	<b>1,822</b>	<b>343</b>	<b>913</b>	<b>-</b>	<b>117</b>	<b>209</b>	<b>20</b>	<b>155</b>	<b>11</b>	<b>-</b>	<b>-</b>	<b>54</b>

## **Staff needs and costs**

Two new Professional staff are needed for new activities under Main Program 11: one Senior Legal Officer to participate in and draft reports of the large number of missions, meetings and other activities proposed under all four sub-programs and one Senior Program Officer to plan, oversee and participate in missions under sub-programs 11.1, 11.2. and 11.3, and to organize and participate in meetings under this program.

<b>Posts</b>	<b>1996-97</b>	<b>1998-99</b>	<b>Variation</b>
Directors	1	1	0
Professionals	0	2	2
General Service	2	2	0
<b>Total</b>	<b>3</b>	<b>5</b>	<b>2</b>

<b>Staff costs (in thousands of Swiss francs)</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>
Salaries of regular staff	674	1,195	
Salaries of short-term staff	24	120	
Social charges + other personnel costs	221	392	
<b>Total staff costs</b>	<b>919</b>	<b>1,707</b>	<b>85.7%</b>

## **Comparative Budget Summary**

	<b>(In thousands of Swiss francs)</b>					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
<b>MAIN PROGRAM 11:</b>						
<b>Global Intellectual Property Issues</b>						
Program Activities	-	1,822	1,822			
Staff Costs	919	1,707	787	85.6%	1	0.1%
<b>TOTAL</b>	<b>919</b>	<b>3,529</b>	<b>2,609</b>	<b>284%</b>	<b>1</b>	<b>0.1%</b>

## MAIN PROGRAM 12

# Global Information Network and Intellectual Property Information Services

- 
- 12.1 Establishment and Operation of a Global Information Network**
  - 12.2 Provision of Intellectual Property Information Services**
  - 12.3 Establishment of the Standing Committee on Information Technologies (SCIT)**
  - 12.4 Internal Network Services**
  - 12.5 Internal Information Systems**
- 

### **Main objectives:**

- ◆ To establish and operate the WIPO global information network addressing the needs of all Member States, providing fast and cost effective communications for the intellectual property community worldwide, and taking advantage of available public networks.
- ◆ To ensure that all Member States have the necessary means (hardware, software and training) for network connectivity, allowing enhanced access to intellectual property information and supporting the modernization of their intellectual property systems.
- ◆ To promote the use of intellectual property information by Member States, the intellectual property community and the public at large, thereby fostering the adequate protection and effective enforcement of intellectual property rights.
- ◆ To facilitate access to intellectual property information by developing countries, thereby providing a tool for technology transfer and economic development to the benefit of these countries and their inventors, industry, universities, research and development institutions.
- ◆ To establish a new mechanism, the Standing Committee on Information Technologies (SCIT), as a forum to discuss issues, facilitate coordination and provide guidance concerning the WIPO global information network and intellectual property information services.
- ◆ To make the network a new means of cooperation among the Secretariat, intellectual property offices and the private sector.

- ◆ To provide and maintain an internal automated systems architecture and internal information systems which enable staff to provide high quality services and to undertake an increasing workload with higher productivity and responsiveness to needs.

**Current situation**

WIPO has undertaken a wide range of activities to provide intellectual property information to Member States, the intellectual property community and the public, yet these activities have been limited by technology constraints and the lack of an overall framework and common standards for making such information available in a digital networked environment.

The WIPO General Assembly in September 1997 requested the Director General, as a follow up to recommendations made by the WIPO Working Group on Information Technologies for Intellectual Property in July 1997, to make a proposal for the requirements for implementation of a global WIPO network and the effective use of information technology in WIPO activities.

As far as automation of internal operations is concerned, information systems are now used in virtually every aspect of the activities of the Secretariat, both for supporting internal operations and for communicating and exchanging information with industrial property offices and applicants using WIPO's market-oriented services. The architecture within WIPO involves a Networked Office System (NOS) consisting of a large number of personal computer workstations and a number of distributed servers, interlinked through a cabling and networking system; external communications facilities include links to industrial property offices, as well as to the public through the WIPO's Website on the Internet. Internal operations comprise four major areas: house-wide network and the Intranet; PCT system operations (Main Program 13); Madrid and Hague Systems operations (Main Programs 14 and 15); and other information systems.

**Strategy for the future**

This Main Program outlines a proposed framework and activities in response to the WIPO General Assembly's request. It should be noted that full implementation of this Main Program will be achieved progressively during and after the biennium period.

WIPO will provide the network to facilitate the access to and exchange of intellectual property information, and will liaise with providers of such information from public and private sectors.

WIPO will take full advantage of the network to improve the interaction between the intellectual property community members, thus enhancing the protection and enforcement of intellectual property rights.

WIPO will serve as a forum through which offices can concurrently develop an organized collection of information in electronic form (Intellectual Property Digital Libraries) that will be made accessible to the general public, with certain information being accessible only to designated communities (such as intellectual property offices), through the network.

Enhanced expert resources within the Secretariat will coordinate the development of the network, and aspects related to the network interfaces, equipment, technical assistance and training. The Secretariat will outsource tasks in these areas to the maximum appropriate extent.

The Secretariat will initiate and coordinate pilot projects to assess the functional and technical aspects of the network, taking advantage of the rapid developments in information technology, with a view toward implementing flexible and scaleable solutions.

The automated systems architecture within the Secretariat will be maintained, modernized and developed to ensure that it can fully support all information technology activities within the Secretariat.

**New  
program  
activities**

- ◆ Establishment and operation of the WIPO global information network.
- ◆ Initiation of projects for making intellectual property information available on the network.
- ◆ Establishment and support of the SCIT.
- ◆ Development and modernization of information systems within the Secretariat to encompass new areas of activity, and their adaptation to support organizational changes and to integrate new developments, thereby increasing the Secretariat's operational effectiveness and efficiency.

**Expected  
results**

- ◆ The initial deployment of the network infrastructure and the provision of technical and training services, utilizing modern and secure technologies.
- ◆ The facilitation, through deployment of the network, of the modernization of activities for the protection and enforcement of intellectual property rights.
- ◆ Improved access to intellectual property information through the network.



## Sub-program 12.1

# Establishment and Operation of a Global Information Network

### Objectives:

- ◆ To establish a network infrastructure that makes available intellectual property information to the public and also provides sufficient telecommunication capacities and security mechanisms to allow intellectual property offices to access information useful for grant and registration activities.
- ◆ To support the deployment of information technology infrastructure in intellectual property offices, with special support to offices in developing countries, assisting them in building the necessary infrastructure and in training for use of the system.
- ◆ To implement and operate state-of-the-art facilities to ensure that the network will be operational 24 hours a day.

**Background** Certain external communication facilities exist in the Secretariat to allow the exchange of information with intellectual property offices and the public throughout the world: leased line links are now used by some intellectual property offices for the exchange of electronic data with the Secretariat; the Secretariat maintains a Website providing public information; and the staff of the Secretariat has access to the Internet and electronic mail facilities.

### **Main activities**

- ◆ Defining the technical requirements and preparing the project specifications for the different network components; issuing the tender for the contracting of the various network components, technical assistance and training services; and initiating the deployment of the network.
- ◆ Establishing a dedicated network backbone with appropriate security facilities, in accordance with recommendations from the SCIT, and, where appropriate, in cooperation with certain intellectual property offices having established national or regional networks, to be used mainly for the exchange of data (e.g., intellectual property grant and registration information) and related information.
- ◆ Providing the basic assistance, materials and equipment necessary to allow the deployment and use of network infrastructure in developing countries, in coordination with development activities under Main Program 06.

### **Expected results**

- ◆ The network backbone will be established.
- ◆ Public network facilities will be used to interconnect the intellectual property community and to make available intellectual property information.

- ◆ The network will provide an infrastructure where intellectual property offices, copyright collective management organizations and other users can exchange information, thus facilitating their activities.
- ◆ The network will be a useful mechanism for WIPO's cooperation for development activities, reaching a much wider range of beneficiaries in developing countries.
- ◆ The network will be used to provide information through the Intellectual Property Digital Libraries, to implement distance learning systems and to promote the sharing of knowledge regarding intellectual property among countries and the public.

## Sub-program 12.2

### Provision of Intellectual Property Information Services

#### Objectives:

- ◆ To promote the availability and exchange of intellectual property information for enhancing the worldwide use of such information and the means for the protection and enforcement of intellectual property rights, the transfer of technology, and the efficiency of grant and registration activities by intellectual property offices and the Secretariat.
- ◆ To develop the intellectual property information (both industrial property and copyright information) to be made available on the WIPO global information network in a progressive manner.
- ◆ To support the provision of information on the network through standardization, search and retrieval tools, security services and other useful mechanisms.

**Background** The cooperation and exchange of information among intellectual property offices and the Secretariat is mainly based on paper documents or portable electronic data carriers such as magnetic tape and CD-ROM. There is a growing need for on-line data exchange in addition to these conventional data carriers.

- Main activities**
- ◆ Establishing and promoting Intellectual Property Digital Libraries containing a comprehensive electronic set of intellectual property information (e.g., on international applications published under the PCT) to be made available on the WIPO global information network both to intellectual property offices and to the public.
  - ◆ Continuing the development, and promoting the use, of standards for intellectual property information and for the dissemination of that information.
  - ◆ Continuing the revision of the IPC, Nice, Vienna and Locarno Classifications as search tools for patent, trademark and design data, developing electronic

management systems for such classifications, and publishing the classifications on CD-ROM and the network.

- ◆ Evaluating and addressing specific security requirements in the area of intellectual property information exchange.
- ◆ Developing and acquiring software applications to support the delivery of services on the network.
- ◆ Providing information and training on the use of the network and the Intellectual Property Digital Libraries, with special attention to the needs of intellectual property offices and users in developing countries.
- ◆ Commissioning pilot projects and activities for evaluating and validating potential standards and solutions, as well as for assessing the scaleability of such solutions.

**Expected results**

- ◆ The provision of intellectual property information on the WIPO global information network, including the newly created Intellectual Property Digital Libraries, will allow access to valuable resources, thereby enhancing the protection and enforcement of intellectual property rights and the dissemination of technological information.
- ◆ The provision of intellectual property information on the network will facilitate coordination among the Secretariat, intellectual property offices and the private sector.
- ◆ The establishment of support services (including training) and the adoption of standards will facilitate the exchange and dissemination of intellectual property information in electronic form.

### **Sub-program 12.3**

## **Establishment of the Standing Committee on Information Technologies (SCIT)**

**Objective:**

- ◆ To establish and support the Standing Committee on Information Technologies (SCIT), which will provide guidance on the development of the WIPO global information network and on the provision of intellectual property information services.

**Background** The establishment of a new committee to address the global information network and related matters was proposed during the July 1997 session of the Working Group on Information Technologies for Intellectual Property.

- Main activities**
- ◆ Formulation of recommendations and policies by the SCIT, for approval by the WIPO General Assembly, concerning issues pertinent to the process of providing intellectual property information in a digital networked environment.
  - ◆ Establishment of the minimum possible number of working groups by the plenary session of the SCIT, with a view to facilitating the participation by representatives from countries having limited qualified human resources, for example, (i) the Information Infrastructure Working Group, (ii) the Standards and Documentation Working Group, and (iii) the Security Working Group, financial assistance being provided for participants from developing countries and certain countries in Europe and Asia to participate in the SCIT plenary session and its working groups.
  - ◆ Integration of the PCIPI into the SCIT, and the PCIPI Working Group on Search Information into the IPC Union (under the IPC Committee of Experts).
  - ◆ Servicing of the SCIT and its working groups by the Secretariat.
- Expected results**
- ◆ The SCIT will facilitate the establishment and operation of the WIPO global information network and the provision of intellectual property information services on the network.
  - ◆ The SCIT will facilitate the application of modern information technology for enhanced intellectual property protection and enforcement, especially in WIPO activities supporting the domestic infrastructure for intellectual property offices in developing countries.

**Note:**

The activity costs are to be financed from the Special Reserve Fund and will be presented in a separate document.

## **Sub-program 12.4**

### **Internal Network Services**

**Objectives:**

- ◆ To ensure that the automated systems architecture within the Secretariat, comprising the network, servers and workstations, can fully support all the services and applications required by the users.
- ◆ To offer quality services over the network in order to improve access to and exchange of information within the Secretariat and with its partners, and to increase user productivity and knowledge management.
- ◆ To ensure that users are able to use productively the technologies available.
- ◆ To maintain consistent standards throughout the Secretariat for hardware and software components.

**Background** WIPO's current internal client/server architecture has the following key elements:

- some 650 Personal Computer (PC) workstations using Windows 3.11 as the user environment.
- eighteen servers, including 12 Novell IntraNetWare 4.11 servers on high-end Intel based platforms for workstation management and office automation services; an IBM MVS/ESA mainframe server, located in the United Nations International Computing Center (running the main information systems for PCT system operations (CASPIA and CASPRO systems), for Madrid system operations (MAPS system) and finance operations (FINAUT system)); and five UNIX servers (running advanced technology systems for the PCT publication system (SPIDI), the Madrid Optical Disk system (MINOS), the human resource management system (IBM HR Access) and the Internet Domain Name dispute resolution system).
- the Networked Office System (NOS) connecting the client workstations located in eight buildings in Geneva occupied by the staff of the Secretariat; within each of those buildings there are one or more local area network (LAN) segments connected via routers and optical fiber backbones; the interconnection of the buildings provides for the integration of the LANs into the WIPO wide area network (WAN). WIPO staff have access to the NOS services through over 2,000 outlets. State-of-the-art cabling and networking systems provide flexibility and superior performance. NOS also provides access to WIPO's Intranet as well as controlled access to the Internet and the infrastructure to allow national and regional industrial property offices to have access to the Secretariat's information systems.

**Main activities**

- ◆ Upgrading, maintenance and support for some 750 PCs connected to numerous servers, including replacement of about 400 PCs more than three years old, to enable migration to Windows NT (version 4 or 5).
- ◆ In coordination with human resources development (sub-program 16.2), support for staff training and implementation of new learning tools, to allow maximum use of technologies and systems, including standard software applications.
- ◆ Upgrading and adding servers as required to maintain performance as new users are connected or to service users in new locations, and development of network infrastructure to increase its capacity, to extend it to any new premises and to support the new PCT automation program as well as any necessary external interfacing.
- ◆ Provision of remote Internet access to the Secretariat's internal e-mail system for staff on mission.
- ◆ Regular coordination meetings and development of common standards, guidelines and tools for inclusion in the Office Automation Standards and Guidelines, in the context of an Information Technologies/ Information Systems plan.
- ◆ Participation in the Management Committee of the United Nations International Computing Centre (ICC) and in the Information Systems Co-ordination Committee (ISCC) of the United Nations System.
- ◆ Development of a security policy for WIPO systems, coordinated with the ICC security policy, and follow-up of its implementation and permanent application.

- Expected results**
- ◆ Provision of training to some 600 staff on the use of the standard tools available on the network.
  - ◆ Availability of up-to-date hardware, software tools and network facilities to meet user needs in a secure environment.
  - ◆ Availability of the NOS 250 days a year, 12 hours a day, with an availability rate (at the server level) of 99%.

<b>Internal Network Services</b> (in thousands of Swiss francs)											
Sub-program 12.4	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>3,092</b>	45	-	-	-	-	800	-	714	-	1,533

**Note:**

Certain specific activities costs under this sub-program in upgrading the office computing environment are to be financed from the Special Reserve Fund and will be presented in a separate document.

## Sub-program 12.5

### Internal Information Systems

**Objectives:**

- ◆ To develop and maintain appropriate information systems helping users cope with their workload and improving their responsiveness to business requirements, thereby increasing the effectiveness and efficiency of operations within the Secretariat.
- ◆ To ensure that information systems will be year 2000 compliant.

**Background** Automation is extensively used to enhance the effectiveness and efficiency of most administrative activities. Information systems support Finance Division operations, Human Resources Management, Cooperation for Development activities, and other activities. An Intranet provides access throughout the Secretariat to shared knowledge databases developed by the different units of the Secretariat and to the information on WIPO's Website. The Secretariat is also an advanced user of different electronic publishing technologies: CD-ROM, Internet Web, desk-top publishing and on-demand printing. The Secretariat is currently installing a Web server, connected to the Internet, for the WIPO Arbitration and Mediation Center's dispute resolution procedures concerning domain names on the Internet which will be a pilot project in many new areas including electronic commerce.

**Main activities** ♦ Maintenance, development and upgrading of information systems in areas other than PCT, Madrid and Hague system operations, including in particular:

• **Financial Operations:**

Maintaining, upgrading and redeveloping the Finances automation system, to resolve the year 2000 problem and to respond to the new requirements related to accountability and transparency. A new modular system, FINAUT 2000, will offer new financial reporting and analytical tools and include a new budget system (in accordance with sub-program 4.2). [1,152,000 Swiss francs for consultants and 100,000 Swiss francs for Other Contractual Services].

• **Human Resources Management:**

Implementing the IBM HR Access package for personnel and payroll, and extending its use to recruitment and human resources management. [65,000 Swiss francs for consultants and 200,000 Swiss francs for Other Contractual Services].

• **Cooperation for Development:**

Implementing a new system (CODIS) for supporting the activities of the Cooperation for Development sector, with new project management tools. [72,000 Swiss francs for consultants].

• **Arbitration and Mediation:**

Participation in the development, installation and operation of the on-line dispute resolution system (sub-program 3.3), using state-of-the-art technologies: Lotus Notes/Domino, Oracle Financials, Cybercash etc. [80,000 Swiss francs for consultants].

• **Publications and documents:**

Implementing the electronic bookshop for WIPO publications (under sub-program 5.3), and developing the electronic archive for meeting documents. [72,000 Swiss francs for consultants].

• **Electronic forms and workflow:**

Implementing systems with Novell GroupWise and the associated Windows NT client, to streamline workflows and decrease paper circulation. [100,000 Swiss francs for Other Contractual Services].

♦ Provision of advice on technical aspects of projects of the Secretariat, and for Cooperation for Development projects.

**Expected results** ♦ Successful development and on-going maintenance of the above-mentioned information systems.

♦ Information systems will be year 2000 compliant.

Internal Information Systems (in thousands of Swiss francs)												
Sub-program 12.5	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>2,636</b>	45	25	-	25	1,441	-	1,000	-	-	-	100

## Program Budget Summary

Global Information Network and Intellectual Property Information Services (in thousands of Swiss francs)												
	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
Sub-program 12.1												
Sub-program 12.2	to be financed by Special Reserve											
Sub-program 12.3												
Sub-program 12.4	3,092	45	-	-	-	-	800	-	714	-	1,533	
Sub-program 12.5	2,636	45	25	-	25	1,441	-	1,000	-	-	100	
<b>Total Costs</b>	<b>5,728</b>	90	25	-	25	1,441	-	1,800	-	714	-	1,633

## Staff needs and costs

Two additional Professional staff are required to implement new projects in the Information Systems Department.

Regular Budget Posts	Posts 1996-97				Posts 1998-99				Variation			
	Total	D*	P	G	Total	D	P	G	Total	D	P	G
Information Systems Department	18.5	1	11	6.5	20.5	1	13	6.5	2	0	2	0
Inter Office Information Services Department	14.5	1	7	6.5	14.5	1	7	6.5	0	0	0	0
<b>Total</b>	<b>33.0</b>	<b>2</b>	<b>18</b>	<b>13</b>	<b>35.0</b>	<b>2</b>	<b>20</b>	<b>13</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	7,324	8,405	
Salaries of short-term staff	261	480	
Social charges + other personnel costs	2,403	2,756	
<b>Total staff costs</b>	<b>9,988</b>	<b>11,641</b>	<b>16.5%</b>



## Comparative Budget Summary

(In thousands of Swiss francs)						
<b>MAIN PROGRAM 12: Global Information Network and Intellectual Property Information Services</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	5,684	5,728	(211)	-3.7%	255	4.5%
Staff Costs	9,988	11,641	1,643	16.4%	10	0.1%
<b>TOTAL</b>	<b>15,672</b>	<b>17,369</b>	<b>1,432</b>	<b>9.1%</b>	<b>265</b>	<b>1.7%</b>

## MAIN PROGRAM 13

# Patent Cooperation Treaty (PCT) System

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### 13.1 Management and Operation of the PCT System

### 13.2 Automation of the PCT System

### 13.3 Legal Information and Development of the PCT System; Training and Promotion Services

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**Main objectives:**

- ◆ To facilitate the patenting of inventions internationally, in particular by the filing of a single international patent application having effect in multiple countries.
- ◆ To provide the services required of the International Bureau under the PCT, including the processing of an expected 123,000 international applications during the 1998-99 biennium.
- ◆ To modernize PCT administration through re-engineering of processes and increased use of automated information systems.
- ◆ To develop a system for electronic filing of international applications.
- ◆ To facilitate and accelerate access by the public to technological information contained in international applications.
- ◆ To promote and develop the use of the PCT system worldwide, and to support its use by producing training materials, presenting seminars on PCT procedures, and providing legal and procedural advice to users of the system and national Offices.
- ◆ To improve the legal framework of the PCT to make its use easier and more effective for the user and the participating Offices.
- ◆ To encourage more countries to adhere to the PCT and to assist developing and other countries to take advantage of the possibilities offered by the PCT when establishing and developing national patent systems.

**Current situation**

The PCT system continues to expand rapidly, with sustained annual growth rates in the filing of applications of about 15%. The 101,713 international applications filed in 1996-97 have had a total equivalent effect of about 6 million national applications. This growth is a good indication of the health of the Treaty, but it creates continuous challenges for the International Bureau which must handle increasingly large volumes of applications within established tight deadlines. Contracting States also look to the PCT system to facilitate resolution of issues facing national and regional patent administrations, and to make national and regional patent systems work better. Users of the PCT system expect it to operate simply, cheaply, securely and effectively in the pursuit of national and regional protection for inventions.

**Strategy  
for the  
future**

The steeply increasing PCT workload creates a need for increased resources, streamlined working procedures and long term investment in office automation. The PCT system will be made more user friendly, reachable and usable throughout the world, both for applicants and Contracting States, through information dissemination and assistance in development and improvement of legal and administrative infrastructures. The following indicators reflect the current and expected overall situation for the PCT:

PCT	1996 Actual	1997 Actual	1998 Expected	1999 Expected
Number of international applications	47,291	54,422	59,000	64,000
Number of demands under Chapter II	33,046	40,382	44,000	48,000
Number of designations	2,656,853	3,463,147	4,400,000	5,700,000
Number of IAs received at RO/IB	1,500	1,619	2,200	2,700
Number of published pamphlets	42,186	50,320	55,000	60,000

**Expected  
results**

- ◆ The services required under the PCT will be provided in a manner which fully satisfies both users of the system and national Offices from the viewpoints of speed, reliability and cost-effectiveness.
- ◆ The growth in the number of users and of Contracting States is expected to continue.
- ◆ The PCT legal framework will be further improved and simplified, and greater awareness will be promoted in developing countries concerning the benefits of the PCT.

## Sub-program 13.1

### Management and Operation of the PCT System

**Objectives:**

- ◆ To examine and process international applications accurately, as provided by the PCT, Regulations and Administrative Instructions, and to furnish documentation to patent offices.
- ◆ To produce and publish a consistently high quality PCT Gazette and PCT pamphlets, containing the international applications and related information.
- ◆ To ensure a high level of quality and timeliness in translations of titles, abstracts and textual matter in drawings, and of international preliminary examination reports.
- ◆ To process the increasing number of international applications filed directly with the International Bureau as receiving Office (RO/IB), sustaining a high quality of work and pursuing means of office automation resulting from electronic filing.
- ◆ To develop management strategies in response to the increase in international filings.

### **Examination activities**

**Background** The Office of the PCT examiners perform formal examination of incoming international applications, and deal with application files from the moment the record copy is received at the International Bureau up to the beginning of the national phase (at 20 or 30 months from the priority date). Some of the bibliographic data appearing on the request, as well as certain indications relating to defects noted in the application, are input into a data base. These data are used to produce requisite notifications and to monitor relevant time limits. The Office of the PCT generates a series of documents (e.g. notifications), and maintains an archival system for current and non-current files.

- Main activities**
- ◆ Formal examination of international applications and of demands for international preliminary examination under Chapter II; contacts with patent offices, applicants and agents.
  - ◆ Capture of bibliographic data and dispatch of notifications to patent offices, applicants and agents; supply of forms and required documents to patent offices; review of files before publication.
  - ◆ Monitoring of time limits pertaining to international applications (including those to be observed by receiving Offices, International Searching Authorities and International Preliminary Examining Authorities).
  - ◆ Interfacing of existing computer systems within the Office of the PCT so as to increase the efficiency of examination procedures.
  - ◆ Ongoing compilation of statistics.
  - ◆ Communication on request of documents needed by patent offices for the national phase.
  - ◆ Maintaining an information service to respond to inquiries concerning the PCT.

- Expected results**
- ◆ Continued high quality processing of incoming international applications, and increased quality and efficiency in examination-related functions achieved through computerization and electronic document management.
  - ◆ Productivity gains through training and deployment of staff, emphasizing individual skills and qualifications.

### **Publication activities**

**Background** The Office of the PCT publishes international applications promptly after the expiration of 18 months from the priority date (or earlier at the applicant's express request). Data is input and proofread by publication date minus four weeks, when preparations commence for publication. Applications are published in the form of pamphlets and, with assistance from outside parties, in a weekly bilingual Gazette in paper form and in a Gazette in electronic form. Preparation, printing and distribution of pamphlets, and dispatch of priority documents, are undertaken by various services within the International Bureau in coordination with the Office of the PCT.

- Main activities**
- ◆ Entry of texts and data required for completion of application record and publication, and proofreading of these texts and data.
  - ◆ Scanning and mounting of drawings for publication, and preparation of master copies for printing of pamphlets.
  - ◆ Preparation of pamphlet front pages, and of Sections II and III of the Gazette.
  - ◆ Migration of copying and dispatch of priority documents from paper based to electronic form.

- Expected results**
- ◆ Continued production of high quality PCT Gazette and PCT pamphlets both on paper and in electronic form, and integration of appropriate computer technologies to automate the production of PCT pamphlets, including their front pages.
  - ◆ Productivity gains through training and deployment of staff, emphasizing individual skills and qualifications.

#### **Translation activities**

**Background** The Office of the PCT is charged with the translation into English and French, for international publication, of titles, abstracts and any text which appears on drawings published with abstracts, and the translation into English, as required, of international preliminary examination reports. PCT translation activities include overseeing translation of elements of international applications submitted in Chinese and Japanese.

- Main activities**
- ◆ Translation into English and French of international application titles, abstracts and drawings, on the full range of technology; translation of international preliminary examination reports into English; revision of translations.
  - ◆ Reviewing subcontractors' translations of abstracts and international preliminary examination reports into English from Chinese and Japanese.
  - ◆ Translation of titles and abstracts of international applications modified by International Searching Authorities for the purpose of their republication.
  - ◆ Implementation of new information technologies relevant to the PCT translation environment, including development of translation tools such as electronic dictionaries and on-line reference sources.
  - ◆ Refinement of technical terminology and updating of correlative data bases.

- Expected results**
- ◆ Provision of required high quality translations in an efficient, timely manner.
  - ◆ Improvement of work processes through use of new translation tools and information technologies as well as improved staff skills; productivity gains through training and deployment of staff, emphasizing individual skills and qualifications.

**Receiving Office activities**

**Background** The International Bureau has been available as receiving Office for international applications filed by nationals and residents of all PCT Contracting States since January 1, 1994. Further, if an international application is filed with another receiving Office which is not competent because of the applicant's nationality and residence, then it is transmitted to the International Bureau as competent receiving Office. The number of international applications filed with the International Bureau is expected to continue its current steady increase.

- Main activities**
- ◆ Receipt of international applications, dispatch of acknowledgment and attribution of international application numbers.
  - ◆ Checking of requirements for according international filing dates and numbers and for compliance with formal and physical requirements; processing of payment of fees.
  - ◆ Communication with applicants concerning procedures to follow before and after filing.
  - ◆ Timely transmittal of the record copy to the competent unit of the Office of the PCT and of the search copy to the International Searching Authority.

- Expected results**
- ◆ Processing of an increasing number of international applications while maintaining a high level of efficiency and quality of service; productivity gains through training and deployment of staff, emphasizing individual skills and qualifications.
  - ◆ Establishment and implementation of systems for receipt and processing of electronic filings, and development of the Office of the PCT as a model electronic receiving Office.

<b>Management and Operation of the PCT System</b> (in thousands of Swiss francs)												
Sub-program 13.1	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	25,140	602	158	-	100	300	2,250	7,800	4,100	6,300	2,990	540

**Sub-program 13.2**

**Automation of the PCT System**

**Objectives:**

- ◆ To implement a global information and document management system for the Office of the PCT.
- ◆ To establish generalized solutions for electronic data exchange, electronic publishing and the dissemination of PCT information.

**Background** Database systems are currently used to process and publish international applications, but the contents of international applications and related documentation are still processed, stored and distributed primarily in paper form. In 1997, a detailed study reviewed the complex information and document management needs of the PCT system, and made recommendations for the phased implementation of a global computerized information and document management system. This sub-program includes initiatives and activities to be undertaken during the 1998-99 biennium, leading towards a full implementation of such a system. Development and implementation are expected to take three to four years and entail a transition from paper files through increased use of documents stored as facsimile images to a paperless office of fully electronic documents.

- Main activities**
- ◆ Ensuring the continued smooth functioning of existing PCT computer systems to accommodate PCT rule changes, increasing numbers of international applications and year 2000 related issues, while monitoring, maintaining and improving the efficiency, reliability and maintainability of these systems.
  - ◆ Design and implementation of improvements to the current system for processing international applications, with higher reliance on information technologies and corresponding re-engineering of working procedures.
  - ◆ Development of a new system for the Office of the PCT capable of handling complex electronic documents and of supporting automated processes. A proposal to be financed by the Special Reserve Fund for Additional Premises and Computerization will be presented in a separate document.
  - ◆ Progressive elimination of paper files by implementing new computer systems able to handle complex electronic documents and support automated processes.
  - ◆ Streamlining of the filing process and subsequent verification of international applications by providing applicants with means for electronic filing and validation.
  - ◆ Promotion of the use of the PCT/EASY electronic filing software, expansion of that software to permit filing and processing of demands under Chapter II, and assistance in the development of national versions of the EASY software as means of facilitating conversion of national applications into international applications.
  - ◆ Implementation of measures to ensure the continued security, authenticity and integrity of PCT data.
  - ◆ Increasing on-line access to PCT documents and information.
  - ◆ Work towards development and harmonization of the electronic receiving Office function, allowing receiving Offices to receive, process and transmit international applications filed in electronic form.
  - ◆ Preparation and servicing of advisory meetings with PCT Offices and Authorities on technical and automation issues.

**Expected results** ◆ Completion of tendering for procurement of a new computer and document management system for the Office of the PCT, followed by system design and delivery of early stages of the system (process control, storage and imaging sub-systems).

- ◆ The PCT publication system will be enhanced to support new electronic publishing requirements.
- ◆ Electronic links will have been developed between the PCT computer systems and other industrial property offices (see Main Program 12) in order to start receiving international applications filed in electronic form, exchange PCT information in such form with these offices, and provide information electronically for public dissemination.
- ◆ Technical cooperation with other PCT Authorities and involvement in the standardization work carried out or overseen by other bodies will have been significantly reinforced.
- ◆ Productivity gains through training and deployment of staff, emphasizing individual skills and qualifications.

<b>Automation of the PCT System</b> (in thousands of Swiss francs)												
Sub-program 13.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>6,684</b>	165	80	-	70	489	-	3,000	1,410	-	50	1,420

### Sub-program 13.3

## Legal Information and Development of the PCT System; Training and Promotion Services

#### **Objectives:**

- ◆ To increase, among users, potential users, governments and intergovernmental organizations, awareness and knowledge of the PCT, its use and benefits.
- ◆ To encourage participation in the PCT system by more States and more users.
- ◆ To improve the legal framework for, and to simplify and render more economical, the obtaining of patent protection worldwide by use of the PCT.
- ◆ To assist and cooperate with governments of developing countries to secure the greatest possible benefits from the PCT and, for countries not yet party to the PCT, to support their adherence to the treaty, consistent with national objectives and requirements.
- ◆ To advise governments of developing countries on legal and technological implications of the PCT system to increase the efficiency of national systems for the protection of inventions, and to facilitate access to technological information.

**Background** The legal and information services provided by the International Bureau, and the coordination by the International Bureau of the activities of Offices and Authorities



performing functions under the PCT, ensure the smooth functioning and continued growth of the PCT system as the principal means of facilitating the obtaining of patent protection worldwide. The detailed procedures under the PCT allow the system to operate harmoniously in conjunction with national and regional patent systems and safely from the point of view of users. Now that the PCT is finding wide acceptance among both States and users, further efforts are needed to amend procedures (and hence the implementing Regulations) to make the PCT system simpler, more flexible and accessible, and to harmonize procedures in national Offices.

In undertaking these services, particular attention is to be paid to the needs of developing countries, which comprise 42 (45%) of the 95 Contracting States. The PCT offers important possibilities to developing countries in establishing or developing patent systems in support of the more general objective of economic development, whether those systems provide for simple registration of patent rights or some degree of substantive examination of patent applications.

**Main  
activities**

- ◆ Expanded assistance, advice, and training to users, potential users and their representatives (such as patent attorneys and agents) in response to growth in PCT use and the number of Contracting States.
- ◆ Coordination of the activities of the receiving Offices, International Searching and Preliminary Examining Authorities, and designated and elected Offices, and provision of assistance, advice and training to those Offices and Authorities; participation in meetings of the Eurasian Patent Organization and the European Patent Organisation.
- ◆ Promotion of the PCT system by encouraging accessions to the PCT and by advising potential users on its use and benefits.
- ◆ Organization of and participation in meetings, seminars, training courses and other activities (where appropriate, in cooperation with other program areas), and missions by staff members and consultants or experts, as well as invitations for officials of PCT Contracting States to the headquarters of WIPO for training and discussions.
- ◆ Publication and dissemination of texts and informative material on the PCT, both in paper form and by such other means as the Internet and CD-ROMs (including legal notifications and information of a general character in Section IV of the PCT Gazette, the PCT Applicant's Guide and its regular updates, the PCT Newsletter, the text of the PCT itself, the implementing Regulations, the Administrative Instructions, the Guidelines for receiving Offices and for international search and international preliminary examination, and the PCT Forms).
- ◆ Provision of in-house training to staff of the Office of the PCT so as to maintain high quality handling of the international applications filed.
- ◆ Preparation and servicing of advisory meetings with PCT Offices and Authorities and users of the PCT system to discuss practical questions of implementing PCT procedures, to collect information on the use of the PCT, and to review and update procedures, in particular as required by rapidly changing technologies and by the needs of developing countries; including meetings of the International Searching Authorities and the International Preliminary Examining Authorities (PCT/MIA), the PCT Committee for Administrative and Legal Matters (PCT/CAL), and other meetings of *ad hoc* advisory groups on legal issues.

- ◆ Taking into account the advice given by the various PCT Committees and the views of interested Offices and Authorities and users of the PCT system, preparation of proposals for amending the PCT Regulations for consideration by the PCT Assembly and for modifying the Administrative Instructions, including Forms and the various Guidelines under the PCT.
- ◆ Development and improvement of the legal framework for the electronic filing and transmission of documents relating to international applications, between users and Offices and Authorities and between Offices and Authorities.
- ◆ Provision of tailored recommendations to interested governments of developing countries on how to make best use of the PCT, based on the collection of data on the actual use of the patent system in such countries, with due regard to the specifics of each region, and the carrying out of studies on the specific circumstances present in certain countries or regions.
- ◆ Provision of a framework for the exchange of views and experiences among interested countries; carrying out of comparative studies, taking into account the various levels of economic development of those countries.
- ◆ Training in PCT procedures of officials from developing countries which are PCT Contracting States, at the time of adherence to the PCT and by regular refresher and updating training courses in Geneva thereafter.
- ◆ Promote greater reliance among developing countries on the PCT for the establishment, development and maintenance of national patent systems.

**Expected results**

- ◆ Enhanced awareness and knowledge of the PCT, its use and benefits.
- ◆ Cost-effective functioning of the PCT system to more effectively meet the needs of interested governments and intergovernmental organizations, and of its users.
- ◆ Increase in the number of Contracting States and of international applications.
- ◆ Improved legal framework for, and simplified, more economical means of, obtaining patent protection worldwide via the PCT including filing and communication by electronic means.
- ◆ Harmonization of search and examination practice through improved guidelines and solutions for questions and problems resulting from new technologies.
- ◆ Greater reliance among developing countries on the PCT for the establishment, development and maintenance of national patent systems.

Legal Information and Development of the PCT System; Training and Promotion Services (in thousands of Swiss francs)												
Sub-program 13.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>1,604</b>	<b>100</b>	<b>713</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>141</b>

## Program Budget Summary

Patent Cooperation Treaty (PCT) System (in thousands of Swiss francs)												
		Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Sub-program 13.1	25,140	602	158	-	100	300	2,250	7,800	4,100	6,300	2,990	540
Sub-program 13.2	6,684	165	80	-	70	489	-	3,000	1,410	-	50	1,420
Sub-program 13.3	1,604	100	713	-	-	200	250	-	-	-	200	141
<b>Total</b>	<b>33,428</b>	<b>867</b>	<b>951</b>	<b>-</b>	<b>170</b>	<b>989</b>	<b>2,500</b>	<b>10,800</b>	<b>5,510</b>	<b>6,300</b>	<b>3,240</b>	<b>2,101</b>

## Staff needs and costs

13 Professional and 11 General Service staff will be required for carrying out the new activities and for managing and administering the increased volume of registration activities. The proposed number of additional posts is significantly lower than allowed under the applicable methodology for establishing PCT posts approved by the PCT Assembly, taking into account expected further productivity gains due to automation. If the implementation of the planned automation is slower than expected, the proposed number of posts will be adjusted accordingly. If the estimated level of registration activities will, in fact, be less or more than forecast in this program and budget, the proposed number of posts will be reduced or increased accordingly.

The high volume of activities to be implemented in the framework of this program, will require a substantial increase in the cost of General Service staff hired on a short-term basis. This will limit the number of regular staff and related costs in the light of the forthcoming modernization of the PCT operations.

Posts	1996-97	1998-99	Variation
Directors (incl. 1 DDG)	6	6	0
Professionals	44	57	13
General Service	177.5	188.5	11
<b>Total</b>	<b>227.5</b>	<b>251.5</b>	<b>24</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	39,510	50,015	
Salaries of short-term staff	2,411	6,480	
Social charges + other personnel costs	12,958	16,405	
<b>Total staff costs</b>	<b>54,879</b>	<b>72,900</b>	<b>32.8%</b>

## Comparative Budget Summary

(In thousands of Swiss francs)						
<b>MAIN PROGRAM 13: Patent Cooperation Treaty (PCT) System</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	34,064	33,428	(2,041)	-6%	1,405	4.1%
Staff Costs	54,879	72,900	17,966	32.7%	55	0.1%
<b>TOTAL</b>	<b>88,943</b>	<b>106,328</b>	<b>15,925</b>	<b>17.9%</b>	<b>1,460</b>	<b>1.6%</b>

## MAIN PROGRAM 14

# Madrid System for the International Registration of Marks

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### 14.1 Management and Operation of the Madrid System

### 14.2 Automation of the Madrid System

### 14.3 Legal Information and Development of the Madrid System; Training and Promotion Services

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**Main objectives:**

- ◆ To provide the services entrusted to the International Bureau under the Madrid Agreement, the Madrid Protocol and the Common Regulations thereunder in a swift, reliable and cost-effective manner.
- ◆ To render the Madrid System ever more responsive to the needs of its users by expanding its geographical coverage and improving its procedures and operation.

**Current Situation** After a quasi stagnation of the number of applications for registration and renewals in 1996 (+ 1.5%), that number increased by about 4% in 1997. This upward trend should accelerate in the coming biennium as the number of Contracting Parties of the Madrid Protocol increases and as trademark owners from new members of the Madrid Union become used to the system.

With the entry into force of the Madrid Protocol and of a new set of implementing regulations common to the Madrid Agreement and the Madrid Protocol, the overall complexity of the international procedure grew significantly. The strains these new requirements imposed on the International Registrations Department were partially alleviated by a new computer system, known as MAPS (Madrid Agreement and Protocol System) that became fully operational in the 1996-97 biennium. MAPS will require maintenance and further development to keep pace with user requirements, changes in procedures and technological advances.

On December 31, 1997, 54 States were members of the Madrid Union: of these, 47 were party to the Madrid Agreement and 25 party to the Madrid Protocol (18 were party to both treaties). Further accessions to the Madrid System in the 1998-99 biennium will depend on decisions by the Governments concerned and cannot be predicted with certainty, but the likely increase in the membership of the Union will place additional demands on the International Bureau for the provision of information, advice and training to the national and regional Offices concerned as well as to applicants and potential applicants.

The following table provides statistical information on the actual and expected registration activity under the Madrid System in the 1996-97 biennium and the 1998-99 biennium:

	1996 Actual	1997 Actual	1998 Estimate	1999 Estimate
International registrations	18,485	19,070	20,200	21,400
Renewals	4,510	4,874	5,000	5,100
Total: Registrations and renewals	22,995	23,944	25,200	26,500
Subsequent designations	6,687	6,247	7,000	7,300
Continuation of effects	10,012	11,322	-	-
Other changes	33,771	46,815	52,500	55,000
Refusals and notifications subsequent to a refusal	46,621	52,614	55,000	60,000
Invalidations	2,539	1,437	2,000	2,000

**Strategy for the Future** Increased emphasis will be put on the promotion of wider acceptance of the Madrid System and on the provision of information, advice and training to offices of Contracting Parties and to users. In the field of information technology, there will be a particular effort to develop electronic communications with Offices of Contracting Parties and to facilitate electronic access to the data contained in the International Register.

**Expected results**

- ◆ The services required under the Madrid System will be provided in a manner that fully satisfies the interested Contracting Parties and the owners of marks from the viewpoint of speed, reliability and cost-effectiveness.
- ◆ Membership in the Madrid Union, particularly the number of Contracting Parties of the Madrid Protocol, is expected to increase significantly.

## Sub-program 14.1

### Management and Operation of the Madrid System

**Objective:**

- ◆ To provide the services entrusted to the International Bureau under the Madrid Agreement and the Madrid Protocol.

**Main activities**

- ◆ Performance of the tasks entrusted to the International Bureau under the Madrid Agreement and the Madrid Protocol, in particular: receipt of applications for international registration; examination as to formal requirements, including the correct classification of the goods and services; registration of marks; recordal of renewals of registrations, of changes in the registrations, and of any refusals by member countries; making of the required communications and notifications to the applicants or owners of international registrations and to the national and regional Offices; preparation for publication, publishing and mailing the bilingual (English and French) periodical *WIPO Gazette of International Marks* on paper and, if sufficient demand exists, in microfiche form or on CD-ROM or other electronic carriers.

**Expected results**

- ◆ The above statistical table sets out the expected growth in activity, based on an annual increase in the number of registrations of about 6% in 1998 and 1999, and on the assumption that 37% of the total number of registrations and renewals effected in 1978 and 1979 will be renewed in, respectively, 1998 and 1999.

Management and Operation of the Madrid System (in thousands of Swiss francs)											
Sub-program 14.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>8,291</b>	25	-	-	-	2,100	2,200	519	2,311	525	611

## Sub-program 14.2

### Automation of the Madrid System

**Objectives:**

- ◆ To provide system support to the management and operation of the Madrid System.
- ◆ To facilitate the task of trademark offices of members of the Madrid Union.
- ◆ To provide access to information contained in the International Register of marks.

**Background** With the entry into operation of the computerized management, registration and publishing system for the Madrid Agreement and Protocol (MAPS), the International Register of Marks functions in a largely automated, paperless environment. This enabled the International Bureau to absorb the additional complexity introduced to the international procedure by the combined implementation of the Madrid Agreement and of the Madrid Protocol with minimal staff increases. In the 1998-99 biennium, efforts will concentrate on the development of communications with Offices of the Contracting

Parties in electronic form and the review and, as required, redevelopment or replacement of the oldest components of the system.

The general public's access to information contained in the electronic database of international marks is currently provided through the CD-ROM publication called ROMARIN (Read-Only Memory of Madrid Actualized Registry Information) and update files made available on the Internet. While ROMARIN will continue to be maintained and, as required, improved, other means of electronic access to the database will be investigated.

**Main activities**

- ◆ Maintenance, improvement and further development of MAPS, especially by:
  - **upgrading the Document Image Processing sub-system** to allow the management of a higher volume of scanned documents and images of marks without loss of response time; upgrading or replacement of workstations used in the International Registry of Marks;
  - **redeveloping with state of the art equipment the optical disc archiving sub-system (MINOS)** which was originally developed in 1990, based on specifications dating back to 1988. A proposal to be financed by the Special Reserve Fund for Additional Premises and Computerization will be presented in a separate document;
  - **developing the physical infrastructure and the communications protocol** to allow the International Bureau to receive from, and send to, Offices of interested Contracting Parties all communications concerning the international registration procedure in electronic form, guided by at least two meetings of a technical working party which would elucidate requirements of Offices in this area, discuss common problems and contribute to the establishment of a global network for industrial property information. The related equipment requirements will be financed by the Special Reserve Fund for Additional Premises and Computerization in the framework of the Establishment and Operation of a Global Information Network under sub-program 12.1.
- ◆ Investigation and, as appropriate, implementation of new means of providing access by the general public to the electronic database of the International Registry of Marks.

**Expected results**

- ◆ Wherever possible, the international registration procedure will be faster and more secure and cost-effective. The tasks of Trademark Offices of members of the Madrid Union will be facilitated in so far as they will be able to receive notifications and other communications from the International Bureau in electronic form. For those Offices which capture the data of international registrations, this will generate savings on related staff costs.
- ◆ Access by Offices and by the general public to up-to-date information on applications for registration filed with, and on registrations made by, the International Bureau will be improved.



Automation of the Madrid System (in thousands of Swiss francs)												
Sub-program 14.2	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>950</b>	25	-	-	350	50	450	-	-	25	50	

## Sub-program 14.3

### Legal Information and Development of the Madrid System; Training and Promotion Services

#### **Objectives:**

- ◆ To increase, among trademark owners, trademark attorneys, governments and intergovernmental organizations, awareness and knowledge of the Madrid System, its use and benefits.
- ◆ To encourage participation in the Madrid System by more Contracting Parties.
- ◆ To simplify the functioning of the Madrid System and to make it more responsive to the needs of its users.

**Background** The entry into force of the Madrid Protocol and of the Common Regulations under the Madrid Agreement and Madrid Protocol has generated considerable demand for information on, and training in, the operation of the new procedures on the part of users and potential users of the system as well as of competent authorities of current and potential Contracting Parties. The legal and information services provided by the International Bureau are essential to ensure the smooth functioning and continued growth of the Madrid System.

Of the 54 members of the Madrid Union (as on November 1, 1997), only 11 are developing countries. Yet those countries require special attention to help them participate effectively in the Madrid System, in terms of training and reinforcement of their Trademark Offices. Other developing countries, which are contemplating accession to the Madrid Agreement or Protocol or both, have also special needs for assistance regarding the drafting of implementing legislation, office organization and staff training.

The Common Regulations entered into force on April 1, 1996; a number of amendments, adopted by the Assembly of the Madrid Union in 1997, came into effect on January 1, 1998. Experience with the operation of the new Regulations will no doubt reveal a need for further proposals of amendments to be prepared before the 1999 ordinary session of the Assembly, with the aim of making the Madrid System simpler and more responsive to its users' needs.

**Main activities**

- ◆ **Promotion of the use of the Madrid System, and advice on its use to applicants, potential applicants and their representatives, in particular by:**
  - organizing, in coordination with other program areas, and taking part in **meetings, seminars and other activities** for applicants, potential applicants and their representatives; and
  - producing and publishing in paper form and on the Internet **information and training material**, including the *Guide to the International Registration of Marks under the Madrid Agreement and Madrid Protocol* and its updates, and a newsletter.
- ◆ Advice and assistance to current and potential Contracting Parties, to facilitate effective implementation of the Madrid System by the competent national or regional offices, by means of **visits by WIPO officials, seminars, workshops or similar meetings, the training of officials** of such Contracting Parties or potential Contracting Parties at the headquarters of WIPO in Geneva, and the establishment of a special unit in the International Registrations Department to address specific requirements of developing countries for the effective operation of the Madrid System.
- ◆ Preparation, with the help of a working group, and submission to the Assembly of the Madrid Union, of **proposals for amending the Common Regulations.**
- ◆ Convening an **extraordinary session of the Assembly** to approve, in the event that the European Community accedes to the Madrid Protocol before the 1999 ordinary session of the Assembly, consequential modifications to the Common Regulations. Since another extraordinary session is planned to take place at the beginning of 1998 to approve the 1998-99 program and budget, it is likely that, including the 1999 ordinary session, **three sessions of the Assembly** will be required in the 1998-99 biennium; they are budgeted for under Main Program 01.

**Expected results**

- ◆ The Madrid System will be better understood and more effectively used by trademark owners and their representatives.
- ◆ Membership in the Madrid Union will increase and the Governments and intergovernmental organizations participating in the system will be better equipped to operate the system effectively.
- ◆ Procedures under the Madrid System will be simplified and the system will be more responsive to the needs of its users.

Legal Information and Development of the Madrid System; Training & Promotion Services (in thousands of Swiss francs)												
Sub-program 14.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>1,076</b>	<b>284</b>	<b>195</b>	<b>-</b>	<b>72</b>	<b>350</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25</b>	<b>100</b>

## Program Budget Summary

<b>Madrid System for the International Registration of Marks</b> (in thousands of Swiss francs)												
		<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Sub-program 14.1	8,291	25	-	-	-	-	2,100	2,200	519	2,311	525	611
Sub-program 14.2	950	25	-	-	-	350	50	450	-	-	25	50
Sub-program 14.3	1,076	284	195	-	72	350	50	-	-	-	25	100
<b>Total</b>	<b>10,317</b>	<b>334</b>	<b>195</b>	<b>-</b>	<b>72</b>	<b>700</b>	<b>2,200</b>	<b>2,650</b>	<b>519</b>	<b>2,311</b>	<b>575</b>	<b>761</b>

## Staff needs and costs

One additional Director post will be required for the information, training and promotion activities referred to in sub-program 14.3, especially with regard to the Madrid Protocol which is not related to the volume of registration activity. One additional Professional post, also not related to the volume of registration activity, will be required, inter alia, to develop electronic communications with Offices of Contracting Parties and to service the technical working party to be established in that area. Four additional General Service posts will be required to deal with the expected increase in registration activity. If the level of applications for registration and renewals were, in fact, less or more than forecast in this program, then the number of posts would be reduced or increased accordingly.

Posts	1996-97	1998-99	Variation
Directors	1	2	1
Professionals	13	14	1
General Service	40.5	44.5	4
<b>Total</b>	<b>54.5</b>	<b>60.5</b>	<b>6</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	10,548	12,829	
Salaries of short-term staff	477	1,240	
Social charges + other personnel costs	3,460	4,207	
<b>Total staff costs</b>	<b>14,485</b>	<b>18,276</b>	<b>26.2%</b>

## Comparative Budget Summary

(In thousands of Swiss francs)						
<b>MAIN PROGRAM 14: Madrid System for the International Registration of Marks</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	9,635	10,317	251	2.6%	431	4.5%
Staff Costs	14,485	18,276	3,776	26.1%	15	0.1%
<b>TOTAL</b>	<b>24,120</b>	<b>28,593</b>	<b>4,027</b>	<b>16.7%</b>	<b>446</b>	<b>1.8%</b>

## MAIN PROGRAM 15

# Hague System for the International Deposit of Industrial Designs

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### 15.1 Management and Operation of the Hague System

### 15.2 Automation of the Hague System

### 15.3 Legal Information and Development of the Hague System; Training and Promotion Services

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**Main objectives:**

- ◆ To provide the services entrusted to the International Bureau under the Hague Agreement and the Regulations thereunder in a swift, reliable and cost-effective manner.
- ◆ To render the Hague System ever more responsive to the needs of its users by expanding its geographical coverage and improving its procedures and operation.

**Current situation**

The total number of deposits and renewals or prolongations under the Hague System increased significantly in 1996 (4%) and 1997 (over 6%). Given the evident growing interest in protection of industrial designs in those countries from which most international deposits originate, a continued annual increase of about 5% is likely in 1998 and 1999.

At its September-October 1997 session, the Assembly of the Hague Union agreed to substitute, during the 1998-99 biennium, the current paper publication for a CD-ROM publication of the reproductions of international deposits. Electronic publication of these reproductions should create significant savings on publication costs for the Hague Union already by 1999. As a first step towards the development of the CD-ROM publication, the International Bureau is undertaking the integration of the data contained in international deposits in the computer system that is used to maintain the International Registry of Marks (see Main Program 14).

On December 31, 1997, 29 States were members of the Hague Union, 23 party to the Hague (1960) Act of the Agreement and 16 to the London (1934) Act (10 States are party to both Acts and six are party only to the 1934 Act). Although four States became bound by the Agreement in the 1996-97 biennium, no significant increase in membership of the Hague System is expected before a new Act of the Agreement enters into force. The ongoing work for the development of the Hague Agreement, which started in 1991, is expected to culminate in a diplomatic conference to be convened in 1999.

The following table provides statistical information on the actual and expected registration activity under the Hague System in the 1996-97 biennium and the 1998-99 biennium:

	<b>1996 Actual</b>	<b>1997 Actual</b>	<b>1998 Estimate</b>	<b>1999 Estimate</b>
International deposits	3,726	3,984	4,200	4,400
Renewals	2,106	2,239	2,300	2,400
Total: deposits and renewals	5,832	6,223	6,500	6,800
Total number of designs contained in the deposits	19,110	18,509	21,400	22,400
Changes to the Register	1,772	1,912	1,950	2,000

**Strategy for the future** Concentration of effort will be on the promotion of wider acceptance of the Hague System through the conclusion of a new Act of the Hague Agreement. Electronic systems and products will be progressively developed in areas of the International Industrial Design Registry where the investment return is the highest, particularly in the area of publication.

**New program activities** ♦ A diplomatic conference for the adoption of a new Act of the Hague Agreement, preceded by a preparatory meeting.

**Expected results** ♦ Provision of the services required under the Hague System in a manner that fully satisfies the interested Contracting Parties and owners of industrial designs from the viewpoint of speed, reliability and cost-effectiveness.

♦ Adoption of a new Act of the Hague Agreement, allowing wider acceptance and use of the Hague System in the future.

## Sub-program 15.1

### Management and Operation of the Hague System

**Objective:**

- ♦ To provide the services entrusted to the International Bureau under the Hague Agreement.

**Main activities**

- ◆ Performance of the tasks entrusted to the International Bureau under the Hague Agreement, in particular: receipt of applications for international deposit and examination as to formal requirements; registration of the deposits; recordal of renewals of deposit, of changes in the deposits and of any refusals by member countries; required communications and notifications to the applicants or owners of international deposits; preparation for publication, publishing and mailing the bilingual periodical *WIPO International Designs Bulletin* on paper; and, at the beginning of 1999, cessation of the paper publication of the reproductions contained in international deposits and replacement by a CD-ROM publication (sub-program 15.2).

**Expected results**

- ◆ The statistical table under Main Program 15 sets out the expected growth in activity, based on an annual increase in the number of deposits of about 5% in 1998 and 1999. It is assumed that 50% of deposits are renewed after five years and 25% are renewed after 10 years. The proposed budget reflects a reduction by 50% of publication costs in 1999 on account of the phasing out of the paper publication of reproductions contained in international deposits.

Management and Operation of the Hague System (in thousands of Swiss francs)											
Sub-program 15.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	2,202	-	-	-	-	1,800	130	21	111	-	140

## Sub-program 15.2

### Automation of the Hague System

◆ **Objectives:**

- ◆ To provide support to the activities under sub-program 15.1.
- ◆ To reduce the cost of publication of the international deposits of industrial designs.
- ◆ To facilitate the task of industrial property offices of members of the Hague Union.

**Background** A major item of expenditure for the budget of the Hague Union is the publication (on paper) of the *International Designs Bulletin*. At the fifteenth session of the Assembly of the Hague Union, in September-October 1997, the International Bureau proposed that the publication on paper of the reproductions of designs deposited with the International Bureau be substituted by a CD-ROM publication, with a view to reducing costs (see document H/A/XV/2). The Assembly approved this proposal (see document H/A/XV/3).

In order to produce the information to be included on the CD-ROM (comprising also the bibliographic data associated with the reproductions deposited), the International Bureau will require a relational electronic database for the International Registry of Industrial Designs. Setting up this database will enable the International Bureau to offer interested offices of the countries party to the Hague Agreement to receive in electronic form bibliographic data and reproductions contained in the international deposits designating them. The expected reduction in publication costs more than offsets the initial investment to develop the new CD-ROM publication system (120,000 francs for contractual services and 60,000 francs of equipment) and the cost of digitization of the reproductions, formatting of the CD-ROM publication and of the paper publication, as well as pre-mastering of the former. Once the new publication system is fully operational, the Director General will propose a reduction of the publication fee associated with the international deposit of industrial designs.

- Main activities**
- ◆ Integration of the data contained in the international deposits of industrial designs on the computer platform developed for the management, registration and publication of marks under the Madrid Agreement and Protocol (MAPS), including necessary adaptations to MAPS for the storage of that data, production of communications with applicants and holders and of certificates of deposit and renewal, and the preparation of the publication.
  - ◆ Development in 1998 of a system for the publication on CD-ROMs of the reproductions contained in international deposits of industrial designs and of the associated bibliographic data, aiming at cessation of their publication on paper by the beginning of 1999, but with continued publication on paper of bibliographic data on international deposits, and subsequent inscriptions in the International Register of Industrial Designs.

- Expected results**
- ◆ The international registration procedure will be more cost effective and will allow a reduction in publication fee. Furthermore, Industrial Property Offices of Member States of the Hague Union will be able to receive bibliographic data and reproduction of international individual designs in electronic form. For those Offices which capture data on international deposits, this will save related staff costs.
  - ◆ Access by Offices and by the general public to the data contained in the periodic publication of international industrial designs will be improved by the new CD-ROM publication.

Automation of the Hague System (in thousands of Swiss francs)												
Sub-program 15.2	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>244</b>	-	-	-	124	-	120	-	-	-	-	



## Sub-program 15.3

# Legal Information and Development of the Hague System; Training and Promotion Services

### **Objectives:**

- ◆ To increase, among creators of industrial designs and the design industry, industrial property agents, governments and intergovernmental organizations, awareness and knowledge of the Hague System, its use and benefits.
- ◆ To encourage participation in the Hague System by more Contracting Parties.
- ◆ To render the Hague System more responsive to the needs of its users by expanding its geographical scope and, as far as possible, simplifying its procedures.

**Background** A process of revision of the Hague Agreement was initiated in 1991, aiming, on the one hand, at expanding its geographical scope by removing obstacles that have so far prevented countries whose legislation provides for substantive examination of applications for the protection of industrial designs from joining the Agreement; and, on the other hand, at making the system simpler, cheaper and generally more responsive to the requirements of creators of designs, particularly in those branches of industry where the life-cycle of design creation is short.

This work has aroused renewed interest for the international protection of industrial designs and generated demand for information on the operation of the Hague System on the part of users and potential users thereof as well as of competent authorities of potential Contracting Parties. Among potential Contracting Parties, developing countries have special needs for assistance in drafting implementing legislation to give effect to international deposits applicable on their territories, and to enable their offices to provide information to potential international applicants.

- Main activities**
- ◆ A diplomatic conference in 1999 for the adoption of a new Act of the Agreement, to which all Member States of WIPO will be invited to participate, with equal rights, preceded by a preparatory meeting dealing with procedural aspects of the conference.
  - ◆ Promotion of the use of the Hague System and advice on its use to applicants, potential applicants and their representatives, in particular by:
    - organizing two advisory meetings of Hague users and two seminars on the Hague System, and taking part in other meetings, seminars and other activities for applicants, potential applicants and their representatives in cooperation with other program areas; and
    - producing and publishing in paper form and on the Internet information and training material, including the *Guide to the International Deposit of Industrial Designs*.

- ◆ Provision of information and assistance to the competent authorities of current and potential Contracting Parties of the Hague Agreement, through 10 missions of WIPO officials attending seminars, workshops or similar meetings, and during visits of officials of these competent authorities to the WIPO headquarters, with particular support to the requirements of developing countries from the special unit to be established in the International Registrations Department under sub-program 14.3.

- Expected results**
- ◆ Adoption of a new Act of the Hague Agreement.
  - ◆ Better understanding and more effective use of the Hague System by industrial design owners and their representatives.
  - ◆ Enhanced capacity of Offices of countries participating in the Hague System to advise potential users on its operation.

<b>Legal Information and Development of the Hague System; Training &amp; Promotion Services</b> (in thousands of Swiss francs)												
Sub-program 15.3	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>906</b>	63	25	-	694	124	-	-	-	-	-	-

## Program Budget Summary

<b>Hague System for the International Deposit of Industrial Designs</b> (in thousands of Swiss francs)												
		<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Sub-program 15.1	<b>2,202</b>	-	-	-	-	-	1,800	130	21	111	-	140
Sub-program 15.2	<b>244</b>	-	-	-	-	124	-	120	-	-	-	-
Sub-program 15.3	<b>906</b>	63	25	-	694	124	-	-	-	-	-	-
<b>Total</b>	<b>3,352</b>	63	25	-	694	248	1,800	250	21	111	-	140

## Staff needs and costs

1.5 additional General Service posts will be required to cope with the projected growth of registration activity in the Hague system. If the number of deposits and renewals or prolongations were, in fact, less or more than forecast in this program, then the number of posts would be reduced or increased accordingly.

Posts	1996-97	1998-99	Variation
Directors	0	0	0
Professionals	1	1	0
General Service	10	11.5	1.5
<b>Total</b>	<b>11</b>	<b>12.5</b>	<b>1.5</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	2,095	2,462	
Salaries of short-term staff	75	180	
Social charges + other personnel costs	687	807	
<b>Total staff costs</b>	<b>2,857</b>	<b>3,449</b>	<b>20.73%</b>

## Comparative Budget Summary

<b>MAIN PROGRAM 15:</b> <b>Hague System for the International Deposit of Industrial Designs</b>	<b>(In thousands of Swiss francs)</b>					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	3,042	3,352	189	6.2%	121	4.0%
Staff Costs	2,857	3,449	589	20.6%	3	0.1%
<b>TOTAL</b>	<b>5,899</b>	<b>6,801</b>	<b>778</b>	<b>13.2%</b>	<b>124</b>	<b>2.1%</b>

## MAIN PROGRAM 16

# Human Resources Management

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### 16.1 Staff Recruitment

### 16.2 Human Resources Development

### 16.3 Staff Administrative and Social Services

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#### **Main objectives:**

- ◆ To recruit and retain highly qualified personnel and to widen the geographical distribution of staff.
- ◆ To enhance the knowledge base, special skills and other capacities of the staff and make optimal use of their capabilities, to promote the Secretariat's productivity.
- ◆ To improve work practices and procedures and to enhance productivity by using modern management techniques.
- ◆ To provide staff incentives and a career development system based on a systematic performance evaluation system and merit.
- ◆ To develop communication and information sharing systems among staff.
- ◆ To enhance conditions of service under the WIPO Staff Regulations and Rules.

#### **Current situation**

The management of human resources within WIPO has concentrated to date largely on personnel recruitment and staff administration, with limited attention to human resources development. The main activities in the 1996-97 biennium were: recruitment activities (applications, evaluations, interviews, hirings); administration of staff (regular, short-term, and consultants), including contractual status, continuation or modification of entitlements, appointments and extensions of contracts, promotions, and separations from service; social services (medical and accident insurance, pensions); staff training (language courses, software applications, some advanced courses); advice to staff in personnel matters; and participation at meetings of intergovernmental or interagency bodies.

#### **Strategy for the future**

Management of human resources in the Secretariat will need to anticipate and prepare for the expected heavy growth in demands on WIPO and its staff. These demands flow from the increasing complexity of WIPO's operations and its greatly expanded base of clients and partner agencies, the need to respond to and make effective use of information technology, the changes in management structure and techniques, and the implications for staff of moving towards accountability and transparency within WIPO. Reliance will be placed on job analysis methods to gather information for human

resource planning and career counselling. This will make feasible the recruitment and retention of staff with suitable knowledge, skills and experience, and more sophisticated staff training and development. The basis for greater productivity will be laid through improvements to quality of work life and management skills, steps to increase innovation, creativity and flexibility, new approaches to job design, succession planning, career development and lateral mobility, and redesign of the performance appraisal system to enhance its utility as a management tool. A cooperative partnership with the Staff Association, and enhanced communications, through formal and informal means including the Intranet, will promote staff relations and team spirit, especially reflecting the needs of a multicultural workforce.

**New  
program  
activities**

- ◆ Enhanced human resources development (training on management, information technologies, special skills, and WIPO's operations and related issues).
- ◆ Assessment and improvement of work practices and procedures in the framework of modern management techniques such as the total quality management approach, and establishment of a new personnel performance evaluation system.
- ◆ Creation of a staff and career development system based on merit and incentives.
- ◆ Strengthening of international recruitment procedures and widening of geographical distribution of staff of the Secretariat.
- ◆ Development of a staff communication and information program within the Secretariat.
- ◆ Improvement of social services (health care, housing, life insurance) and establishment of a Medical Service at WIPO.

**Expected  
results**

- ◆ More expert, productive, satisfied, geographically diverse personnel, with a higher proportion of women at the professional level, working in a coordinated, well-informed manner to serve effectively and efficiently the mandate of the Organization.

## **Sub-program 16.1**

### **Staff Recruitment**

**Objectives:**

- ◆ To recruit and retain personnel with the highest level of competence, efficiency and integrity.
- ◆ To ensure the widest possible geographical distribution of staff.
- ◆ To increase the proportion of women at the professional level and above in all areas of the Secretariat.
- ◆ To include requirements for short-term assistance to program activities, related to additional or new activities, in the recruitment and staffing planning process.

**Background** During the 1996-97 biennium, 120 competitions were announced and 171 new staff were appointed. Some 68 WIPO Member States were represented at the end of 1997, an increase of four countries during the biennium. An average of 120 candidatures was received for each competition in the Professional and higher categories, and 25 candidatures for the General Service category, representing for the biennium a total of about 5,600 applications which were registered, evaluated and processed through Appointment and Promotion Boards. Some 7,000 further applications, not relating to specific competitions, were received.

On average, 110 man-months of short-term assistance per month were needed to assist program managers in the achievement of their programs, and about 3,000 contracts or extension letters were prepared during the biennium. An average of 40 man-months of consultants or holders of Special Service Agreements were needed per month during the biennium, mainly in information technology and technical translation sectors.

**Main activities**

- ◆ Issuance of vacancy announcements for 78 new regular posts, and possibly for additional posts in the case of higher than expected growth in the global protection systems and services; subject to time constraints, application of job analysis methodologies to determine task and personal requirements of vacant positions.
- ◆ Enhancement of access, in particular through the Internet, to announcements of international vacancies, and active steps to seek candidates for posts at the Director and Professional levels on the widest possible geographical basis; widening of geographical distribution of General Service posts on the basis of local recruitment availability and at the international level when special skills are needed.
- ◆ Development of a system for conducting employment interviews and structured consultations with program areas to facilitate selection of the most suitable candidates.
- ◆ Thorough evaluation of all applications based on standard criteria and an increased number of interviews, with special attention to underrepresented Member States, and application of information technology to the registration and screening of candidatures.
- ◆ Servicing the Appointment Advisory Board with management and staff representatives.
- ◆ Selection, testing, administration and placement of short-term employees, and extension of the Personnel Management Information System to these employees.

**Expected results**

- ◆ New staff, short-term employees and consultants with the highest level of competence, efficiency and integrity will be recruited.
- ◆ The geographical distribution of staff of the Secretariat will be significantly improved with an expected increase in WIPO Member States represented in the Secretariat at all levels.
- ◆ A higher proportion of women at the professional level and above in the Secretariat.

Staff Recruitment (in thousands of Swiss francs)												
Sub-program 16.1	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	405	30	-	-	62	50	155	19	-	-	89	

## Sub-program 16.2

### Human Resources Development

#### **Objectives:**

- ◆ To ensure the highest level of staff competence and efficiency, by enhancing their knowledge base and developing special skills and capacities, and to make optimal use of their capabilities.
- ◆ To expand expertise in management and special program areas.
- ◆ To establish a new personnel performance evaluation system and career development system based on staff merit.
- ◆ To train staff in the application of the latest information technologies.
- ◆ To enhance staff communication and dissemination of information.
- ◆ To ensure that all Secretariat posts are classified according to the UN common system.

**Background** Human resources development has until now essentially comprised training in official languages (for about 200 WIPO staff in 1997) and on software applications (for about 600 staff in 1997). A Training and Post Classification Section was established in June 1997. A course on management training, recommended in an independent consultant's evaluation of the PCT system, is projected for 20 staff with supervisory responsibilities in the PCT Sector. A program of general staff briefing has also been conducted concerning such key activities as the PCT, the Madrid System, and the WIPO Arbitration and Mediation Center.

#### **Main activities**

- ◆ Forecasting staff training needs in coordination with program managers.
- ◆ Establishment of in-house training facilities and organization of training courses on staff management and development, new PC software and information technologies, specialized technical areas and official languages.
- ◆ Assessment and improvement of work practices and procedures in the framework of modern management techniques (in decision-making, team-building, total quality management, etc.).
- ◆ Establishment of a new personnel performance evaluation system.

- ◆ Creation of a staff career development system, based on merit and incentive.
- ◆ Participation of WIPO staff at special training sessions organized by other intergovernmental organizations, corporations or private institutions, and in study visits or staff exchanges to international organizations, national offices and corporations, in coordination with Main Program 02.
- ◆ In coordination with Main Program 02, training and briefing activities on the operations of WIPO, other international agencies and on international developments impacting on WIPO's activities and mandate.
- ◆ Development of communication and distribution of information among staff, including Intranet and an internal newsletter, in coordination with Main Program 05.
- ◆ Establishment of a database available to the staff on management, human resources development and other areas of interest.
- ◆ Review of the classification of all posts in accordance with the standards of the UN common system.

**Expected results**

- ◆ Secretariat staff will be well trained in their special fields of competence and will be able to use their knowledge, skills, abilities and other capacities in their work.
- ◆ Modern information technologies will be effectively used throughout the Secretariat.
- ◆ Work practices and procedures will be streamlined in line with current management techniques; program activities will be carried out more effectively and efficiently.
- ◆ A staff career development system will reward performance and initiative and motivate staff in their work.
- ◆ Staff will be aware of WIPO's mandate, structure and activities, and will periodically receive updated briefings or training.

<b>Human Resources Development</b> (in thousands of Swiss francs)												
Sub-program 16.2	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>2,930</b>	90	95	-	-	-	-	2,570	-	-	90	85



## Sub-program 16.3

### Staff Administrative and Social Services

#### **Objectives:**

- ◆ To administer staff entitlements under the WIPO Staff Regulations and Rules.
- ◆ To improve conditions of service for Secretariat staff and to propose amendments to the Staff Regulations and Rules in order to attract and retain staff of the highest quality.
- ◆ To improve the Personnel Management Information System.
- ◆ To provide assistance to staff members on their rights and duties towards the Secretariat and the Swiss authorities.
- ◆ To provide appropriate social security coverage and social services to staff, short-term employees, consultants and other employees of the Secretariat and their families.
- ◆ To provide medical services and family-related facilities to staff, and health-related information programs and activities.

**Background** This sub-program deals with all actions concerning staff and their family from the date of entry on duty to the date of separation: installation, dependency status, education, home leave, step increases, promotions and all other aspects related to remuneration, generating in 1997 about 1,000 personnel actions, 110 education grants, and 312 dependency allowances. The leave and flexitime system required registration and checking of about 1,500 forms during 1997 in addition to the monitoring of sick leave, maternity leave and related contacts with the United Nations Joint Medical Service. About 50 Office Instructions and Information Circulars were prepared in 1997 on amendments to Staff Regulations and Rules, changes in administrative procedures and information on organizational structure and staff movements. WIPO was represented at meetings of interagency and intergovernmental bodies within the UN common system (ICSC, CCAQ(PER), ACPAQ).

In coordination with the Secretariat of the United Nations Joint Staff Pension Fund, the Secretariat administers about 700 participants of that Fund, entailing registration, validation of prior contributory service, restoration, estimates of entitlements, disability cases, and separation and retirement benefits, and participates in meetings of the United Nations Joint Staff Pension Board (UNJSPB). It also administers the closed WIPO Pension Fund which still covers about 60 participants and 60 retirees. Medical insurance is provided for about 1,500 persons (staff, dependents, retirees, short-term employees, and consultants), as well as accident insurance for staff, dependents and retirees, and loss-of-earnings insurance for short-term employees. Social welfare services are extended to new staff and staff in personal difficulties.

- Main activities**
- ◆ Administration of the entitlements of an average of 700 staff.
  - ◆ Development of a new Personnel Management Information System with Intranet access.

- ◆ Review of conditions of employment, and preparation of amendments to the WIPO Staff Regulations and Rules, as necessary, for consideration by the Governing Bodies.
- ◆ Enhancement of advisory services to staff on administrative procedures.
- ◆ Development of working relations with local authorities.
- ◆ Administration of different insurance contracts aiming to enhance insurance coverage while monitoring the costs for the Secretariat and the staff.
- ◆ Development of new insurance schemes, including life insurance and extended loss-of-earnings insurances.
- ◆ Enhanced social services such as medical services, health care and housing services, including the establishment of an in-house medical service under a Medical Director.

**Expected results**

- ◆ More effective administration of the entitlements of all staff, pursuant to WIPO Staff Regulations and Rules.
- ◆ Improved conditions of employment and of personal environment, as necessary, thus attracting and retaining highly qualified and motivated staff.
- ◆ Enhanced information services for managers and staff by using new technology.
- ◆ Expanded staff insurance coverage.
- ◆ Improved medical, family-related and health care services, and enhanced staff welfare.

<b>Staff Administrative and Social Services</b> (in thousands of Swiss francs)												
Sub-program 16.3	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>		
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment	
<b>Total</b>	<b>632</b>	72	-	-	-	-	340	-	-	60	160	

## Program Budget Summary

<b>Human Resources Management</b> (in thousands of Swiss francs)												
		<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Sub-program 16.1	405	30	-	-	-	62	50	155	19	-	-	89
Sub-program 16.2	2,930	90	95	-	-	-	2,570	-	-	90	85	
Sub-program 16.3	632	72	-	-	-	-	340	-	-	60	160	
<b>Total</b>	<b>3,967</b>	192	95	-	-	62	50	3,065	19	-	150	334

## Staff needs and costs

One additional Professional post is required for the new Medical Service. One more General Service staff is required to implement the additional and new activities in Human Resources Management, especially the expansion of international recruitment.

Posts	1996-97	1998-99	Variation
Directors	1	1	0
Professionals	9	10	1
General Service	18	19	1
<b>Total</b>	<b>28</b>	<b>30</b>	<b>2</b>

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	6,051	6,750	
Salaries of short-term staff	216	240	
Social charges + other personnel costs	1,984	2,214	
<b>Total staff costs</b>	<b>8,251</b>	<b>9,204</b>	<b>11.5%</b>

## Comparative Budget Summary

<b>MAIN PROGRAM 16: Human Resources Management</b>	(In thousands of Swiss francs)					
	Budget 1996-97	Budget 1998-99	Variation			
			Program		Cost	
			Amount	%	Amount	%
Program Activities	-	3,967	3,967		-	
Staff Costs	8,251	9,204	945	11.5%	8	0.1%
<b>TOTAL</b>	<b>8,251</b>	<b>13,171</b>	<b>4,912</b>	<b>59.5%</b>	<b>8</b>	<b>0.1%</b>

## MAIN PROGRAM 17

# Administrative Support Services

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### 17.1 Financial Operations

### 17.2 Investment Service and Management of Funds

### 17.3 Language Services

### 17.4 Conference and Operational Services

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**Main objective:**

- ◆ To provide effective and efficient administrative support services (including financial and investment services, language services, and conference and operational services) to Member States, to users of WIPO's market sector-oriented services, to the public at large, and to the staff of the Secretariat in a transparent and fully accountable manner, and with maximum benefits from the effective use of information technologies.

**Current situation** All financial operations are supported by a comprehensive computer system, many parts of which were developed a number of years ago and need extensive modernization. WIPO has extensive financial resources available, with effective reserves expected to amount to some 288 million francs as of December 31, 1997, plus other funds able to be placed short-term.

Publications, documents and other material are translated into the six working languages of WIPO, namely Arabic, Chinese, English, French, Russian and Spanish, as required, as well as into several other languages for certain activities. Texts prepared in these languages are also edited, revised and corrected.

Conference and operational services are undertaken by four units: the Conference Service, which provides the necessary support for delegates attending meetings; the Procurement and Contracts Service, which is responsible for procurement of goods and services, and for the provision of supplies; the Publications Production Service which is responsible for the production of publications and documents, including PCT pamphlets; and the Communications and Records Management Services which is responsible for mail, courier, telephone, facsimile and messenger services and for records management.

**Strategy for the future** Administrative support services will continue to be provided in a cost-effective way with maximum benefit obtained from the effective use of information technologies. The services will be provided in a transparent and accountable manner. Tight control of all financial operations will continue under the enhanced management framework to

ensure complete accuracy, integrity and probity. Internal finance-related procedures will be streamlined, and a considerable effort will be devoted to the continued modernization of the financial information systems. The principles of greater transparency and accountability will be supported through the provision of clear and relevant financial information to Member States and to managers within the Secretariat.

High quality translations will continue to be provided, while documents will be shortened, lessening the burden on delegates and other readers, and focusing translation resources on producing important documents in as many working languages as possible.

Procurement procedures will be improved to ensure that tendering is applied to a maximum and is undertaken on the widest possible geographical basis, to establish a procurement review procedure, and to develop the present procurement information system. Extensive outsourcing will compete with in-house printing operations which benefit from the latest technologies, and printed publications will be progressively replaced by electronic form. Full advantage will be taken of deregulation in communications services in Switzerland, to use the latest communications facilities at lower costs than at present.

- New program activities**
- ◆ Establishment of an Investment Advisory Committee to advise on WIPO's investments, to obtain maximum returns consistent with security of the resources.
  - ◆ Provision of modern technology tools (terminology databases, computer-assisted translation) to derive maximum benefit in translation operations.
  - ◆ Development of a modern records management system to improve the handling of correspondence in paper and electronic formats.
  - ◆ Institution of procedures and systems for allocating costs of usage of common equipment, furniture, supplies and communications by program, so as to increase accountability of program managers.

## **Sub-program 17.1**

### **Financial Operations**

**Objectives:**

- ◆ To ensure that all income due to WIPO is properly received and all expenditures are correctly paid.
- ◆ To ensure that the accounting is undertaken in conformity with the applicable regulations, rules and standards, and that the accounts are correctly maintained.
- ◆ To provide clear and relevant financial information to Member States and to managers in the Secretariat.
- ◆ To develop an acceptable solution to the problem of arrears of contributions of Member States.
- ◆ To modernize the financial information systems.

**Background** The Finance Division undertakes all financial operations concerning WIPO and the Unions administered by WIPO, UPOV, cooperation for development activities financed by the United Nations Development Programme and by trust funds provided by Member States, and the WIPO (Closed) Pension Fund. Financial operations are undertaken in conformity with the provisions of the applicable Conventions and Treaties, WIPO Financial Regulations and Financial Rules, and the United Nations Accounting Standards. In addition to the internal controls within the Finance Division, further control and oversight is provided by the Controller and the Office of Internal Oversight and Productivity, including the Internal Auditor, and by the External Auditor, as well as by the Budget Committee and the Governing Bodies, to which the Financial Management Report and Report of the External Auditor are submitted.

The information systems which support all financial operations and the keeping of the accounts have been developed in stages over a number of years, so as to include various legacy systems. Recent and current modernization efforts have dealt with income (providing bank reconciliations and interfaces to the PCT, Madrid and publications information systems) and with the payroll system (interfaced with the personnel information system); further developments are required to interface with the Hague information system, to develop the finance component of the on-line dispute resolution system (Main Program 03), and to replace obsolete parts of the current computer system. This modernization will increase the Finance Division's efficiency and productivity, and facilitate easy and flexible financial reporting.

- Main activities**
- ◆ Receipt of contributions of Member States, fees from the market sector services (the PCT, Madrid and Hague systems, and the WIPO Arbitration and Mediation Center), income from sales of publications, rental of premises and miscellaneous income; and follow up on debtors.
  - ◆ Preparation of a report to the Budget Committee and to the Governing Bodies on the experience with the unitary contribution system.
  - ◆ Preparation of a proposal for the Budget Committee and the Governing Bodies to resolve the problem of arrears of contributions of Member States.
  - ◆ Making of all payments, including the payroll, payments to staff under a streamlined travel approval process, payments to suppliers of goods and services, and distribution to Member States of fees collected for them under the Madrid Agreement and Protocol and under the Hague Agreement.
  - ◆ Keeping of accounts and preparation of financial reports, including the Financial Management Report, in a user-friendly format.
  - ◆ Provision of full financial information to the Office of Internal Oversight and Productivity, the External Auditor, the Budget Committee and the Governing Bodies.
  - ◆ Provision of timely on-line information to senior management on actual income and expenditure, and to program managers on the status of expenditure and commitments by Main Programs and sub-programs, in accordance with the new program and budget structure.

- ◆ Modernization of finance information systems in cooperation with sub-program 12.5; and a special security audit, in collaboration with the External Auditor and the Controller, of all financial procedures undertaken with the information systems.
- ◆ Management of current accounts and funds on deposit belonging to users of WIPO's registration systems.
- ◆ Participation in the United Nations Consultative Committee on Administrative Questions (Financial and Budgetary Questions) (UN/CCAQ(FB)) on financial matters.

- Expected results**
- ◆ All financial operations will continue to be executed with accuracy, integrity and probity.
  - ◆ Satisfactory financial reporting will be provided to Member States and to managers within the Secretariat, thereby promoting transparency, accountability and effective use of resources.
  - ◆ Greater efficiency of operations and increased staff productivity are expected to result from improvements in the information systems used by the Finance Division.

<b>Financial Operations</b> (in thousands of Swiss francs)											
Sub-program 17.1	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	1,117	40	-	-	62	-	900	-	-	-	115

## Sub-program 17.2

### Investment Service and Management of Funds

**Objectives:**

- ◆ To strengthen the capability of the Secretariat for the investment of its funds.
- ◆ To obtain the maximum returns consistent with the need to safeguard WIPO's financial resources.

**Background** The working capital funds and reserve funds of WIPO and the Unions administered by WIPO stand as follows (in thousands of Swiss francs):

	Level as of <u>Dec. 31, 1995</u>	Expected Level as of <u>Dec. 31, 1997</u>	Expected Funds available as of <u>Dec. 31, 1997</u>
<u>Contribution-financed Unions</u> (Paris, Berne, IPC, Nice, Locarno, Vienna)			
- Working Capital Funds	4,082	4,082	
- Reserve Funds	<u>9,075</u>	<u>11,000</u>	
Total	<u>13,157</u>	<u>15,082</u>	
<u>PCT Union</u>			
- Working Capital Fund	2,000	2,000	2,000
- Reserve Fund	16,768	16,768	16,768
<u>Madrid Union</u>			
- Working Capital Fund	2,000	2,000	2,000
- Reserve Fund	26,177	26,177	24,111
<u>Hague Union</u>			
- Working Capital Fund	260	260	260
- Reserve Fund	<u>1,096</u>	<u>1,096</u>	<u>1,096</u>
Total	<u>48,301</u>	<u>48,301</u>	<u>46,235</u>
Special Reserve Fund for Additional Premises and Computerization	125,992	237,000	227,000
Separation Reserve	9170	15,000	15,000
<b>TOTAL</b>	<b>196,620</b>	<b>315,383</b>	<b>288,235</b>

The total arrears in contributions (and payments to working capital funds) of Member States, which totaled 16,100,000 francs as of December 1, 1997, are almost covered by the total amount of the working capital funds and reserve funds of the Contribution-financed Unions, which are therefore not available for investment.

The funds available consist of the amounts of the working capital funds and reserve funds of the PCT, Madrid and Hague Unions (the Madrid Union reserve fund also owns an apartment building, whose net value of 2,065,961 francs is included in the amounts shown), the Special Reserve Fund for Additional Premises and Computerization (apart from 10 million francs invested in the CAM Building, noted under Main Program 18) and the Separation Reserve (which are expected to total about 288 million francs as of December 31, 1997), as well as the amounts available at any time from the on-going operations of WIPO (including amounts to be paid to Member States under the Madrid and Hague Agreements, and funds on deposit from applicants). These funds are placed in interest-earning accounts.



**Main activities**

- ◆ Development of a strategy on the volume and the use of the Special Reserve Fund for Additional Premises and Computerization for consideration by the Member States.
- ◆ Establishment of an Investment Advisory Committee, including representatives of major banks and WIPO officials, to provide independent expert advice on appropriate investments for the Organization.
- ◆ Operation of the treasury function and investment of funds, in accordance with the advice of that Committee and the principle of assuring security of funds while maximizing their rate of return.
- ◆ Negotiation of special conditions with banks concerning investments, rates of exchange and services offered to the Secretariat.
- ◆ Participation in meetings of the Treasurers of the United Nations organizations.

**Expected results**

- ◆ Return on capital invested will be higher than that which would be obtained under the present investment arrangements. Earnings of the funds invested during the 1996-97 biennium amount to about 20 million francs; the investment income budgeted for the 1998-99 biennium, reflecting higher capital amounts but expected lower rates of return, is about 23 million francs, including 16 million francs under the Special Reserve Fund and 7 million francs under the regular budget (see Annex 2).
- ◆ The management of funds will be clearly reported to Member States.

Investment Service and Management of Funds (in thousands of Swiss francs)											
Sub-program 17.2	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>144</b>	-	-	-	72	-	-	-	-	-	72

## Sub-program 17.3

### Language Services

**Objectives:**

- ◆ To facilitate understanding between the Secretariat and Member States, and to make information widely available, by translating publications, documents and other material into as many languages as possible.
- ◆ To maintain high quality standards in the translation process, aiming for a goal of zero defects.
- ◆ To establish language policy and terminology.

**Background** Treaties and other international or bilateral instruments, national laws and WIPO model laws, Governing Bodies documents, publications, conference reports, working papers for committees of experts and working groups, and other material are translated into Arabic, Chinese, English, French, Russian and Spanish, as required. Translations are also made into German, as part of the administrative support given to UPOV, as well as into other languages in relation to certain specific activities undertaken for Member States. The translation, revision and correction work is undertaken mainly by the translators of the Languages Division, of whom eight work into French, five into Spanish, two into English and one each into Arabic, Chinese and Russian. Some translation work is undertaken using freelance translators and outsourcing. There is an ever increasing demand for the translation into more languages of an ever-greater number of longer documents. A constantly updated work management program is used to allocate priorities and assign work.

- Main activities**
- ◆ Translation of publications, documents and other material into Arabic, Chinese, English, French, Russian and Spanish, as well as into German and certain other languages.
  - ◆ Editing, revision and correction of texts produced by or for the Secretariat.
  - ◆ Review and development of the language policy and terminology of the Secretariat, related preparation of glossaries, lists of terms and acronyms, etc., and response to queries from staff related to drafting, language or style. Cooperation with sub-program 12.5 on the development of an information system for searching documentation and references.
  - ◆ Participation in Inter-Agency Meetings on Language Arrangements, Documentation and Publications of the United Nations system of organizations.

**Expected results** ◆ A greater number of shorter documents will be translated into more working languages of WIPO, maintaining the present high quality, yielding an expected growth of output, expressed in translation/days, as follows:

Translation into:	1996 Actual	1997 Actual	1998 Proposed	1999 Proposed
Arabic	502	756*	640	680
Chinese	417	485	530	570
English	404	421	420	420
French	1,816	1,957	2,080	2,230
Russian	442	612*	590	630
Spanish	991	990	1,050	1,130
Total	<u>4,572</u>	<u>5,221</u>	<u>5,310</u>	<u>5,660</u>

\* High figures reflect use of outsourcing to deal with backlogs

Language Service (in thousands of Swiss francs)											
Sub-program 17.3	Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Total	360	10	-	-	-	-	350	-	-	-	-

## Sub-program 17.4

### Conference and Operational Services

#### **Objectives:**

- ◆ To provide the appropriate support for delegates and for the functioning of conferences and meetings, including the arrangements for conference facilities, the distribution of documents and the provision of interpretation services.
- ◆ To provide operational services ensuring the smooth functioning in procurement and contracting of goods and services, and in transportation and communications.
- ◆ To ensure the production of WIPO publications and documents.
- ◆ To ensure the classification, routing, filing and retrieval of official correspondence in paper and electronic formats.
- ◆ To provide standard equipment, furniture, supplies and communications services to the units of the Secretariat, to determine their usage, and to establish means of internal billing for allocation of costs by program.

**Background** The Conference and Operational Services is responsible for a wide range of services, including the provision of common furniture, supplies and communications. The *Conference Service* serves an increasing number of meetings requiring the scheduling of more meetings in more languages and the recruitment of more interpreters. The *Procurement and Contracts Service* has introduced improvements in the procurement and contracting process, and further improvements are planned to increase transparency and accountability. The *Publications Production Service* has recently phased out all offset printers and shifted to the use of state-of-the-art laser printers, used in printing PCT pamphlets, meeting documents and other material. Considerable outsourcing is undertaken for printing periodicals and certain other publications. Meeting documents and a number of publications are made available electronically, through WIPO's Website on the Internet; the *Communications and Records Management Service* deals with the whole range of communications from messengers and mail to electronic communications. The rapid increase in the use of the latter makes it essential to negotiate optimal conditions at a time of deregulation in Switzerland, and to develop a computerized records management system.

In a program budget, it is desirable to allocate, as much as possible, the costs directly related to program activities to the costing of the corresponding program. Under WIPO's previous budgets, the costs for the acquisition, rental and maintenance of equipment, supplies, communications and postage (other than postage for PCT and WIPO periodicals) were budgeted under two budget items, and not allocated by programs. In the new budget, such costs have been directly charged to organizational units, where feasible, such as photocopiers, office furniture, computer equipment and charges from the International Computing Centre; information systems and procedures will be developed to allocate these costs. This sub-program covers replacement furniture, supplies or communications. Usage and means of internal billing for usage will be determined for all areas where that is appropriate, so that such costs can be progressively allocated to programs as much as possible.

**Main activities**

- ◆ Logistical arrangements for conferences and meetings including their preparation and servicing, provision of interpretation services, sending invitations and distributing documents in the official languages. Support for use of video-conference technology and multi-media projection equipment.
- ◆ Ensuring that all meeting documents are uploaded on WIPO's Website, development of the computerized correspondence and documents directory mailing list, and coordination with the Information Systems Department to develop an electronic archive for meeting documents.
- ◆ Development of new and streamlined rules and procedures for procurement and contracting, and secretariat services to the new Procurement Review Committee. Promotion of international procurement with a diversified source of suppliers, to ensure the widest competition and best prices and conditions; development of the contracts monitoring function to coordinate the periodic preparation of tenders, and of the procurement information system.
- ◆ Procurement for goods and services, including coordinating and issuing tender documents, participating in evaluation of bids and contract negotiation, preparing contract documents and monitoring procedures, in conjunction with user units.
- ◆ Implementation of a new publications production program, to ensure the lowest cost for producing publications and documents; management of the internal printing plant, with state-of-the art equipment (allowing for network printing to optimize the use of staff and equipment), and outsourcing of printing as appropriate; and maintenance of floor photocopiers.
- ◆ Printing of PCT pamphlets (in paper form) in the desired order for each destination, and their dispatch, under tight deadlines.
- ◆ Distribution, to the extent possible, of internal information circulars, administrative instructions, notifications and information of general interest via the WIPO Intranet.
- ◆ Transportation and messenger services, including for obtaining visas.
- ◆ Negotiation of optimal conditions for communications and telecommunications services in the deregulated Swiss market; and enhancement of communication facilities, including an automated facsimile system integrated with e-mail,

computerized accounting for direct dialed official long distance calls, and a more efficient voice mail system.

- ◆ Receipt and sorting incoming mail, and cost-effective dispatch of outgoing mail, and introduction of a computerized record management system for the classification, routing, filing and tracking of all official correspondence.
- ◆ Monitoring operations of the caterer of the self-service cafeteria.
- ◆ Procurement of floor photocopiers and standard office equipment and furniture and implementation of an information system for allocation of the associated costs.
- ◆ Implementation of a computerized accounting system for telephone calls, for automatic allocation of costs by program.
- ◆ Procurement of standard office supplies and stationary; management of the "Economat"; implementation of an information system to allocate associated costs.
- ◆ Determination of usage of other items by program or unit, and study of possible means of internal billing for usage, for implementation where appropriate.
- ◆ Participation in Inter-Agency Meetings on Language Arrangements, Documentation and Publication of the United Nations System.

**Expected results**

- ◆ Conference services will be satisfactorily provided to delegates for all conferences and meetings.
- ◆ Availability of meeting documents on Internet and using a print-on-demand system with an electronic archives system for documents, and using Intranet for in-house material, will reduce considerably the amount of printing, with substantial savings in staff, printing costs, paper and postage.
- ◆ More procurement outside Switzerland at minimum costs through widespread tendering.
- ◆ Telecommunications charges overall will remain at the level of the 1996-97 biennium, despite much greater usage.
- ◆ Better management of the usage of standard equipment, furniture, supplies and communications services.
- ◆ Systems will be developed and implemented, as appropriate, for determining usage and allocation of the corresponding costs by program or unit.

<b>Conference and Operational Services</b> (in thousands of Swiss francs)											
Sub-program 17.4	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>14,270</b>	79	-	-	206	320	505	2,916	5,911	2,440	1,893

## Program Budget Summary

Administrative Support Services (in thousands of Swiss francs)												
		Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
Sub-program 17.1	1,117	40	-	-	-	62	-	900	-	-	-	115
Sub-program 17.2	144	-	-	-	-	72	-	-	-	-	-	72
Sub-program 17.3	360	10	-	-	-	-	-	350	-	-	-	-
Sub-program 17.4	14,270	79	-	-	-	206	320	505	2,916	5,911	2,440	1,893
<b>Total</b>	<b>15,891</b>	129	-	-	-	340	320	1,755	2,916	5,911	2,440	2,080

## Staff needs and costs

In addition to the existing staff, three Professionals (one translator each in Arabic, Chinese and Russian), 0.5 General Service staff and additional short-term assistance in all languages will be provided to the Languages Division to meet the urgent needs for more translation in all languages. One more Professional and one upgrading to that category in the Finance Division to cope with the largely increasing volume of income and expenditure, and two more upgradings from the General Service to the Professional category in the Conference & Operational Services Division to strengthen procurement management and conference services.

To deliver an adequate administrative support for the implementation of the activities foreseen in this biennium and in view of the decrease of two and a half General Service staff, a significant increase in the cost of short-term staff will be required.

	Posts 1996-97				Posts 1998-99				Variation			
	Total	D*	P	G	Total	D	P	G	Total	D	P	G
Office of the ADG	3.5	1	1	1.5	3.5	1	1	1.5	0	0	0	0
Finance Division	33.5	1	6	26.5	34.5	1	8	25.5	1	0	2	-1
Languages Division	30.5	1	18	11.5	34	1	21	12.0	3.5	0	3	0.5
Conference & Operational Services Division	57.5	1	7	49.5	57.5	1	9	47.5	0	0	2	-2
<b>Total Admin. Support Services</b>	<b>125</b>	<b>4</b>	<b>32</b>	<b>89</b>	<b>129.5</b>	<b>4</b>	<b>39</b>	<b>86.5</b>	<b>4.5</b>	<b>0</b>	<b>7</b>	<b>-2.5</b>

\* Directors including 1 ADG

Staff costs (in thousands of Swiss francs)	Budget 1996-97	Budget 1998-99	Variation
Salaries of regular staff	26,001	26,937	
Salaries of short-term staff	1,428	3,640	
Social charges + other personnel costs	8,529	8,835	
<b>Total staff costs</b>	<b>35,958</b>	<b>39,412</b>	<b>9.6%</b>

## Comparative Budget Summary

(In thousands of Swiss francs)						
<b>MAIN PROGRAM 17: Administrative Support Services</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	10,536	15,891	5,047	47.9%	308	2.9%
Staff Costs	35,958	39,412	3,418	9.5%	36	0.1%
<b>TOTAL</b>	<b>46,494</b>	<b>55,303</b>	<b>8,465</b>	<b>18.2%</b>	<b>344</b>	<b>0.7%</b>

## MAIN PROGRAM 18

# Premises

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### 18.1 Provision of Premises

### 18.2 Maintenance and Improvement of Premises

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**Main objectives:**

- ◆ To provide suitable conference and meeting facilities for delegates.
- ◆ To provide adequate premises for staff working in WIPO's buildings.
- ◆ To maintain WIPO's premises and technical installations in good condition, and make necessary improvements.

**Current  
Situation**

WIPO at present owns three buildings (the WIPO, BIRPI I and BIRPI II Buildings), rents office space in five buildings in Geneva (Centre administratif des Morillons (CAM), Union Carbide/United Nations High Commissioner for Refugees (UC/UNHCR), International Business Machines (IBM), Procter and Gamble (P&G) and International Migration Organisation (OIM) buildings), rents parking spaces in each of those rented buildings as well as in the Parking des Nations, and rents storage space in two depots (Collex and Meyrin) for PCT international application files, furniture and equipment. WIPO has also agreed to purchase the present World Meteorological Organization (WMO) Building, which is expected to belong to WIPO in early 1999. Space is also rented for the WIPO Coordination Office in New York.

Conference and meeting facilities now consist of two conference rooms with interpretation (270 and 83 seats) and four meeting rooms without interpretation ("Salle Céleste" in the CAM Building with 31 seats, and three rooms in the WIPO Building with 25, 14 and 12 seats respectively); the Library reading room has also been used for meetings. The only parking for delegates is in the area by the front door of the WIPO Building; there is limited on-street parking.

There are extensive technical facilities and storage space in the basements of the WIPO and BIRPI I Buildings and in the central core of the CAM Building. The WIPO and CAM Buildings each have a cafeteria, open also to the public, and there is a dining room in the WIPO Building. Receptions take place in the lobby of the WIPO Building. A travel agency and a "Cassamat" bank machine are located in the BIRPI I Building, available also to the public.

The condition of all of WIPO's premises is very good, and the technical installations are in good operating order. These installations are over 20 years old and need to be modernized to function effectively at low costs. Security is provided throughout the buildings owned and rented by WIPO, with special security measures as concerns the



PCT operations. Office space and related space for staff and other personnel working in these buildings will provide the following working places upon completion of the conversion of the Mezzanine floor of the WIPO building:

**WIPO WORKING PLACES**

Building	Effective Capacity	Space Occupied	Reserve
WIPO	281	279	2
BIRPI I	171	164	7
BIRPI II	107	102	5
CAM	122	118	4
OIM	15	10	5
UC/UNHCR	122	117	5
IBM	15	13	2
P&G	8	8	0
<b>Total</b>	<b>841</b>	<b>811</b>	<b>30</b>

- New program activities**
- ◆ Enhancement of conference and meeting facilities by the provision of a larger main conference room, and more meeting rooms with interpretation and associated facilities for delegates to be financed by the Special Reserve Fund for Additional Premises and Computerization (hereinafter called the "Special Reserve Fund").
  - ◆ Rental of additional premises required to accommodate the growth of activities and of the staff, and cost-effective maintenance of premises to ensure that facilities remain modern and in good condition.
  - ◆ Proposals concerning the WMO Building and related costs, financed by the Special Reserve Fund will be presented in a separate document to the Budget and Premises Committees and the Governing Bodies at their session in March 1998.

### **Sub-program 18.1**

#### **Provision of Premises**

**Objectives:**

- ◆ To improve and increase conference and meeting facilities for delegates, providing more meeting rooms with interpretation, larger conference rooms and additional related facilities.
- ◆ To increase the premises in order to accommodate growth of staff and activities of the Secretariat, providing office space and storage space at the best prevailing rates in the vicinity of existing premises owned or rented by WIPO.

**Background Conference facilities:** The present conference and meeting facilities are inadequate, and current requirements include: a larger main conference room; more meeting rooms with interpretation facilities; more parking spaces for delegates; office space for officers of meetings, and improved communications facilities for delegates. In order to address some of these problems, the Mezzanine floor of the WIPO Building is being converted essentially for meetings and use by delegates, to provide three meeting rooms with interpretation facilities plus one other meeting room, an office for the Chairperson of the WIPO General Assembly, space which can be used for further meeting rooms (for delegates or for arbitration and mediation hearings) or as offices for officers of meetings, and a room with personal computers, printers and telecommunication links to provide delegates with ready e-mail and Internet communications.

**Office space and working places:** The continued growth of WIPO's activities, in particular cooperation for development, the intellectual property information systems and services, the operations of the PCT and the Madrid systems, and arbitration and mediation services, makes necessary more staff and office space to provide more working places, parking places and storage space. With 78 more posts proposed for the 1998-99 biennium than the revised 1997 situation, and with additional consultants and short-term staff, approximately 100 more working places will be needed during the biennium, 50 of which are to be rented as of mid-1998. The various premises rented by WIPO are expected to be rented throughout the 1998-99 biennium, except for the P&G Annex which cannot be rented beyond June 1999. WIPO is due to take possession of the WMO Building in early 1999 which was purchased pursuant to the approval of the Governing Bodies in 1992 (WO/BC/XXX/3 and 6). Additional storage space, next to the present storage space, has been rented in Collex as of April 1998. Additional storage space is needed in Meyrin for PCT pamphlets.

**Loans and Ground Rent:** The *Fondation des immeubles pour les organizations internationales (FIPOI)* granted WIPO a loan of 50.8 million francs for the construction of the WIPO Building, which was completed in 1978, to be repaid over the period 1979 to 2018, and a loan of 8.41 million francs for the modifications of the BIRPI I Building, which was completed in 1990, to be repaid over the period 1990 to 2029. While those loans were at an interest rate of 3% per annum, the Swiss Confederation generously decided in June 1996 to eliminate the interest charge effective January 1, 1996. The outstanding balances and repayments of FIPOI loans during the 1998-99 biennium are as follows (in thousands of francs):

<u>FIPOI Loan</u>	<u>Balance as of Dec. 31, 1997</u>	<u>1998 Repayment</u>	<u>1999 Repayment</u>	<u>Balance as of Dec. 31, 1999</u>
WIPO Building	36,687	1,183	1,183	34,320
BIRPI I Building	7,339	175	175	6,990
Total	44,026	1,358	1,358	41,310

The lease for the land on which the WIPO and BIRPI buildings are located provides for annual ground rent (*droit de superficie*) payments to be made to the Canton of Geneva. In 1996 the Canton of Geneva, generously decided to exempt WIPO from paying ground rent effective January 1, 1997.

WIPO made a loan of 10 million francs towards the construction cost of the CAM Building; of this, 216,000 francs has been repaid, and 10 million francs will be repaid when WIPO leaves the building. WIPO foregoes interest on this loan, and pays rent equivalent to the mortgage repayments on the commercial loan of 10.7 million francs taken by the building's owners to finance the balance of the construction cost; those annual repayments comprise interest of 5.25% at present plus 1% amortization.

**Main activities**

- ◆ The conversion of the Mezzanine floor of the WIPO Building into space dedicated essentially for meetings and use by delegates; to be financed from the Special Reserve Fund.
- ◆ Studies on the provision of a larger main conference room with a consulting architect, and presentation of proposals to the Budget and Premises Committees and the WIPO General Assembly, with any construction to be financed from the Special Reserve Fund.
- ◆ Continuation of present leases for premises for as long as possible during the 1998-99 biennium, and rental of additional office space in the vicinity of the WIPO Building and possibly in the vicinity of the CAM Building as from mid-1998.

**Expected results**

- ◆ Upon completion of the conversion of the Mezzanine floor of the WIPO Building, provision of the following conference and meeting facilities in that Building:

	Number of languages of interpretation	Number of seats	Number of seats with desks for delegates
Conference Room A	six	270	220
Conference Room B	three	83	56
Conference Room C (ex-Library)	three	56	36
Conference Room D (ex-Library)	two	44	24
Conference Room E (ex-Room 1.1)	two	42	22
Room 1.2	-	12	12

- ◆ Greatly improved conference and meeting facilities for delegates, and availability in the Mezzanine of space for officers of meetings, arbitration and mediation meetings or other meetings, and a room will be equipped with computer, e-mail and Internet facilities for delegates and staff training when meetings are not being held.

- ◆ Sufficient premises to accommodate the growth in the activities and staff, in the most cost-effective and appropriate manner, including commercial rental of the following office space, parking places and storage space:

**COMMERCIAL RENT:**

	1996-1997 Gross floor space (m2)	1998-1999 Gross floor space (m2)	1997 *Annual Rent (SFr./m2)	(in thousands of francs)	
				1996-97 budget	1998-99 budget
<b>(i) Office and related space</b>					
UC/UNHCR	2,279	3,078	450	2,051	2,770
IBM		293	380	-	223
P&G	364	364	450	328	328
OIM		225	240	-	108
Additional (19 months)		911	600	-	860
New York Coordination Office	110	220	500	108	220
<i>Sub-total</i>	2,753	5,091	2,620	2,487	4,509
<b>(ii) Storage space</b>					
Collex	444	916	86	76	158
Meyrin	848	1,060	120	204	254
UC/UNHCR	112	112	88	20	20
<i>Sub-total</i>	1,404	2,088	294	300	432
<b>(iii) Parking</b>					
Parking des Nations	167	196	1,452	485	569
CAM	109	109	1,516	330	330
UC/UNHCR	51	56	2,150	219	241
IBM		3	2,160	-	13
P&G	10	10	1,680	34	34
Additional		50	1,500	-	150
<i>Sub-total</i>	337	424	10,458	1,068	1,337
<b>TOTAL</b>				<b>3,855</b>	<b>6,278</b>

\* excluding charges for heating, light, water, etc.

**OVERALL BUDGET FOR THE PROVISION OF PREMISES:**

	<u>1996-97 Biennium</u>	<u>1998-99 Biennium</u>	<u>Change</u>	<u>%</u>
FIPOI Loans for WIPO and BIRPI I Buildings	5,478	2,716	(2,762)	(50%)
Ground Rent	388	0	(388)	(100%)
CAM Building Rent	1,550	1,292	(258)	(17%)
Commercial Rent	3,855	6,278	2,423	63%
Consulting Services	560	90	(470)	(84%)
<b>Total</b>	<u><b>11,831</b></u>	<u><b>10,376</b></u>	<u><b>(1,445)</b></u>	<u><b>(12%)</b></u>

<b>Provision of Premises</b> (in thousands of Swiss francs)											
Sub-program 18.1	<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
	Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>10,376</b>	-	-	-	90	-	-	10,286	-	-	-

## Sub-program 18.2

### Maintenance and Improvement of Premises

**Objectives:**

- ◆ To maintain WIPO's premises in good condition, with effective operation of technical installations.
- ◆ To make necessary improvements in the premises and technical installations.
- ◆ To provide appropriate security.

**Background** The increasing size of premises owned and rented by WIPO to accommodate the continued growth of WIPO's activities and the increasing number of staff, the ageing of the premises and technical installations in the WIPO and BIRPI I Buildings, and the demand for efficient and modern facilities, taken together, require a higher level maintenance work, repairs, improvements, and use of utilities and security services, with corresponding higher costs.

**Main  
activities**

- ◆ Continued maintenance of WIPO's premises and technical installations in good condition, with repairs undertaken, as necessary, to ensure their effective functioning and operation, and with appropriate cleaning of the premises and grounds maintenance.
- ◆ Improvements of premises to provide efficient and modern facilities which can be equipped with latest technologies, offering reasonable working conditions, including the following major repairs expected during the biennium:
  - replacement of the steam boilers (for heating the premises);
  - replacement of boilers (for hot water);
  - replacement of air conditioning central units; and
  - modernizing and updating electrical panels in the WIPO Building.
- ◆ Obtaining of consulting services from independent building experts, as necessary, to evaluate the state of premises and technical installations, to assess the need for major repairs and renovations.
- ◆ Stocking, distribution and maintenance of office furniture and technical equipment, with an inventory being kept; undertaking of office moves as necessary.
- ◆ Provision of reception and round-the-clock security services for the delegates, staff and visitors, and for the security of WIPO's operations, with special security measures provided as concerns the PCT operations.

**Expected  
results**

- ◆ The condition of all WIPO premises will remain very good, with the technical installations all kept in good operating order.
- ◆ Appropriate security will be provided for delegates, staff and visitors and for WIPO's operations.

Maintenance and Improvement of Premises	Budget 1996-1997	Budget 1998-99	Variation
<b>Maintenance and Utilities</b>			
Repair of technical installations	1,346	1,400	54
Improvement of buildings	2,400	2,100	(300)
Maintenance contracts	761	750	(11)
Office reconfiguration/staff movements	524	676	152
Insurance	517	350	(167)
Cleaning	1,055	1,280	225
Waste disposal	154	100	(54)
Maintenance of grounds	440	479	39
Electricity	1,940	2,071	131
Water	445	653	208
Gas and Oil	752	700	(52)
<b>Security Services</b>	719	844	125
<b>Missions</b>	0	48	48
<b>Consulting Services</b>	90	90	0
<b>Equipment</b>	0	255	255
<b>Total</b>	<b>11,143</b>	<b>11,796</b>	<b>653</b>

Maintenance and Improvement of Premises (in thousands of Swiss francs)												
Sub-program 18.2		Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>11,796</b>	48	-	-	-	90	-	-	11,403	-	-	255

## Program Budget Summary

Premises (in thousands of Swiss francs)												
		Official Travel and Fellowships			Contractual Services				Operating Exp.		Equipment and Supplies	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm & Other	Supplies & Materials	Furniture & Equipment
Sub-program 18.1	10,376	-	-	-	-	90	-	-	10,286	-	-	-
Sub-program 18.2	11,796	48	-	-	-	90	-	-	11,403	-	-	255
<b>Total</b>	<b>22,172</b>	48	-	-	-	180	-	-	21,689	-	-	255

## **Staff needs and costs**

The effective implementation of Main Program 18-Premises, with the continued growth of WIPO activities and the corresponding staff increase, requires more maintenance work and provision of premises. Redeployment of staff and efficiency measures will allow the number of staff to be kept at the current level.

<b>Posts</b>	<b>1996-97</b>	<b>1998-99</b>	<b>Variation</b>
Directors	1	1	0
Professionals	2	2	0
General Service	17	17	0
<b>Total</b>	<b>20</b>	<b>20</b>	<b>0</b>

<b>Staff costs (in thousands of Swiss francs)</b>	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>
Salaries of regular staff	4,006	4,134	
Salaries of short-term staff	143	240	
Social charges + other personnel costs	1,314	1,356	
<b>Total staff costs</b>	<b>5,463</b>	<b>5,730</b>	<b>4.9%</b>

## **Comparative Budget Summary**

<b><u>MAIN PROGRAM 18:</u></b>	<b>(In thousands of Swiss francs)</b>					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
<b>Premises</b>			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	23,696	22,172	(2,491)	-11%	967	4.1%
Staff Costs	5,463	5,730	261	4.8%	6	0.1%
<b>TOTAL</b>	<b>29,159</b>	<b>27,902</b>	<b>(2,230)</b>	<b>-7.6%</b>	<b>973</b>	<b>3.3%</b>



## MAIN PROGRAM 19

# Miscellaneous and Unforeseen Activities

### Main objective:

- ◆ To provide the Director General with a minimum level of resources of one percent of total income to undertake necessary unforeseen activities and to meet specific new demands of Member States.

**Current Situation** It has been the practice to budget one percent of the estimated amount of total budgeted income for miscellaneous and unforeseen activities. Changing program needs, new priorities, emerging needs of Member States, the development of new information technologies, as well as the possible higher demand for WIPO services than estimated, require the Secretariat to respond effectively and rapidly to meet new demands during the biennium. Experience has shown that additional resources will be needed to give the Director General the necessary flexibility to cope with new important activities or expansion of current activities and to meet specific new demands of Member States, in particular in such areas as cooperation for development and WIPO Worldwide Academy, progressive development of international intellectual property law, the global information network and intellectual property information services, and the various market-sector services.

**Strategy for the Future** Drawing upon these resources will be strictly limited to urgently required activities which are unforeseen in the proposed program and budget and which cannot be postponed in the interest of Member States or the users in the market sector. The accountability of program managers for cost-effective implementation of their program will constrain the recourse to resources under this Main Program.

**Main Activities**

- ◆ Financing of miscellaneous and unforeseen activities which are not specifically provided for, but are necessary to meet urgent new demands for services or other program activities, and covering of unforeseen staff needs up to one per cent of the budgeted staff ceiling.
- ◆ Provision in the Director General's financial management report of details and justification of any utilization of these resources.

**Expected results** ◆ The Director General will be in a position to respond more effectively and rapidly to new demands on the Secretariat during the 1998-99 biennium.

## Program Budget Summary

One per cent of estimated total income (see Budget Annex 2):

<b>Miscellaneous and Unforeseen Activities (in thousands of Swiss francs)</b>												
Program 19		<u>Official Travel and Fellowships</u>			<u>Contractual Services</u>				<u>Operating Exp.</u>		<u>Equipment and Supplies</u>	
		Staff Missions	Part. Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
<b>Total</b>	<b>3,993</b>	-	-	-	-	-	-	-	-	3,993	-	-

## Comparative Budget Summary

<b>MAIN PROGRAM 19: Miscellaneous and Unforeseen Activities</b>	<b>(In thousands of Swiss francs)</b>					
	<b>Budget 1996-97</b>	<b>Budget 1998-99</b>	<b>Variation</b>			
			<b>Program</b>		<b>Cost</b>	
			<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
Program Activities	3,775	3,993	142	3.8%	76	2.0%
<b>TOTAL</b>	<b>3,775</b>	<b>3,993</b>	<b>142</b>	<b>3.8%</b>	<b>76</b>	<b>2.0%</b>



# **WIPO Budget Annex 1998-1999**

## **INTRODUCTION TO THE BUDGET ANNEX**

The principles of the new program and budget structure are outlined in the Introduction to the Program and Budget at the outset of this document. The following annexes provide additional information on the program and budget for the 1998-99 biennium and a comparison with the 1996-97 budget, including variations and explanations, if applicable, in the following order:

- ◆ Summary of adjustments to the 1996-97 budget (Annex 1).
- ◆ Estimated 1998-99 income by main sources in comparison with the 1996-97 income with explanatory notes on variations (Annex 2).
- ◆ Staff and program expenditure by main programs. Total costs of main programs by objects of expenditure and comparison of expenditure for the 1996-97 and 1998-99 biennium (Annexes 3-5).
- ◆ Total costs and total income and expenditure by Unions (Annexes 6-7).
- ◆ Cost increase forecasts of UN Organizations in Geneva as adopted by the Consultative Committee on Administrative Questions (Financial and Budgetary Questions) of the United Nations system (UN/CCAQ(FB)) and program and cost variations by main programs and objects of expenditure (Annexes 8-11).
- ◆ Total number of posts by main programs and program and cost variations of staff expenses (Annexes 12-13).
- ◆ Proposed Member States contributions and schedule of fees of the PCT, Madrid and Hague Systems (Annexes 14-17).
- ◆ Definitions of budget headings, principles governing distribution of common expenses by Unions, acronyms used in the present document and list of treaties administered by WIPO (Annexes 18-22).

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ANNEX 1

## ADJUSTED BUDGET FOR THE 1996-97 BIENNIUM

The adjusted budget for the 1996-97 biennium reflects the actual situation pursuant to the decisions of the Governing Bodies in 1995 (AB/XXVI/19, paragraph 242), with the following changes as compared to the draft budget for the 1996-97 biennium (AB/XXVI/2).

### Schedule of fees

- ◆ The fee increase for the **PCT System** was 1.1% rather than 4.3% as proposed, reflecting the decision to increase the maximum number of designation fees from 10 to 11 rather than to 12, as proposed, and reflecting the increase from US\$2,500 to US\$3,000 in the ceiling of the per capita national income applicable for the 75% reduction of PCT fees, reducing the fee income of the PCT Union by 5,748,000 francs.
- ◆ The fee increase for the **Madrid System** was 3% rather than 6% as proposed, reducing the fee income of the Madrid Union by 1,237,000 francs. The Assembly of the Madrid Union subsequently decided in January 1996 (see document MM/A/XXVII/4) to reduce the basic fee to 75%, effective April 1, 1996, in light of the shorter duration of registrations and renewals for ten years.
- ◆ The fee increase for the **Hague System** was 3% rather than 6%, reducing the fee income of the Hague Union by 213,000 francs.

### Collection of legislative texts

- ◆ Provision for the collection of legislative texts related to the WIPO-WTO Agreement at 4.4 million francs financed from the Special Reserve Fund subsequent to the approval of the 1996-97 budget (WO/BC/XIII/2 and 3, WO/GA/XVI/7, paragraph 24). Since these activities are of a continuing nature, they are included in the adjusted budget, increasing other income and expenditure by 4.4 million francs, including three additional posts.

### Extrabudgetary support costs

- ◆ Inclusion of the extrabudgetary support cost income under other income and related staff expenses at 1.6 million francs in the adjusted budget for the 1996-97 biennium, covering the regularization of seven extrabudgetary (General Service) posts, implementing the recommendation of the External Auditor in the Report on the Auditing of the Accounts of WIPO for the 1994-95 Accounting Period, paragraph 55.

### Adjusted income and expenditure for the 1996-97 biennium

(in thousands of Swiss francs)

Adjustments	Income	Expenditure
Approved Total	299,591	300,081
Collection of legislative texts	4,400	4,400
Extrabudgetary support	1,600	1,600
<b>Adjusted Total</b>	<b>305,591</b>	<b>306,081</b>

**ADJUSTED BUDGET FOR THE 1996-97 BIENNIUM**  
(in thousands of francs)

MAIN PROGRAM 1998-99 No. Heading	EX-BUDGET ITEM 1996-97 No. Heading	1996-97 Budget	ADJUSTMENTS Value	Adjusted Budget 1996-97
01 Organs of Member States & DG Office	01 Governing Bodies & Budget Committee	700	1,982 From PCT System, for Delegates' participation in PCT Assemblies 781 From Madrid System, for Delegates' participation in Madrid Assemblies 1,699 Staff salaries from former Item 12 (Management)	5,162
02 Strategic Planning & Policy Development	n/a n/a	-	350 From item on Adherences to Treaties/Cooperation with States, cooperation with UN 3,763 Staff salaries from former Items 12 (Management), 13 (Dev. Coop. & Ext. Rel.), 14 (IP & CR) and 22 (Conference, Communications & Procurement)	4,113
03 Legal and Organization Affairs	09 WIPO Arbitration Center	414	2,720 Staff salaries from former Items 12 (Management) and 14 (IP & CR)	3,134
04 Internal Oversight & Productivity	n/a n/a	-	250 From former Item 30 (Communications & Other Gen. Op. Exp.) for Auditors 2,906 From former Items 12 (Management), 13 (DC & ER), 15 (PCT) and 17 (Budget & Finance)	3,156
05 Global Communications & Public Diplomacy	11 Periodicals, Information Brochure & Collection of Laws	4,086	(1,090) To Cooperation with Developing Countries 7,167 From former Items 12 (Management), 13 (DC & ER), 15 (PCT), 19 (Information Technology), 23 (Publications) and 24 (Public Relations & Information)	10,163

**ADJUSTED BUDGET FOR THE 1996-97 BIENNIUM**

(in thousands of francs)

MAIN PROGRAM 1998-99 No. Heading	EX-BUDGET ITEM 1996-97 No. Heading	1996-97 Budget	ADJUSTMENTS Value	Adjusted Budget 1996-97
06 Cooperation with Developing Countries	02 Development Cooperation with Developing Countries	16,969	1,090 From Collection of Laws  (4,717) To WIPO Worldwide Academy 19,760 From former Items 12 (Management), 13 (DC & ER), 14 (IP & CR), 17 (Finance), 23 (Publications) and 24 (Public Relations & Information)	33,102
07 Cooperation with Certain Countries Europe/Asia	10 Adherences to Treaties/Cooperation with States	2,705	(350) To Strategic Planning & Policy Development, for participation in UN bodies  (942) To Development of Intellectual Property Law, for promotion 1,366 From former Item 14 (IP & CR)	2,779
08 Human Resources Development & WIPO Worldwide Academy	n/a n/a	-	4,717 From Development Cooperation with Developing Countries  3,905 From former Items 13 (DC & ER), 15 (PCT) and 24 (Public Relations & Information)	8,622
9 Development of Industrial Property Law	03/04 Normative Act./Information & Documentation/Intl Classifications /05	3,912	(1,956) To Development of Copyright & Related Rights  552 From Adherences to Treaties/Cooperation with States 5,151 From former Items 12 (Management), 13 (DC & ER) and 14 (IP & CR)	7,659
10 Development of Copyright & Related Rights	n/a n/a	-	1,956 From Normative Activities  390 From Adherences to Treaties/Cooperation with States 2,613 From former Items 12 (Management), 13 (DC & ER) and 14 (IP & CR)	4,959



**ADJUSTED BUDGET FOR THE 1996-97 BIENNIUM**  
(in thousands of francs)

MAIN PROGRAM 1998-99 No. Heading	EX-BUDGET ITEM 1996-97 No. Heading	1996-97 Budget	ADJUSTMENTS Value	Adjusted Budget 1996-97
11 Global Intellectual Property Issues	n/a n/a	-	919 From former Items 13 (DC & ER) and 15 (PCT)	919
12 Global Information Network & IP Information Services	25 Data Processing	5,684	9,988 From former Items 14 (IP & CR) and 19 (Information Technology)	15,672
13 Patent Cooperation Treaty (PCT) System	06 PCT System	36,046	(1,982) To Organs of Member States, for PCT Assemblies 54,879 From former Items 12 (Management), 13 (DC & ER), 14 (IP & CR), 15 (PCT) and 18 (Personnel)	88,94
14 Madrid System	07 Madrid System	10,416	(781) To Organs of Member States, for Madrid Assemblies 14,485 From part of former Item 16 (Intl Registrations)	24,120
15 Hague System	08 Hague System	3,042	2,857 From part of former Item 16 (Intl Registrations)	5,899
16 Human Resources Management	n/a n/a	-	8,251 From former Items 12 (Management), 13 (DC & ER), 15 (PCT), 18 (Personnel) and 21 (Languages)	8,251
17 Administrative Support Services	29/ 30 Equipment & Supplies/ Communication & Other Gen. Op. Exp.	10,786	(250) To Internal Oversight & Productivity, for auditors 35,958 From former items 12, 15, 16, 17, 20, 21, 22 and 23	46,494
18 Premises	26/ 27 Premises/ Amortization FIPOI Loans	23,696	5,463 From former Items 21 (Buildings) and part of 22 (Conference, Communications & Procurement)	29,159
19 Miscellaneous and Unforeseen	31 Miscellaneous and Unforeseen	3,775	- -	3,775
	12 - 24 Staff items	183,850	-183,850 Distribution to programs as indicated	-
<b>Total</b>		<b>306,081</b>	<b>0</b>	<b>306,081</b>

[Annex 2 follows]

ANNEX 2

<b>COMPARISON OF INCOME</b>							
<b>1996-97 AND 1998-99 BIENNIUM</b>							
<b>(in thousands of francs)</b>							
<b>Source of Income</b>	<b>Biennium</b>	<b>Contribution- financed Unions</b>	<b>PCT Union</b>	<b>Madrid Union</b>	<b>Hague Union</b>	<b>UPOV</b>	<b>Total</b>
<b>Contributions</b>							
Unions/WIPO	1996-97	43,462	-	-	-	-	43,462
	1998-99	41,270	-	-	-	-	41,270
	Variation	(5.0%)	-	-	-	-	(5.0%)
Fee Income of PCT, Madrid & Hague Systems	1996-97	-	181,599	48,349	8,308	-	238,256
	1998-99	-	276,522	47,362	9,975	-	333,859
	Variation	-	52.3%	(2.0%)	20.1%	-	40.1%
Fee Income of Arbitration & Mediation Center	1996-97	200	140	52	8	-	400
	1998-99	986	296	592	98	-	1,972
	Variation	393.0%	111.4%	1,038.5%	1,125.0%	-	393.0%
Publications Income	1996-97	1,687	4,201	1,957	325	-	8,170
	1998-99	3,209	3,462	3,287	350	-	10,308
	Variation	90.2%	(17.6%)	68.0%	7.7%	-	26.2%
Interest Income	1996-97	226	1,533	3,864	200	-	5,823
	1998-99	319	1,477	5,018	283	-	7,097
	Variation	41.2%	(3.7%)	29.9%	41.5%	-	21.9%
Rental Income	1996-97	189	546	209	35	9	988
	1998-99	154	897	196	30	5	1,282
	Variation	(18.5%)	64.3%	(6.2%)	(14.3%)	(44.4%)	29.8%
UPOV Contribution	1996-97	-	-	-	-	1,404	1,404
	1998-99	-	-	-	-	1,497	1,497
	Variation	-	-	-	-	6.6%	6.6%
Other Income	1996-97	2,005	3,811	1,087	180	5	7,088
	1998-99	134	1,504	298	57	8	2,001
	Variation	(93.3%)	(60.5%)	(72.6%)	(68.3%)	60.0%	(71.8%)
<b>TOTAL INCOME</b>	1996-97	47,769	191,830	55,518	9,056	1,418	305,591
	1998-99	46,072	284,158	56,753	10,793	1,510	399,286
	Variation	(3.6%)	48.1%	2.2%	19.2%	6.5%	30.7%

## COMPARISON OF INCOME 1996-97 AND 1998-99 BIENNIUM

### Total Income

<u>Biennium</u>	<u>Budgeted Income</u>
1996-97	305.6 million francs
1998-99	399.3 million francs
<b>Increase of Income</b>	<b>93.7 million francs</b>
<b>1996-97 to 1998-99</b>	<b>30.7 %</b>

- ◆ The increase in income is essentially attributable to the expected continued growth in the demand for the services rendered under the PCT system, additional fee income from services under the Hague system and from the arbitration of domain name disputes by the Arbitration and Mediation Center as well as additional resources from publications and bank interest.
- ◆ This increase in income is partly offset by the approved reduction of the PCT fees by a weighted average of 15%, effective January 1, 1998, the proposed reduction of the 1999 contributions payable by member States by 10%, effective January 1, 1999, reduced fee income by the Madrid system and lower other income (see Annex 5).

### **Contributions**

- ◆ In view of the expected substantial increase of the total income by over 31% and the expected budgeted surplus of 16.5 million francs for the 1998-99 biennium (see Annex 7) partly due to significant cost savings, staff redeployments and expected productivity gains, it is proposed to reduce the contributions payable by member States by 10%, effective January 1, 1999, resulting in a reduction of income by 2.3 million francs (see Annex 14).
- ◆ The proposed reduction in contributions is in line with the approved reduction of the PCT fees, effective January 1, 1998, by a weighted average of 15% (document PCT/A/XXIV/10, paragraph 44) (see Annex 15).
- ◆ The lower number of contribution units resulting from the lower number of States members of WIPO, but not members of any Unions, reduces those contributions from 250,000 francs to 210,000 in the 1998-99 biennium.

## Fee Income

### PCT, Madrid and Hague Systems

- ◆ The total fee income from the PCT, Madrid and Hague systems in the 1998-99 biennium is expected to be 333.9 million francs, which is 95.6 million francs or 40% higher than the amount of 238.3 million budgeted for the 1996-97 biennium.
- ◆ This increase in the fee income is mainly due to the expected increase of international patent applications, from 83,000 budgeted in the 1996-97 biennium to 123,000 budgeted for the 1998-99 biennium, and of demands for international preliminary examinations under the PCT System, from 61,000 to 92,000, resulting in additional PCT fee income of 94.9 million francs.
- ◆ The increase in PCT fee income includes the PCT fee reduction by a weighted average of 15%, effective January 1, 1998, as approved by the Assembly of the PCT Union (document PCT/A/XXIV/10, paragraph 44) (see Annex 15), representing considerable savings for the applicants.
- ◆ Reduced fee income of one million francs in the 1998-99 biennium is expected under the **Madrid System** due to registrations and renewals of marks for a period of ten years instead of twenty years.
- ◆ Additional fee income of 1.7 million francs is expected from more deposits and renewals under the **Hague System** in the 1998-99 biennium.

### Arbitration and Mediation Center

- ◆ Additional income of 1.6 million francs is expected from administration fees for the arbitration of domain name disputes by the **WIPO Arbitration and Mediation Center** (1.5 million francs) and from registration fees for training courses and symposia (100,000 francs).

## Publications Income

- ◆ The income from publications in the 1998-99 biennium is expected to be 10.3 million francs, which is 2.1 million francs, or 26%, higher than the amount budgeted in the 1996-97 biennium.
- ◆ This increase is mainly due to the expected higher number of subscriptions to ROMARIN and tapes (1.1 million francs) and to the *Gazette Les Marques Internationales* (250,000 francs), expected higher subscription income for the periodical *Industrial Property and Copyright* (200,000 francs), IPC Class CD-ROM and IPC publications (400,000 francs) and Nice publications (350,000 francs), publicity and other income (300,000 francs).
- ◆ The increase in publications income is partly offset by lower income from the PCT Gazette and PCT pamphlets (500,000 francs) due to the availability of the information on CD-ROMs and their increased use.

## **Interest Income**

- ◆ The income from bank interest is expected to increase from 5.8 million francs budgeted in the 1996-97 biennium to 7.1 million francs, or by 22%, due to expected higher capital deposits from higher revenues during the 1998-99 biennium, partly offset by current low interest rates budgeted at 3.25% for the biennium. It is expected that the proposed new Investment Service and Management of Funds (see sub-program 17.2) will increase WIPO's interest income in the 1998-99 biennium.

## **Rental Income**

- ◆ The income from rental of WIPO premises is expected to increase from about one million in the 1996-97 biennium to 1.3 million francs budgeted in the 1998-99 biennium, or by 30%, due to expected higher income from the travel agency and cafeteria and income for renting parking places to staff.

## **UPOV Contribution**

- ◆ The payment to WIPO for providing UPOV common administrative support services will increase by 92,000 francs, as provided for in the UPOV program and budget for the 1998-99 biennium approved by the UPOV Council (see documents C/31/4 and C/31/16).

## **Other Income**

- ◆ The lower income of five million francs from other sources is mainly due to the provision of 4.4 million francs from the Special Reserve in the 1996-97 biennium for the collection of legislative texts activities relating to the WIPO-WTO Agreement (see document WO/BC/XIII/2 and WO/BC/XIII/3) pursuant to the decision of the WIPO General Assembly (see document WO/GA/XVI/7, paragraph 24) which is not provided for in the 1998-99 draft budget.
- ◆ The reduced other income is also due to the expected reduction of support cost income of 700,000 francs from 1.6 million francs budgeted in the 1996-97 biennium to 900,000 francs expected to be available in the 1998-99 biennium, (350,000 francs from UNDP and 550,000 francs from Funds in Trust financed by member States) and the fact that WIPO no longer requires the 13% charge for support costs for development cooperation funded by extrabudgetary resources from developing countries (see document AB/XXIX/10, paragraph 109(b)).
- ◆ The reduced other income is partly compensated by higher reimbursement of 100,000 francs to WIPO for frequent travel.

### **Proposed Reduction of WIPO Contributions**

It has been the budgetary policy and practice of WIPO that the income of the Contribution-financed Unions corresponds to their expenditure since any budgeted surplus of income over expenditure of these Unions would imply that the assessed contributions payable by member States are too high and that this surplus would have to be transferred to the reserves of these Unions at the end of the financial period of the budget.

In view of the estimated substantial surplus of the Contribution-financed Unions of 3.3 million francs for the 1998-99 biennium due to cost savings and the higher share of the PCT Union in WIPO's total expenditure according to its increasing activities, a modest 10% reduction in member States contributions is proposed to bring the level of assessed contributions more in line with the estimated lower level of expenditure of the Contribution-financed Unions, thus reducing their budgeted surplus for the 1998-99 biennium to a more acceptable level of 1.0 million francs.

This proposal takes also into account the current situation of arrears of contributions, noting that on December 31, 1997, 59 countries out of 161 member States, or 37%, had arrears, of which 54 were developing countries. The total amount of arrears as of December 31, 1997, was 16.1 million francs, including 13.2 million francs, or 82%, of developing countries and 2.9 million francs, or 18%, of other countries (see also document WO/BC/XVII/4). The current total amount of arrears has reached the level of 74% of the present assessed annual contributions. Bearing in mind the increase in arrears (11% in 1997), and that a large number of member States of WIPO, in particular developing countries, continue not to be in a position to pay the assessed WIPO contributions in full and in time, the proposed modest reduction of contributions by 10%, effective January 1, 1999, would also partly alleviate the heavy financial burden of member States rather than maintaining contributions at their current level and budgeting a high surplus of the Contribution-financed Unions, resulting in a transfer to the reserves of these Unions, which is not required.

With regard to the decision of the Governing Bodies at their session in September 1997 to fix the contributions for the 1998-99 biennium at the same level as for the 1996-97 biennium (AB/XXXI/12, para. 138), it is recalled that the assumptions underlying that decision were based on the previous budget document of February 1997 (WO/BC/XVII/2) and have completely changed, i.e. instead of a budgeted deficit of 21.6 million francs of the Contribution-financed Unions for the 1998-99 biennium proposed to be covered by the Reserve Fund, there will be a surplus of 1.0 million francs for these Unions following the proposed 10% reduction of contributions as of 1999. It may further be noted that the budgeted surplus of all the Unions administered by WIPO for the 1998-99 biennium amounts to 16.5 million francs and that the surplus of the Contribution-financed Unions is proposed to be transferred to the Reserve Fund of these Unions and any surplus of the PCT, Madrid and Hague Unions is proposed to be transferred to the Special Reserve Fund for Additional Premises and Computerization.

Accordingly, it is proposed to reduce member States contributions by 10%, effective January, 1, 1999.

[Annex 3 follows]

ANNEX 3

<b>STAFF AND PROGRAM EXPENDITURE BY MAIN PROGRAMS</b>				
<b>1998-99 BIENNIUM</b>				
<b>(in thousands of francs)</b>				
	<u>Staff</u> <u>expenses</u>	<u>Program</u> <u>expenses</u>	<u>Total</u>	<u>Percentage</u> <u>of total</u> <u>budget</u>
<b>PART I POLICY DIRECTION AND MANAGEMENT</b>				
Program 01 Organs of Member States & DG Office	1,704	5,314	7,018	1.8%
Program 02 Strategic Planning & Policy Development	6,782	2,407	9,189	2.4%
Program 03 Legal & Organization Affairs	4,861	2,618	7,479	1.9%
Program 04 Internal Oversight & Productivity	4,082	881	4,963	1.3%
Program 05 Global Communications & Public Diplomacy	8,873	3,981	12,854	3.4%
<b>TOTAL Part I</b>	<b>26,302</b>	<b>15,201</b>	<b>41,503</b>	<b>10.8%</b>
<b>PART II COOPERATION FOR DEVELOPMENT &amp; WIPO WORLDWIDE ACADEMY</b>				
Program 06 Cooperation with Developing Countries	24,658	20,335	44,993	11.7%
Program 07 Cooperation with Certain Countries Europe/Asia	1,377	2,950	4,327	1.1%
Program 08 Human Resources Development & WIPO Worldwide Adacemy	4,514	7,178	11,692	3.1%
<b>TOTAL Part II</b>	<b>30,549</b>	<b>30,463</b>	<b>61,012</b>	<b>15.9%</b>
<b>PART III PROGRESSIVE DEVELOPMENT OF INTERNATIONAL INTELLECTUAL PROPERTY LAW &amp; STANDING</b>				
Program 09 Development of Industrial Property Law	5,976	3,389	9,365	2.5%
Program 10 Development of Copyright & Related Rights	4,259	3,697	7,956	2.1%
Program 11 Global Intellectual Property Issues	1,707	1,822	3,529	0.9%
<b>TOTAL Part III</b>	<b>11,942</b>	<b>8,908</b>	<b>20,850</b>	<b>5.5%</b>
<b>PART IV GLOBAL INFORMATION NETWORK &amp; INTELLECTUAL PROPERTY INFORMATION SERVICES</b>				
Program 12 Global Information Network & Intellectual Property Information Services	11,641	5,728	17,369	4.6%
<b>TOTAL Part IV</b>	<b>11,641</b>	<b>5,728</b>	<b>17,369</b>	<b>4.6%</b>
<b>PART V GLOBAL PROTECTION SYSTEMS &amp; SERVICES</b>				
Program 13 Patent Cooperation Treaty (PCT) System	72,900	33,428	106,328	27.8%
Program 14 Madrid System	18,276	10,317	28,593	7.4%
Program 15 Hague System	3,449	3,352	6,801	1.8%
<b>TOTAL Part V</b>	<b>94,625</b>	<b>47,097</b>	<b>141,722</b>	<b>37.0%</b>
<b>PART VI GENERAL SUPPORT SERVICES</b>				
Program 16 Human Resources Management	9,204	3,967	13,171	3.4%
Program 17 Administrative Support Services	39,412	15,891	55,303	14.5%
Program 18 Premises	5,730	22,172	27,902	7.3%
Program 19 Miscellaneous	0	3,993	3,993	1.0%
<b>TOTAL Part VI</b>	<b>54,346</b>	<b>46,023</b>	<b>100,369</b>	<b>26.2%</b>
<b>GRAND TOTAL</b>	<b>229,405</b>	<b>153,420</b>	<b>382,825</b>	<b>100.0%</b>

[Annex 4 follows]

**TOTAL COSTS OF MAIN PROGRAMS BY OBJECTS OF EXPENDITURE**  
**1998-99 Biennium**  
(in thousands of francs)

	Total	Staff Expenses	Program Expenses	Official Travel and Fellowships			Contractual Services				Operating Expenses		Equipment and Supplies	
				Staff Missions	Participation Govt Officials	Fellowships	Conferences	Consultants	Publishing	Other	Premises & Maint.	Comm. & Other	Supplies & Materials	Furniture & Equipment
01 Organs of Member States & DG Office	7,018	1,704	5,314	143	4,048	0	851	60	50	5	11	25	20	101
02 Strategic Planning & Policy Development	9,189	6,782	2,407	332	201	663	0	379	50	5	12	625	0	140
03 Legal & Organization Affairs	7,479	4,861	2,618	290	467	0	194	927	211	105	212	0	0	212
04 Internal Oversight & Productivity	4,963	4,082	881	86	0	0	0	340	110	60	11	149	0	125
05 Global Communications & Public Diplomacy	12,854	8,873	3,981	168	0	0	0	359	1,800	130	330	562	399	233
06 Cooperation with Developing Countries	44,993	24,658	20,335	2,704	6,443	1,570	596	4,144	200	2,184	101	0	0	2,393
07 Cooperation with Certain Countries Europe/Asia	4,327	1,377	2,950	470	1,551	0	362	459	35	5	10	0	0	58
08 Human Resources Development & WIPO Worldwide Adacemy	11,692	4,514	7,178	218	672	4,398	215	719	50	499	40	0	0	367
09 Development of Industrial Property Law	9,365	5,976	3,389	211	1,322	0	767	843	46	10	50	0	0	140
10 Development of Copyright & Related Rights	7,956	4,259	3,697	184	1,918	0	930	471	54	5	25	0	0	110
11 Global Intellectual Property Issues	3,529	1,707	1,822	343	913	0	117	209	20	155	11	0	0	54
12 Global Information Network & Intellectual Property Information Services	17,369	11,641	5,728	90	25	0	25	1,441	0	1,800	0	714	0	1,633
13 Patent Cooperation Treaty (PCT) System	106,328	72,900	33,428	867	951	0	170	989	2,500	10,800	5,510	6,300	3,240	2,101
14 Madrid System	28,593	18,276	10,317	334	195	0	72	700	2,200	2,650	519	2,311	575	761
15 Hague System	6,801	3,449	3,352	63	25	0	694	248	1,800	250	21	111	0	140
16 Human Resources Management	13,171	9,204	3,967	192	95	0	0	62	50	3,065	19	0	150	334
17 Administrative Support Services	55,303	39,412	15,891	129	0	0	0	340	320	1,755	2,916	5,911	2,440	2,080
18 Premises	27,902	5,730	22,172	48	0	0	0	180	0	0	21,689	0	0	255
19 Miscellaneous	3,993	0	3,993	0	0	0	0	0	0	0	0	3,993	0	0
<b>Total</b>	<b>382,825</b>	<b>229,405</b>	<b>153,420</b>	<b>6,872</b>	<b>18,826</b>	<b>6,631</b>	<b>4,993</b>	<b>12,870</b>	<b>9,496</b>	<b>23,483</b>	<b>31,487</b>	<b>20,701</b>	<b>6,824</b>	<b>11,237</b>

[Annex 5 follows]

ANNEX 4

W/O/BC/18/2

A/32/2



ANNEX 5

<b>COMPARISON OF EXPENDITURE</b>							
<b>(in thousands of francs)</b>							
		<b>Contribution- financed <u>Unions</u></b>	<b>PCT <u>Union</u></b>	<b>Madrid <u>Union</u></b>	<b>Hague <u>Union</u></b>	<b>UPOV</b>	<b>Total</b>
<b>Staff Expenses</b>							
	1996-97	28,693	114,672	34,083	5,551	852	183,850
	1998-99	26,068	161,253	35,830	5,249	1,005	229,405
	Variation	-9.1%	40.6%	5.1%	-5.4%	18.0%	24.8%
<b>Program Expenses</b>							
	1996-97	19,076	76,238	22,660	3,690	566	122,231
	1998-99	18,961	106,616	22,607	4,731	505	153,420
	Variation	-0.6%	39.8%	-0.2%	28.2%	-10.8%	25.5%
<b>TOTAL EXPENDITURE</b>							
	1996-97	47,769	190,910	56,743	9,241	1,418	306,081
	1998-99	45,029	267,869	58,437	9,980	1,510	382,825
	Variation	-5.7%	40.3%	3.0%	8.0%	6.5%	25.1%

[Annex 6 follows]

ANNEX 6

<b>TOTAL COSTS BY UNIONS</b>						
<b>(in thousands of francs)</b>						
	<b>Total</b>	<b>Contribution- financed Unions</b>	<b>PCT Union</b>	<b>Madrid Union</b>	<b>Hague Union</b>	<b>UPOV</b>
<b>PART I POLICY DIRECTION AND MANAGEMENT</b>						
Program 01 Organs of Member States & DG Office	<b>7,018</b>	510 7.3%	4,912 70.0%	1,524 21.7%	72 1.0%	0 0%
Program 02 Strategic Planning & Policy Development	<b>9,189</b>	1,516 16.5%	6,065 66.0%	1,332 14.5%	184 2.0%	92 1.0%
Program 03 Legal & Organization Affairs	<b>7,479</b>	3,123 41.7%	3,187 41.7%	1,000 13.4%	150 2.0%	19 0.3%
Program 04 Internal Oversight & Productivity	<b>4,963</b>	819 16.5%	3,275 66.0%	720 14.5%	99 2.0%	50 1.0%
Program 05 Global Communications & Public Diplomacy	<b>12,854</b>	3,072 23.9%	8,819 68.7%	801 6.2%	145 1.1%	17 0.1%
<b>TOTAL Part I</b>	<b>41,503</b>	<b>9,040</b>	<b>26,258</b>	<b>5,377</b>	<b>650</b>	<b>178</b>
<b>PART II COOPERATION FOR DEVELOPMENT &amp; WIPO WORLDWIDE ACADEMY</b>						
Program 06 Cooperation with Developing Countries	<b>44,993</b>	7,537 16.8%	36,505 81.1%	884 2.0%	67 0.1%	0 0.0%
Program 07 Cooperation with Certain Countries Europe/Asia	<b>4,327</b>	727 16.8%	3,509 81.1%	87 2.0%	4 0.1%	0 0.0%
Program 08 Human Resources Development & WIPO Worldwide Academy	<b>11,692</b>	1,964 16.8%	9,482 81.1%	234 2.0%	12 0.1%	0 0.0%
<b>TOTAL Part II</b>	<b>61,012</b>	<b>10,228</b>	<b>49,496</b>	<b>1,205</b>	<b>83</b>	<b>0</b>
<b>PART III PROGRESSIVE DEVELOPMENT OF INTERNATIONAL INTELLECTUAL PROPERTY LAW &amp; STANDING COMMITTEES</b>						
Program 09 Development of Industrial Property Law	<b>9,365</b>	4,683 50.0%	4,533 48.4%	140 1.5%	9 0.1%	0 0.0%
Program 10 Development of Copyright & Related Rights	<b>7,956</b>	3,978 50.0%	3,851 48.4%	119 1.5%	8 0.1%	0 0.0%
Program 11 Global Intellectual Property Issues	<b>3,529</b>	1,765 50.0%	1,707 48.4%	53 1.5%	4 0.1%	0 0.0%
<b>TOTAL Part III</b>	<b>20,850</b>	<b>10,426</b>	<b>10,091</b>	<b>312</b>	<b>21</b>	<b>0</b>
<b>PART IV GLOBAL INFORMATION NETWORK &amp; INTELLECTUAL PROPERTY INFORMATION SERVICES</b>						
Program 12 Global Information Network & Intellectual Property Information Services	<b>17,369</b>	903 5.2%	12,834 73.9%	3,387 19.5%	174 1.0%	71 0.4%
<b>TOTAL Part IV</b>	<b>17,369</b>	<b>903</b>	<b>12,834</b>	<b>3,387</b>	<b>174</b>	<b>71</b>
<b>PART V GLOBAL PROTECTION SYSTEMS &amp; SERVICES</b>						
Program 13 Patent Cooperation Treaty (PCT) System	<b>106,328</b>	0 0.0%	106,328 100.0%	0 0.0%	0 0.0%	0 0.0%
Program 14 Madrid System	<b>28,593</b>	0 0.0%	0 0.0%	28,593 100.0%	0 0.0%	0 0.0%
Program 15 Hague System	<b>6,801</b>	0 0.0%	0 0.0%	0 0.0%	6,801 100.0%	0 0.0%
<b>TOTAL Part V</b>	<b>141,722</b>	<b>0</b>	<b>106,328</b>	<b>28,593</b>	<b>6,801</b>	<b>0</b>
<b>PART VI GENERAL SUPPORT SERVICES</b>						
Program 16 Human Resources Management	<b>13,171</b>	1,391 10.6%	9,313 70.7%	2,080 15.8%	329 2.5%	58 0.4%
Program 17 Administrative Support Services	<b>55,303</b>	9,338 16.9%	31,052 56.1%	12,653 22.9%	1,195 2.2%	1,065 1.9%
Program 18 Premises	<b>27,902</b>	3,242 11.6%	19,655 70.5%	4,263 15.3%	619 2.2%	123 0.4%
Program 19 Miscellaneous	<b>3,993</b>	461 11.5%	2,842 71.2%	567 14.2%	108 2.7%	15 0.4%
<b>TOTAL Part VI</b>	<b>100,369</b>	<b>14,432</b>	<b>62,862</b>	<b>19,563</b>	<b>2,251</b>	<b>1,261</b>
<b>GRAND TOTAL</b>	<b>382,825</b>	<b>45,029</b>	<b>267,869</b>	<b>58,437</b>	<b>9,980</b>	<b>1,510</b>

[Annex 7 follows]

ANNEX 7

<b>TOTAL INCOME AND EXPENDITURE BY UNIONS</b>						
<b>(in thousands of francs)</b>						
	<u>Contribution- financed Unions</u>	<u>PCT Union</u>	<u>Madrid Union</u>	<u>Hague Union</u>	<u>UPOV</u>	<u>Total</u>
<b>INCOME</b>						
Contributions (Unions/WIPO)	41,270	-	-	-	-	41,270
Fee Income of PCT, Madrid & Hague Systems		276,522	47,362	9,975	-	333,859
Fees Income of Arbitration & Mediation Center	986	296	592	98	-	1,972
Publications Income	3,209	3,462	3,287	350	-	10,308
Interest Income	319	1,477	5,018	283	-	7,097
Rental Income	154	897	196	30	5	1,282
UPOV Contribution	-	-	-	-	1,497	1,497
Other Income	134	1,504	298	57	8	2,001
<b>TOTAL INCOME</b>	<b>46,072</b>	<b>284,158</b>	<b>56,753</b>	<b>10,793</b>	<b>1,510</b>	<b>399,286</b>
<b>EXPENDITURE</b>						
<b>Staff Expenses</b>	26,068	161,253	35,830	5,249	1,005	229,405
<b>Official Travel and Fellowships</b>						
Staff Missions	1,230	4,915	624	94	9	6,872
Participation of Govt Officials & Lecturers	4,040	13,299	1,390	93	4	18,826
Fellowships	1,112	5,268	223	21	7	6,631
<b>Contractual Services</b>						
Conference Services	1,260	2,657	344	731	1	4,993
Consultants and Experts	2,411	8,627	1,489	320	23	12,870
Publishing	716	4,460	2,471	1,837	12	9,496
Other Contractual Services	1,330	17,722	3,984	391	56	23,483
<b>Operating and Other Expenses</b>						
Premises and Maintenance	3,255	22,942	4,562	575	153	31,487
Communications and Other Expenses	1,760	13,902	4,523	376	140	20,701
<b>Equipment and Supplies</b>						
Supplies and Materials	525	5,004	1,186	61	48	6,824
Furniture and Equipment	1,322	7,820	1,811	232	52	11,237
<b>TOTAL EXPENDITURE</b>	<b>45,029</b>	<b>267,869</b>	<b>58,437</b>	<b>9,980</b>	<b>1,510</b>	<b>382,825</b>
<b>BALANCE</b>	<b>1,043</b>	<b>16,289</b>	<b>(1,684)</b>	<b>813</b>	<b>0</b>	<b>16,461</b>

[Annex 8 follows]

ANNEX 8

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**COST INCREASE FORECASTS  
FOR UN ORGANIZATIONS IN GENEVA**

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The rates of cost increase estimated by the United Nations Organizations in Geneva, for the years 1998 and 1999, are summarized in a document of the Consultative Committee on Administrative Questions (Financial and Budgetary Questions) (CCAQ(FB)) of the Administrative Committee on Coordination (ACC) of the United Nations system (document ACC/1996/FB/R.29, dated October 25, 1996), which provides estimates of the cost increases that might be expected in 1997, 1998 and 1999 in Switzerland. Those estimates take account of available official statistics, statements of competent authorities, the views of reputable economic analysts and information gathered from professional associations and other appropriate sources. That document (document ACC/1996/FB/R.29, Annex I, paragraphs 5 and 6) states the following:

(a) overall rate of inflation: “a 2 per cent inflation rate should be used for 1997, 1998 and 1999.”

(b) staff costs for the Professional and higher categories in Geneva (hereinafter referred to as the “Professional staff”): “ICSC has decided to recommend to the General Assembly, effective March 1997, a 3.1 per cent increase in remuneration at each grade and step together with a restructuring of the salary scale which would give an average increase of 1 per cent, for an overall increase of some 4.1 per cent<sup>1</sup>. ICSC is also recommending a change in the methodology by which out-of-area weights are determined. The effect of this change on Geneva would be a minus 4.6 point change to the Geneva post adjustment index. This, when added to the existing 10 point gap between the post adjustment index and the multiplier, means that it is very unlikely that there will be any change to the Geneva post adjustment multiplier in the next few years.”

(c) staff costs for the General Service category in Geneva: “a comprehensive salary survey was carried out in 1995. This indicated that existing pay scales were some 7.1 per cent higher than in the local market. The new salary scale is adjusted every year for inflation but it is still lower than the old salary scale and it would be several years before inflation closed the gap. It is therefore unlikely that there will be any significant increase in general service staff costs in the forthcoming budget period.”

(d) contributions of the Professional staff to the United Nations Joint Staff Pension Fund: “if the proposed 4.1 per cent increase in remuneration is accepted, there would be a similar increase in the level of pensionable remuneration” and thus in the cost of organizations’ pension contributions<sup>2</sup>. This would affect the pension costs for Geneva-based staff notwithstanding the absence of any increase in post adjustment.”

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<sup>1</sup> The United General Assembly decided, by resolution 51/216 dated December 18, 1996, to increase the net remuneration by only 0.4%, effective January 1997.

<sup>2</sup> The United General Assembly decided, by resolution 51/216 dated December 18, 1996, to increase the pensionable remuneration by an average of only 1.0%, effective January 1997.

(e) contributions of the General Service staff to the United Nations Joint Staff Pension Fund: “pensionable remuneration was the dollar equivalent of the sum of the local gross salary, any language allowance and any non-resident’s allowance payable. Although the local gross salary may in practice be frozen for the next few years, any changes in the dollar-Swiss franc rates of exchange would impact the dollar costs of the organizations’ contributions. ICSC is recommending a common scale of staff assessment which, if approved by the General Assembly, would be introduced with effect from March 1997 ... and might produce a reduction of 2-3 per cent with respect to general service staff assessments.”<sup>3</sup>

(f) other common staff costs: for the Professional staff, “ICSC is recommending an increase of 10 per cent in the maximum admissible education grant for Switzerland. There may be some changes in the mobility and hardship allowances but with minimal impact on Geneva staff costs.”

(g) air fares and air freight: as concerns air fares, “for 1998 and 1999, it was expected that the annual increase would be slightly less than 3 per cent, since, for some destinations, in particular European ones, the market trends should normally result in a decrease in costs. This would be due, especially, to tight competition between airlines and increased use of discounted fares by organizations.” For freight, “according to the information obtained, the increase should be in the order of 3 per cent for 1998 and 1999.”

(h) contractual printing and binding: “it is expected that increases for printing and binding services will be at the general rate of inflation. In cases where the orders are placed in other countries than Switzerland, different annual rates of increase need to be foreseen.”

(i) other contractual services (including contractual maintenance of premises and equipment): “costs of other contractual services including contractual maintenance of premises and equipment are expected to increase in the order of 1.0 per cent per year in 1997, 2.5 per cent in 1998, and 3 per cent in 1999.”

(j) fuel oil: “it was agreed that organizations should take into account the latest price levels in effect at the time of the completion of their proposed budgets.”

(k) other utilities: “it was estimated that water will increase by 8 per cent per year in 1998 and 1999. For electricity, it was anticipated that prices will increase by 5 per cent in 1998 and 1999.”

(l) communications (telephone, facsimile and telex services, pouch services, postage): “communications costs in Switzerland are currently stable and increases beyond the general rate of inflation are not expected.”

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<sup>3</sup> Effective June 1997, an average decrease of 1% for the new scale of General Service staff was implemented.

(m) paper and printing supplies: “for 1997 onwards, it was anticipated that annual increases for paper will not be higher than the expected general rate of inflation. As far as printing supplies are concerned, the increases were estimated at 2 per cent higher than the general rate of inflation.”

(n) other supplies and materials: “similarly to printing supplies, the cost of other supplies was also expected to increase by some 2 per cent higher than the general rate of inflation.”

(o) acquisition of furniture and equipment: “the steady price decreases for office automation equipment (hardware and software) during 1995 and 1996 was expected to continue. However, the necessity to replace the old equipment by more sophisticated equipment, which is more expensive, the purchase of new software packages, were expected to completely offset the anticipated savings. For furniture and other equipment, average increases were forecast to be at the same level as the general rate of inflation.”

[Annex 9 follows]

ANNEX 9

<b>PROGRAM AND COST VARIATIONS BY MAIN PROGRAMS</b>							
<b>1996-97 AND 1998-99 BIENNIUM</b>							
<b>(in thousands of francs)</b>							
	Budget 1996-97 Amount	Program Variation		Cost Variation		Budget 1998-99 Amount	
		Amount	%	Amount	%		
<b>PART I</b>	<b>POLICY DIRECTION AND MANAGEMENT</b>						
Program 01	Organs of Member States & DG Office	5,162	1,717	33.3%	139	2.7%	7,018
Program 02	Strategic Planning & Policy Development	4,113	5,065	123.1%	11	0.3%	9,189
Program 03	Legal & Organization Affairs	3,134	4,325	138.0%	20	0.6%	7,479
Program 04	Internal Oversight & Productivity	3,156	1,799	57.0%	8	0.3%	4,963
Program 05	Global Communications & Public Diplomacy	10,163	2,542	25.0%	149	1.5%	12,854
<b>TOTAL Part I</b>		<b>25,728</b>	<b>15,447</b>	<b>60.0%</b>	<b>327</b>	<b>1.3%</b>	<b>41,503</b>
<b>PART II</b>	<b>COOPERATION FOR DEVELOPMENT &amp; WIPO WORLDWIDE ACADEMY</b>						
Program 06	Cooperation with Developing Countries	33,102	11,279	34.1%	612	1.8%	44,993
Program 07	Cooperation with Certain Countries Europe/Asia	2,779	1,484	53.4%	64	2.3%	4,327
Program 08	Human Resources Development & WIPO Worldwide Adacemy	8,622	2,858	33.1%	212	2.5%	11,692
<b>TOTAL Part II</b>		<b>44,503</b>	<b>15,621</b>	<b>35.1%</b>	<b>888</b>	<b>2.0%</b>	<b>61,012</b>
<b>PART III</b>	<b>PROGRESSIVE DEVELOPMENT OF INTERNATIONAL INTELLECTUAL PROPERTY LAW &amp; STANDING COMMITTEE</b>						
Program 09	Development of Industrial Property Law	7,659	1,621	21.2%	85	1.1%	9,365
Program 10	Development of Copyright & Related Rights	4,959	2,912	58.7%	85	1.7%	7,956
Program 11	Global Intellectual Property Issues	919	2,609	283.9%	1	0.1%	3,529
<b>TOTAL Part III</b>		<b>13,537</b>	<b>7,142</b>	<b>52.8%</b>	<b>171</b>	<b>1.3%</b>	<b>20,850</b>
<b>PART IV</b>	<b>GLOBAL INFORMATION NETWORK &amp; INTELLECTUAL PROPERTY INFORMATION SERVICES</b>						
Program 12	Global Information Network & Intellectual Property Information Services	15,672	1,432	9.1%	265	1.7%	17,369
<b>TOTAL Part IV</b>		<b>15,672</b>	<b>1,432</b>	<b>9.1%</b>	<b>265</b>	<b>1.7%</b>	<b>17,369</b>
<b>PART V</b>	<b>GLOBAL PROTECTION SYSTEMS &amp; SERVICES</b>						
Program 13	Patent Cooperation Treaty (PCT) System	88,943	15,925	17.9%	1,460	1.6%	106,328
Program 14	Madrid System	24,120	4,027	16.7%	446	1.8%	28,593
Program 15	Hague System	5,899	778	13.2%	124	2.1%	6,801
<b>TOTAL Part V</b>		<b>118,962</b>	<b>20,730</b>	<b>17.4%</b>	<b>2,030</b>	<b>1.7%</b>	<b>141,722</b>
<b>PART VI</b>	<b>GENERAL SUPPORT SERVICES</b>						
Program 16	Human Resources Management	8,251	4,912	59.5%	8	0.1%	13,171
Program 17	Administrative Support Services	46,494	8,465	18.2%	344	0.7%	55,303
Program 18	Premises	29,159	(2,230)	(7.6%)	973	3.3%	27,902
Program 19	Miscellaneous	3,775	142	3.8%	76	2.0%	3,993
<b>TOTAL Part VI</b>		<b>87,679</b>	<b>11,289</b>	<b>12.9%</b>	<b>1,401</b>	<b>1.6%</b>	<b>100,369</b>
<b>GRAND TOTAL</b>		<b>306,081</b>	<b>71,662</b>	<b>23.4%</b>	<b>5,082</b>	<b>1.7%</b>	<b>382,825</b>

[Annex 10 follows]

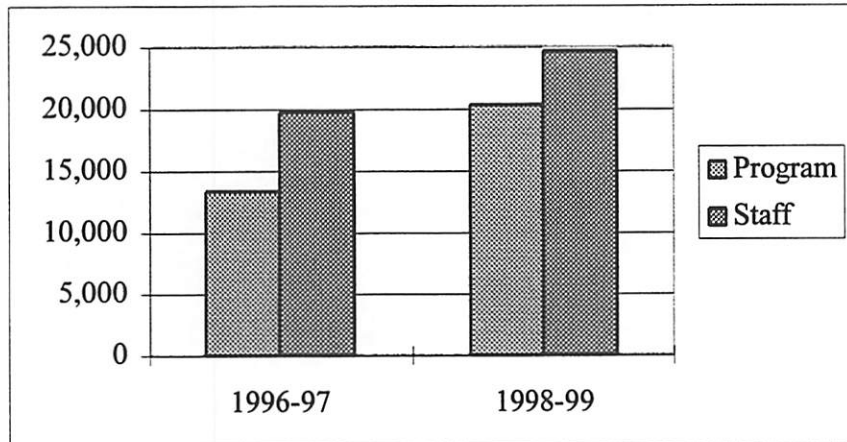
ANNEX 10

**COOPERATION FOR DEVELOPMENT WITH DEVELOPING COUNTRIES  
 HUMAN RESOURCES DEVELOPMENT AND WIPO WORLDWIDE ACADEMY**

**BUDGET COMPARISON FOR 1996-97 AND 1998-99 BIENNIUM  
 (in thousands of francs)**

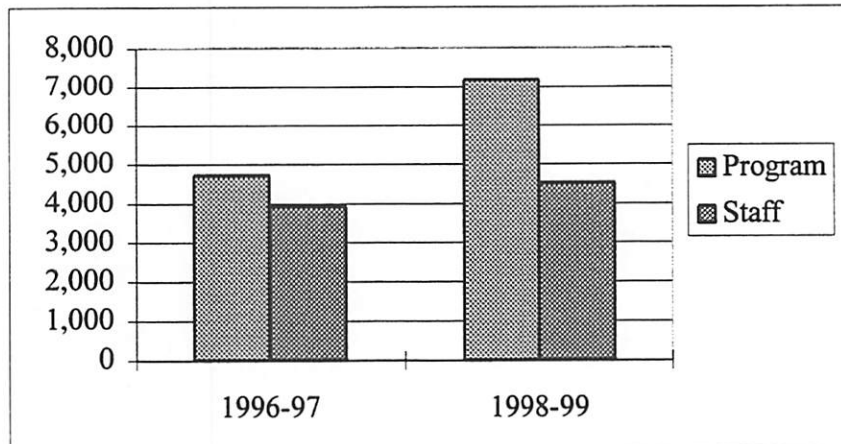
**Program 06 - Cooperation with Developing Countries**

	<u>1996-97</u>	<u>1998-99</u>	<u>Variation</u>
Program	13,342	20,335	52.4%
Staff	19,760	24,658	24.8%
Total	33,102	44,993	35.9%



**Program 08 - Human Resources Development and the WIPO Worldwide Academy**

	<u>1996-97</u>	<u>1998-99</u>	<u>Variation</u>
Program	4,717	7,178	52.2%
Staff	3,905	4,514	15.6%
Total	8,622	11,692	35.6%





<b>PROGRAM AND COST VARIATIONS BY OBJECTS OF EXPENDITURE</b>							
<b>1996-97 AND 1998-99 BIENNIUM</b>							
<b>(in thousands of francs)</b>							
1994-95		1996-97	Program Variation		Cost Variation		1998-99
<u>Actual</u>		<u>Budget</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Budget</u>
139,425	<b>Staff Expenses</b>	183,850	45,371	24.7%	184	0.1%	229,405
	<b><u>Official Travel and Fellowships</u></b>						
3,902	- Staff Missions	5,091	1,552	30.5%	229	4.5%	6,872
5,076	- Participation of Govt Officials & Lecturers	11,886	6,405	53.9%	535	4.5%	18,826
2,146	- Fellowships	3,000	3,496	116.5%	135	4.5%	6,631
	<b><u>Contractual Services</u></b>						
2,620	- Conferences Services	3,902	1,029	26.4%	62	1.6%	4,993
4,433	- Consultants and Experts	6,034	6,534	108.3%	302	5.0%	12,870
11,754	- Publishing	11,580	(2,547)	(22.0%)	463	4.0%	9,496
14,250	- Other Contractual Services	18,203	4,224	23.2%	1,056	5.8%	23,483
	<b><u>Operating and Other Expenses</u></b>						
27,369	- Premises and Maintenance	32,000	(1,694)	(5.3%)	1,181	3.7%	31,487
12,511	- Communications & Other Expenses	16,994	3,318	19.5%	389	2.3%	20,701
	<b><u>Equipment and Supplies</u></b>						
4,658	- Supplies and Materials	5,332	1,213	22.7%	279	5.2%	6,824
9,130	- Furniture and Equipment	8,209	2,761	33.6%	267	3.3%	11,237
<b>237,274</b>	<b>TOTAL EXPENDITURE</b>	<b>306,081</b>	<b>71,662</b>	<b>23.4%</b>	<b>5,082</b>	<b>1.7%</b>	<b>382,825</b>

[Annex 12 follows]

**TOTAL NUMBER OF POSTS BY MAIN PROGRAMS  
1997 REVISED, 1998 AND 1999**

Program	1997 Revised				1998 Proposed				1999 Proposed				Variation 1997 Revised/1999 Proposed			
	Total	D	P	G	Total	D	P	G	Total	D	P	G	Total	D	P	G
01 Organs of Member States & DG Office	4.0	1.0	0.0	3.0	4.0	1.0	0.0	3.0	4.0	1.0	0.0	3.0	0.0	0.0	0.0	0.0
02 Strategic Planning & Policy Development	12.0	2.0	7.0	3.0	18.0	2.0	11.0	5.0	18.0	2.0	11.0	5.0	6.0	0.0	4.0	2.0
03 Legal & Organization Affairs	8.0	2.0	2.0	4.0	13.0	2.0	6.0	5.0	13.0	2.0	6.0	5.0	5.0	0.0	4.0	1.0
04 Internal Oversight & Productivity	8.0	1.0	4.0	3.0	11.0	1.0	6.0	4.0	11.0	1.0	6.0	4.0	3.0	0.0	2.0	1.0
05 Global Communications & Public Diplomacy	23.0	1.0	6.0	16.0	27.5	1.0	9.0	17.5	27.5	1.0	9.0	17.5	4.5	0.0	3.0	1.5
06 Cooperation with Developing Countries	60.5	8.0	23.0	29.5	71.0	9.0	31.0	31.0	71.0	9.0	31.0	31.0	10.5	1.0	8.0	1.5
07 Cooperation with Certain Countries Europe/Asia	3.0	0.0	3.0	0.0	4.0	0.0	3.0	1.0	4.0	0.0	3.0	1.0	1.0	0.0	0.0	1.0
08 Human Resources Development & WIPO Worldwide Adacemy	12.0	1.0	6.0	5.0	13.0	1.0	7.0	5.0	13.0	1.0	7.0	5.0	1.0	0.0	1.0	0.0
09 Development of Industrial Property Law	13.5	2.0	5.0	6.5	16.0	3.0	6.0	7.0	16.0	3.0	6.0	7.0	2.5	1.0	1.0	0.5
10 Development of Copyright & Related Rights	8.5	2.0	2.0	4.5	11.0	3.0	2.0	6.0	11.0	3.0	2.0	6.0	2.5	1.0	0.0	1.5
11 Global Intellectual Property Issues	3.0	1.0	0.0	2.0	5.0	1.0	2.0	2.0	5.0	1.0	2.0	2.0	2.0	0.0	2.0	0.0
12 Global Information Network & Intellectual Property Information Services	33.0	2.0	18.0	13.0	35.0	2.0	20.0	13.0	35.0	2.0	20.0	13.0	2.0	0.0	2.0	0.0
13 Patent Cooperation Treaty (PCT) System	227.5	6.0	44.0	177.5	239.0	6.0	50.0	183.0	251.5	6.0	57.0	188.5	24.0	0.0	13.0	11.0
14 Madrid System	54.5	1.0	13.0	40.5	58.5	2.0	14.0	42.5	60.5	2.0	14.0	44.5	6.0	1.0	1.0	4.0
15 Hague System	11.0	0.0	1.0	10.0	12.0	0.0	1.0	11.0	12.5	0.0	1.0	11.5	1.5	0.0	0.0	1.5
16 Human Resources Management	28.0	1.0	9.0	18.0	30.0	1.0	10.0	19.0	30.0	1.0	10.0	19.0	2.0	0.0	1.0	1.0
17 Administrative Support Services	125.0	4.0	32.0	89.0	129.5	4.0	39.0	86.5	129.5	4.0	39.0	86.5	4.5	0.0	7.0	-2.5
18 Premises	20.0	1.0	2.0	17.0	20.0	1.0	2.0	17.0	20.0	1.0	2.0	17.0	0.0	0.0	0.0	0.0
<b>GRAND TOTAL</b>	<b>654.5</b>	<b>36.0</b>	<b>177.0</b>	<b>441.5</b>	<b>717.5</b>	<b>40.0</b>	<b>219.0</b>	<b>458.5</b>	<b>732.5</b>	<b>40.0</b>	<b>226.0</b>	<b>466.5</b>	<b>78.0</b>	<b>4.0</b>	<b>49.0</b>	<b>25.0</b>

D = Directors and above (DG, DDG, ADG, D2, D1)

P = Professionals (P5, P4, P3, P2, P1)

G = General Service (G7, G6, G5, G4, G3, G2)

[Annex 13 follows]

ANNEX 12

W/O/BC/18/2

A/32/2

## PROGRAM AND COST VARIATION OF STAFF EXPENSES

(in thousands of francs)

	New Posts 1998-99	Budget 1996-97	Budget 1998-99	Variation			
				Program		Cost	
				Amount	%	Amount	%
<b>Program</b>							
01 Organs of Member States & DG Office	0	1,699	1,704	3	0.2%	2	0.1%
02 Strategic Planning & Policy Development	6	3,763	6,782	3,015	80.1%	4	0.1%
03 Legal & Organization Affairs	5	2,720	4,861	2,138	78.6%	3	0.1%
04 Internal Oversight & Productivity	3	2,906	4,082	1,173	40.4%	3	0.1%
05 Global Communications & Public Diplomacy	4.5	7,167	8,873	1,699	23.7%	7	0.1%
06 Cooperation with Developing Countries	10.5	19,760	24,658	4,878	24.7%	20	0.1%
07 Cooperation with Certain Countries Europe/Asia	1	1,366	1,377	10	0.8%	1	0.1%
08 Human Resources Development & WIPO Worldwide Adacemy	1	3,905	4,514	605	15.5%	4	0.1%
09 Development of Industrial Property Law	2.5	5,151	5,976	820	15.9%	5	0.1%
10 Development of Copyright & Related Rights	2.5	2,613	4,259	1,643	62.9%	3	0.1%
11 Global Intellectual Property Issues	2	919	1,707	787	85.7%	1	0.1%
12 Global Information Network & Intellectual Property Information Services	2	9,988	11,641	1,643	16.4%	10	0.1%
13 Patent Cooperation Treaty (PCT) System	24	54,879	72,900	17,966	32.7%	55	0.1%
14 Madrid System	6	14,485	18,276	3,777	26.1%	14	0.1%
15 Hague System	1.5	2,857	3,449	589	20.6%	3	0.1%
16 Human Resources Management	2	8,251	9,204	945	11.4%	8	0.1%
17 Administrative Support Services	4.5	35,958	39,412	3,418	9.5%	36	0.1%
18 Premises	0	5,463	5,730	262	4.8%	5	0.1%
<b>GRAND TOTAL</b>	<b>78</b>	<b>183,850</b>	<b>229,405</b>	<b>45,371</b>	<b>24.7%</b>	<b>184</b>	<b>0.1%</b>

ANNEX 13

W/O/BC/18/2

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[Annex 14 follows]

ANNEX 14

PROPOSED MEMBER STATES CONTRIBUTIONS

States Members of One or More Contribution-financed Unions	Contribution Class	Contribution <sup>3</sup> units (1998-99)	Contribution <sup>1</sup> 1998	Contribution <sup>1</sup> 1999	Contributions 1998-99
Albania	IX	0.25	14,068	12,661	26,729
Algeria	VII	1	56,270	50,643	106,913
Andorra <sup>2</sup>	IX	0.25	14,068	12,661	26,729
Angola <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Argentina	<i>VIbis</i>	2	112,540	101,286	213,826
Armenia	IX	0.25	14,068	12,661	26,729
Australia	III	15	844,053	759,648	1,603,701
Austria	<i>IVbis</i>	7.5	422,027	379,824	801,851
Azerbaijan	IX	0.25	14,068	12,661	26,729
<b>Bahamas</b>	S	0.125	7,034	6,331	13,365
Bahrain	S	0.125	7,034	6,331	13,365
Bangladesh	<i>Ster</i>	0.03125	1,758	1,582	3,340
Barbados	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Belarus	IX	0.25	14,068	12,661	26,729
Belgium	III	15	844,053	759,648	1,603,701
Benin	<i>Ster</i>	0.03125	1,758	1,582	3,340
Bhutan <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Bolivia	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Bosnia and Herzegovina	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Botswana	<i>Sbis</i>	0.0625	-	3,165	3,165
Brazil	<i>VIbis</i>	2	112,540	101,286	213,826
Brunei Darussalam <sup>2</sup>	S	0.125	7,034	6,331	13,365
Bulgaria	<i>VIbis</i>	2	112,540	101,286	213,826
Burkina Faso	<i>Ster</i>	0.03125	1,758	1,582	3,340
Burundi	<i>Ster</i>	0.03125	1,758	1,582	3,340
<b>Cambodia<sup>2</sup></b>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Cameroon	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Canada	IV	10	562,702	506,432	1,069,134
Cape Verde	<i>Ster</i>	0.03125	1,758	1,582	3,340
Central African Republic	<i>Ster</i>	0.03125	1,758	1,582	3,340
Chad	<i>Ster</i>	0.03125	1,758	1,582	3,340
Chile	S	0.125	7,034	6,331	13,365
China	<i>IVbis</i>	7.5	422,027	379,824	801,851
Colombia	S	0.125	7,034	6,331	13,365
Congo	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Costa Rica	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Côte d'Ivoire	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Croatia	VIII	0.5	28,135	25,322	53,457
Cuba	S	0.125	7,034	6,331	13,365
Cyprus	S	0.125	7,034	6,331	13,365
Czech Republic	V	5	281,350	253,215	534,565

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States Members of One or More Contribution-financed Unions	Contribution Class	Contribution <sup>3</sup> units (1998-99)	Contribution <sup>1</sup> 1998	Contribution <sup>1</sup> 1999	Contributions 1998-99
<b>D</b> emocratic People's Republic of Korea	S	0.125	7,034	6,331	13,365
Democratic Republic of the Congo	<i>Ster</i>	0.03125	1,758	1,582	3,340
Denmark	IV	10	562,702	506,432	1,069,134
Dominican Republic	<i>Sbis</i>	0.0625	3,517	3,165	6,682
<b>E</b> cuador	S	0.125	7,034	6,331	13,365
Egypt	S	0.125	7,034	6,331	13,365
El Salvador	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Equatorial Guinea	<i>Ster</i>	0.03125	1,758	1,582	3,340
Eritrea <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Estonia	IX	0.25	14,068	12,661	26,729
Ethiopia <sup>2</sup>	<i>Ster</i>	0.03125	-	1,582	1,582
<b>F</b> iji	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Finland	IV	10	562,702	506,432	1,069,134
France	I	25	1,406,755	1,266,080	2,672,835
<b>G</b> abon	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Gambia	<i>Ster</i>	0.03125	1,758	1,582	3,340
Georgia	IX	0.25	14,068	12,661	26,729
Germany	I	25	1,406,755	1,266,080	2,672,835
Ghana	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Greece	VI	3	168,811	151,930	320,741
Guatemala	S	0.125	7,034	6,331	13,365
Guinea	<i>Ster</i>	0.03125	1,758	1,582	3,340
Guinea-Bissau	<i>Ster</i>	0.03125	1,758	1,582	3,340
Guyana	<i>Sbis</i>	0.0625	3,517	3,165	6,682
<b>H</b> aiti	<i>Ster</i>	0.03125	1,758	1,582	3,340
Holy See	VIII	0.5	28,135	25,322	53,457
Honduras	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Hungary	VI	3	168,811	151,930	320,741
<b>I</b> celand	VIII	0.5	28,135	25,322	53,457
India	<i>Vlbis</i>	2	112,540	101,286	213,826
Indonesia	VII	1	56,270	50,643	106,913
Iran (Islamic Republic of)	VII	1	56,270	50,643	106,913
Iraq	IX	0.25	14,068	12,661	26,729
Ireland	IV	10	562,702	506,432	1,069,134
Israel	<i>Vlbis</i>	2	112,540	101,286	213,826
Italy	III	15	844,053	759,648	1,603,701
<b>J</b> amaica	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Japan	I	25	1,406,755	1,266,080	2,672,835
Jordan	<i>Sbis</i>	0.0625	3,517	3,165	6,682
<b>K</b> azakstan	IX	0.25	14,068	12,661	26,729
Kenya	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Kyrgyzstan	IX	0.25	14,068	12,661	26,729

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States Members of One or More Contribution-financed Unions	Contribution Class	Contribution <sup>3</sup> units (1998-99)	Contribution <sup>1</sup> 1998	Contribution <sup>1</sup> 1999	Contributions 1998-99
<b>L</b> aos <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Latvia	<i>IX</i>	0.25	14,068	12,661	26,729
Lebanon	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Lesotho	<i>Ster</i>	0.03125	1,758	1,582	3,340
Liberia	<i>Ster</i>	0.03125	1,758	1,582	3,340
Libya	<i>VIbis</i>	2	112,540	101,286	213,826
Liechtenstein	<i>VIII</i>	0.5	28,135	25,322	53,457
Lithuania	<i>IX</i>	0.25	14,068	12,661	26,729
Luxembourg	<i>VII</i>	1	56,270	50,643	106,913
<b>M</b> adagascar	<i>Ster</i>	0.03125	1,758	1,582	3,340
Malawi	<i>Ster</i>	0.03125	1,758	1,582	3,340
Malaysia	<i>VIII</i>	0.5	28,135	25,322	53,457
Mali	<i>Ster</i>	0.03125	1,758	1,582	3,340
Malta	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Mauritania	<i>Ster</i>	0.03125	1,758	1,582	3,340
Mauritius	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Mexico	<i>IVbis</i>	7.5	422,027	379,824	801,851
Monaco	<i>VII</i>	1	56,270	50,643	106,913
Mongolia	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Morocco	<i>S</i>	0.125	7,034	6,331	13,365
Mozambique <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
<b>N</b> amibia	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Nepal <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Netherlands	<i>III</i>	15	844,053	759,648	1,603,701
New Zealand	<i>VI</i>	3	168,811	151,930	320,741
Nicaragua	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Niger	<i>Ster</i>	0.03125	1,758	1,582	3,340
Nigeria	<i>VII</i>	1	56,270	50,643	106,913
Norway	<i>IV</i>	10	562,702	506,432	1,069,134
<b>O</b> man <sup>2</sup>	<i>S</i>	0.125	7,034	6,331	13,365
<b>P</b> akistan	<i>S</i>	0.125	7,034	6,331	13,365
Panama	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Papua New Guinea <sup>2</sup>	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Paraguay	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Peru	<i>S</i>	0.125	7,034	6,331	13,365
Philippines	<i>S</i>	0.125	7,034	6,331	13,365
Poland	<i>VI</i>	3	168,811	151,930	320,741
Portugal	<i>IVbis</i>	7.5	422,027	379,824	801,851
<b>Q</b> atar <sup>2</sup>	<i>S</i>	0.125	7,034	6,331	13,365
<b>R</b> epublic of Korea	<i>VII</i>	1	56,270	50,643	106,913
Republic of Moldova	<i>IX</i>	0.25	14,068	12,661	26,729
Romania	<i>VIbis</i>	2	112,540	101,286	213,826
Russian Federation	<i>IV</i>	10	562,702	506,432	1,069,134
Rwanda	<i>Ster</i>	0.03125	1,758	1,582	3,340

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States Members of One or More Contribution-financed Unions	Contribution Class	Contribution <sup>3</sup> units (1998-99)	Contribution <sup>1</sup> 1998	Contribution <sup>1</sup> 1999	Contributions 1998-99
Saint Kitts and Nevis	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Saint Lucia	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Saint Vincent and the Grenadines	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Samoa <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
San Marino	IX	0.25	14,068	12,661	26,729
Saudi Arabia <sup>2</sup>	VII	1	56,270	50,643	106,913
Senegal	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Sierra Leone	<i>Ster</i>	0.03125	1,758	1,582	3,340
Singapore	IX	0.25	14,068	12,661	26,729
Slovakia	V	5	281,350	253,215	534,565
Slovenia	VII	1	56,270	50,643	106,913
Somalia <sup>2</sup>	<i>Ster</i>	0.03125	1,758	1,582	3,340
South Africa	<i>IVbis</i>	7.5	422,027	379,824	801,851
Spain	IV	10	562,702	506,432	1,069,134
Sri Lanka	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Sudan	<i>Ster</i>	0.03125	1,758	1,582	3,340
Suriname	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Swaziland	<i>Sbis</i>	0.0625	3,517	3,165	6,682
Sweden	III	15	844,053	759,648	1,603,701
Switzerland	III	15	844,053	759,648	1,603,701
Syria	S	0.125	7,034	6,331	13,365
<b>Tajikistan</b>	IX	0.25	14,068	12,661	26,729
Thailand	IX	0.25	14,068	12,661	26,729
The former Yugoslav Republic of Macedonia	VIII	0.5	28,135	25,322	53,457
Togo	<i>Ster</i>	0.03125	1,758	1,582	3,340
Trinidad and Tobago	S	0.125	7,034	6,331	13,365
Tunisia	S	0.125	7,034	6,331	13,365
Turkey	<i>Vibis</i>	2	112,540	101,286	213,826
Turkmenistan	IX	0.25	14,068	12,661	26,729
<b>Uganda</b>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Ukraine	IX	0.25	14,068	12,661	26,729
United Arab Emirates	IX	0.25	14,068	12,661	26,729
United Kingdom	I	25	1,406,755	1,266,080	2,672,835
United Republic of Tanzania	<i>Ster</i>	0.03125	1,758	1,582	3,340
United States of America	I	25	1,406,755	1,266,080	2,672,835
Uruguay	S	0.125	7,034	6,331	13,365
Uzbekistan	IX	0.25	14,068	12,661	26,729
<b>Venezuela</b>	IX	0.25	14,068	12,661	26,729
Viet Nam	<i>Sbis</i>	0.0625	3,517	3,165	6,682
<b>Yemen<sup>2</sup></b>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Yugoslavia	<i>Vibis</i>	2	112,540	101,286	213,826
<b>Zambia</b>	<i>Ster</i>	0.03125	1,758	1,582	3,340
Zimbabwe	<i>Sbis</i>	0.0625	3,517	3,165	6,682
<b>Total Contributions</b>		<b>386.06250</b>	<b>21,718,537</b>	<b>19,551,430</b>	<b>41,269,967</b>

1/ The value of one unit for the year 1998 is 56,270; the value of one unit for the year 1999 is 50,643.

2/ States members of WIPO which are not members of any of the Unions. See document AB/XXXI/12, Annex, para. 8

3/ See document AB/XXXI/12, Annex

[Annex 15 follows]

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**THE PATENT COOPERATION TREATY (PCT) SYSTEM**

**Schedule of Fees<sup>1</sup>**

**as in force from January 1, 1998**

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1. The Assembly of the International Patent Cooperation Union (PCT Union) adopted, at its twenty-fourth session held in Geneva from September 16 to October 1, 1997 (ref. document PCT/A/XXIV/10, para. 44), amendments to the Schedule of Fees, as indicated below:

<u>Fees</u>	<u>Amounts applicable in 1996 and 1997</u>	<u>Amounts as in force from January 1, 1998</u>	<u>Percentage decrease</u>
1. Basic Fee: (Rule 15.2(a))			
(a) if the international application contains not more than 30 sheets	762 Swiss francs	650 <sup>2</sup> Swiss francs	15%
(b) if the international application contains more than 30 sheets	762 Swiss francs plus 15 Swiss francs for each sheet in excess of 30 sheets	650 <sup>2</sup> Swiss francs plus 15 Swiss francs for each sheet in excess of 30 sheets	15%
2. Designation Fee: (Rule 15.2(a))			
(a) for designations made under Rule 4.9(a)	185 Swiss francs per designation, provided that any designation made under Rule 4.9(a) in excess of 11 shall not require the payment of a designation fee	150 <sup>2</sup> Swiss francs per designation, provided that any designation made under Rule 4.9(a) in excess of 11 shall not require the payment of a designation fee	18.9%
(b) for designations made under Rule 4.9(b) and confirmed under Rule 4.9(c)	185 Swiss francs per designation	150 <sup>2</sup> Swiss francs per designation	18.9%
3. Confirmation Fee: (Rule 15.5(a))	50% of the sum of the designation fees payable under item 2(b)	50% of the sum of the designation fees payable under item 2(b)	18.9%
4. Handling Fee: (Rule 57.2(a))	233 Swiss francs	233 Swiss francs	unchanged

All fees are reduced by 75% for international applications filed by any applicant who is a natural person and who is a national of and resides in a State whose per capita national income is below US\$3,000 (according to the average per capita national income figures used by the United Nations for determining its scale of assessments for the contributions payable for the years 1995, 1996 and 1997); if there are several applicants, each must satisfy those criteria.

[Annex 16 follows]

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<sup>1</sup> The Schedule of Fees will be further amended with effect from July 1, 1998, by deleting item 3 and renumbering item 4 as item 3; this further amendment will have no effect on the amounts of fees.

<sup>2</sup> The new amounts of the basic fee and the designation fee will apply only to international applications filed on or after January 1, 1998.



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**THE MADRID SYSTEM  
OF INTERNATIONAL REGISTRATION OF MARKS**

**Schedule of Fees**  
**as in force from April 1, 1996**

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*Swiss francs*

1. International applications governed exclusively by the Agreement

The following fees shall be payable and shall cover 10 years:

1.1 Basic fee (Article 8(2)(a) of the Agreement)	
1.1.1 where no reproduction of the mark is in color .....	653
1.1.2 where any reproduction of the mark is in color.....	903
1.2 Supplementary fee for each class of goods and services beyond three classes (Article 8(2)(b) of the Agreement) .....	73
1.3 Complementary fee for the designation of each designated Contracting State (Article 8(2)(c) of the Agreement) .....	73

2. International applications governed exclusively by the Protocol

The following fees shall be payable and shall cover 10 years:

2.1 Basic fee (Article 8(2)(i) of the Protocol)	
2.1.1 where no reproduction of the mark is in color .....	653
2.1.2 where any reproduction of the mark is in color.....	903
2.2 Supplementary fee for each class of goods and services beyond three classes (Article 8(2)(ii) of the Protocol), except if only Contracting Parties in respect of which individual fees (see 2.4, below) are payable are designated (see Article 8(7)(a)(i) of the Protocol).....	73
2.3 Complementary fee for the designation of each designated Contracting Party (Article 8(2)(iii) of the Protocol), except if the designated Contracting Party is a Contracting Party in respect of which an individual fee is payable (see 2.4 below) (see Article 8(7)(a)(ii) of the Protocol).....	73
2.4 Individual fee for the designation of each designated Contracting Party in respect of which an individual fee (rather than a complementary fee) is payable (see Article 8(7)(a) of the Protocol): the amount of the individual fee is fixed by each Contracting Party concerned	

3. International applications governed by both the Agreement and the Protocol

The following fees shall be payable and shall cover 10 years:

3.1 Basic fee	
3.1.1 where no reproduction of the mark is in color .....	653
3.1.2 where any reproduction of the mark is in color.....	903
3.2 Supplementary fee for each class of goods and services beyond three classes .....	73
3.3 Complementary fee for the designation of each designated Contracting Party in respect of which no individual fee is payable.....	73

*Swiss francs*

3.4 Individual fee for the designation of each designated Contracting Party in respect of which an individual fee is payable (see Article 8(7)(a) of the Protocol), except where the designated State is a State bound (also) by the Agreement and the Office of origin is the Office of a State bound (also) by the Agreement (in respect of such a State, a complementary fee is payable): the amount of the individual fee is fixed by each Contracting Party concerned

4. Irregularities with respect to the classification of goods and services

The following fees shall be payable (Rule 12(1)(b)):

- |  |   |
|--|---|
| 4.1 Where the goods and services are not grouped in classes .....                                      | 77 plus 4 per term<br>in excess of 20           |
| 4.2 Where the classification, as appearing in the application, of one or more terms is incorrect ..... | 20 plus 4 per<br>incorrectly classified<br>term |
- provided that, where the total amount due under this item in respect of an international application is less than 150 Swiss francs, no fees shall be payable

5. Designation subsequent to international registration

The following fees shall be payable and shall cover the period between the effective date of the designation and the expiry of the then current term of the international registration:

- |   |     |
|---|-----|
| 5.1 Basic fee .....   | 300 |
| 5.2 Complementary fee for each designated Contracting Party indicated in the same request where an individual fee is not payable in respect of such designated Contracting Party (the fee covers the remainder of 10 years) .....   | 73  |
| 5.3 Individual fee for the designation of each designated Contracting Party in respect of which an individual fee (rather than a complementary fee) is payable (see Article 8(7)(a) of the Protocol): the amount of the individual fee is fixed by each Contracting Party concerned |     |

6. Renewal

The following fees shall be payable and shall cover 10 years:

- |   |   |
|---|---|
| 6.1 Basic fee .....   | 653   |
| 6.2 Supplementary fee, except if the renewal is made only for designated Contracting Parties in respect of which individual fees are payable .....  | 73  |
| 6.3 Complementary fee for each designated Contracting Party in respect of which an individual fee is not payable .....  | 73  |
| 6.4 Individual fee for the designation of each designated Contracting Party in respect of which an individual fee (rather than a complementary fee) is payable (see Article 8(7)(a) of the Protocol): the amount of the individual fee is fixed by each Contracting Party concerned |   |
| 6.5 Surcharge for the use of the period of grace .....  | 50% of the amount of<br>the fee payable under<br>item 6.1 |

7.	<u>Change</u>	
7.1	Total transfer of an international registration .....	177
7.2	Partial transfer (for some of the goods and services or for some of the Contracting Parties) of an international registration .....	177
7.3	Limitation requested by the holder subsequent to international registration, provided that, if the limitation affects more than one Contracting Party, it is the same for all.....	177
7.4	Change of name and/or address of the holder of one or more international registrations for which recordal of the same change is requested in the same request.....	150
8.	<u>Information concerning international registrations</u>	
8.1	Establishing a certified extract from the International Register consisting of an analysis of the situation of an international registration (detailed certified extract), up to three pages.....	155
	for each page after the third .....	10
8.2	Establishing a certified extract from the International Register consisting of a copy of all publications, and of all notifications of refusal, made with respect to an international registration (simple certified extract), up to three pages.....	77
	for each page after the third .....	2
8.3	A single attestation or information in writing for a single international registration.....	77
	for each additional international registration if the same information is requested in the same request .....	10
8.4	Reprint or photocopy of the publication of an international registration, per page....	5
9.	<u>Special services</u>	
	The International Bureau is authorized to collect a fee, whose amount it shall itself fix, for operations to be performed urgently and for services not covered by this Schedule of Fees.	

[Annex 17 follows]

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**THE HAGUE UNION FOR THE INTERNATIONAL DEPOSIT  
OF INDUSTRIAL DESIGNS**

**Schedule of Fees**

**as in force from April 1, 1996**

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	Amounts (Swiss francs)
<i>I. Fees payable if the deposit is governed exclusively or partly by the 1960 Act (deposits published under the 1960 Act)</i>	
1. International deposit fee (Rule 13.2(a)(i))	
1.1 For one design .....	397
1.2 For each additional design included in the same deposit .....	19
2. International publication fee (Rule 13.2(a)(ii))	
2.1 For publication in black and white, per set of four standard spaces* .....	41
2.2 For publication in color, per set of four standard spaces* .....	330
3. Deferred publication fee (Rule 10.1(a)) .....	93
4. Ordinary State fee (per designated State referred to in Rule 13.2(b)) (Rule 13.2(a)(iii))	
4.1 For one design .....	42
4.2 For each additional design included in the same deposit .....	2
5. State novelty examination fees (Rule 13.2(a)(iv))**	
6. International renewal fee (Rule 24)	
6.1 For a deposit containing one design .....	200
6.2 For each additional design included in the same deposit .....	17
6.3 Surcharge .....	***
7. State renewal fee (per designated State to which the 1960 Act applies (Rule 24.2))	
7.1 For a deposit containing one design .....	21
7.2 For each additional design included in the same deposit .....	1

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\* A standard space is 4 cm x 4 cm; the fee is calculated on the basis of the number of spaces or sets of spaces completely or partly occupied by the reproduction of a design or article. One standard space may not be occupied partially or totally by more than one reproduction.

\*\* The amount of the ordinary State fee paid for any State (see item 4) shall be deducted from the total amount of the State novelty examination fee required for that State. The amount of the State novelty examination fees are fixed by the States concerned.

\*\*\* 50% of the international renewal fee.

	Amounts (Swiss francs)
<i>II. Fees payable if the deposit is governed exclusively by the 1934 Act (deposits published under the 1934 Act)</i>	
8. International deposit fee for an initial period of five years (Rule 13.1(a))	
8.1 For one design.....	216
8.2 For two to 50 designs included in the same deposit.....	432
8.3 For 51 to 100 designs included in the same deposit.....	638
9. Prolongation fee for a further period of 10 years (Rule 23)	
9.1 For one design.....	422
9.2 For two to 50 designs included in the same deposit.....	844
9.3 For 51 to 100 designs included in the same deposit.....	1236
9.4 Surcharge .....	****
<i>III. Common fees</i>	
10. Fee for recording a change in ownership (Rule 19).....	144
11. Fee for recording a change in the indications referred to in Rule 5.1(a)(ii) to (iv) (Rule 21)	
– for a single international deposit .....	144
– for each subsequent international deposit recorded in the name of the same owner, if recording the same change is requested at the same time.....	72
12. Supply of an extract from the International Register relating to an international deposit.....	144
13. Supply of non-certified copies of the International Register or items in the file of an international deposit	
– for the first five pages.....	26
– for each additional page after the fifth if the copies are requested at the same time and relate to the same application or the same international deposit .....	2
14. Supply of certified copies from the International Register or of items in the file of a deposit	
– for the first five pages.....	46
– for each additional page after the fifth if the copies are requested at the same time and relate to the same application or the same international deposit .....	2
15. Supply of a photograph of a deposited object .....	57
16. Supply of information on the contents of the International Register or of the file of an international deposit	
(i) in the case of oral information	
– concerning an application or an international deposit .....	31
– for any additional application or international deposit if the same information is requested at the same time.....	5

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\*\*\*\* 50% of the prolongation fee.

(ii) in the case of information given in writing	
- in respect of an application or an international deposit .....	82
- for any additional application or international deposit if the same information is requested at the same time.....	10
17. Search in the list of owners of international deposits	
- per search by the name of a given person or entity .....	82
- for each international deposit found beyond the first one.....	10
18. Surcharge for the communication of extracts, copies, information or search reports by telefacsimile	
- per page.....	4

[Annex 18 follows]

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## DEFINITIONS OF BUDGET HEADINGS

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### Sources of Income

#### **Contributions (Unions/WIPO)**

Contributions of States to the Organization under the unitary contribution system.

#### **Fee Income of PCT, Madrid and Hague Systems**

Fees for the International Bureau under the PCT, Madrid, Hague, FRT and Lisbon systems.

#### **Fee Income of Arbitration and Mediation Center**

Charges for administrative support services by WIPO Arbitration and Mediation Center, including fees for the arbitration of domain names and registration fees for symposia.

#### **Publications Income**

Revenues from the sale of publications and from subscriptions to periodicals published by the Secretariat, in paper, CD-ROM or any other format.

#### **Interest Income**

Revenues from interest on capital deposits.

#### **Rental Income**

Income received from the rental of WIPO premises.

#### **UPOV Contribution**

UPOV's payments to WIPO for administrative support services.

#### **Other Income**

All income not described above, including income to cover "support costs" in respect of extrabudgetary activities executed by WIPO and financed by UNDP and trust funds, registration fees for certain conferences and training programs, accounting adjustments (credits) in respect of prior years and currency adjustments (credits).

### Objects of Expenditure

#### **Staff Expenses**

*Staff salaries:* remuneration received by staff members, in particular salaries, post adjustment, dependency allowances, language allowances and overtime, non-resident allowances, assignment grant and representation allowances.

*Short-term expenses:* all remunerations and allowances paid to staff on short-term appointments.

*Social charges:* all allowances received by staff members not included in their salaries, in particular employer's contribution towards pension fund, participation in sickness insurance scheme, contribution towards the separation provision used for covering payments due upon separation from service, education grants, removal expenses, travel expenses of dependent children attending educational institutions, home leave, grants to cover costs of installation in the duty station, professional accident insurance premia, refund of national income taxes on salaries and other allowances, indemnities or grants paid by the Secretariat.

### **Official Travel and Fellowships**

#### **Staff Missions**

Travel expenses and daily subsistence allowances for the staff and headquarters-based consultants of the Secretariat on official travel.

#### **Participation of Government Officials and Lecturers**

Travel expenses and daily subsistence allowances (DSA) for Government officials, participants and lecturers attending WIPO-sponsored meetings.

#### **Fellowships**

Travel expenses, daily subsistence allowances and training and other fees in connection with trainees attending courses, seminars and long-term fellowships.

### **Contractual Services**

#### **Conference Services**

Remuneration, travel expenses and daily subsistence allowances for interpreters; renting of conference facilities, and interpretation equipment; refreshments and receptions; and the cost of any other service directly linked to the organization of a conference.

#### **Consultants and Experts**

All expenses connected with the employment of consultants, in particular: remuneration, travel expenses and daily subsistence allowances, with the exception of mission costs of headquarters-based consultants; honoraria paid to lecturers.

#### **Publishing**

Outside printing and binding: reviews: paper and printing; other printing: reprints of articles published in reviews; brochures; treaties; collections of texts; manuals; working forms and other miscellaneous printed material; production of CD-ROMs, videos, magnetic tapes and other forms of electronic publishing.

#### **Other Contractual Services**

All other contractual services, in particular: fees of translators of documents; rental of computer time; cost of staff training; recruitment costs; and other external contractual services.



## **Operating and Other Expenses**

### **Premises and Maintenance**

All expenses arising from the acquiring, renting, improving and maintaining office space and renting or maintaining equipment and furniture.

### **Communication and Other Expenses**

Expenses including the cost of telephone, telegrams, telexes, facsimile and mail, postage and carriage of documents; all general operating expenses not described above, such as: medical assistance, housing service, Administrative Tribunal, Staff Association, hospitality; bank charges; interest on bank and other loans (except building loans); currency adjustments (debits); audit expenses; unforeseen expenses and accounting adjustments (debits) in respect of prior years; contributions to joint administrative activities within the United Nations system; repayment to one or more Unions of advances in connection with the creation of a new Union or amortization of the deficit resulting from the organizational expenses of a Union, and expenses not specifically provided for.

## **Equipment and Supplies**

### **Furniture and Equipment**

Purchases of furniture and equipment, in particular: office furniture and office machines; text-processing and data processing equipment; conference servicing equipment; reproduction equipment; transportation equipment.

### **Supplies and Materials**

All supplies and materials, in particular: stationery and office supplies; internal reproduction supplies (offset, microfilms, etc.); library books and subscriptions to reviews and periodicals; uniforms; data processing supplies; computer software and licenses.

[Annex 19 follows]

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## **DISTRIBUTION OF COMMON EXPENSES BY UNIONS**

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The basic principles governing the distribution of expenditures to unions when these expenditures are made on behalf of more than one are:

- (i) the distribution shall be in proportion to the amount of the work carried out for each union concerned;
- (ii) the distribution shall take into account the size of the budget of the different programs; and
- (iii) the distribution shall pay due regard to the financial responsibility of each union.

In addition, programs concerned with the provision of General Support Services shall take into account the staffing levels of each program, the amount of office space provided, and the volume of work performed.

[Annex 20 follows]

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## ACRONYMS USED IN THE PRESENT DOCUMENT

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ABU	Asian Broadcasting Union
ACC	See UN/ACC, below
AIPPI	International Association for the Protection of Industrial Property
ASEAN	Association of South-East Asian Nations
APEC	Asia and Pacific Economic Cooperation
ATRIP	International Association for the Advancement of Teaching and Research in Intellectual Property
CASPIA	Computer-Assisted System for the Processing of International Applications
CASPRO	Computer-Assisted System for the Processing of International Applications as Receiving Office
CBD	Convention on Biological Diversity
CIS	Commonwealth of Independent States
CLEA	Collection of Laws for Electronic Access
COMESA	Common Market for Eastern and Southern Africa
COR	Communication on Request
DLC	Distance Learning Center
DSA	Daily Subsistence Allowance
DVD	Digital Video Disc
EASY	Electronic Application System
EBU	European Broadcasting Union
EPO	European Patent Office
FICPI	International Federation of Industrial Property Attorneys
FIPOI	Fondation des immeubles pour les organisations internationales
gTLD-MoU	Generic Top Level Domains - Memorandum of Understanding
IAC	WIPO Industry Advisory Commission
ICC	International Computing Centre
ICSC	International Civil Service Commission
ICSEI	International Cooperation on Search and Examination of Inventions
IFIA	International Federation of Inventors' Associations
IGO	Intergovernmental organization

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## **ACRONYMS USED IN THE PRESENT DOCUMENT**

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<b>ILO</b>	<b>International Labour Organization</b>
<b>IP</b>	<b>Intellectual property</b>
<b>IPC</b>	<b>International Patent Classification Union</b>
<b>IPC:CLASS</b>	<b>IPC Cumulative and Linguistic Advanced Search System</b>
<b>IPR</b>	<b>Intellectual property rights</b>
<b>ISCC</b>	<b>Information Systems Co-ordination Committee (United Nations system of organizations)</b>
<b>IUCN</b>	<b>World Conservation Union</b>
<b>JIII</b>	<b>Japan Institute of Invention and Innovation</b>
<b>JOPAL</b>	<b>Journal of Patent Associated Literature</b>
<b>JPO</b>	<b>Japan Patent Office</b>
<b>LDCs</b>	<b>Least Developed Countries</b>
<b>MAPS</b>	<b>Madrid Agreement and Protocol System</b>
<b>MATCHES</b>	<b>MAPS Assistant Translation and Classification (Help for Examiners) System</b>
<b>MEAs</b>	<b>Multilateral environmental agreements</b>
<b>Mercosur</b>	<b>Mercado Común del Sur</b>
<b>MoU</b>	<b>Memorandum of Understanding</b>
<b>NFAPs</b>	<b>Nationally-Focused Action Plans</b>
<b>NGO</b>	<b>Non-governmental organization</b>
<b>NOS</b>	<b>Networked Office System</b>
<b>OAU</b>	<b>Organization of African Unity</b>
<b>PAC</b>	<b>WIPO Policy Advisory Commission</b>
<b>PC/CR</b>	<b>WIPO Permanent Committee for Development Cooperation Related to Copyright and Neighboring Rights</b>
<b>PC/IP</b>	<b>WIPO Permanent Committee for Development Cooperation Related to Industrial Property</b>
<b>PCIPI</b>	<b>WIPO Permanent Committee on Industrial Property Information</b>
<b>PCIPD</b>	<b>WIPO Permanent Committee on Intellectual Property Development</b>
<b>PCT</b>	<b>Patent Cooperation Treaty</b>
<b>PCT/CAL</b>	<b>PCT Committee for Administrative and Legal Matters</b>
<b>PCT/CTC</b>	<b>PCT Committee for Technical Cooperation</b>
<b>PCT/MIA</b>	<b>PCT International Preliminary Examining Authorities</b>

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## **ACRONYMS USED IN THE PRESENT DOCUMENT**

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ROMARIN	<u>Read-Only Memory of Madrid Actualized Registry Information</u>
SADC	Southern African Development Community
SAARC	South Asian Association for Regional Cooperation
SCIT	Standing Committee on Information Technology
SMEs	Small and Medium Enterprises
TLT	Trademark Law Treaty
TRIPS Agreement	Agreement on Trade-Related Aspects of Intellectual Property Rights
UN/ACC	Administrative Committee on Coordination of the United Nations system
UN/CCAQ(FB)	Consultative Committee on Administrative Questions (Financial and Budgetary Questions) of the United Nations system
UN/CCAQ(PER)	Consultative Committee on Administrative Questions (Personnel and General Administrative Questions) of the United Nations system
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNITAR	United Nations Institute for Training and Research
UNJSPB	United Nations Joint Staff Pension Fund Board
UNSC	United Nations Staff College
UNU	United Nations University
UPOV	International Union for the Protection of New Varieties of Plants
USPTO	United States Patent and Trademark Office
WCO	World Customs Organization
WCT	WIPO Copyright Treaty
WMO	World Meteorological Organization
WORM	Write Once, Read Many
WPPT	WIPO Performances and Phonograms Treaty
WTO	World Trade Organization
WWA	WIPO Worldwide Academy

[Annex 21 follows]

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**WIPO-ADMINISTERED TREATIES**

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Berne Convention	Berne Convention for the Protection of Literary and Artistic Works Paris Act of July 24, 1971 (as amended on September 28, 1979)
Brussels Convention	Brussels Convention Relating to the Distribution of Programme-Carrying Signals Transmitted by Satellite (jointly administered with UNESCO)
Budapest Treaty	Budapest Treaty on the International Recognition of the Deposit of Microorganisms for the Purposes of Patent Procedure (done at Budapest on April 28, 1977, and amended on September 26, 1980)
<i>Budapest Regulations</i>	<i>Regulations Under the Budapest Treaty on the International Recognition of the Deposit of Microorganisms for the Purposes of Patent Procedure</i>
Geneva Convention	Geneva Convention for the Protection of Producers of Phonograms Against Unauthorized Duplication of Their Phonograms (administered in cooperation with ILO and UNESCO for matters within their respective competence)
Hague Agreement	The Hague Agreement Concerning the International Deposit of Industrial Designs of November 6, 1925 (as revised at London on June 2, 1934, at The Hague on November 28, 1960, supplemented by the Additional Act of Monaco of November 18, 1961, and complemented by the complementary Act of Stockholm of July 14, 1967, as amended on September 28, 1979)
<i>Hague Regulations</i>	<i>Regulations Under the Hague Agreement Concerning the International Deposit of Industrial Designs</i>
Lisbon Agreement	Lisbon Agreement for the Protection of Appellations of Origin and their International Registration of October 31, 1958 (as revised at Stockholm on July 14, 1967, and as amended on September 28, 1979)
<i>Lisbon Regulations</i>	<i>Regulations Under the Lisbon Agreement for the Protection of Appellations of Origin and their International Registration</i>
Locarno Agreement	Locarno Agreement Establishing an International Classification for Industrial Designs Signed at Locarno on October 8, 1968 (as amended on September 28, 1979)

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## WIPO-ADMINISTERED TREATIES

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Madrid Agreement	Madrid Agreement Concerning the International Registration of Marks of April 14, 1891 (as revised at Brussels on December 14, 1900, at Washington on June 2, 1911, at The Hague on November 6, 1925, at London on June 2, 1934, at Nice on June 15, 1957, and at Stockholm on July 14, 1967, and as amended on September 28, 1979)
Madrid Protocol	Protocol Relating to the Madrid Agreement Concerning the International Registration of Marks (as adopted at Madrid on June 27, 1989)
<i>Common Regulations</i>	<i>Common Regulations Under the Madrid Agreement Concerning the International Registration of Marks and the Protocol Relating to that Agreement</i>
Nairobi Treaty	Nairobi Treaty on the Protection of the Olympic Symbol (adopted at Nairobi on September 26, 1981)
Nice Agreement	Nice Agreement Concerning the International Classification of Goods and Services for the Purposes of the Registration of Marks of June 15, 1957 (as revised at Stockholm on July 14, 1967, and at Geneva on May 13, 1977, and as amended on September 28, 1979)
Paris Convention	Paris Convention for the Protection of Industrial Property of March 20, 1883 (as revised at Brussels on December 14, 1900, at Washington on June 2, 1911, at The Hague on November 6, 1925, at London on June 2, 1934, at Lisbon on October 31, 1958, and at Stockholm on July 14, 1967, and as amended on October 2, 1979)
PCT	Patent Cooperation Treaty (done at Washington on June 19, 1970, amended on September 28, 1979, and modified on February 3, 1984)
<i>PCT Regulations</i>	<i>Regulations Under the Patent Cooperation Treaty (as in force on January 1, 1998)</i>
Phonograms Convention	Convention for the Protection of Producers of Phonograms Against Unauthorized Duplication of Their Phonograms of October 29, 1971
Rome Convention	Rome Convention, 1961 International Convention for the Protection of Performers, Producers of Phonograms and Broadcasting Organisations (done at Rome on October 26, 1961) (jointly administered with UNESCO)

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**WIPO-ADMINISTERED TREATIES**

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Satellite Convention	Convention Relating to the Distribution of Programme-Carrying Signals Transmitted by Satellite (done at Brussels on May 21, 1974)
Strasbourg Agreement	Strasbourg Agreement Concerning the International Patent Classification of March 24, 1971 (as amended on September 28, 1979)
TLT	Trademark Law Treaty (adopted at Geneva on October 27, 1994)
<i>TLT Regulations</i>	<i>Regulations Under the Trademark Law Treaty (adopted at Geneva on October 27, 1994)</i>
Vienna Agreement	Vienna Agreement Establishing an International Classification of the Figurative Elements of Marks
Washington Treaty	Treaty on Intellectual Property in Respect of Integrated Circuits (done at Washington, D.C., on May 26, 1989)
WIPO Convention	Convention Establishing the World Intellectual Property Organization (signed at Stockholm on July 14, 1967 and as amended on September 28, 1979)
WIPO Copyright Treaty	(adopted at Geneva on December 20, 1996, by the Diplomatic Conference on Certain Copyright and Neighbouring Rights Questions)
WIPO Performances and Phonograms Treaty	(adopted at Geneva on December 20, 1996, by the Diplomatic Conference on Certain Copyright and Neighbouring Rights Questions)
<b>Other agreements:</b>	
WIPO-WTO Agreement	Agreement between the World Intellectual Property Organization and the World Trade Organization (concluded in Geneva on December 22, 1995)

[Annex 22 follows]



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**Member States of WIPO**  
**and of the Unions administered by WIPO**

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<i>Member States of</i>	<i>1990</i>	<i>1996</i>	<i>1997</i>	<i>1998 estimate</i>	<i>1999 estimate</i>	<i>Est. increase 1990-99</i>
WIPO	125	161	166	170	175	50
Paris Union	100	140	143	145	148	48
Berne Union	84	121	128	133	140	56
PCT Union	45	89	94	100	106	61
Madrid Union	29	51	54	58	65	36
Hague Union	19	26	29	31	33	14
Nice Union	33	50	52	55	59	26
Locarno Union	16	28	30	33	37	21
IPC Union	26	38	39	41	44	18
Budapest Union	23	38	42	44	48	25
Vienna Union	5	9	11	14	18	13
Lisbon Union	16	17	18	19	21	5

[End of Annex 22 and of document]