

WIPO



SCIT/SDWG/4/1

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WORLD INTELLECTUAL PROPERTY ORGANIZATION
GENEVA

STANDING COMMITTEE ON INFORMATION TECHNOLOGIES
STANDARDS AND DOCUMENTATION WORKING GROUP

Fourth Session
Geneva, January 26 to 30, 2004

DRAFT AGENDA

Document prepared by the Secretariat

1. Opening of the session
2. Election of the Chair and two Vice-Chairs
3. Adoption of the agenda
4. Prioritization of the tasks of the Standards and Documentation Working Group
Oral presentation by the Secretariat
5. Revision of WIPO Standard ST.80 (Task No.33/1)
 - (a) ST.80 Task Force oral progress report by the Task Leader
 - (b) Proposal by the ST.80 Task Force on the revision of WIPO Standard ST.80
See document SCIT/SDWG/4/2.

6. Revision of WIPO Standard ST.10/C (Task No.30)
 - (a) ST.10/C Task Force oral progress report by the Task Leader
 - (b) Proposal by the ST.10/C Task Force on the revision of WIPO Standard ST.10/C
See document SCIT/SDWG/4/3.
7. Revision and establishment of WIPO Standards relating to trademarks
 - (a) Trademark Standards Task Force oral progress report by the Task Force Leader
 - (b) Proposal by the Trademark Standards Task Force
See document SCIT/SDWG/4/4.
8. Renewal of the WIPO *Handbook on Industrial Property Information and Documentation* (Task No. 26)
See document SCIT/SDWG/4/5.
9. Revision of WIPO Standard ST.3
See document SCIT/SDWG/4/6.
10. Recommended minimum contents for intellectual property offices' websites
See document SCIT/SDWG/4/7.
11. Coding of document categories in search reports and front pages of patent documents
See document SCIT/SDWG/4/8.
12. Corrections relating to patent information published by patent offices
See document SCIT/SDWG/4/9.
13. Harmonization and identification of the parts of patent specifications
See document SCIT/SDWG/4/10.
14. Report by the International Bureau on the Annual Technical Reports (ATRs) Management System (Task No. 24)
See document SCIT/SDWG/4/11.
15. Report on progress made by the Electronic Data Processing and Exchange Standards Task Force (Tasks Nos. 13, 17, 18 and 19)
Oral report by the Secretariat
16. Consideration of the SDWG Task List
See document SCIT/SDWG/4/12.
17. Exchange of Information: New publication procedures and data supply
Oral presentation by the German Patent and Trade Mark Office

18. Schedule of activities
See document SCIT/SDWG/4/13.
19. Adoption of the report of the session
20. Closing of the session

The opening session will start at 10 a.m., on Monday, January 26, 2004, at the headquarters of WIPO, 34, chemin des Colombettes, Geneva (Conference Room B).

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