CWS/1 – Ad. Agenda Item 5

REPORT OF THE WIPO STANDARD ST.10/C TASK FORCE

Prepared by the ST.10/C Task Force Leader
(30 July, 2010)

INTRODUCTION

1.   At the eleventh session of the Standard and Documentations Working Group (SDWG) held in October 2009, the participants discussed the question of conducting the survey on application and priority application numbering systems used by the Industrial Property Offices (IPOs) with a view to maintaining a list of (1) the codes for the types of industrial property rights (IPRs), (2) the codes for internal use, and (3) the control numbers (check digits) in the WIPO Handbook on Industrial Property Information and Documentation (WIPO Handbook). On the results of the discussion the following decisions were made:

    (a)   The SDWG agreed to focus the upcoming survey only on application and priority application numbers used at present by the IPOs for all industrial property rights.

    (b)   The WIPO Standard ST.10/C Task Force (ST.10/C Task Force) was requested to prepare specific draft questionnaires for each of the three industrial property modalities (i.e., patents, trademarks and industrial designs), and the SDWG also approved, following the proposal by the ST.10/C Task Force on further actions regarding Task Force No. 30, that the ST.10/C Task Force would prepare a draft questionnaire on the basis of the guidance provided by the SDWG at the eleventh session.

    (c)   Once the questionnaires are approved by the CWS, the Secretariat of WIPO should invite the IPOs to complete each of the questionnaires by issuing one single circular for the three modalities.

    (d)   Once this first survey is completed, a new survey would be conducted, in a second stage, to survey application and priority application numbers used by the IPOs in the past.

TASK FORCE ACTIVITIES

2.   As a follow-up to the decision (b) in paragraph 1 above, on the basis of the guidance given by the SDWG the ST.10/C Task Force started working on preparation of a draft questionnaire to survey application and priority application numbering systems currently used by the IPOs.

3.   During the course of the ST.10/C Task Force e-forum discussions, however, with respect to the first part of the item (b) in paragraph 1 above, the ST.10/C Task Force came to the conclusion that it would be more expedient to prepare one Questionnaire for all three IP modalities: patents, trademarks and industrial designs, and invite the IPOs to provide separate responses on each numbering system implemented in their practice. By doing so, it seems to be by far contributing to the reduction of the time and effort required for preparing the responses if one numbering system is implemented for more than one modality.

4.   In the subsequent discussions the ST.10/C Task Force pursued the completion of the draft questionnaire, and thanks to the efforts and contributions of all Task Force members, the final draft questionnaire (which exact title is: Questionnaire on Application Numbering) was successfully completed and agreed on by the means of ST.10/C Task Force e-forum. The draft questionnaire is hereby presented for consideration and approval of the Committee on WIPO Standards (CWS) as reproduced in Appendix 1 to this document.

CURRENT RESULTS

5.   As mentioned in paragraph 1 above the objective of the draft questionnaire is to collect information about the numbering systems currently implemented in the IPOs.

6.   Taking into account the possible complexity of the survey, the ST.10/C Task Force members agreed to set a trend to minimize the complexity of the structure whenever possible. The present draft questionnaire has the following structural parts: introduction, instructions on completing the survey, and the main part.

7.   The main part of the questionnaire is designed to collect information on types of IPRs administered by a given Office, length of the application number, its indispensible parts and their ordering, year designation, serial numbers, and use of separators and codes for type of IPRs and for internal use.   In order to simplify the completion of a number of the most complicated questions, the ST.10/C Task Force prepared examples of possible responses to those questions, which are provided after the corresponding questions in the draft questionnaire itself.

8.   The outlines of each question in the main part are provided below for your information:

-     ***Question 1*** will address the issue on "Types of IPRs" and invite the IPOs to designate the type(s) of IPR(s), i.e. patent, trademark, or industrial design, that are to be covered by that copy of the questionnaire.

-     ***Question 2*** will address the issue on "Parts of Application Numbers" and invite the IPOs to indicate the elements used in the numbering format, e.g. type, year, and/or serial number.

-     ***Question 3*** will address the issue on "Ordering of Parts" and invite the IPOs to report on the ordering of the elements addressed in the question 2, e.g. a sequence of <type> <year> <serial number>.

-     ***Question 4*** will address the issue on "Length" and invite the IPOs to describe the length of an application number.

-     ***Question 5*** will address the issue on "Codes for Type of IPR" and invite the IPOs to clarify the existence of particular codes for presenting the type of IPR in the application numbers, and its assignment, if any.

-     ***Question 6*** will address the issue on "Year Designation" and invite the IPOs to provide information on year coded as a part of the numbering format.

-     ***Question 7*** will address the issue on "Serial Number" and invite the IPOs to explain the theory of serial number for the numbering format.

-     ***Question 8*** will address the issue on "Code for Internal Use" and invite the IPOs to report on codes for internal use placed within the application numbers.

- *Question 9* will address the issue on "Control Number (Check Digit)" and invite the IPOs to clarify the existence of the control number or "check digit" in the application numbers with asking the difference between the "presentation" and "machine readable" forms of the application numbers.

- *Question 10* will address the issue on "Other Information" and invite the IPOs to provide other additional information which you have not set forth in the above questions.

- *Question 11* will address the issue on "Separators" and invite the IPOs to explain the elements used as separators in your application numbers with asking the difference between the "presentation" and "machine readable" forms of the application numbers.

- *Question 12* will address the issue on "Numbering of Priority Applications" and invite the IPOs to specify the format and presentation of the priority application numbers in comparison with that of the application numbers.

- *Question 13* will address the issues on "Compliance with WIPO Standard ST.13" and invite the IPOs to specify its compliance with the ST.13.

- *Question 14* will address the issue on "Examples Application Numbers and Priority Numbers" and invite the IPOs to provide examples of the application numbers and priority application numbers, which will be presented by means of a table.

9. The practical implementation of the questionnaire will be administered and monitored by the Secretariat with close involvement of the ST.10/C Task Force. The Secretariat will coordinate the overall procedures of implementing the questionnaire and conduct analysis and compilation of the results of the questionnaires, as well as provide assistance in filling out the questionnaire for the IPOs.

NEXT STEP

10. The ST.10/C Task Force would like to invite the CWS:

(a) To consider and approve the final draft questionnaire reproduced in Appendix 1 to this document;

(b) To consider and approve the proposals described in further actions below in association with the implementation of the questionnaire.

FURTHER ACTION

11. When the draft questionnaire reproduced in Appendix 1 to this document is approved by the CWS the Committee, following the invitation of the ST.10/C Task Force, will request the Secretariat to prepare and issue a circular to invite the IPOs to complete the questionnaire.

12. When the questionnaires completed by the IPOs are collected, the Secretariat will compile the collected responses to the questionnaire and circulate the collated results among the IPOs electronically for confirmation. The results of the survey will be published in Part 7 of WIPO Handbook, once the survey is completed.

13. When the first survey is completed, as a follow-up to the decision (d) in paragraph 1 above, the ST.10/C Task Force will start working on the preparation of a questionnaire to conduct a second survey to collect information about numbering systems used in the past by the IPOs.