

ANNEX

SCIT WORK PROGRAM

*Revision adopted by the Standing Committee on Information Technologies
at its second session, in February 1999*

TASKS CARRIED OVER FROM THE PCIPI

Task	Description	Assigned to
*Task No. 1	Monitor the changeover to electronic data carriers and update technical guidelines as necessary	SDWG
Task No. 2	Elaborate a WIPO standard concerning making patent documents available on mixed-mode CD-ROM	SDWG
Task No. 3	Monitor the inclusion of information about entry into the national (regional) phase of published PCT international applications in the EPIDOS/PRS database	SDWG
*Task No. 4	Consider the need for common field name tags in databases contained in Intellectual Property Digital Libraries	SDWG
Task No. 5	Elaborate a WIPO standard which provides guidance to industrial property offices for issuing, in machine-readable form, industrial property gazettes and other similar publications	SDWG
*Task No. 6	Revise WIPO Standards ST.30, ST.31, ST.32, ST.33, ST. 35 and ST.40	TF/SDWG
*Task No. 7 [completed]	(a) Revise WIPO Standard ST.14 to cover references obtained from the Internet and used as citations (b) Investigate whether supplementary correction codes should be included as a further data element under paragraph 11(a) of WIPO Standard ST.14	SDWG

Notes: The Tasks indicated by an asterisk are considered of urgent priority.
 IB: International Bureau/Secretariat
 TF: Task Force
 IIWG: Information Infrastructure Working Group
 SDWG: Standards and Documentation Working Group
 ISWG: Information Security Working Group

Task	Description	Assigned to
Task No. 8	Study the use of optical disc systems as mass storage media for industrial property information	SDWG
Task No. 9	Collect information concerning the stability in the long term of digital optical discs and the security of supply of information recorded thereon	SDWG
*Task No. 10	Monitor the development of electronic filing of patent and trademark applications and, where appropriate, elaborate a WIPO Standard, and provide developing countries with technical assistance in this area	SDWG
*Task No. 11	Monitor the development of the trilateral standards related to machine-readable data and receive a report from the Delegations of the European Patent Office, the Japanese Patent Office and the United States Patent and Trademark Office at each meeting	SDWG
Task No. 12	Promote the exchange of information related to the development of automation of trademark information	SDWG
Task No. 13	Elaborate a WIPO Standard for the electronic exchange between offices of information relating to trademark applications and registrations	SDWG
Task No. 14	Prepare a recommendation on how figurative elements of marks should be captured in electronic form and how they should be displayed on visual display units (VDUs)	SDWG
Task No. 15	Prepare minimum technical standards for trademark search systems online or on CD-ROM	SDWG
Task No. 16	Study the consequences of electronic filing on the production of certified office copies with particular reference to those used for priority purposes	SDWG
Task No. 17	Study the practical questions associated with downloading in the context of library use	SDWG

Task	Description	Assigned to
Task No. 18	Collect and distribute Annual Technical Reports on Patent, Trademark and Industrial Design Information Activities of the SCIT members (ATR/PI, ATR/TM, ATR/ID)	IB
Task No. 19	Monitor the development of, and report to the appropriate body on, WIPO publications on CD-ROM	IB
Task No. 20	Report on activities of WIPO in respect of: (a) updating the <i>Handbook on Industrial Property Information and Documentation</i> (b) the collection of Industrial Property Statistics (c) the Journal of Patent Associated Literature (JOPAL) (d) the List of Periodicals Established under PCT Rule 34.1(b)(iii)	IB
Task No. 21	Update the study relating to the provision by an industrial property office of a Web site and conduct a survey of the intentions of industrial property offices in respect of making searchable industrial property information available on the Internet	IB

NEW TASKS:

Task	Description	Assigned to
*Task No. 22	Oversee the establishment and operation of the WIPO Global Information Network	IIWG
*Task No. 23	Undertake pilot projects to evaluate viable, cost-effective and user-friendly solutions for the streamlining and automation of intellectual property administration functions, in particular, those solutions most suitable for small intellectual property offices	IB
*Task No. 24	Provide small intellectual property offices in developing countries with the minimum hardware and software necessary for Internet access	IB
Task No. 25	Elaborate new standards, when necessary, for the exchange of intellectual property data on the network	SDWG
Task No. 26	Recommend a coordinated information dissemination policy regarding intellectual property information on the network	SDWG
Task No. 27	Identify technical issues in relation to the exchange of unpublished data and undertake pilot projects to find viable technical solutions	SDWG
Task No. 28	Study the potential of electronic commerce, its infrastructure and the usage of tools therefor by intellectual property offices	ISWG
Task No. 29	Provide intellectual property offices in developing countries with training necessary for the use of the Global Information Network in its applications	IB
*Task No. 30	Undertake pilot projects to start, and where in existence, expand the Intellectual Property Digital Libraries	IB
*Task No. 31	Assist small intellectual property offices in acquiring CD-ROMs to enhance accessing search of patent information	IB

Task	Description	Assigned to
Task No. 32	Develop reference resources useful for intellectual property offices to be made available on the network	IB
Task No. 33	Undertake pilot projects to facilitate the WIPO Worldwide Academy initiatives	IB
Task No. 34	Undertake pilot projects to use Internet-based communication tools for task forces and adoption of a meeting report	IB
*Task No. 35	<p>Assist the International Bureau in preparing the Request for Proposals for the Global Information Network including, in particular:</p> <p>(a) Assessment of technical requirements to provide network services for the intellectual property offices in the light of their existing information infrastructure determined through a technical inventory</p> <p>(b) Establishment of technical requirements for data exchange between intellectual property offices, including the exchange of unpublished data, by means of a survey of the needs of the intellectual property offices for such exchange</p>	TF/IIWG
Task No. 36	Monitor and participate in relevant Internet and information technology standard-setting bodies	IB
*Task No. 37	Prepare a draft technical standard for electronic filing, processing and storage of patent applications	TF
Task No. 38	Elaborate an International Standard Application Format	TF
Task No. 39	Investigate, in the light of the revised Standard ST.14, whether any other WIPO Standard, such as ST.6, ST.10/B, ST.11, ST.12, ST.16, ST.19, ST.30, ST.32, ST.35 and ST.40, requires revision in order to clarify how a patent document should be uniquely identified	SDWG

Task	Description	Assigned to
Task No. 40	Investigate whether provisions on how to cite industrial property documents other than patent documents, such as industrial design documents, should be given under Standard ST.14	SDWG
Task No. 41	Investigate the possibility of enhancing and extending the natural language search and classification system of INPI (France) to cover the official UN languages and the utility of such technologies for automatic search enhancement and classification systems	SDWG

[Appendix follows]

APPENDIX

I. Tasks relating to the WIPO Global Information Network (WIPONET)	
Task No.	Description
22*	Oversee the establishment and operation of the WIPO Global Information Network
24*	Provide small intellectual property offices in developing countries with the minimum hardware and software necessary for Internet access
26	Recommend a coordinated information dissemination policy regarding intellectual property information on the network
27	Identify technical issues in relation to the exchange of unpublished data and undertake pilot projects to find viable technical solutions
28	Study the potential of electronic commerce, its infrastructure and the usage of tools therefor by intellectual property offices
29	Provide intellectual property offices in developing countries with training necessary for the use of the Global Information Network in its applications
35*	Assist the International Bureau in preparing the Request for Proposals for the Global Information Network including, in particular: (a) Assessment of technical requirements to provide network services for the intellectual property offices in the light of their existing information infrastructure determined through a technical inventory (b) Establishment of technical requirements for data exchange between intellectual property offices, including the exchange of unpublished data, by means of a survey of the needs of the intellectual property offices for such exchange

II. Tasks relating to intellectual property office automation	
Task No.	Description
1*	Monitor the changeover to electronic data carriers and update technical guidelines as necessary
8	Study the use of optical disc systems as mass storage media for industrial property information
9	Collect information concerning the stability in the long term of digital optical discs and the security of supply of information recorded thereon
12	Promote the exchange of information related to the development of automation of trademark information
23*	Undertake pilot projects to evaluate viable, cost-effective and user-friendly solutions for the streamlining and automation of intellectual property administration functions, in particular, those solutions most suitable for small intellectual property offices
31*	Assist small intellectual property offices in acquiring CD-ROMs to enhance accessing search of patent information
38	Elaborate an International Standard Application Format

III. Tasks relating to WIPONET applications	
A. Tasks relating to the Intellectual Property Digital Libraries(IPDL) Project	
Task No.	Description
4*	Consider the need for common field name tags in databases contained in Intellectual Property Digital Libraries
17	Study the practical questions associated with downloading in the context of library use
21	Update the study relating to the provision by an industrial property office of a Web site and conduct a survey of the intentions of industrial property offices in respect of making searchable industrial property information available on the Internet
25	Elaborate new standards, when necessary, for the exchange of intellectual property data on the network
30*	Undertake pilot projects to start, and where in existence, expand the Intellectual Property Digital Libraries
32	Develop reference resources useful for intellectual property offices to be made available on the network
41	Investigate the possibility of enhancing and extending the natural language search and classification system of INPI (France) to cover the official UN languages and the utility of such technologies for automatic search enhancement and classification systems

III. Tasks relating to WIPONET applications	
B. Tasks relating to electronic filing	
Task No.	Description
10*	Monitor the development of electronic filing of patent and trademark applications and, where appropriate, elaborate a WIPO Standard, and provide developing countries with technical assistance in this area
16	Study the consequences of electronic filing on the production of certified office copies with particular reference to those used for priority purposes
37*	Prepare a draft technical standard for electronic filing, processing and storage of patent applications

III. Tasks relating to WIPONET applications C. Tasks relating to the Worldwide Academy	
Task No.	Description
33	Undertake pilot projects to facilitate the WIPO Worldwide Academy initiatives

IV. Tasks relating to standardization efforts	
Task No.	Description
2	Elaborate a WIPO standard concerning making patent documents available on mixed-mode CD-ROM
5	Elaborate a WIPO standard which provides guidance to industrial property offices for issuing, in machine-readable form, industrial property gazettes and other similar publications
6*	Revise WIPO Standards ST.30, ST.31, ST.32, ST.33, ST.35 and ST.40
7*	(a) Revise WIPO Standard ST.14 to cover references obtained from the Internet and used as citations (b) Investigate whether supplementary correction codes should be included as a further data element under paragraph 11(a) of WIPO Standard ST.14
11*	Monitor the development of the trilateral standards related to machine-readable data and receive a report from the Delegations of the European Patent Office, the Japanese Patent Office and the United States Patent and Trademark Office at each meeting
13	Elaborate a WIPO Standard for the electronic exchange between offices of information relating to trademark applications and registrations
14	Prepare a recommendation on how figurative elements of marks should be captured in electronic form and how they should be displayed on visual display units (VDUs)
15	Prepare minimum technical standards for trademark search systems online or on CD-ROM
36	Monitor and participate in relevant Internet and information technology standard-setting bodies
39	Investigate, in the light of the revised Standard ST.14, whether any other WIPO Standard, such as ST.6, ST.10/B, ST.11, ST.12, ST.16, ST.19, ST.30, ST.32, ST.35 and ST.40, requires revision in order to clarify how a patent document should be uniquely identified
40	Investigate whether provisions on how to cite industrial property documents other than patent documents, such as industrial design documents, should be given under Standard ST.14

V. Tasks relating to other service activities supported by intellectual property offices	
Task No.	Description
3	Monitor the inclusion of information about entry into the national (regional) phase of published PCT international applications in the EPIDOS/PRS database
18	Collect and distribute Annual Technical Reports on Patent, Trademark and Industrial Design Information Activities of the SCIT members (ATR/PI, ATR/TM, ATR/ID)
19	Monitor the development of, and report to the appropriate body on, WIPO publications on CD-ROM
20	Report on activities of WIPO in respect of: (a) updating the <i>Handbook on Industrial Property Information and Documentation</i> (b) the collection of Industrial Property Statistics (c) the Journal of Patent Associated Literature (JOPAL) (d) the List of Periodicals Established under PCT Rule 34.1(b)(iii)
34	Undertake pilot projects to use Internet-based communication tools for task forces and adoption of a meeting report

[End of Annex and of document]