



C. PCT 872  
04

October 16, 2002

Madam,  
Sir,

I refer to Circular C. PCT 869 dated October 9, 2002, inviting your organization to be represented as an observer at the third session of the *Working Group on Reform of the Patent Cooperation Treaty (PCT)*, convened to meet in Geneva from November 18 to 22, 2002.

I have pleasure in communicating that the World Intellectual Property Organization (WIPO) will cover the cost of travel by air in economy class and provide a daily subsistence allowance for one representative designated by your organization to participate in the session. Details of travel and other  
./ arrangements are set out in the Annex to this note.

I should be grateful if the name and title of the designated representative  
./ could be communicated to WIPO by means of the enclosed participation form before October 31, 2002.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Francis Gurry', is written over a white background.

Francis Gurry  
Assistant Director General

Enclosures: Annex  
Participation Form

## ANNEX

### TRAVEL AND OTHER ARRANGEMENTS FOR THE WORKING GROUP ON REFORM OF THE PATENT COOPERATION TREATY (PCT)

THIRD SESSION  
NOVEMBER 18 TO 22, 2002

WIPO will provide the designated person with an air ticket in economy class from the location of his/her Office to Geneva and return. The price of any ticket bought by the designated person will not be reimbursed by WIPO.

WIPO will also provide the designated person with a daily subsistence allowance (“DSA” for hotel accommodation, meals and miscellaneous expenses) for the period of the meeting in Geneva at the applicable United Nations rate. The rate for Geneva is currently 311 Swiss francs (subject to change). In addition a lump sum of 90 Swiss francs will be paid in respect of “terminal expenses” (for taxis, porters and other incidental expenses) on departure and arrival.

An accident insurance (accident only, not sickness) provided by WIPO will cover the period of the travel and the meeting.

