

## **Committee on Development and Intellectual Property (CDIP)**

**Twenty-Fourth Session**  
**Geneva, November 18 to 22, 2019**

### **REPORT ON THE IMPLEMENTATION OF MEMBER STATES DECISION ON WIPO'S TECHNICAL ASSISTANCE**

*prepared by the Secretariat*

1. The Committee on Development and Intellectual Property (CDIP) at its eighteenth session held from October 31 to November 4, 2016, while discussing the External Review of the WIPO Technical Assistance in the Area of Cooperation for Development, decided to:

*(i) Close the sub-agenda item 7 - "An External Review of WIPO Technical Assistance in the Area of Cooperation for Development";*

*(ii) Open discussions on WIPO technical assistance in the Area of Cooperation for Development focused on the revised Spanish Proposal, as attached in Appendix I of the Summary by the Chair CDIP/17, in a new sub-agenda Item 7 for the next six coming sessions of the CDIP; and*

*(iii) At the end of this period, the CDIP will discuss the final implementation of the revised Spanish Proposal, as attached in Appendix I of the Summary by the Chair CDIP/17 and related documents CDIP/8/INF/1, CDIP/9/15, CDIP/9/16 and CDIP/16/6.*

2. In pursuance of the above-mentioned decision, the sub-agenda item "An External Review of WIPO Technical Assistance in the Area of Cooperation for Development" was closed. A new sub-agenda item was opened for six sessions (from CDIP/19 to CDIP/24) for discussions on WIPO technical assistance in the Area of Cooperation for Development, focused on the implementation of the revised Spanish Proposal, as attached in Appendix I of the [Summary by the Chair of CDIP/17](#).

3. This report seeks to facilitate the Committee's discussion as mentioned in its decision paragraph (iii) above by providing a summary of implementation of the Spanish Proposal on Technical Assistance. Documents CDIP/8/INF/1, CDIP/9/15, CDIP/9/16 and CDIP/16/6 have also been made available for this session.

4. On the implementation of the Spanish Proposal, detailed reports were provided to the Committee on the individual actions taken over the last five sessions, as reflected in the Annex to this document. This report presents a recapitulation of those actions, structured in accordance with the various paragraphs of the Spanish Proposal; a summary of Member States' discussions in the CDIP prepared on the basis of the Committee's reports and summaries by the Chair of the relevant sessions; and an identification of follow-up.

#### **Paragraph 1:**

*WIPO Secretariat will compile its existing practices, tools and methodologies for providing technical assistance.*

*Additionally, WIPO should provide a regular forum for member states to share their experiences, tools and methodologies regarding technical assistance and capacity building, in particular:*

*a. A one day seminar should be organized on the margins of CDIP 19, and*

*b. A web forum for sharing ideas, practices and experiences should be established by WIPO. The web forum may be best integrated into existing web platforms previously established by WIPO*

5. Under paragraph 1, three different actions were identified.

*Action 1: Compilation of existing practices, tools and methodologies for providing technical assistance*

#### Implementation and consideration by the CDIP:

6. The Secretariat presented document [CDIP/21/4](#) titled Compilation of WIPO's Existing Practices, Methodologies and Tools for Providing Technical Assistance to the twenty-first session of the Committee.

7. The document provided an overview of WIPO's delivery of technical assistance. First, it described the four steps of the implementation cycle of the Organization's technical assistance activities: needs assessment; planning and design; implementation; and monitoring and evaluation. Second, it addressed the practices, methodologies and tools used in each of the following technical assistance activities: national IP strategies and development plans; technical and administrative infrastructure; capacity building; legislative assistance; Development Agenda (DA) projects; and public-private partnerships.

8. The Delegations highlighted the importance of the technical assistance activities carried out by WIPO to meet Member States' developmental needs, as well as the DA projects. Some pointed out that monitoring and evaluation systems, along with results-based performance indicators, would make the projects more efficient. ([Report](#), paras. 98 to 112).

9. Decision in the [Summary by the Chair](#): Delegations acknowledged the detailed and comprehensive information contained in the document and took note of it.

Follow-up:

10. WIPO continues to provide technical assistance on the basis of the information contained in document [CDIP/21/4](#). The compilation could be updated to reflect any future change in the Organization's practices, methodologies and tools to provide technical assistance, should Member States deem it necessary.

*Action 2: One day seminar to share experiences, tools and methodologies regarding technical assistance and capacity building*

Implementation and consideration by the CDIP:

11. A "Roundtable on Technical Assistance and Capacity Building: Sharing Experiences, Tools and Methodologies" was held on May 12, 2017, on the margins of the nineteenth session of the CDIP. The Roundtable was structured around four themes: (i) needs assessment; (ii) planning and design; (iii) implementation; and (iv) monitoring and evaluation. Officials from different sectors / divisions of WIPO addressed each of those themes. Member States shared their experiences in an interactive discussion guided by a facilitator.

12. At the twentieth session of the Committee, the Secretariat presented a Report of that Roundtable (document [CDIP/20/3](#)). That Report provided information about the main features of the Roundtable, as well as a summary of the presentations made by WIPO officials and the contributions of Member States.

13. The Delegations expressed their satisfaction on the successful convening of the Roundtable. They acknowledged the quality of the meeting, both in terms of its structure and substance, and expressed hope that the discussions held would contribute to enhancing the delivery of technical assistance in the future. ([Report](#) of CDIP/19, paras. 37 to 61 and [Report](#) of CDIP/20, paras. 233 to 244)

14. Decision in the [Summary by the Chair](#): the Committee took note of the information contained in document [CDIP/20/3](#).

Follow-up:

15. No follow-up is foreseen in relation to this item.

*Action 3: A regular forum for sharing ideas, practices and experiences, and in particular a web forum*

Implementation and consideration by the CDIP:

16. The implementation of this action was discussed by Member States at the twenty-first and twenty-second sessions of the Committee, on the basis of a presentation made by the Secretariat on the feasibility of establishing a web-forum for sharing ideas, practices and experiences on technical assistance, and the follow-up document [CDIP/22/3](#). ([Report](#) of CDIP/21, paras. 113 to 128 and [Report](#) of CDIP/22, paras. 89 to 125).

17. In the context of these discussions, the Committee decided to convene an [interactive dialogue](#) on technical assistance at the twenty-second session of the Committee. ([Report](#) of CDIP/21, paras. 285 to 291 and para. 8.3 of the [Summary by the Chair of CDIP/21](#)). Regional

Group Coordinators nominated one delegation as Lead Participant of each Group, who made presentations on experiences, practices and tools in delivering and / or receiving technical assistance, followed by an interactive dialogue in which other Member States contributed to the discussion. ([Report](#), paras. 474 to 492)

18. Following a request by the twenty-second session of the Committee, the Secretariat presented document [CDIP/23/9](#) titled Prototype of a Web-Forum on Technical Assistance to the twenty-third session of the Committee. The document presented two options: option A was a discussion forum in which participants would interact on weekly discussions through a chat room; option B was a platform to hold webinars on a monthly basis. The Secretariat also provided a live demonstration showing the functionalities of each of those options and outlined their respective financial implications.

19. The Delegations welcomed the options put forward by the Secretariat and expressed their support for option B. ([Report](#), paras. 233 to 249).

20. Decision in the [Summary by the Chair](#): the Committee took note of the presentation and requested the Secretariat to implement the webinar platform, as contained in option B, for an initial period of six months and provide an independent evaluation of the webinar at the twenty-fifth session of the Committee, for further consideration.

#### Follow-up:

21. The Secretariat has launched a series of webinars on experiences, tools and methodologies regarding technical assistance and capacity building. The webinars are scheduled to be held during an initial period of six months. After the end of that period, the Committee will discuss its usefulness, with a view to assessing whether the webinar platform should be continued in its form, modified, or closed. An independent evaluation report will be provided to the twenty-fifth session of the Committee, to facilitate the further consideration by the Committee.

#### **Paragraph 2:**

*WIPO Secretariat should continue improving internal coordination within the organization, collaboration with UN Agencies and Programs and other relevant international organizations, as well as cooperation with national and regional IP offices on issues related to technical assistance, capacity building and development oriented cooperation Secretariat will identify new proposals to that effect and report back to CDIP*

#### Implementation and consideration by the CDIP:

22. The Secretariat presented document [CDIP/22/11](#) titled Internal Coordination, UN Collaboration and Cooperation with National and Regional IP Offices to the twenty-second session of the Committee.

23. The document outlined the approaches and strategies for improvement in the three following areas: (i) internal coordination; (ii) WIPO's collaboration with other UN agencies, programs and IGOs; and (iii) cooperation with national and regional IP offices. Further, it highlighted the new proposals that had emerged for the improvement of the following clusters of activities: (i) national IP strategies and development plans; (ii) technical and administrative infrastructure; (iii) capacity building; (iv) legislative assistance; (v) DA projects; and (vi) public-private partnerships.

24. The Delegations welcomed the document and noted WIPO's steady improvement in the three above-mentioned areas. They stressed the relevance of continuing those efforts, undertaking the proposals outlined in the document and strengthening cooperation at the regional level. Some Delegations also expressed interest in learning about WIPO's engagement with the Technology Facilitation Mechanism and the methodologies to evaluate the longer-term impact of WIPO activities. ([Report](#), paras. 151 to 159)

25. Decision in the [Summary by the Chair](#): the Committee took note of the information contained in document [CDIP/22/11](#).

Follow-up:

26. WIPO continues to make efforts to ensure an efficient and meaningful internal coordination within the Organization, a smooth collaboration with UN agencies, programs and other relevant IGOs, and a useful cooperation with national and regional IP offices on issues relating to technical assistance, capacity building and development-oriented cooperation.

**Paragraph 3:**

*WIPO Secretariat should assess the existing tools and methodologies for measuring the impact, effectiveness and efficiency of technical assistance activities at various levels and, in this process, strive to identify areas for possible improvement. The information learned in this process should be used to develop future and follow up technical assistance activities and to address any deficiencies. WIPO should monitor and evaluate the longer term results of WIPO technical assistance activities, particularly those aimed at improving beneficiaries' institutional capacity.*

*In order to provide quality technical assistance, WIPO should consider following an established balanced peer review procedure for studies commissioned by WIPO that are used in technical assistance.*

27. Under paragraph 3, two different actions were identified.

*Action 1: Impact, assessment and efficiency of technical assistance activities*

Implementation and consideration by the CDIP:

28. The Secretariat presented document [CDIP/22/10](#) titled Assessment of WIPO's Existing Tools and Methodologies for Measuring the Impact, Effectiveness and Efficiency of its Technical Assistance Activities to the twenty-second session of the Committee. The document noted that the Results-Based Management (RBM) framework of the Organization set out the criteria for measuring the performance of WIPO's activities, including those related to technical assistance. The WIPO Performance Report was the key accountability instrument for reporting on organizational performance to Member States, as well as an essential tool to ensure that lessons learnt from past performance were taken into account in future activities. The document also referred to the evaluations carried out by the Internal Oversight Division and those of DA projects. Lastly, it provided concrete examples of the evolution of the tools, methodologies and indicator frameworks used for measuring the impact, effectiveness and efficiency of technical assistance activities.

29. The Delegations welcomed document [CDIP/22/10](#) and noted the relevance of technical assistance activities, appropriate assessment and performing tools, and the evaluation by the Internal Oversight Division. ([Report](#), paras. 160 to 167)

30. Decision in the [Summary by the Chair](#): the Committee took note of the information contained in the document.

Follow-up:

31. WIPO continues its efforts to assess its existing tools and methodologies for measuring the impact, effectiveness and efficiency of technical assistance activities with a view to implementing value-added enhancements where possible and addressing deficiencies. WIPO also continues to enhance its performance indicator framework, incorporating lessons learned and considering relevant recommendations from evaluations, in order to strengthen its monitoring and assessment of the longer-term results of WIPO technical assistance.

*Action 2: Peer Review procedure*

Implementation and consideration by the CDIP:

32. At the nineteenth session of the Committee, the Secretariat made a presentation on the Peer Review procedure for studies commissioned by WIPO that are used in technical assistance. The Secretariat explained that peer review processes of the Economics and Statistics Division were not always uniform, it described the selection process of peer reviewers, their main tasks and remuneration, and the role of the Secretariat in the event of disagreement between authors and peer reviewers.

33. Some Delegations enquired about the extent to which peer reviewers were frank in their observations and expressed interest in seeing if the peer review process could be implemented in CDIP projects or other technical assistance activities. The Secretariat answered the comments raised by Delegations. ([Report](#), paras. 365 to 368)

34. Decision in the [Summary by the Chair](#): the Committee welcomed the presentation and appreciated the information provided by the Secretariat.

Follow-up:

35. The Secretariat continues to follow a balanced peer review procedure for studies commissioned by WIPO that are used in technical assistance.

**Paragraph 4:**

*Ask the Secretariat to present a document containing WIPO's existing practices relating to the selection of consultants for technical assistance. This will be for information purposes.*

Implementation and consideration by the CDIP:

36. The Secretariat presented document [CDIP/21/9](#) titled WIPO's Practices for the Selection of Consultants for Technical Assistance to the twenty-first session of the Committee. The document described WIPO's general framework for engaging external consultants. It stated that such framework is provided by the WIPO Office Instruction No. 45/2013 "WIPO Policy on Individual Contractor Services", the WIPO's Financial Regulations and Rules, and *de facto* practices. It further described in detail the general practices applicable to the selection of Individual Contractor Services (principles, formal procedures and gender considerations) and the specific practices for the selection of consultants for WIPO's technical assistance: needs



assessment; preparation of terms of reference; identification of candidates; selection process; peer review; and monitoring and evaluation.

37. The Delegations noted that the principles that guided WIPO's engagement of external consultants as reflected in document [CDIP/21/9](#) were in line with the DA Recommendations, and encouraged the Secretariat to regularly update the Roster of Consultants. Some Delegations requested the Secretariat to clarify or provide further information regarding certain aspects of the selection process of consultants. ([Report](#), paras. 87 to 97)

38. Decision in the [Summary by the Chair](#): the Secretariat took note of the observations made by Member States and responded to the observations made by Delegations.

#### Follow-up:

39. WIPO continues to engage external consultants for technical assistance in accordance with the principles and practices contained in document [CDIP/21/9](#).

#### **Paragraph 5:**

*Ask Secretariat to regularly update and, if possible, upgrade the online roster of experts and consultants for technical assistance.*

#### Implementation and consideration by the CDIP:

40. At the twentieth session of the Committee, the Secretariat presented document [CDIP/20/6](#), titled Report on the WIPO Roster of Consultants Database. The document provided a brief background on the establishment of the WIPO Roster of Consultants (RoC), a description of its functioning and use, and the manner in which it would be upgraded through its incorporation into the WIPO Enterprise Resource Planning (ERP) system.

41. The Delegations supported the efforts to improve the RoC and welcomed its future incorporation into the WIPO ERP system. Some Delegations put forward proposals with regard to the upgrading of the RoC. ([Report](#), paras. 224 to 232)

42. Decision in the [Summary by the Chair](#): the Committee took note of the information contained in the document and decided that, following its incorporation into the ERP system, the Secretariat would make a presentation at a future CDIP session.

43. At the twenty-third session of the Committee, the Secretariat made a presentation on the RoC following its incorporation into the ERP system, in which it explained the upgrade of the database. The Secretariat presented the test version in English and announced that it would soon be available in French and Spanish.

44. The Delegations noted the usefulness of the presentation and welcomed the future availability of the interface in other languages. ([Report](#), paras. 285 to 290)

45. Decision in the [Summary by the Chair](#): the Committee took note of the presentation.

#### Follow-up:

46. The Secretariat continues to update the RoC on a regular basis.

**Paragraph 6:**

*Ask Secretariat to reflect and to report on possible improvements of WIPO's webpage section devoted to communicating WIPO's activities on technical assistance.*

Implementation and consideration by the CDIP:

47. At the nineteenth session of the CDIP, the Secretariat presented document [CDIP/19/10](#) titled Possible Improvements of WIPO Technical Assistance Webpage, which contained a brief description of the structure of WIPO's website and of the information related to technical assistance activities. The document concluded that the mentioned information was spread across WIPO's web site and proposed the establishment of a new section "Technical Assistance and Capacity Building" under the heading "Cooperation", subheading "Development". That new section would concentrate all relevant information on WIPO's activities on technical assistance and capacity building, clustered in eight categories, providing users an easier and faster access.

48. The Delegations noted the Secretariat's proposal to concentrate WIPO's website information on technical assistance and capacity building in a new web page and cluster activities into eight categories. Some Delegations made additional proposals to improve the web page: creating a link to information related to flexibilities in the IP system; including contact information of the different divisions in WIPO; a database of lessons learnt and best practices; developments on the implementation of the DA; and amendments to the website section "About IP". Some Delegations raised questions, that were answered by the Secretariat. ([Report](#), paras. 350 to 364)

49. Decision in the [Summary by the Chair](#): the Committee took note of the information contained in the document. The Secretariat was requested to implement the proposed improvements, taking into account the observations made by delegations, and report to the Committee.

50. At the twenty-first session of the Committee, the Secretariat made a presentation on the new web page on technical assistance. The page was divided in "Technical assistance for Governments" and "Technical assistance for users of IP". It contained information on national IP strategies, policy and legislative advice, business solutions for IP offices, and human capacity building, among others. It offered the possibility to contact technical assistance focal points. ([Report](#), paras. 368 to 370)

51. Decision in the [Summary by the Chair](#): the Committee took note of the presentation.

Follow-up:

52. The Secretariat continues to update the information contained in the web page devoted to technical assistance and capacity building.

*53. The CDIP is invited to consider the information contained in this document.*

[Annex follows]



Implementation of Spanish Proposal			
Action	Implementation	Consideration by the CDIP	Summary by the Chair
Paragraph 1			
Compilation of existing practices, tools and methodologies for providing technical assistance	Compilation of WIPO's Existing Practices, Methodologies and Tools for Providing Technical Assistance, <a href="#">CDIP/21/4</a>	Paras. 98 to 112 of the Report of the twenty-first session of the CDIP, <a href="#">CDIP/21/15</a>	Para. 8.1 of the <a href="#">Summary by the Chair of CDIP/21</a>
One day seminar to share experiences, tools and methodologies regarding technical assistance and capacity building	Roundtable on Technical Assistance and Capacity Building: Sharing Experiences, Tools and Methodologies held on <a href="#">12 May, 2017</a>	Paras. 37 to 61 of the Report of the nineteenth session of the CDIP, <a href="#">CDIP/19/12</a>	Para. 5 of the <a href="#">Summary by the Chair of CDIP/19</a>
	Report of Roundtable on Technical Assistance and Capacity Building: Sharing Experiences, Tools and Methodologies, <a href="#">CDIP/20/3</a>	Paras. 233 to 244 of the Report of the twentieth session of the CDIP, <a href="#">CDIP20/13</a>	Para. 7.1 of the <a href="#">Summary by the Chair of CDIP/20</a>
A regular forum for sharing ideas, practices and experiences, and in particular a web forum	Presentation on the feasibility of Establishing a web forum on Technical Assistance at CDIP/21	Paras. 113 to 128 of the Report of the twenty-first session of the CDIP, <a href="#">CDIP/21/15</a>	Para. 8.3 of the <a href="#">Summary by the Chair of CDIP/21</a>
	<a href="#">Interactive Dialogue</a> on Technical Assistance at CDIP/22	Paras. 474 to 492 of the Report of the twenty-second session of the CDIP, <a href="#">CDIP/22/18</a>	Para. 7.4 of the <a href="#">Summary by the Chair of CDIP/22</a>
	Feasibility of Establishing a web forum on Technical Assistance, <a href="#">CDIP/22/3</a>	Paras. 89 to 125 of the Report of the twenty-second session of the CDIP, <a href="#">CDIP/22/18</a>	Para. 7.1 of the <a href="#">Summary by the Chair of CDIP/22</a>
	Prototype of a Web-Forum on Technical Assistance, <a href="#">CDIP/23/9</a>	Paras. 233 to 249 of the Draft Report of the twenty-third session of the CDIP, <a href="#">CDIP/23/17 Prov.</a>	Para. 8.1 of the <a href="#">Summary by the Chair of CDIP/23</a>
Paragraph 2			
Improvement of internal coordination within the organization, collaboration with UN Agencies and Programs and other relevant international organizations, as well as cooperation with national and regional IP offices	Internal Coordination, UN Collaboration and Cooperation with National and Regional IP Offices, <a href="#">CDIP/22/11</a>	Paras. 151 to 159 of the Report of the twenty-second session of the CDIP, <a href="#">CDIP/22/18</a>	Para. 7.3 of the <a href="#">Summary by the Chair of CDIP/22</a>

Implementation of Spanish Proposal			
Action	Implementation	Consideration by the CDIP	Summary by the Chair
Paragraph 3			
Impact, assessment and efficiency of technical assistance activities	Assessment of WIPO's Existing Tools and Methodologies for Measuring the Impact, Effectiveness and Efficiency of its Technical Assistance Activities, <a href="#">CDIP/22/10</a>	Paras. 160 to 167 of the Report of the twenty-second session of the CDIP, <a href="#">CDIP/22/18</a>	Para. 7.2 of the <a href="#">Summary by the Chair of CDIP/22</a>
Peer review procedure	Presentation by the Secretariat on the Peer Review procedure for studies commissioned by WIPO that are used in technical assistance at CDIP/19	Paras. 365 to 368 of the Report of the nineteenth session of the CDIP, <a href="#">CDIP/19/12</a>	Para. 7.2 of the <a href="#">Summary by the Chair of CDIP/19</a>
Paragraph 4			
Document containing WIPO's existing practices relating to the selection of consultants for technical assistance	WIPO's Practices for the Selection of Consultants for Technical Assistance, <a href="#">CDIP/21/9</a>	Paras. 87 to 97 of the Report of the twenty-first session of the CDIP, <a href="#">CDIP/21/15</a>	Para. 8.2 of the <a href="#">Summary by the Chair of CDIP/21</a>
Paragraph 5			
Regularly update and, if possible, upgrade the online roster of experts and consultants for technical assistance	Report on the WIPO Roster of Consultants Database, <a href="#">CDIP/20/6</a>	Paras. 224 to 232 of the Report of the twentieth session of the CDIP, <a href="#">CDIP20/13</a>	Para. 7.2 of the <a href="#">Summary by the Chair of CDIP/20</a>
	Secretariat's presentation on the Roster of Consultants at CDIP/23	Paras. 285 to 290 of the Draft Report of the twenty-third session of the CDIP, <a href="#">CDIP/23/17 Prov.</a>	Para. 8.2 of the <a href="#">Summary by the Chair of CDIP/23</a>
Paragraph 6			
Reflect and report on possible improvements of WIPO's webpage section devoted to communicating WIPO's activities on technical assistance	Possible Improvements of WIPO Technical Assistance Webpage, <a href="#">CDIP/19/10</a>	Paras. 350 to 364 of the Report of the nineteenth session of the CDIP, <a href="#">CDIP/19/12</a>	Para. 7.1 of the <a href="#">Summary by the Chair of CDIP/19</a>
	Secretariat's presentation on the new web page on technical assistance at CDIP/21	Paras. 368 to 370 of the Report of the twenty-first session of the CDIP, <a href="#">CDIP/21/15</a>	Para. 8.4 of the <a href="#">Summary by the Chair of CDIP/21</a>

[End of Annex and of document]