



JAPAN PATENT OFFICE



AFRICAN REGIONAL INTELLECTUAL
PROPERTY ORGANIZATION



WIPO
WORLD
INTELLECTUAL PROPERTY
ORGANIZATION

REGIONAL TRAINING WORKSHOP

WIPO/IP/VFA/15/INF/1
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WIPO Regional Training Workshop on IP Data Validation, Verification and Exchange

organized by
the World Intellectual Property Organization (WIPO)

in cooperation with
the African Regional Intellectual Property Organization (ARIPO)

and with the assistance of
the Japan Patent Office (JPO)

Victoria Falls, Zimbabwe, October 19 to 23, 2015

PROGRAM

prepared by the International Bureau of WIPO

Monday, October 19, 2015

8.30 – 9.00 Registration

9.00 – 9.30 Opening Ceremony

Opening addresses by:

Mr. Grey Njowola, Systems Administrator, African Regional Intellectual Property Organization (ARIPO), Harare

Mr. Gregory Sadyalunda, Project Manager, Project Deployment Section, Industrial Property Office Business Solutions Division (IPOBSD), Global Infrastructure Sector, World Intellectual Property Organization (WIPO), Geneva

Mr. Mitsunori Morita, Japan Patent Office (JPO), Ministry of Economy, Trade and Industry, Tokyo

THEME I WIPO'S TECHNICAL ASSISTANCE AND NEW DEVELOPMENTS IN INDUSTRIAL PROPERTY (IP) BUSINESS AUTOMATION

9.30 – 10.30 **Topic 1 IP Data Quality Management: Records Validation and Verification**

Data Quality Management: Records validation and verification. JPO's experience, challenges, and opportunities offered by automation tools.

Speaker: Mr. Mitsunori Morita

10.30 – 10.45 Coffee Break

10.45 – 11.45 **Topic 2 IPOBSD's Technical Support and Assistance to Member States**

Business requirements addressed by IPOBSD's solutions
WIPO's technical assistance
Cooperation with the Member States
Focus on online services and data quality.

Speaker: Mr. Gregory Sadyalunda

11.45 – 12.45 **Topic 3 Data Validation and Verification Using IPOBSD's Tools**

Overview of data validation and verification using IPOBSD's tools and other available WIPO online tools and services. Highlights the importance of validating and verifying data especially with the movement towards online services.

Speaker: Mr. Gregory Sadyalunda

12.45 – 14.00 Lunch Break

- 14.00 – 15.00 **Topic 4 African Intellectual Property Organization’s (OAPI) Industrial Property Administration System (IPAS) Deployment Experience Focusing on the Madrid Workflow and its Implementation in IPAS**
- OAPI recently deployed the IPAS system and also acceded to the Madrid Protocol. OAPI created a Workflow for the processing of Madrid applications and implemented it in IPAS after intensive training in both Madrid Processing and IPAS. OAPI will share its experiences, challenges, and opportunities and limitations offered by the automation solutions.
- Speaker: Mr. François Gwodog, Information and Communication Technology (ICT) Manager, OAPI, Yaoundé
- 15.00 – 15.15 Coffee Break
- 15.15 – 16.15 **Topic 5 ARIPO Online Services and the Member States Module**
- In April 2015, ARIPO officially launched its POLITE+ IP Administration System, which offers online services for its clientele and the public at large, as well as electronic communication and connectivity with its Member States. This new system has a Member States Module, which connects to IPAS and enables e-communication between the Member State and the ARIPO Secretariat.
- Speaker: Mr. Grey Njowola
- 16.15 – 17.15 **Topic 6 Zimbabwe Intellectual Property Office (ZIPO)’s Experience with the ARIPO Member States Module and the New Version of IPAS (Version 3) and the Electronic Document Management System (EDMS)**
- ZIPO was selected to be the pilot office for the deployment and implementation of the ARIPO Member States Module. This involved revision and changes to the ARIPO IP workflows implemented in IPAS as well as upgrade of IPAS and its EDMS system to enable and facilitate the deployment of the Member States Module. ZIPO will share its experiences, challenges, and opportunities faced during the implementation of the project.
- Speaker: Mr. Morncliff Mudzvatangi, Senior Examiner, ZIPO, Harare
- 17.15 End of Session
- 19.00 Reception (Elephant Hills Resort)

Tuesday, October 20, 2015

THEME II IP DATA QUALITY, VALIDATION AND VERIFICATION

9.00 – 10.00

Topic 7 Introduction to Relevant WIPO Standards

WIPO Standards for data coding, extraction, and data exchange, and their application in IP Automation Systems i.e. ST. 3, ST. 9, ST. 11, ST. 12, ST. 16, ST. 36, ST. 66, and ST. 86

Speaker: Mr. Daniel Cheng, Head, Product Development Section, IPOBSD, Global Infrastructure Sector, WIPO

10.00 – 10.15

Coffee Break

10.15 – 11.15

Topic 8 Introduction to IPAS and its Constituent Modules

An introduction to the IPAS system and its Constituent Modules, and IPAS tools for data integrity checks and controls, workflow in-built verification and validation controls, validation and verification reports in IPAS, daily logs opening and closing, data verification on daily closing i.e. document and file association, logo capture, and digitization.

Speaker: Mr. Gregory Sadyalunda

11.15 – 12.45

Topic 9 Introduction to WIPOScan and EDMS

Scanning of paper documents / dossiers using WIPOScan, indexations, and storage in EDMS of the system. Managing the lifecycle of the scanned documents from “require scanning” through “section indexing” to “capture certification.” Quality control and supervision.

Speaker: Mr. Daniel Cheng

12.45 – 14.00

Lunch Break

14.00 – 15.00

Topic 10 Introduction to IPAS Tools for Data Verification, Validation, and Integrity Checking

IPAS tools for data integrity checks and controls, workflow in-built verification and validation controls, validation and verification reports in IPAS, daily logs opening and closing, data verification on daily closing i.e. document and file association, logo capture, and digitization.

Speaker: Mr. Ramsay Shonge, Regional Expert, Project Deployment Section, IPOBSD, Global Infrastructure Sector, WIPO

15.00 – 15.15

Coffee Break

15.15 – 18.15

Hands-on: Validation and Verification Checks in IPAS

1. File and document reception in IPAS;
2. Data capture and updates in IPAS;
3. Production of data validation and verification reports in IPAS;
4. Conduct sporadic and random checks on data capture and apply controls.

Coordinator: Mr. Ramsay Shonge

18.15

End of Session

Wednesday, October 21, 2015**THEME III MADRID APPLICATIONS PROCESSING**

9.00 – 10.00

Topic 11 Overview of the Madrid Process

Overview of the Madrid Process with regard to a designated office and IPAS Madrid Module.

Speaker: Mr. Gregory Sadyalunda

10.00 – 10.30

Coffee Break

10.30 – 12.00

Topic 12 Understanding IPAS' Workflow Concepts with Regard to the Madrid Protocol and Administrative Procedures

Translating the Madrid Protocol and its administrative procedures / regulations into business processes and workflows concepts in IPAS.

Speaker: Mr. Gregory Sadyalunda

12.00 – 14.00

Lunch Break

14.00 – 15.00

Hands-on: Design and Configuration of a Modal Madrid Workflow in IPAS Designer and Proof of Concept in IpasWeb:

1. Design a Madrid business process and workflow for a designated office;
2. Configure the workflow in IPAS Designer including its associated Madrid notifications and office notifications;

15.00 – 15.15

Coffee Break

15.15 – 16.00

3. Import, test and analyse the workflow in IPAS including Madrid notifications download from the Madrid Server.

Coordinators: Mr. Gregory Sadyalunda and Mr. Ramsay Shonge

16.00

End of Session

Thursday, October 22, 2015

THEME IV IPOBSD NEW BUSINESS AUTOMATION SOLUTIONS

9.00 – 11.00

Topic 13 WIPO Publish

Latest developments. automatic extraction and indexation of data from the IPAS Database through WIPO Publish. Conducting searches on published data through the user interface of WIPO Publish i.e. searches on Industrial Designs, Trademarks, and Patents.

Speaker: Mr. Daniel Cheng

11.00 – 11.15

Coffee Break

11.15 – 12.15

Topic 14 ARIPO Regional IP Database

Using WIPO Publish as the platform, ARIPO established a Regional Database for published IP of its Member States. This topic traces through the path to the creation of this database and demonstrates how ARIPO Member States can participate in the project.

Speaker: Mr. Gregory Sadyalunda

12.15 – 14.00

Lunch Break

14.00 – 15.00

Topic 15 WIPO Publish Hands-on Session

Participants will deploy WIPO Publish and extract data for publication. Participants will then use the available options for uploading and transferring data to WIPO, including the ftp accounts already created for them.

Speaker: Mr. Ramsay Shonge

15.00 – 15.15

Coffee Break

15.15 – 16.00

Topic 16 IPAS+

Automatic creation of daily logs, massive capture of new trademark applications, management and decision support reporting.

Speaker: Mr. Daniel Cheng

16.00 – 17.00 **Topic 17 WIPOFILE**

Online reception of applications from agents and regional sub-offices, application checking and upload into IPAS.
Processing of e-documents into IPAS.

Speaker: Mr. Daniel Cheng

17.15 End of Session

Friday, October 23, 2015

THEME V IP AUTOMATION FUTURE PLANS AND OVERALL VISION FOR ONLINE SERVICES

9.00 – 10.00 **Topic 18 Global View of the IP Administration and Services and Identifying Gaps and Opportunities for Automation**

Model IP office concept
ARIPO Regional IP Database for published IP records
Capacity-building plans in the region
Documentation and access to the WIKI

Moderators: Mr. Daniel Cheng and Mr. Gregory Sadyalunda

10.00 – 10.15 Coffee Break

10.15 – 12.15 Roundtable, Future Plans, Wrap-up Session and Training Feedback

Training feedback from participants, future plans, proposals, and suggestions on how to improve regional support of Automation Activities.

Coordinator: Mr. Gregory Sadyalunda

Official Closing and Issue of Certificates

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