

# WIPO



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**WORLD INTELLECTUAL PROPERTY ORGANIZATION**  
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## **ASSEMBLIES OF THE MEMBER STATES OF WIPO**

**Thirty-Third Series of Meetings**  
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PROGRAM IMPLEMENTATION OVERVIEW  
JANUARY 1 TO MAY 31, 1998

*Report of the Director General*

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## Policy Statement of the Director General

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The year began with a concerted effort to start certain new initiatives and plan for changes foreseen in the draft Program and Budget for 1998-99, while continuing with the traditional tasks and services. After the Program and Budget was approved in March the Secretariat expanded its efforts to all 18 main Programs.

The Program Implementation Overview covers the objectives, the main activities, and results of the 18 main Program areas during the first five months of this year.

We have made a good start during this period, especially considering that program implementation took place in an environment of change and renewal in policy directions, program content, and staff re-deployment.

It is not possible to fully evaluate the implementation and achievements of the 1998-99 Program and Budget for three reasons: First, the Member States approved the Program and Budget at the end of March, so many activities could only be launched after that date, even though some preparations had often been made. Second, given the major changes within the Secretariat throughout the period under review, staff members required time to settle into their new environment and functions. Third, although a system to monitor program implementation expenditure has been operational since April, work has not been completed on elaboration of criteria and guidelines for evaluating performance, results-oriented output, and productivity.

Thus, this document is simply an interim report to inform the Member States about the work that has been done under the 18 main Programs, and follows the essential structure of the Program and Budget.

In the first half of 1999, a Program and Budget Implementation and Performance Report (PBIPR) will be prepared for the Member States covering all 1998. This report will provide a full account of the activities carried out, illustrated by texts, charts and tables, containing data and statistics on program and budgetary delivery rates and actual income and expenditures as well as the overall financial situation of the Organization.

The PBIPR will allow Member States to assess the achievements of the Organization and the Secretariat by the relevant objectives and expected results set out in the Program and Budget for a full 12-month period. Equally important, Member States will also be able to judge how the Organization has responded to the five challenges facing it:

- The challenge of relevance in the face of growing changes:  
Relevance to the priorities and needs of Member States, market sector interests, civil society, and new and emerging technologies.
- The challenge of governance:  
Working in full partnership with Member States to make procedures simpler, cost-effective, and result-oriented, and facilitating decision-making through transparency and accountability.

- The challenge of influence:  
Planning and developing the global systems of protection and progressive development of international intellectual property law and building lasting institutions in developing countries, as well as unlocking the vast potential of information technologies
  
- The challenge of interdependence:  
Recognizing intellectual property as having become a central element in international trade, economic, cultural and technological transformation, and approaching in a holistic manner each of these areas.
  
- The challenge of corporate image:  
Promoting understanding, appreciation, and visibility of what WIPO does and what intellectual property contributes, through human resource development and public diplomacy.

In the second half of 1998, various mechanisms and procedures will be in place to enable the Director General and all the program managers to apply internal controls and evaluation. In fact, since April, a new computerized budget expenditure tracking system has been operational as a monitoring tool for program managers. Annual work plans by substantive program were established while initial work started on the identification of key performance indicators and benchmarks as part of a comprehensive management information system to be fully operational in the coming months.

## **Program Implementation Overview Highlights January to May 1998**

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This overview describes the activities and results of the 18 main programs of the 1998-99 Program and Budget, which was adopted in March 1998. It illustrates the direction of WIPO activities and their potential impact on the future.

- Six new main programs began their work:
  - Strategic Planning and Policy Development
  - Internal Oversight and Productivity
  - Global Communications and Public Diplomacy
  - Human Resources Development and the Worldwide Academy
  - Global Information Network
  - Global Intellectual Property Issues

These programs are working along with all other programs to address the challenges that WIPO faces in the next century and to position the Organization to be more visible, responsive, innovative, and dynamic.

- Through over 41 seminars, workshops, and meetings for developing countries, WIPO informed and trained about 3,000 government officials, members of trade, industry, academic research and legal circles, as well as member of civil society in virtually every aspect of intellectual property law and practice. In addition, 46 advisory field missions took place, 45 countries received legal legislative assistance, and 32 nationally focused action plans were in operation or in the pipeline.
- International registration activity continued to increase: PCT international applications grew by 27 percent over the comparable period in 1997, and international registrations under the Madrid System grew about 1.5 percent.
- Management monitoring and financial practices continued to be refined and upgraded throughout the Organization, reflecting the twin principles of transparency and accountability. The implementation of results-oriented, strategic goals and measures, along with a computerized budget monitoring and tracking system is helping program managers to redefine and allocate their resources effectively and efficiently.
- There were 32 new adherences to various WIPO-administered treaties.

### **Action Invited**

The action to be taken by the General Assembly is given on page 64.

## **PROGRAM 01 CONSTITUENT ORGANS OF THE MEMBER STATES AND OFFICE OF THE DIRECTOR GENERAL**

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### **Background**

In recent years, the scale and complexity of WIPO's activities have expanded as the numbers of the Member States have increased (169 as of May 31, 1998) and participation in other WIPO-administered Unions has grown. In addition, new developments in the field of intellectual property resulting from digital technology have heightened the importance of WIPO and its position. These trends, as illustrated by the continuing growth of membership in the PCT and the Madrid and Hague Unions, which offer global protection systems for industrial property, have necessitated the strengthening of WIPO's services and broader interaction with Member States.

### **Objectives**

- Enable the Director General and the Secretariat to maintain close and transparent contact and dialogue with Member States on policy, the Program and Budget of the organization, and important intellectual property issues.
- Promote worldwide protection of intellectual property rights through cooperation among the Member States.
- Facilitate implementation of WIPO-administered treaties.
- Provide efficient and accountable services to the Member States.
- Establish a mutually corresponding and more efficient relationship between the Secretariat and Member States, based on transparency, as well as on-going contacts and dialogues at both informal consultations and at various sessions of the Assemblies of the Member States.
- Improve and facilitate the consultation process by creating a structural linkage between the Executive Office of the Director General and its subordinate supporting departments, as well as the Policy Advisory Commission and the Industry Advisory Commission.

### **Main Activities and Results**

#### **Sub-program 01.1**

##### ***Organs of the Member States***

- The Assemblies and other bodies of the Member States of WIPO met in extraordinary session in March 1998.
- The Assemblies approved the Draft Budget and Program of WIPO for the 1998-99 biennium, as prepared by the Director General and took decisions on initiation of the automation of the PCT system, information technology projects, and the establishment of the Standing Committee on the Information Technologies and its integration with the Permanent Committee on Industrial Property Information (PCIPI);
- The General Assembly of WIPO took certain decisions regarding the renovation of existing and possible acquisition of new premises.

- The Coordination Committee approved the proposal to set up a Working Group on Policies and Practices for the Nomination and Appointment of Directors General of WIPO. The Working Group subsequently met in May and reached consensus on a policy on mandates of Directors General of WIPO.

### **Sub-program 01.2**

#### ***Executive Office of the Director General***

The Executive Office of the Director General maintained close and efficient contact with the Member States, as well as effective collaboration with all the departments within the Secretariat. The Director General initiated or continued management and organizational restructuring, and the modernization of management techniques and facilities, aimed at improving the efficiency and productivity of the Secretariat, and the capacity of the Director General to effect new policies, directions, and functions.

The Director General consolidated the practice of consulting closely with the coordinators of groups of Member States to inform them of developments at WIPO and to seek their advice on major, new or pending issues. In addition, the Director General initiated the practice of convening informal consultations with all Member States, under the presidency of the Chair of the WIPO General Assembly, to brief the Member States in advance of formal meetings and to seek their advice. Such informal consultations were held on three occasions prior to the adoption of the 1998-99 Program and Budget, as well as on other issues, such as premises.

### **Sub-program 01.3**

#### **Advisory Commissions**

- The Industry Advisory Commission was in the advanced stage of planning. Extensive consultations were held both with Member States and with industry on the composition of the Commission. The composition should be nearing finalization in September 1998, allowing the first meeting of the Commission to be convened before the end of the year.
- The Policy Advisory Commission was being organized in concert with the Office of Strategic Planning and Policy Development. A list of potential Commission members was identified and, with the help of a consultant, an agenda for the first meeting was developed. Background documents were being developed.

## **PROGRAM 02**

### **OFFICE OF STRATEGIC PLANNING AND POLICY DEVELOPMENT (SPPD)**

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#### **Background**

In the past, no particular sector in WIPO had been responsible for policy development and the consequential strategic planning and coordinated management, or ensured coordination with other agencies, governments and inter-governmental organizations. Externally, relations with international organizations had not been guided by an overall approach that covered all activities of the Secretariat, and internally, there had been no coherent process to assist staff in learning about other organizations and the implications for WIPO of broad international trends.

#### **Objectives**

- Provide a responsive, well-informed basis for WIPO's strategic planning and policy development.
- Ensure that governments and international and regional organizations are assisted in their decisions and planning with information on the activities and available expertise of WIPO in all fields of intellectual property.
- Promote and strengthen relations with UPOV, the WTO, and elements of the United Nations system, and ensure that WIPO staff are knowledgeable about the activities of cooperating organizations.
- Provide a strategic management function that integrates planning and policy development.

#### **Main Activities and Results**

##### **Sub-program 02.1**

##### ***Development of Strategy and Policies***

- A Policy Development Group (PDG), consisting of the principal executives of the Organization, has been created for policy-related consultations within the Secretariat. The group meets several times a month to discuss important issues, coordinate policies and activities, and develop new management approaches.
- At a secondary level, the Policy Implementation Meeting (PIM) was set up. It comprises the members of the PDG and all Directors or Acting Directors of the Secretariat. The PIM discusses the implementation of the policies and decisions of the PDG (above) throughout the Secretariat.
- The SPPD drew up a list of potential members for the Policy Advisory Commission (PAC), and developed the agenda for the first PAC meeting. A consultant was engaged to comment on in-house proposals and make his own proposals.
- Preparations for the first session of the PAC were under way, including background documents intended to break new ground by their direction, relevance, precision, brevity, and clarity.
- Task Forces were set up to provide policy input and advice on WIPO's major activities, notably on premises, information technologies, the PCT, and the corporate image of WIPO and of intellectual property.



- The Director of the SPPD is a member of all these Task Forces that met at least once a month. These Task Forces will be transformed into Policy Overview Committees (POC) on specific subjects.

### **Sub-program 02.2**

#### ***External Relations***

- The Director of the SPPD was present whenever the Director General received high-level government officials and members of the diplomatic corps. He also accompanied the Director General on missions to Japan, Kenya, Senegal, Sri Lanka, Tanzania, Uganda and the United States of America; these missions included a visit to the headquarters of the African Regional Industrial Property Office (ARIPO), in Harare, Zimbabwe. All were opportunities for launching or renewing dialogues with leaders of those countries, both in government and relevant private sectors, and for strengthening mutual support and common interests.
- Meetings were held at WIPO headquarters and a mission to New York considered measures to strengthen the WIPO Coordination Office. That Office is expected to be fully operational by late June 1998 and will carry out important functions, such as enhancing the relations between the United Nations in New York and WIPO, and promoting WIPO in the hemisphere, particularly in the private sector, which is the prime user of the PCT.

### **Sub-program 02.3**

#### ***Cooperation with the World Trade Organization (WTO)***

- WIPO officials, including from the SPPD, attended meetings of the WTO General Council, the TRIPS Council, and the WTO Ministerial Meeting (Geneva May 18 - 20, 1998). WIPO officials also attended the 50th anniversary of the multilateral trading system on April 30, 1998, at WTO headquarters, at which a statement by the Director General on WIPO and cooperation with WTO was circulated.
- WTO representatives participated actively in TRIPS-related meetings, seminars and training courses organized by WIPO during the period (Programs 06 and 08). Cooperation between the two Organizations was thus enhanced, especially after meetings for that purpose were held between officials from both organizations.
- On-going consultations and preparations were being conducted by both Organizations for the planned WIPO/WTO Joint Symposium on "The Process of Implementation of the TRIPS Agreement," which is scheduled to take place on September 16, 1998, at WIPO headquarters.

### **Sub-program 02.4**

#### ***Cooperation with the United Nations and Interagency Affairs***

- Expand the range and enhance the impact of cooperation with other elements of the United Nations system and other international and regional organizations and agencies, for which WIPO officials participated in a number of meetings:
  - the Inter-Agency Committee on Sustainable Development in New York (February 1998);
  - the Organizational Committee and the Administrative Committee on Coordination in Geneva (March 1998);

- the International Consultation on Culture of Peace, organized by UNESCO in Paris (March 1998);
  - the UNCTAD meeting on Multilateral Agreements on Investments in Geneva (April 1998);
  - the World Health Organization (WHO) General Assembly in Geneva (May 1998);
  - the Special Session of ECOSOC in New York (May 1998)
  - UNEP Governing Council in Nairobi (May 1998).
- Exploratory discussions were held with United Nations officials regarding the active participation of WIPO officials in the newly created United Nations Headquarters Office of Inter-Agency Affairs.
  - Emphasis was placed on promoting WIPO in the organizations of the United Nations system based in New York and in strengthening the work of the WIPO Coordination Office in New York.

### **Sub-program 02.5**

#### ***Cooperation with the International Union for the Protection of new Varieties of Plants (UPOV)***

- There was frequent contact between WIPO and UPOV at all levels of the two Secretariats, facilitated by the Director General being also Secretary General of UPOV and by the sharing of premises. The Vice-Secretary-General of UPOV is a Member of the Policy Development Group referred to above.
- A Seminar for Caribbean countries entitled "The Protection of Plant Varieties under the UPOV Convention" took place in Port-of-Spain, Trinidad, from April 29 to May 1, 1998. Preparations were undertaken for the holding of a briefing workshop for countries in the Asian Region, "Plant Variety Protection under the UPOV Convention," in Cambridge, United Kingdom, and for a Training Course on the Protection of New Varieties of Plants for Latin American Countries, in Madrid, Spain; both scheduled for June 1998.
- Representatives of UPOV participated in various seminars and training courses organized by WIPO during the period under review, under main Programs 06 and 08.

### **Sub-program 02.6**

#### ***Economic Forecast and Research***

- Two WIPO officials began preliminary work on the analysis of trends in intellectual property activity, growth of the global protection systems and services, and forecasts of future developments.

## **PROGRAM 03**

### **OFFICE OF LEGAL AND ORGANIZATIONAL AFFAIRS**

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#### **Background**

An increase in adherences to the conventions and agreements administered by WIPO has led to a rise in depositary activities. The heightened importance of intellectual property in public policy and in the number of treaties administered by WIPO has also caused meetings of the Assemblies of the Member States to become administratively more complex, and as staff numbers have risen, legal assistance to staff is in greater demand.

#### **Objectives**

- Ensure the effective exercise by the Director General of his functions as depositary of multilateral conventions and agreements.
- Furnish services for international legal, administrative and constitutional elements of the meetings of the Assemblies of the Member States and diplomatic conferences.
- Ensure the function of the Industry Advisory Commission.
- Facilitate the prevention and resolution of staff grievances.
- Provide a mechanism that ensures that any contractual obligations undertaken by the Organization meet requisite legal standards and appropriate commercial policy considerations.
- Provide an oversight mechanism that helps ensure the accountability of the Organization and facilitates compliance by the Organization with its contractual obligations.
- Promote awareness, through electronic and other means, of intellectual property dispute-resolution, in general, and the WIPO services, in particular.
- Provide high quality and cost-efficient services, by traditional and electronic means, in relation to disputes referred to the Center for settlement, through state-of-the-art Rules and a comprehensive database of neutrals (mediators and arbitrators) with relevant expertise.

#### **Sub-program 03.1**

##### ***Legal and Constitutional Matters***

#### **Main Activities**

- Registered with the United Nations Secretariat in New York (the Protocol Relating to the Madrid Agreement Concerning the International Registration of Marks) which recently came into force, and issued a press release on New Contracting Parties to WIPO-Administered Treaties in 1997.
- Provided services for the Thirty-Second Series of Meetings of the Assemblies of Member States.
- Established draft Ethics Guidelines for staff relating to, among other things, the receipt and donation of gifts by and to staff members.
- Established draft guidelines for the use of electronic mail by staff members.
- Participated in the annual Meeting of Legal Advisors of the United Nations System.

## **Results**

- Adherences to the conventions and agreements administered by WIPO increased. From January to May 1998, 32 instruments of ratification or accession were deposited with the Director General (16 by countries with economies in transition, 12 by developing countries, and four by industrialized countries). They concerned the WIPO Convention (3), Paris Convention (4), Berne Convention (3), Madrid Agreement (Marks) (1), Madrid Protocol (4), Nice Agreement (2), Locarno Agreement (2), PCT (2), IPC (2), Vienna Agreement (1), Budapest Treaty (1), Nairobi Treaty (1), TLT (4), Rome Convention (1) and the Film Register Treaty (1).
- Publication of these adherences in the monthly review, in press releases, and on the Internet gave wide publicity to this upsurge in new adherences.
- In the period under review, there was a marked decrease in formal staff appeals, and no formal staff appeal was launched against an individual administrative decision.

### **Sub-program 03.2**

#### ***Contracts Review Facility***

### **Main Activities**

- Provided legal advice in the course of the negotiation and preparation of ten contracts proposed to be entered into by the Organization.
- Used some 15 distribution contracts as a basis to create a simplified standard agreement.

### **Results**

The contracts entered into were new, simplified standard agreements. resulting in more commercially favorable contract terms and, thus, a reasonable saving in costs.

### **Sub-program 03.3**

#### ***WIPO Arbitration and Mediation Center***

### **Background**

Established in October 1994, the Center initially focused on organizing a basic legal and administrative infrastructure for the settlement of disputes between private parties. This included the development of the WIPO Mediation, Arbitration, and Expedited Arbitration Rules. Concurrently, conferences and other contacts were used to promote the advantages of the WIPO Rules and recommend dispute-settlement clauses. The Center also formed the basis for new and specialized services in the field of dispute-resolution, such as training workshops.

### **Main Activities**

- Redesigned the Center's web site to include additional functions and facilities. Established an on-line electronic infrastructure for dispute resolution procedures, including reception and tracking of cases, neutral appointments, and fee administration.
- Organized and conducted five training programs for neutrals, and, in particular, addressing issues concerning domain name disputes. Developed WIPO on-line expedited arbitration rules.

- Provided dispute resolution services for three Internet providers, and two other industry associations.
- Provided assistance and comments on intellectual property issues and dispute resolution to the various Internet organizations and others involved in the domain name system reform movement.
- Organized and conducted a Mediation Workshop in cooperation with the International Wine Law Association.
- Administered the Center's first case under the WIPO Mediation Rules.
- Promoted and developed cost-effective legal and technical means of dispute-resolution for international and, especially, multi-jurisdictional disputes.
- Staff of the Center participated in three meetings organized under Program 06 (1) and Program 07 (2).
- Supported missions by the WIPO Cooperation for Development Bureaus.
- Advised counsel and parties on drafting dispute resolution clauses for IP contracts.
- Continued development and maintenance of a neutrals database; expanded the database to include trademark and domain name expertise.
- Represented and contributed papers and materials at 18 external conferences including:
  - Conference on Internet for Lawyers (Tübingen, Germany);
  - American Film Marketing Association (Los Angeles);
  - Joint Conference on Intellectual Property Disputes (Cairo);
  - Japan Federation of Bar Associations (Tokyo);
  - ABA International Law Section (New York);
  - International Council for Commercial Arbitration (ICCA) (Paris);

## **Results**

- Increased awareness of the use of ADR to resolve intellectual property disputes, as shown by the increase in inquiries received from around the world.
- Completed testing version of on-line dispute resolution system.
- Trained 46 lawyers from Belgium, Canada, Denmark, Finland, France, Germany Italy, Sweden, Switzerland, United Kingdom and the USA, in the use of the on-line dispute resolution system.
- Trained eight lawyers from Australia, France, Spain and the USA, as mediators in cooperation with the Wine Law Association.
- Published WIPO Arbitration and Mediation Rules and other materials in Japanese.
- Produced and published proceedings of the Biennial Conference of the International Federation of Commercial Arbitration Institutions (IFCAI), hosted by WIPO in October 1997.
- Received five invitations to design dispute resolution systems for domain name providers.
- Began consultations with four industry groups to design dispute resolution systems in relation to industry associations, licensing schemes and fairs.
- Received on average over 2,500 requests or hits per month on the Center web site from March to May 1998.

## **PROGRAM 04**

### **OFFICE OF INTERNAL OVERSIGHT AND PRODUCTIVITY**

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#### **Background**

The Office of Internal Oversight and Productivity has been established as a key office to help modernize and strengthen WIPO's management system. In the first months of 1998, the Office was composed of the Controller and Deputy Controller, the Budget Section, and the Evaluation and Productivity Unit. An Internal Auditor will join the Office during the second half of 1998 to carry out financial and management audits, thus reinforcing the work previously performed by a part-time Internal Auditor.

The new Evaluation and Productivity Unit was established in January 1998 as a major management tool to appraise the relevance, performance, efficiency, and impact of the strategies, policies, work practices and procedures, operations programs, and activities of the Secretariat by objectives and the expected results.

#### **Objectives**

- Modernize and strengthen WIPO's financial and management control system in accordance with the new program and budget structure and WIPO Financial Regulations and Rules.
- Establish and enforce accountability of program managers in achieving the expected results through efficient program delivery, cost-effective utilization of resources, and compliance with overall policy directions.
- Ensure transparency in every aspect of the planning, formulation, and implementation of the Organization's Program and Budget, policies and activities, and facilitate decision-making and strategic policy direction by Member States.
- Enhance cost-effective and productive use of resources through systematic evaluation, assessment of performance and productivity standards, streamlining of work practices and procedures, and improvement of quality standards and services.
- Ensure the most economic, cost-effective, and efficient use of resources allocated under the Program and Budget.
- Foster an organization-wide culture of continuous productivity enhancement on the basis of an overall productivity plan, achieving major cost savings and containment of staff growth.

#### **Sub-program 04.1**

##### ***Financial Control and Audit***

#### **Main Activities and Results**

- Implemented the new result-oriented strategic biennial Program and Budget structure including the issuance of office instructions to program managers on the application of new procedures. As a result, each main and sub-program is now managed directly by the responsible program manager under the internal oversight of the Controller and the policy direction of the Director General.
- Reviewed the accounts for the 1996-97 biennium, including cost sharing by Unions, in close cooperation with the External Auditor and the Finance Division. As a result, the

accounts for the 1996-97 biennium will be closed accurately and a Financial Management Report will be issued in July 1998 in accordance with the WIPO Financial Regulations and Rules.

- Examined all program proposals by program managers and related expenditure, including staff resources and program costs, in accordance with the program priorities of the Director General. As a result, all proposals are certified by the Controller's Office prior to financial commitments and program implementation, with an average of about 150 proposals per week.
- Developed a new computerized budget expenditure monitoring and tracking system for program managers to enable them to monitor the financial status of their programs. This system was installed and has been operational since April. It provides on-line, up-to-date information on actual expenditure, commitments, and budget balance by objects of expenditure for each main program and sub-program. Additional information by activity and for each financial transaction is now also available on-line and continuously updated. This new system enables program managers to make immediate decisions, enhancing efficiency and transparency. It also ensures that the expenditure for each Program is well within the budget, thus ensuring budgetary discipline and fiscal responsibility.
- Implemented a computerized post and staff control system, fully operational since May, allowing tight control on regular budget posts, short-term staff, and staff costs, resulting in more cost-effective use of resources.
- Obtained cost savings under the new internal oversight and productivity system through systematic, tight financial control and improved management.
- Reviewed and certified all financial transactions and payment orders prepared by the Finance Division to ensure the correct disbursement of funds and proper financial administration of the Organization in strict compliance with the WIPO Financial Regulations and Rules. As a result, all commitments and payments of WIPO were certified by the Controller's Office, with an average of about 150 transactions per week.
- Established a computerized inventory system of all goods, equipment, furniture, and supplies and completed a valuation of all items, with the cooperation of Program 12. As a result, management and control of WIPO's inventory has been significantly enhanced.
- The new decentralized program and budget structure by main programs and sub-programs and accountability of program managers has enabled the Controller's Office to reinforce monitoring of program delivery and cost-effective utilization of resources, resulting in cost savings and higher efficiency, and leading to lean management.

## **Sub-program 04.2**

### ***Program Planning and Budget***

#### **Main Activities and Results**

- Prepared documents and information for the many informal consultations with Member States on the draft WIPO Program and Budget document for 1998-99, which continued through early 1998, offering delegations the opportunity to provide guidance, advice, and inputs, which were taken into account in the final draft Program and Budget document.
- As a result, the Assemblies of the Member States approved unanimously in March the 1998-99 WIPO Program and Budget, as well as projects on automation of the PCT system and information technology on the recommendation of the Budget and Premises Committees. The Chair of the WIPO General Assembly noted that the Program and Budget document was very comprehensive, clear, concise, and result-oriented.

- Prepared documentation and other information for the joint meetings in June of the Budget and Premises Committees, which would consider the question of the purchase of the lot of land adjacent to the WIPO main building.
- Prepared and issued the first report on the financial status of WIPO for the period January to April and May to program managers, including up-to-date information on income and expenditure by program, compared with the budget.
- Undertook five missions during the period under review to coordinate and facilitate the sessions of the Budget and Premises Committees in March and June 1998 and of the Assemblies in March and September-October 1998, and to accompany the Director General on his visits to Member States in presenting his vision of the Organization and his new Program and Budget.
- Member States and program managers have recognized the new Program and Budget structure as a central tool for enforcing transparency and accountability and enhancing efficient management.

### **Sub-program 04.3**

#### ***Evaluation and Productivity***

#### **Main Activities and Results**

- Prepared for a new management information system on the basis of annual work programs for each of the 18 substantive programs of the Program and Budget. A key element of this exercise has been to identify objective, verifiable key performance indicators to measure the progress in program implementation of each main and sub-program of WIPO for the biennium. Targets have been provisionally established for each main and sub-program that enable program managers to self-evaluate their performance and allow the Office of Internal Oversight and Productivity to monitor and follow up program delivery throughout the Secretariat.
- Evaluated the Collection of Laws Section, in particular the cost-effective use of staff resources for preparation of an electronic database of Intellectual Property Laws notified under the TRIPS Agreement to the WTO. As a result, implementation targets were established to achieve productivity gains.
- Undertook an in-depth evaluation of the organizational structure of the Office of the PCT, which is the major income source and the activity of WIPO with the largest number of staff involved. Based on the results of this study, WIPO is considering the possibility of a reorientation and restructuring of the management and operations of the PCT, with expected major cost savings, productivity gains, and quality improvements for the benefit of the users of this global protection system.
- Began inculcating a modern management culture through the work of the new evaluation and productivity function that is expected to lead to major productivity gains, higher efficiency, and cost savings of WIPO.



**PROGRAM 05**  
**OFFICE OF GLOBAL COMMUNICATIONS AND PUBLIC**  
**DIPLOMACY**  
**(OGCPD)**

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**Background**

The increased level of interest in intellectual property issues and their impact on business, trade, culture, information exchange and technology, and daily life, has not been matched by a comparable increase in the understanding of the principles and practical operations of intellectual property systems and the role of WIPO. OGCPD started or accomplished the following initiatives or projects with fewer staff members than in the previous biennium. The remaining staff maintained the routine workload while facing the additional challenge of being scattered in four different buildings.

**Objectives**

- Provide complete and current information in intellectual property and on WIPO to Member States, interest groups, civil society, and the general public.
- Provide this information using the most efficient, user-friendly means, taking advantage of modern information technologies.
- Promote an informal international dialogue on intellectual property through modern interactive channels of communication.
- Provide a leading international service for research materials and information for scholars, researchers, and specialists.

**Sub-program 05.1**

***Communications on the Internet and Intranet***

**Main Activities**

- Communicated all major WIPO developments, events, and documents immediately via the Internet.
- Introduced WIPO's Intellectual Property Digital Library (IPDL) on the web site in April. The IPDL contains up-to-date information on the latest international applications under the PCT, and will be expanded later this year to include information on international trademark and industrial designs registrations.
- Began redesigning and reformatting the WIPO web site to improve its appearance, accessibility and navigability. By May, the WIPO's web site had about 210,000 requests per month, more than double the average figure in 1997.
- Added over 30,000 pages of documents to the web site in the first five months of 1998, and doubled the number of home pages to some 20. Introduced new software which improved the technical management of documents and coordination with the departments creating them. One of the home pages relates to WIPO exhibitions of artworks created by nationals of Member States, to illustrate the connection of intellectual property rights with the enjoyment of art.

- Provided staff training on use of the Internet/Intranet, and many new Intranet home pages have been created to improve information to staff. However, more resources and training would be needed to keep up with the volume of information to be uploaded.

## **Results**

- The result of the above activities was an exponential expansion of the quantity and variety of information on WIPO and its activities which was rapidly, sometimes instantaneously, available to millions of Internet users. The consequential transparency of the Organization received many favorable comments.

### **Sub-program 05.2**

#### ***Media Relations and Public Affairs***

### **Main Activities**

- Improved outreach to the international media, notably to major press representatives in Geneva using OGCPD's information plan. Preparatory steps were taken to later expand the outreach in the second half of 1998 to include the national media of Member States.
- Issued some 24 press releases or updates (compared with 13 throughout 1997), on all aspects of WIPO's activities.
- Increased availability of the Director General and senior staff members of the Secretariat to the press who provided over 50 interviews in Geneva, and overseas.
- Attended the twice-weekly press briefings organized by the United Nations in Geneva. Almost 300 press kits of current information on WIPO activities were distributed during the period. WIPO was mentioned in major international general interest and economic publications, such as the *Economist*, *Financial Times*, *International Herald Tribune*, *Los Angeles Times*, and, *New York Times*, as well as in many newspapers in Switzerland and developing countries.
- Began a news-clipping service of press reports on WIPO or intellectual property issues of special interest to staff members. Preparations were made to later offer the service to Permanent Missions in Geneva and the intellectual property offices of Member States.
- Received and answered some 2600 written and verbal information inquiries. Around 45 visiting groups of government officials, WIPO trainees and representatives of nongovernmental organizations were briefed on WIPO.
- Finalized plans and preparatory steps for the establishment of a Visitors' Center and exhibition area to inform members of the public about WIPO and its activities, and for a special exhibit on women inventors in September 1998.

## **Results**

The above activities raised the public profile of WIPO and its activities and gave effect to the principle of transparency. The press corps in Geneva welcomed this development. Press coverage on WIPO was significantly increased and was both positive and accurate. A culture of the importance of public communications began spreading within the Secretariat.

### **Sub-program 05.3**

#### ***Public Information Products***

Planned, designed, wrote and generally prepared for the issue of the following general products:

- **General Information brochure.** A new version with an easy-to-read text and colorful graphics was ready to go to print in June.
- **Treaty Pamphlet Series.** 21 pamphlets summarizing the WIPO-administered international treaties were ready to go to print in June.
- **WIPO Annual Report for 1997.** Aimed at the general public and Member States, It would provide an overview of the Organization's activities and accomplishments in a reader-friendly style and format and would be issued July.
- **Industrial Property and Copyright.** Improvements were introduced in presentation, through inclusion of color, photographs and graphics. Timed to be replaced by the new monthly *WIPO Magazine*.
- **WIPO Magazine.** A new design and format would appear with the June issue. Aimed at the general public as well as at broad sectors of business and legal circles, it will contain analytical articles of general interest to the Organization and its Member States.
- **"Intellectual Property Reading Material."** A second revised edition was completed in March and issued in May. This is a widely-used standard manual on intellectual property and the new issue now has greater clarity and updated information.
- **Sales and Distribution of WIPO Products.** This activity generated over 10 million Swiss francs of gross revenue in 1996-97. It was the third largest revenue-earner after the PCT and Madrid systems. Gross sales revenue from January to April exceeded the target by 14 percent. In January, OGCPD redistributed the workload and improved procedures, thus eliminating backlogs of publication orders by April 1998. Outdated publications were eliminated, leading to significant savings in space and man-hours for maintenance. Controls were established to prevent the recurrence of such backlogs and stocks.
- **Marketing Initiatives.** OGCPD developed a new marketing plan to more effectively promote WIPO's products, including participation in five book fairs, as well as the completion of work on a fully searchable catalogue on the web site and a redesigned paper catalogue. Preparatory work started on the direct processing of credit-card payments for publication orders.

### **Results**

New and improved products would reach much wider audiences and better promote WIPO's and intellectual property's corporate image.

### **Sub-program 05.4**

#### ***Research Services, WIPO Library and Archives***

### **Main Activities**

At the end of 1997, the Library moved out of the main headquarters building to less accessible premises, resulting in a decline in the number of visitors. The library adapted by bringing their services to users, upgrading its electronic service, and making other improvements:

- Subscribed to the Lexis-Nexis electronic information services to provide improved and wider access to information and search reports on topics specially prepared for users.
- Made the entire library catalogue available via the Intranet/Internet sites. Extensive use of e-mail system to send information to users.
- Established electronic links via the Internet to other libraries and research centers around the world.
- Established a virtual library holding by downloading important texts not yet available on paper.
- Improved the Library's range in fields outside essentially legal or law-related publications, e.g. in economics, management and personnel training. Also, a new collection of audio-visual products relating to intellectual property was initiated in March.
- Initiated a new archives policy, recognizing that WIPO archives should support the needs of researchers, scholars and historians, rather than only recording WIPO's existence. Completed a first study identifying the nature and location of the existing archival holdings. Draft policy guidelines were considered in May.

## **Results**

- Information technology was successfully exploited to improve the research-oriented and specialized information services of the library. Users received information rapidly and safely while the net cost for such WIPO services went down.

## **PROGRAM 06**

### **COOPERATION WITH DEVELOPING COUNTRIES**

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#### **Background**

The activities described below were complemented by activities partly or wholly financed by extrabudgetary funds, namely those made available to WIPO by the United Nations Development Programme (UNDP); the Governments of Brazil, Costa Rica, El Salvador, France, and Japan; and the European Community (CEC).

Impending obligations under the TRIPS Agreement have increased the urgency of modernizing intellectual property systems and strengthening of administrative machinery. In addition, the impetus for change created by the international trading environment has led developing countries to strengthen national capacities for protection, creation, and management of intellectual property rights (IPRs).

#### **Objectives**

- Support national capacities and promote international cooperation for the development, modernization, administration, and utilization of the intellectual property system for the economic, social, cultural, and technological advancement of developing countries;
- Provide assistance through action plans, legal and technical assistance, field missions, and a complete up-to-date collection of laws;
- Promote the protection and development of industrial property, indigenous creations, and innovations;
- Facilitate cooperation among governments, nongovernmental organizations, intergovernmental organizations, and others.

#### **Sub-program 06.1**

##### ***Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement***

#### **Main Activities and Results**

WIPO pursued the objective of capacity building and institutional modernization of the intellectual property systems of developing countries with a multi-faceted approach: the creation and implementation of nationally focused action plans (NFAPS); legal and technical assistance through field missions, the drafting of new laws or comments on current legislation; national, subregional, and regional training and learning conferences, seminars, and workshops; study programs and visits; and the provision of computer equipment and materials.

The following listing indicates the volume of services provided to developing countries by each type of approach:

- NFAPS (31 countries):  
Algeria, Barbados, Bolivia, Cape Verde, Cuba, Democratic People's Republic of Korea, Dominican Republic, Ecuador, Egypt, Fiji, Guatemala, Guinea, Grenada, Guyana, Haiti, Indonesia, Jamaica, Jordan, Lebanon, Mongolia, Morocco, Nepal, Nicaragua, Panama,

Papua New Guinea, Sudan, Syria, Tunisia, United Republic of Tanzania, Uruguay, and Yemen.

- Field Missions (40 countries):  
Argentina, Bahrain, Barbados, Bolivia, Cambodia, Cape Verde, Chile, Colombia, Costa Rica, Cuba, Ecuador, Egypt, El Salvador, Grenada, Guatemala, Guinea, Haiti, Kuwait, Indonesia, Jamaica, Lebanon, Madagascar, Mexico, Mongolia, Morocco, Nepal, Oman, Panama, Papua New Guinea, Peru, Saint Lucia, Saudi Arabia, South Africa, Sudan, Thailand, Trinidad and Tobago, Tunisia, United Republic of Tanzania, Uruguay, and Yemen.
- Draft laws (11 countries):  
Benin, Dominica, Jordan, Grenada, Kenya, Kuwait, Lesotho, Mongolia, Saudi Arabia, United Republic of Tanzania, and Vanuatu.
- Comments on national legislation (32 countries):  
Provided: Benin, Chad, Dominica, Jordan, Kuwait, Madagascar, Mongolia, Nepal, Oman, Qatar, Samoa, Saudi Arabia, Singapore, Thailand, Togo, the United Arab Emirates, the United Republic of Tanzania and Zambia.  
In preparation: Bahamas, Brunei Darussalaam, Burkina Faso, Cambodia, Grenada, Indonesia, Mongolia, Morocco, Qatar, Saint Lucia, Singapore, Suriname, the United Republic of Tanzania and Tunisia.
- Legal advice (12 countries and one Organization):  
Bhutan, Côte d'Ivoire, the Democratic People's Republic of Korea, Fiji, Ghana, India, Kuwait, Nepal, Oman, Syria, Thailand, and Vanuatu and the Andean Community.
- National meetings (nine countries, 500 participants):  
Cambodia, Central African Republic, Ecuador, Egypt, Morocco, Oman, Trinidad and Tobago, Venezuela and Zimbabwe.  
Subjects discussed: the law of industrial property and copyright and neighboring rights, the implications of the TRIPS Agreement for national legislation, intellectual property licensing and dispute resolution mechanisms, IPRs enforcement, and new developments in the international protection of copyright and neighboring rights.

### **Subregional (three) and Regional (six) meetings:**

#### Africa Region:

- Expert Meeting on the Revision of the Copyright Part of the OAPI Agreement, Abidjan, 4 officials from each of the 14 OAPI Member States.  
Reviewed the copyright provisions of the OAPI Agreement and discussed their possible revision in the light of current international standards.  
Result: draft provisions on copyright proposed by WIPO were adopted for consideration by the OAPI Member States).
- WIPO African Subregional Symposium on the Role of Copyright Offices in the Implementation of the TRIPS Agreement, Bamako.  
Fourteen officials from each of the OAPI Member States and 135 local participants. Promoted better understanding of the implications of the TRIPS Agreement among government departments dealing with copyright matters, including judicial and administrative enforcement measures.
- Regional Training Course on Industrial Property for the Benefit of the Portuguese-speaking Countries of Africa, Rio de Janeiro.  
Eleven officials from the five Portuguese-speaking countries of Africa (Angola, Cape Verde, Guinea Bissau, Mozambique and Sao Tomé and Príncipe).

Upgraded skills through a comprehensive training program and opportunities for cooperation with the Brazilian office were identified.

Arab Region:

- WIPO Arab Consultation Meeting on the Implementation of the TRIPS Agreement, Cairo, 60 officials from 16 Arab countries and the Palestinian National Authority and 100 local participants.  
Reviewed current standards for intellectual property protection and enforcement measures in the light of the TRIPS Agreement. Adopted a series of recommendations calling upon Arab countries to modernize their intellectual property system, and requested WIPO's assistance particularly in the enforcement area.
- WIPO Arab Regional Conference on Intellectual Property, Beirut.  
Forty officials from 16 Arab countries and the Palestinian National Authority and over 100 local participants; the Director General opened and attended.  
Reviewed current main intellectual property issues, including enforcement of IPRS, protection of pharmaceuticals and copyright protection in the digital environment. Adopted recommendations focusing on legal and administrative adjustments to be made by Arab countries in the context of the TRIPS Agreement, and on the role of WIPO in assisting them in the fields of legislative advice, institution building and training).

Asia and the Pacific Region:

- WIPO Asian Regional Symposium on Industrial Property Strategy for Economic Development, New Delhi.  
Twenty-nine officials from 20 countries of the region and some 70 local participants.  
Reviewed strategies for strengthening the competitiveness of enterprises and promoting the effective management of industrial property by those enterprises.
- WIPO Seminar for Asia and the Pacific Region on the Internet and the Protection of Intellectual Property, Singapore.  
Twenty-seven participants from 20 countries of the region and 100 local participants.  
Reviewed the implications of the Internet on IPRs, particularly in the areas of copyright and trademark and domain names. It allowed a discussion of issues related to issues deriving from the new communication technologies, as well as opportunities for electronic networking among offices of the countries of the region.

Latin America and the Caribbean:

- WIPO Subregional Workshop on the Revision of the Andean Common Regime on Industrial Property ("Decision 344"), Lima.  
Heads of office of the five Andean Pact countries (Bolivia, Colombia, Ecuador, Peru and Venezuela) and 40 local participants.  
Allowed discussions on possible amendments to bring the Decision in line with international norms and standards, including the TRIPS Agreement).
- WIPO Regional Seminar on New Treaties on Copyright and Neighboring Rights for Latin American Countries, Santafe de Bogotá.  
Ten officials from ten countries of the region and over 100 local participants.  
Organized in combination with an International Book Fair, it reached a vast audience and sensitized policy makers from the region on the advantages of accession to the WCT and the WPPT.

Orientation and Study Program:

- Enforcement of Intellectual Property Rights.  
Fifteen senior custom officials from eight Asian countries.  
Equipped the participants with appropriate knowledge and skills to deal effectively with piracy and counterfeiting of intellectual property assets at national level.

Individual Study Visits:

- *Twenty- two* officials from Jordan, Mongolia, Syria, and Sudan studied the modernization of intellectual property legislation and administration and implications of accession to certain WIPO-administered treaties. Visited the Academy of Scientific Research and Technology (ASRT) in Cairo, the Japanese Patent Office, the Swiss Federal Institute of Intellectual Property in Bern, and WIPO headquarters.

Computer and other equipment and materials (36):

- Provided to the industrial property administrations of Algeria, Antigua and Barbuda, Argentina, Bangladesh, Bhutan, Bolivia, Chile, Colombia, Costa Rica, Djibouti, Dominican Republic, Ecuador, Egypt, El Salvador, Fiji, Jordan, Guyana, Guatemala, Honduras, Jamaica, Lebanon, Morocco, Nicaragua, Oman, Pakistan, Panama, Paraguay, Peru, Qatar, Sudan, Uruguay, Tunisia, the United Arab Emirates, Venezuela, Viet Nam, and the Palestinian National Authority.
- Began development of a common software for an industrial property automated management system for Arab countries. When available, the software would be offered free-of-charge to all Arab countries.
- Completed and installed an automated system for the electronic handling of trademark applications based on the new provisions of the Protocol of Amendments of the Central American Convention on Trademarks in Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua.
- Completed and installed automated trademark and/or patent administration systems for Caribbean countries in Trinidad and Tobago and in Honduras.

## **Other Activities**

- Collecting, updating and making accessible intellectual property legislative texts, services in connection with the notification of laws and regulations under Article 63.2 of the TRIPS Agreement and offered under the WIPO/WTO Cooperation Agreement.
- In the period covered, 20 laws (464 pages) were communicated by WTO's Secretariat to WIPO, and 18 laws (340 pages) were communicated by the WIPO Secretariat to WTO. Continued the development of a computerized database of intellectual property legislative texts destined for the Internet (CLEA), and, pending the completion of the said CLEA project, legislative texts continued to be published by WIPO in paper form (over 400 printed pages of text in English and French). Copies of legislative texts on intellectual property were provided from WIPO's collection to 12 developing countries.

## **Sub-program 06.2**

### ***Development and Promotion of Industrial and Social Uses of Intellectual Property***

## **Main Activities and Results**

Training and awareness programs were designed for users and potential beneficiaries of the intellectual property system, in coordination with activities under Programs 05 and 08. They enabled the some 1,100 direct participants to gain an insight into one or more aspects of intellectual property, and its application in different situations, including the market place.

- National training and awareness programs were organized in Brazil, Colombia, Egypt, Sudan, Tunisia, and Viet Nam. The programs increased awareness of over 1,000



individuals of, *inter alia*, the importance of the administration, protection, and use of intellectual property.

- Regional Symposium on Copyright, Broadcasting and New Technologies for Latin American and Caribbean Countries, Cancun (Mexico), was organized in cooperation with the Government of Mexico and the Broadcasting International Association (AIR ) for 15 officials from 15 Latin American and Caribbean countries and over 60 other participants.
- WIPO sponsored the participation of 11 officials from Argentina, Côte d'Ivoire, Egypt, Kenya, Malaysia, Nigeria, Peru, the Philippines, Syria, Togo, and Trinidad and Tobago, respectively, to the WIPO/IFIA International Symposium on Inventors and Information Technology organized by WIPO in Budapest in March in cooperation with the Government of Hungary and the International Federation of Inventors Associations (IFIA) on various questions of topical interests to inventors including access to industrial property information databases via the Internet.
- Advisory services were provided on the use of the intellectual property system by specific users groups or potential beneficiaries were provided to Morocco, Kuwait, Saudi Arabia and Tunisia.
- Study visits were organized for seven government officials from Brazil and China. Those from Brazil benefited from observing work in various European innovation centers. The Chinese officials learned about the impact of new technology on the protection and management of copyright and neighboring rights.
- Reports, Searches, and other Services: 146 state-of-the-art-searches based on patent information to requesters from 14 developing countries; 11 reports were prepared for seven developing countries under the International Cooperation on the Search and Examination of Inventions (ICSEI) program. Other industrial property information services included the performance of 227 on-line searches for 17 developing countries and the provision of 1,700 copies of patent documents to 27 countries. Such information was of direct use in the research and development work of the enquirers.

### **Sub-program 06.3**

#### ***Strengthening Cooperation Among Member States and with Other Organizations***

#### **Main Activities and Results**

- During the January-May period, WIPO officials participated in a variety of national, subregional, regional and international fora concerned with intellectual property issues of topical interest. These 13 fora facilitated useful exchanges of information and identification of opportunities for enhanced cooperation among developing countries in various areas of intellectual property:
  - African Regional Conference on Industrial Property (ARIPO )(Mangochi, Malawi);
  - Workshop on the Asia and Pacific Industrial Property Office in the New Millennium (Canberra);
  - First ASEAN Intellectual Property Association Conference (Kuala Lumpur);
  - International Kuwait Information Highway Conference (Kuwait);
  - UNDP/UNCTAD/ ESCWA (Economic and Social Commission for Western Asia) High-level Meeting for Arab Officials in Preparation of the WTO Second Ministerial Conference (Beirut);
  - Second Meeting of the Organizing Committee of the Fourth Afro-Arab Fair (Dakar);

- First Annual Meeting of the Intellectual Property Commission of the Countries of MERCOSUR (Argentina, Brazil, Paraguay and Uruguay) (Puerto Madryn, Argentina);
  - Symposium on Intellectual Property and the American Creators (Santiago) in the framework of the Summit of Heads of the Americas;
  - Seminar on the Protection of Intellectual Property in Latin America (Spain);
  - Meeting on the Possible Establishment of a Database Network of French-speaking Countries of Africa in the Field of Physics Teaching Materials (Cotonou);
  - General Assembly of the Iberoamerican Committee of the International Confederation of Societies of Authors and Composers (CISAC) (Montevideo);
  - "Africa Telecom 98" Conference (Johannesburgh);
  - Council of Ministers of ARIPO (Mombasa, Kenya) Attended by the Director General.
- The Director General also participated in the Opening Ceremony of the XXXVIth World Congress of the International Association for the Protection of Industrial Property (AIPPI), held in Rio de Janeiro and Brasilia in May.
  - WIPO also contributed to the cost of the Symposium on Copyright and Neighboring Rights for the Ministers of Culture of the South African Development Community (SADC), held in Harare, in May, which was attended by 11 SADC Ministers and over 40 participants from 12 SADC Member States, and promoted closer WIPO-SADC relations.
  - Two advisory missions were organized to the Office of ARIPO, in Harare, in May (resulting in the approval of a new WIPO technical assistance project for, *inter alia*, the development of a database of ARIPO registered patents, trademarks and industrial designs and of on-line linkages with the offices of its Member States), and one mission visited the office of OAPI in Yaoundé, in March (resulting in the approval of a new organigram reflecting the policy priorities of the new leadership of OAPI). Also, a high-level African expert visited WIPO for consultations on enhancing the involvement of African high-level officials in intellectual property matters.
  - During the reporting period, two officials from Egypt visited the industrial property administrations of Jordan and Syria, one official from Jordan visited the industrial property administration of Egypt, one official from Syria visited the industrial property administration of Jordan, and three officials from Sierra Leone, Swaziland, and South Africa visited the offices of ARIPO, in Harare, and OAPI, in Yaoundé. These visits promoted the exchange of experience among developing countries on specific technical and organizational issues.
  - Discussions were held for the finalization of a comprehensive training program on intellectual property law, in cooperation with the Gulf Institute of International Law (GIIL), in Dubai, for officials from Arab countries. The first activity under the program will start in June 1998 (see also under Main Program 08).
  - In Asia and the Pacific, WIPO cooperated with the Mekong Region Law Center on a training program on intellectual property for the Mekong region countries (see under Main Program 08.).
  - On the interregional level, cooperation among developing countries was also promoted and identified during the reporting period with the League of Arab States (LAS) and the Organization of African Unity (OAU) for promoting Afro-Arab cooperation for the utilization of the intellectual property system for the advancement of the Afro-Arab region. Also, a possible agreement for intellectual property cooperation for Islamic countries of Africa and the Arab and Asian region between WIPO and the Islamic Development Bank (IDB) was discussed.

## **PROGRAM 07 COOPERATION WITH CERTAIN COUNTRIES IN EUROPE AND ASIA**

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### **Background**

The principal difficulties of the countries covered by the present Program reflect insufficient knowledge and awareness concerning the commercialization and use of IPRs, and the lack of modern technical means for storing and accessing industrial property information. There is a need for seminars and other training activities for entrepreneurs, managers, researchers, patent attorneys, industrial property officers, and copyright experts to overcome the difficulties outlined above.

A number of countries covered by this Program are members of the World Trade Organization and many have applied to join. For WTO members, legislation is generally due to be in compliance with the Agreement by January 1, 2000. The general trend toward alignment with the TRIPS standards has created a growing demand for WIPO's assistance in the revision of intellectual property laws and the establishment of an appropriate system for the effective enforcement of intellectual property rights (IPRs). Also, some of the countries are not yet party to treaties administered by WIPO, necessitating promotion activities.

Further efforts seem necessary in the establishment and development of institutions for the administration and management of rights, particularly in the field of copyright and related rights. Cooperation should be strengthened not only with the countries concerned, but also with regional organizations.

### **Objectives**

- Contribute to the adaptation of the intellectual property laws of the countries concerned to the WIPO-administered treaties and the TRIPS Agreement.
- Establish and develop or strengthen institutions dealing with the administration and enforcement of intellectual property rights by training officials of the relevant administrations, of the customs and police and the judiciary, bearing in mind the fight against piracy and counterfeiting.
- Promote accession of all the countries covered by the program to the PCT, the Madrid system, the TLT, the Budapest Treaty, the classification agreements, and further accession to the Berne Convention, as well as the ratification of, or accession to, the WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT).
- Cooperate with the Interstate Council for the Protection of Industrial Property of the CIS countries, with the Eurasian Patent Organization and with the Standing Commission of the Interparliamentary Assembly of the CIS countries.

## **Sub-program 07.1**

### ***Modernization of the Intellectual Property System and Implementation of the TRIPS Agreement***

#### **Main Activities**

- WIPO provided legislative advice to governments on the modernization of national intellectual property legislation for compatibility with the WIPO-administered treaties and the TRIPS Agreement, including the following:
  - recommendations on the modernization of the Law of the Russian Federation on Copyright and Related Rights from the viewpoint of its compatibility with the TRIPS Agreement, the WCT and the WPPT, and comments on the draft law amending the Customs Code of the Russian Federation with regard to the enforcement of intellectual property rights.
  - detailed comments on the new draft Copyright Law of the Republic of Belarus from the viewpoint of the compatibility with the TRIPS Agreement, the WCT and the WPPT.
  - an analysis of the new Copyright Law and a Note on the Civil Code of Georgia, Book Four, Section One, Copyright Law following consultations with two government officials visiting Geneva.
  - comments on the Patent Law of the Republic of Lithuania.
- The Secretariat made a detailed study on “State Functions and State Organizations in the Field of Intellectual Property Protection” for the Government of the Russian Federation.
- A workshop on collective management of copyright and related rights was held in Switzerland for officials from Central Asian countries (Kazakhstan, Kyrgyzstan and Uzbekistan).
- A Symposium on Global Information Infrastructure and Intellectual Property, was held in Budapest in May, in which experts from eight Central and Eastern European countries (Bulgaria, Croatia, Czech Republic, Hungary, Poland, Romania, Slovakia and Slovenia) participated. Participation, with the exception of the host country, was financed by WIPO.

The Secretariat held consultations on intellectual property issues with a number of governments of this region. In March a special series of consultations was organized in Moscow between high-level officials of the Government and the State Duma (Parliament) and an official of WIPO on current issues of intellectual property legislation, particularly the issues of whether intellectual property provisions may be included in the Civil Code and of the adaptation of the legislation to the requirements of the TRIPS Agreement and to the WCT and WPPT.

#### **Results**

- Ten countries deposited their instruments of accession or ratification to the following WIPO-administered treaties: Madrid Protocol (Georgia, Romania, Slovenia, and Yugoslavia), Nice Agreement (Belarus and Romania), Locarno Agreement (Belarus and Romania), PCT (Croatia and Cyprus), Strasbourg Agreement (Republic of Moldova and Romania), Vienna Agreement (Romania), Budapest Treaty (Lithuania and Slovenia), Nairobi Treaty (Slovenia), Treaty on the International Registration of Audiovisual Works (Hungary), and the Trademark Law Treaty (Lithuania, Romania, and the Russian Federation).
- The provision of legislative advice to the countries mentioned above contributed to the harmonization of their national intellectual property legislation with the WIPO-

administered treaties and the TRIPS Agreement, and to more efficient protection against piracy and counterfeiting.

- The Secretariat's training activities for officials from countries of Central Asia increased the number of trained personnel and contributed to the establishment and appropriate operation of institutions for the administration and management of copyright in Central Asia. Consultations during a workshop also clarified the conditions for the accession of the respective countries to the Berne Convention and to the WCT and the WPPT.

### **Sub-program 07.2**

#### ***Development and Promotion of the Use of Intellectual Property***

##### **Main Activities**

- A Seminar on the Economic Importance of Intellectual Property, organized in Minsk by WIPO, the European Patent Office, and the State Patent Committee of the Republic of Belarus.
- Currently preparing for other regional, subregional, and national seminars to cover the majority of the countries concerned in this program before the end of 1998.

##### **Results**

Regular participation of these countries in WIPO meetings and consultations, resulting in recommendations of their own, indicate increased recognition in the countries concerned of the importance of intellectual property, of protection, of the use of appropriate information in industrial and commercial enterprises and in the copyright industries, and greater awareness of the market value of inventions and other creations protected by intellectual property rights.

## **PROGRAM 08 HUMAN RESOURCES DEVELOPMENT AND THE WIPO WORLDWIDE ACADEMY**

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### **Background**

This Program is dedicated to the development of human resources, a vital and strategic component of national and international efforts aimed at modernizing and effectively using the intellectual property system. Through the WIPO Worldwide Academy (WWA), more focused and policy-oriented information sharing, orientation, and training activities are expected to result in greater outreach and a broader range of beneficiaries, including key policy advisers, development managers, and individuals from the commercial and business sectors. Modern training content, facilities, mode of delivery, and training materials are some of the initiatives characterizing the human resources development activities under this Program.

Even before its official establishment in March 1998, the Human Resources Development Division and the WWA spent considerable effort to consolidate the basis of the newly-established Program, continuing implementation of traditional activities, acquiring new technical facilities and skills, and planning a strategic approach to distance learning.

### **Objectives**

- Increase cost-effectiveness and strengthen the impact of existing human resources development programs, to maximize the use of national intellectual property systems.
- Develop pilot multimedia materials for distance learning and awareness-building, in cooperation with other main programs (05, 06, 07 and others), and explore possibilities to develop appropriate teaching and training curricula for special categories of end users.

### **Sub-program 08.1**

#### ***Information Technology-Based Training, Teaching and Advisory Services***

##### ***Distance Learning Program***

- Prepared for launching this program by expanding institutional networking, elaborating project proposals, and evaluating the benefits of collaborative action with partners in distance learning (DL). In particular, organized a workshop with the United Nations Staff College (UNSC) in Turin, on "Distance Learning Design Methodologies". Three WWA staff were trained on the process of DL design. Based on a "design document" produced at the workshop, the methodology will be practically applied to transform existing WIPO training materials into DL products.
- Began collaboration with the International Training Center of the ILO (ITC/ILO) in Turin in training of trainers, training materials development and substantial intellectual property inputs, wherever appropriate, in upcoming seminars organized by the ITC, for the ILO, and other UN agencies.
- Discussed the development of an instructional video and teachers' guide on copyright, destined for school audiences and teachers, for distribution in different countries with the European Broadcasting Union (EBU).

- Obtained information on technological and educational developments in DL. As a result, a database of Teleconferencing and Distance Learning service providers, including instructional designers, had been developed, with special emphasis on active contacts.
- Project proposals were being developed, or were under discussion, with: the World Bank TechNet Program (to organize an on-line conference on IP), the Economic Development Institute (EDI) of the World Bank (to organize a videoconference policy dialogue, in collaboration with the *Organization Africaine de la Propriété Intellectuelle*, OAPI), the International Telecommunications Council (ITC) and the Academy for Educational Development (AED) (to elaborate a dissemination plan for WIPO-produced DL materials), and the Open University, UK, (for an instructional design project, involving DL curriculum development).
- Entered negotiations to create the first presentation/training CD-ROM, as a DL support to the annual Introductory Seminar on Industrial Property (ISIP). A second CD-ROM was planned for the Introductory Seminar on Copyright and Related Rights.

### *Videoconferencing*

- Began using videoconferencing for WWA's regular training activities. A conference room was fully equipped with technical facilities and WWA staff were trained in their use, thus enabling the Academy to offer videoconferencing services also to other Divisions of WIPO. The Training Program on the Management of Trademark Operations and Information Services for Officials from the Asia and Pacific Region (Hull, Canada, 2-12 June) was opened, partially run and concluded via videoconference.
- Published a brochure on the Human Resources Development 1998 Program, containing information on the range of programs offered by the WWA.
- Formulated, in coordination with Program 05, the first set of information materials to be uploaded on the WWA's home page which will feature distance learning modules later this year.
- Other activities carried out and the results achieved under sub-program 08.1 are tabulated below:

<b>Dates</b>	<b>Main Activities/Tasks</b>	<b>Results</b>
March and April	Three WWA staff members attended training on distance learning course design organized by UN Staff College, Turin, Italy	Acquired knowledge on use of approaches and strategies for the distance learning program
April	WWA officials participated in meetings with Association of American Publishers (AAP) and EDI, World Bank, Telecon East Conference Show, Washington D.C., USA	Development of distance learning program
May	Received external technical assistance on use of videoconferencing technologies	Training was given for users' video-scan converter
May	Acquired furniture and equipment for the videoconference room	Distance learning studio and videoconference Room became fully operational
January to March	Prepared and finalized the brochure on WWA and Industrial Property	First batch of 500 copies of WIPO Academy brochure printed in English
May	Conducted trial sessions of videoconferencing in support of future Course in Hull, Canada	Five WIPO officials trained in videoconferencing

## **Sub-program 08.2**

### ***Inter-Regional Training Courses, Fellowships, and Internships***

- Conducted or organized the following courses and seminars, which included the use of patent documents as a source of technical information, and particularly the use of IPC CLASS (International Patent Classification) CD-ROM disc, ESPACE collections as a digital library, BULLETIN discs as a legal data base. Case studies were also included which involved strategies for prior art search using the CD-ROM medium, and a hands-on workshop.
  - WIPO/Benelux Trademark Office (BBM) on the Legal and Administrative Aspects of Trademarks. The Hague and Geneva, April/May 1998 for 12 officials from Benin, Brazil, Cameroon, Chile, Costa Rica, Guinea, Madagascar, Mali, Morocco, Central African Republic, Tunisia and Viet Nam.
  - WIPO/EPO Training Seminar: Streamlining Patent Search & Examination Procedure, Munich and Geneva, March 1998, for 25 examiners from Argentina, Armenia, Bangladesh, Belarus, Brazil, Colombia, Cuba, Egypt, Georgia, Ghana, India, Kenya, Kyrgyzstan, Philippines, Republic of Moldova, Saudi Arabia, Sudan, Swaziland, Tajikistan, Thailand, Ukraine, Uruguay, Viet Nam and Zimbabwe.
  - WIPO/EPO/Swiss Federal Intellectual Property Institute Training Seminar on the Use of CD-ROM Technology for Patent Information & Search, Bern, Geneva, and Vienna (EPO), March/April 1998, for 14 officials from Brunei Darussalam, Cuba, Egypt, Jordan, Kenya, Malaysia, Mongolia, Nigeria, Panama, Saudi Arabia, Tanzania, Vietnam, Zambia and Zimbabwe.

The above three training events provided useful training, especially in hands-on techniques, to the participants in the various fields described in the name of each event.

### *Other Activities*

<b>Dates</b>	<b>Main Activities/Tasks</b>	<b>Results</b>
April	WIPO officials visited the China Industrial Property Training Center (CIPTC), Beijing, China	Established an agreement between the CIPTC and the WWA on joint training activities
March	WIPO/EP6 Training Seminar "Streamlining Search and Examination Procedure", Munich, Germany and Geneva	25 participants trained in the new patent search and examination procedures
March/April	WIPO/EP10 Training Seminar "Use of CD-ROM Technology for Patent Information and Search", Bern & Geneva, Switzerland, Vienna, Austria	12 participants introduced to the use of CD-ROM technology for patent information and search (job simulations)
May	WIPO/BBM Training Course on the Legal and Administrative Aspects of Trademarks, The Hague, Netherlands, and Geneva	12 government officials familiarized with the handling of trademark applications (case studies and practical exercises)

### *Fellowships*

- Maintained 16 long-term fellowships in six tertiary educational institutions in France, Dubai, Spain, United Kingdom, and the United States of America (2 institutions) to promote teaching and research in the field of intellectual property. Those fellowships were



awarded to nationals of Bhutan, Cuba, Egypt, Gabon, Ghana, Jordan, Kenya (2), Lesotho, Mali, Senegal, Tanzania, United Arab Emirates (2) and Venezuela.

<b>Dates</b>	<b>Main Activities/Tasks</b>	<b>Results</b>
January to August	<u>Long-term fellowships:</u> at the Franklin Pierce Law Center (FPLC), Concord, USA, for fellows from Bhutan, Egypt, Jordan, and Kenya	The training was proceeding very satisfactorily and useful theoretical and practical knowledge was being acquired by the fellows
January to May	<u>Long-term fellowships:</u> at the George Washington University, Washington, USA, for a fellow from Ghana	
January to June	<u>Long-term fellowships:</u> at the University of Alicante, Spain for fellows from Cuba, and Venezuela	
January to June	<u>Long-term fellowships:</u> at the "Centre d'Etudes Internationales de la Propriété Industrielle" (CEIPI), Strasbourg, France, for fellows from Gabon, Mali, and Senegal	
January to September	<u>Long-term fellowships:</u> at the Queen Mary College, University of London, United Kingdom, for fellows from Kenya, Lesotho, and Tanzania	
January	<u>Long-term fellowships:</u> at the Gulf Institute for International Law (GIL), Dubai, U.A.E., for fellows from U.A.E.	

### **Sub-program 08.3**

#### ***Fora on Intellectual Property for Policy Advisers***

- Prepared for three of the four Policy-level Academy Sessions planned for 1998: the English Academy Session for senior officials from Bangladesh, Bhutan, China, India, Indonesia, Malaysia, Nepal, Pakistan, Philippines, Sri Lanka, Thailand, and Viet Nam, plus a representative each of Albania, Bosnia & Herzegovina and the Organization of African Unity (OAU) (June); the Spanish Academy Session for senior officials from Argentina, Brazil, Chile, Colombia, Costa Rica, Cuba, Ecuador, El Salvador, Mexico, Nicaragua, Panama, Paraguay, Peru, Uruguay, and Venezuela (July); and the Special Academy Session for certain countries in Europe and Asia on the subject of the TRIPs Agreement (June/July).

### **Sub-program 08.4**

#### ***General Orientation and Learning Conferences***

- Awarded a total of six WIPO medals: two at the International Exhibition of Inventions in Geneva (one to a man from Guinea and one to a woman from Russia), and four at national competitions/exhibitions: Japan (young inventor), Republic of Moldova (outstanding inventor), and Iran (outstanding inventor and young inventor).
- Organized a study visit for a delegation of the "Projeto Inventiva" from Brazil, in the framework of the Brazilian National Project which was being implemented by WIPO. The delegation visited European incubators (which are entrepreneurial centers to promote innovation), SME business, and innovation centers to exchange opinions and experiences related to innovative activity.

*WIPO/IFIA International Symposium, Budapest*

- Organized the eighth consecutive WIPO/IFIA Symposium on Inventors and Information Technology with IFIA, March 1998. This symposium was attended by 160 participants from 38 countries, who discussed how inventors could benefit from the development of information technology and the active use of Internet. With the assistance of the Hungarian Patent Office and the Association of Hungarian Inventors, the participants were offered access to the Internet, and industrial property information data bases.
- WIPO officials attended the Second Meeting of the Organizing Committee for the fourth Afro-Arab Trade Fair. Pledged support for and participation in that event which is scheduled to take place in Dakar, Senegal in 1999.

## **PROGRAM 09**

### **DEVELOPMENT OF INDUSTRIAL PROPERTY LAW**

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#### **Background**

Principles, rules, and procedures of the law of national and regional patent, trademark, industrial designs and geographical indications differ from country to country. This may cause problems for owners and applications seeking protection in several countries. In the field of patents, on-going harmonization of formalities have been complicated by demands for harmonization of norms and procedures in the recordal of DNA sequence listings in applications and study of the implications for patentability of information disclosed on the Internet. Further, immediate study of the appropriate legal infrastructure with which industrial property rights can be effectively protected in the emerging electronic commerce system is required. This study will be coordinated with Programs 10 and 11.

#### **Objectives**

- Harmonize and simplify formalities in national and regional patent procedures.
- Establish a system for central recording of changes in patents and patent applications.
- Harmonize rules concerning patent law implications of disclosure of information on the Internet.
- Establish a system for deposit of DNA sequence listings referred to in patent applications.
- Harmonize principles and rules of the law of trademarks, industrial designs, and geographical indications.
- Develop common international principles and rules for the effective protection of industrial property rights in global electronic commerce.

#### **Sub-program 09.1**

##### ***Law of Patents***

#### **Main Activities**

- Prepared and distributed five working documents for the first session of the Standing Committee on the Law of Patents (June 1998). The documents dealt with, *inter alia*, organizational matters, an overview of the issues to be considered, the draft Patent Law Treaty and Draft Regulations and model forms.
- Continued current administration of the Budapest Treaty for the International Recognition of the Deposit of Microorganisms for the Purposes of Patent Procedure (43 Contracting States, 30 International Depositary Authorities), including, *inter alia*, drafting notifications on changes which had taken place at certain authorities; advising States on accession and intergovernmental organizations on possible declarations of acceptance; and publishing an updated version of the Budapest Guide in English and French.
- Provided legislative and legal advice to four Member States, including undertaking one mission, with periodic updates of changes in industrial property legislation and addresses.

## **Results**

- Countries and organizations which would participate in the June meeting had all the required information for substantive discussions in order to advance debate on the draft Patent Law Treaty and take possible decisions on future action.

### **Sub-program 09.2**

#### ***Law of Trademarks, Industrial Designs, and Geographical Indications***

### **Main Activities**

- Organized and prepared for the first session of the Standing Committee on the Law of Trademarks, Industrial Designs, and Geographical Indications (July 1998), which will discuss protection of well-known marks, the use of trademarks on the Internet, harmonizing rules concerning trademark licensing, and topical issues concerning protection of geographical indications.
- Prepared working documents for the first session of the Standing Committee, including a revised set of draft provisions on the protection of well-known marks and notes concerning those draft provisions and a revised set of draft articles concerning trademark licensing and notes on those draft articles.
- Consulted with other international intergovernmental organizations and provided legal advice and comments on draft legislation to five Member States, including undertaking two missions (one in cooperation with Program 07), educational activities, studies and reports and information dissemination.

## **Results**

- Countries and organizations which would participate in the July meeting would have all the required information for useful substantive discussions.

### **Sub-program 09.3**

#### ***Protection of Industrial Property Rights in Global Electronic Commerce***

### **Main Activities and Results**

Conducted studies and discussions within the WTO Secretariat, in order to further coordination concerning the outstanding issues involving the different aspects of intellectual property and electronic commerce. The current situation was evaluated with the expectation that the work of the Advisory Committee would proceed in coordination with other programs within WIPO.

## **PROGRAM 10**

### **DEVELOPMENT OF COPYRIGHT AND RELATED RIGHTS**

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#### **Background**

The WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT), open for signature until the end of 1997, were signed by 49 and 50 Member States, respectively, and by the European Community. Preparations were underway in some countries for the ratification of, or accession to, the treaties and for the adoption of implementing legislation where necessary

The WPPT covers only the aural, and not the audiovisual, aspects of performances. The Diplomatic Conference of 1996 resolved that preparatory work should continue with the objective of extending the coverage of the WPPT through the adoption of a protocol on the audiovisual aspects of performances.

The Agenda of the December 1996 Diplomatic Conference included a draft treaty on a *sui generis* system of protection for databases. The Conference did not discuss the draft treaty in substance, but recommended further work on a WIPO Treaty on Intellectual Property in Respect of Databases. An information meeting in September 1997 on this matter requested deeper consideration of the issues involved.

Following adoption of the WCT and WPPT, the interested parties were to work out and operate measures of protection and rights management information systems. WIPO should continue to study issues not yet covered, and regularly monitor developments in digital technology and global networks. WIPO should also be a forum where interested groups work together for the creation and operation of the most appropriate and efficient methods for the protection, exercise, and management of rights in the digital environment.

#### **Objectives**

- Promote adherence to the WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT), for their timely entry into force.
- Review issues of interpretation and implementation of the treaties, and offer guidance to governments, legislators, and the judiciary for the application of the treaties.
- Evaluate the present situation at national, regional, and international levels of the protection of performers in respect of audiovisual performances, broadcasting organizations and distributors of cable-oriented programs and adopt new, binding international norms or recommend methods of harmonization.
- Analyze the present situation, at national, regional, and international levels, of the protection of databases by copyright and by other legal means, such as *sui generis* protection or protection against unfair competition and promote such harmonization through binding norms, or recommendations, guiding principles, or other forms of guidance.
- Monitor the development and application of international norms in the field of copyright and related rights, toward harmonization and ensure WIPO's activities are better prepared and more transparent.

### **Sub-program 10.1**

#### ***Implementation of the WIPO Copyright Treaty (WCT) and the WIPO Performances and Phonograms Treaty (WPPT)***

##### **Main Activities**

- The Secretariat provided detailed studies on the issues of the implementation of the WCT and the WPPT, providing options to settle those issues at the level of national legislation. This work was regularly used for advising governments and legislators of the Member States of WIPO.
- The WCT and the WPPT were promoted at three regional or subregional meetings (in Singapore, Bogota and in Budapest) and four national meetings (Brazil, Kuwait, Lebanon and the Russian Federation). Promotion also took place in meetings organized by the European Commission, non-governmental organizations (ALAI, BSA, CISAC, IPA) and academic institutions.
- Government authorities of Member States of WIPO were consulted at meetings organized in, *inter alia*, Brazil, the Czech Republic, Hungary, and the Russian Federation and, on the occasion of other meetings, particularly at the three regional consultation meetings mentioned under sub-program 10.2.

##### **Results**

The results of such activities are difficult to quantify because much depends on national and regional legislative procedures. By June 1, 1998, two Member States of WIPO had ratified the WCT and one member State had ratified the WPPT. There was a growing understanding in governments and interested private circles that the treaties offered appropriate answers to questions such as digital networks, and that adherence to and implementation of the Treaties were important for the establishment and operation of electronic commerce. Preparatory work to implement the treaties is in an advanced state in several Member States.

### **Sub-program 10.2**

#### ***Protection of Performers in Audiovisual Works***

##### **Main Activities**

- The Committee of Experts on a Protocol concerning Audiovisual Performances (second session) was convened from June 8 to 12, 1998. The Secretariat circulated to the invited Governments and organizations the proposals received from the Member States of WIPO and the European Community, with a comparative table.
- Three regional consultation meetings for countries of Africa, Latin America, and the Caribbean, and Asia and the Pacific, took place in Ouagadougou, Quito, and New Delhi, respectively, in April and May 1998, with the host governments' cooperation. WIPO financed the participation of 15 countries in each region. At each of the three meetings, a report was adopted reflecting the position and proposals of the group, which was then circulated to the governments and organizations invited to the above-mentioned meeting of the Committee of Experts.
- WIPO officials participated in discussions on the protection of audiovisual performances at meetings organized by the European Commission, non-governmental organizations (ALAI, CISAC), and academic institutions.

## **Results**

The developing countries in three regions clarified their positions on the protection of audiovisual performances to prepare for the second session of the Committee of Experts on a Protocol Concerning Audiovisual Performances. Their consultations resulted in the formulation of concrete proposals in treaty language for the above-mentioned meeting of the Committee of Experts.

### **Sub-program 10.3**

#### ***Protection of Databases***

#### **Main Activities**

- Synthesized replies to its questionnaire, drawn up in accordance with the schedule adopted by the Assemblies of Member States of WIPO, which required distribution of the results by the end of June 1998.
- WIPO officials participated in meetings on the protection of databases, organized by the European Commission, non-governmental organizations (ALAI, BSA, CISAC, IPA), and academic institutions.

## **Results**

Preparations for the discussion on the proposed treaty to take place at the first session of the Standing Committee on Copyright and Related Rights were on schedule.

### **Sub-program 10.4**

#### ***Protection of the Rights of Broadcasting Organizations***

#### **Main Activities**

- Published and disseminated to Member States the proceedings of the Manila Seminar mentioned above. The publication contains detailed analysis on broadcasters as owners of related rights, the legal status of broadcast programs at the borderline of copyright and related rights, broadcasters as “users;” and convergence of communication technologies in terrestrial broadcasting, satellite broadcasting, and communication to the public by cable, digital transmissions in the Internet; and similar networks.
- WIPO’s Symposium “Latin American and Caribbean Countries, on Broadcasting, New Communication Technologies and Intellectual Property” was held in February at Cancun, Mexico. WIPO financed participation from 15 countries of the region. The participants favored attempts under the aegis of WIPO to harmonize the protection of the rights of broadcasters and cable-distributors at the international level.

## **Results**

Comprehensive documentation on the issue and the preliminary positions of certain governments and the interested parties was distributed as a basis for the first session of the Standing Committee on Copyright and Related Rights scheduled for November 1998.

## **Sub-program 10.5**

### ***Copyright, Related Rights, and Digital Technology***

#### **Main Activities**

- The Secretariat published and disseminated to Member States and to interested organizations the proceedings of the Seville International Forum mentioned above. The publication contains detailed studies on the following issues: exercise of rights in respect of multimedia productions; technologies available to protect copyright and related rights on the Internet; electronic copyright management systems (ECMS); the role of governments and the public sector in the implementation of the new technologies; new alternatives for centralized management of rights; right clearance centers and “one-stop shops”: “traditional” collective management in the face of digital technology. Furthermore, the publication includes the material of the various panel discussions.
- WIPO officials participated in meetings organized by international non-governmental organizations and academic institutions on this subject.

#### **Results**

Documentation was made available on the positions of the interested parties, to be a basis for consideration in WIPO meetings under this sub-program planned for later in 1998.



## **PROGRAM 11**

### **GLOBAL INTELLECTUAL PROPERTY ISSUES**

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#### **Background**

In a world of rapid technological and economic change, three challenges face the global intellectual property system: (1) accelerated technological change requires more rapid responses from WIPO; (2) increased integration of national information, cultural, and trading systems into regional and global systems requires analysis at the global level; and (3) the expansion of intellectual property into the mainstream of policy making and public consciousness requires the exploration of new ways in which intellectual property can promote social and economic progress. Several strategies and research methods are used to meet the Program's objectives: multi-disciplinary scientific and legal research, case studies, pilot projects, and awareness-raising activities. Research will focus on the role of IPRs at the interface between global processes and local transformations.

#### **Objectives**

- Research emerging intellectual property issues to enable WIPO to maintain its capacity to serve the interests of all its Member States. This objective includes early identification, exploration, conceptual groundwork and systematic data collection with regard to such emerging issues.
- Explore four emerging intellectual property issues: the use of the intellectual property system by new beneficiaries, such as holders of indigenous knowledge and innovations; the role of intellectual property rights in the joint-system dynamics of economic and environmental systems, with a focus on the relation between biotechnology and biodiversity; the need for new or adapted forms of protection of expressions of folklore; and the policy options for the use of IPRs relating to evolving notions of territoriality.

#### **Main Activities and Results**

As a new division, GIPID's internal operation methods needed to be established as program activities began. Despite limited staffing and financial resources, these crucial functions were accomplished, as well as the following:

- Developed information material, flyers, and conference material to represent and disseminate the work of the Division.
- Defined, operationalized, and applied research methods to specific program activities. Established an information-technology infrastructure, procured and installed a multi-user bibliographic database and a management database for contact information; the two databases became operational in May 1998.

#### **Sub-program 11.1**

##### **Intellectual Property Rights for New Beneficiaries**

- Participated in four conferences related to new approaches to use of the intellectual property system by new beneficiaries, such as holders of indigenous knowledge and innovations. Provided accurate intellectual property information and gathered information

on the intellectual property needs, rights, and expectations of such new beneficiaries at the meetings in Rome, Stockholm, Bratislava, as well as in Geneva.

- Developed a scientific research design for the fact-finding missions on traditional knowledge of indigenous and local communities, utilizing methods of anthropological field research; completed preparations for the fact-finding missions to the South Pacific (June 1998) and to South Asia (September and October 1998).
- Initiated a feasibility study on a regional system of collective management of copyright in the Caribbean region with a fact-finding mission to Barbados, St. Lucia, and Antigua (May 1998). A second mission was planned for the third quarter of the year.
- Prepared for the WIPO Roundtable on Intellectual Property and Indigenous Peoples (July 1998). Invitations were prepared for members States, representatives of indigenous groups and local communities, intergovernmental organizations, other interested organizations, and experts.
- Discussed with the Office of the UNHCR concerning the possibility of a Memorandum of Understanding on cooperation between WIPO and UNHCR, particularly in identifying possible new beneficiaries of this program.
- Began preparations for the meeting of a panel of experts about the international legal character of intellectual property rights arising from references to intellectual property in multilateral instruments in other fields. The panel was scheduled to be held in November 1998.
- Participated in meetings of the Committee on Economic, Social and Cultural Rights of the Office of the High Commissioner for Human Rights and the Human Rights Commission.

## **Sub-program 11.2**

### **Biodiversity and Biotechnology**

- Defined the conceptual framework for the division's research on biodiversity and biotechnology, and examined the role of intellectual property rights in the dynamics of ecological and economic systems, focusing on the interactions between global and local levels of such dynamics.
- Continued discussions with the World Conservation Union (IUCN) on the collaborative extension of specialized software as an information management tool for use of intellectual property information in the documentation of biodiversity and traditional knowledge.
- Developed two on-site documentation projects on the relation between intellectual property rights and traditional knowledge, relevant to the conservation, sustainable use and benefits of biological diversity.
- Attended several meetings convened under the Convention on Biological Diversity (CBD), including the Fourth Meeting of the Open-ended Ad Hoc Working Group on a Biosafety Protocol (Montreal, February 1998), and the fourth meeting of the Conference of the Parties (Bratislava, May 1998). In its Decision IV/9 the 172 Contracting Parties of the CBD welcomed the decision of WIPO "to incorporate biodiversity-related issues under its 1998 main program item 11 ('Global intellectual property issues')".
- Began preparing for a study to explore the multiple uses of IPRs in the transfer of technology under multilateral environmental agreements (MEAs). Began research steps (a) to identify the provisions in selected MEAs which include or imply the use of IPRs in technology transfer, (b) to identify components of the international intellectual property system which pertain to the MEA-provisions identified in stage (a); and (c) to identify aspects of the international system of technology transfer relevant to technology transfer under MEAs.

- Represented WIPO at seven conferences on biodiversity and biotechnology in relation to intellectual property rights, four in Geneva, one in Rome, one in Stockholm, and one in Washington, D.C.

### **Sub-program 11.3**

#### ***Protection of Expressions of Folklore***

- Discussed cooperation with the Getty Information Institute on intellectual property rights and cultural heritage. This cooperation would focus on the use of information technologies for the sustainable use and beneficial commercialization of expressions of folklore.
- Began internal coordination with the WIPO Cooperation for Development Bureau for Arab Countries and preliminary external consultations with officials of the Regional Information Technology and Software Engineering Center (RITSEC), in Cairo, Egypt, for a training course on web site licensing for cultural heritage information.
- Began planning for regional consultation meetings on expressions of folklore, their nature, and scope.
- Began internal discussions for the commissioning of a study on folklore-related provisions of national copyright legislation in Asia.

### **Sub-program 11.4**

#### ***Intellectual Property Rights Beyond Territoriality***

- Conducted internal planning and scheduling on an expert meeting to explore new practical approaches to the principle of territoriality in the global intellectual property system. Made preparatory inquiries regarding publication and dissemination of the meeting's results.
- Participated in the Information Technology Policy Oversight Committee (ITPOC), established in April 1998, which included discussions in preparation of the Advisory Committee on the Protection of Industrial Property Rights in Global Electronic Commerce, which was scheduled to be held in September 1998.

## **PROGRAM 12**

### **Global Information Network and Intellectual Property Information Services**

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#### **Background**

Cooperation between Member States, facilitated by the Permanent Committee for Industrial Property Information (PCIPI), had led to coordinated standards and policies for dissemination of industrial property information and the conversion to electronic carriers for information exchange and storage. The growing need for automation and modernization of industrial property offices, as well as the impact of the rapid development of information technologies offered fresh opportunities to enhance the international cooperation among intellectual property offices in the Member States through various projects utilizing the WIPO Global Information Network, which was established in March 1998.

Internal information systems within the WIPO Secretariat are now used in virtually all the activities of the Secretariat, both supporting internal operations and for communicating and exchanging information with intellectual property offices.

The PCIPI would be integrated into the Standing Committee on Information Technologies (SCIT) in June. The Inter-Office Information Services Department (IOISD) serves as Secretariat for the PICPI and, from June, the SCIT Plenary and its Working Groups.

#### **Objectives**

- Provide an opportunity for communication and cooperation by intellectual property offices and other relevant organizations, as well as the general public. It will strengthen the collective efforts by Member States to create high-quality, high-value information collections available on the network by the intellectual property community through the intellectual property digital libraries (IPDLs). It will also provide the general public with access to published intellectual property data.
- Promote the availability and the exchange of intellectual property information for enhancing the worldwide use and dissemination of such information.  
Support the provision of intellectual property information on the network with standards relating to the exchange and dissemination of intellectual property data, as well as the retrieval tools for such information.

#### **Sub-program 12.1**

##### ***Establishment and Operation of a Global Information Network***

#### **Main Activities and Results**

- Began discussions and preparations on the basic design of the Global Information Network and ideas would be submitted for discussions at the first session of the SCIT Plenary that would be held in June. According to the proposed timetable, the successful bidder for the tender which would be issued, will commence implementation of the design in November 1998.

## **Sub-program 12.2**

### ***Provision of Intellectual Property Information Services***

#### **Main Activities and Results**

##### *PCIPI:*

- Finalized a new WIPO Standard ST.25 “Standard for the Presentation of Nucleotide and Amino Acid Sequence Listings in Patent Applications” at the 22nd session of the PCIPI Executive Coordination Committee, in May 1998. ST.25 is based on the procedure and rules applicable to PCT international applications and replaces Standards ST.23 and ST.24, which provide guidance for the filing of sequence listings in paper and computer-readable form, respectively.
- Completed the revision of three WIPO Standards, namely, ST.3 (Two-letter country codes), ST.50 (Corrections relating to patent documents) and ST.60 (INID codes for trademarks). These revisions would thereby promote an unambiguous and uniform presentation of data contained in patent documentation.

##### *International Classifications*

##### IPC

- Adopted amendments to the sixth edition of the International Patent Classification, affecting 80 classes and subclasses in March 1998. The IPC Committee of Experts approved the guidelines for the introduction of new catchwords and catchword phrases in the official catchword indexes to the IPC, creating another tool for accessing the classification itself.
- Prepared for the 21st session of the PCIPI Working Group on Search Information in June 1998, to consider IPC revision projects for the seventh edition of the IPC which would enter into force on January 1, 2000. All project files were posted by the International Bureau on the WIPO Web site thus facilitating and accelerating the revision work.
- Prepared a draft revision of the Guide to the IPC for the Secretariat, which represented the code of principles and rules of the IPC, and provided industrial property offices with the information material needed for the updating of IPC references and subclass indexes in the new edition of the IPC.
- The above activities advanced work on the Seventh edition of the IPC and further harmonized and facilitated use of the Classification.

##### Nice

- The Preparatory Working Group of the Committee of Experts of the Nice Classification held its eighteenth session in Geneva in May 1998, and approved a number of changes to the Nice Classification, which will be forwarded to the next session of the Committee of Experts of the Nice Union for adoption.

##### Locarno

- The Committee of Experts of the International Classification for Industrial Designs (Locarno Agreement) held its seventh session in February 1998, and adopted a number of amendments or additions to the Classification, which would be introduced into the seventh edition for its entry into force on January 1, 1999.

## *Database Management for the International Classifications*

### IPC

- Continued work on the upgrading of the IPC Database Management System IPCIS, with a contractor.

### *Preparatory Work for the SCIT and the Creation of a Prototype of IPDL:*

- Initiated a prototype WIPO IPDL development in January 1998, and created a system to provide searchable access to the first page data of published PCT international applications. The development and successful launching of this service on April 2, 1998, also satisfied WIPO's objective to provide the PCT Gazette in electronic form. While the launch was the result of coordinated efforts between the Inter-Office Information Services Department, PCT Office (Program 13), Office of Global Communications and Public Diplomacy (Program 05), and the IT Department (Program 12), resources allocated under program 12.2 allowed IOISD to manage the ongoing operation, including administrative support for the weekly updating of the database and the provision of an e-mail based help-desk service.
- In the first two months of operation to the end of May 1998, there were some quarter of a million (250,000) database accesses with usage increasing by 10 percent per week. The information available covered first page data from April 2 to May 31, 1998. By the end of May 1998, some 100 e-mails were received and replied to by the help-desk, asking advice as to how best to use the search facilities.
- The IPDL will be expanded to include the full text of recently published PCT pamphlets and other intellectual property information, such as the possible provision of Madrid international registrations data, for user search and retrieval via the Internet.

## **Results**

The changes should make the Nice Classification more up-to-date and user-friendly when they enter into force on January 1, 2002. In addition, the Locarno Classification should become more up-to-date and user-friendly.

The WIPO IPDL resulted in the provision of useful information very cheaply and rapidly. It is destined to become a major component of the Global Information Network.

*Publication of the International Classifications, WIPO Standards and Other Reference Material on CD-ROM and on the Internet:*

### International Classifications

- Reduced the price of the IPC:CLASS CD-ROM from 900 Sfr. to 100 Sfr., in line with the WIPO's dissemination policy adopted at the IPC Union Assembly in September 1997, thereby increasing its accessibility at a reasonable cost.
- Began preparatory work on the NIVILO CD-ROM to publish the authentic (English and French) versions of the current editions of the Nice, Vienna, and Locarno Classifications on CD-ROM.
- Uploaded the IPC, Nice, Vienna, and Locarno Classifications on the WIPO web site, and the Classifications were made available to the public via the Internet for free access, search, and downloading.

### WIPO Standards

- Completed the WIPO *Handbook on Industrial Property Information and Documentation* on CD-ROM to be distributed by the end of June 1998. The WIPO Handbook in English, French, and Spanish is the authoritative source for all WIPO Standards and provides comprehensive information on various matters regarding patents, trademarks and industrial designs.
- Continued the availability of Standards and other important material on WIPO's web site. At end of May 1998. The inventory of patent documents according to PCT became available as well as other useful information. WIPO Standards were translated into Russian for the first time in and will be published by the end of September 1998 on paper and CD-ROM.

### Industrial Property Statistics

- Published and issued the final 1995 statistics for the first time on CD-ROM. The CD-ROM was an alternative means of distribution of the annual statistics questionnaires in paper form and allowed national offices to provide their data to the Secretariat in electronic rather than paper format. Extracts from 1995 Publication B were also uploaded on the WIPO web site.
- Began processing the 1996 statistical returns which were received from some 400 returns representing 5,300 pages of data. By issuing the questionnaires on CD-ROM the need for paper issue was eliminated (9,000 paper pages to the 240 industrial property offices and other administrations mailed to each year in the past).

### Journal of Patent Associated Literature (JOPAL)

- Receipt of office contributions continued at an annual average of 5,000 - 6,000 article references. The final DOS version of the JOPAL CD-ROM product covering 1981 to 1997 was scheduled for issue in June 1998. A review of publication options was included for consideration in the second half of 1998.

### **Results**

- The wider acceptance and use of the products in question.
- Cost reductions and simpler and faster processing of the very useful data.

### **Sub-program 12.3**

#### ***Standing Committee on Information Technologies (SCIT)***

### **Main Activities and Results**

- Completed preparatory work for the first Plenary session of the SCIT to be held in June. (See under sub-program 12.1)

## **Sub-program 12.4** ***Internal Network Services***

### **Main Activities**

- Ordered and installed 85 PCs and 75 printers within the Secretariat, completed the Windows NT 4. client prototype development, and trained 55 staff members on various types of software. Also provided e-mail access to all the staff and consultants and upgraded the system as well as providing Internet web access to 280 staff.
- Upgraded the 12 network servers according to needs with additional disk capacity and redundant hardware.
- Installed four IBM RS/6000 servers to support the operations of the Oracle based systems (ESCROW for the Arbitration Center - BETS and CODIS), and for the PCT Electronic Gazette web server.
- Participated in meetings of the ICC and integrated the ICC-based production systems and new client-server systems.
- Security measures were implemented especially for external e-mail access (use of Secure Socket Layer).

### **Results**

The above activities had the result of continuous upgrading of the electronic environment of the Secretariat and the ever-better performance of the systems to improve the Secretariat's performance and its capacity to respond to Member States' needs.

## **Sub-program 12.5** ***Internal Information Systems***

### **Main Activities**

Modernized internal information systems by the following:

- Completed development of a system used by program managers to monitor their budget implementation and for the travel authorization reporting system. Both use new technologies: Oracle RDBMS under AIX with Oracle Designer 2000 and Developer 2000 software engineering tools.
- Began development and implementation of the year 2000 assessment project plan, a general standard to be applied progressively in all sectors as indicated below.
- Initiated the year 2000 project for the computerized finance and accounting system, as well as tested a system for payroll and personnel management.
- Continued support of WIPO publications sales and distribution operations; reviewed the need for a new upgraded system for compliance with the year 2000 plan.
- Designed a system to support the Programs dealing with cooperation for development and completed the first prototype phase.
- Supported the installation and operations of the Arbitration and Mediation Center system for Internet Domain Names, using state-of-the-art technologies.

### **Results**

The above activities led to the same result as described for activities in sub-program 12.4.



## **PROGRAM 13**

### **PATENT COOPERATION TREATY (PCT) SYSTEM**

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#### **Background**

During 1997, the International Bureau of WIPO received 54,422 international applications filed worldwide, which was 7,131 (15.1 percent) more than in 1996. During the first five months of 1998, this impressive growth continued: the Secretariat received 27,759 international applications, an increase of 27 percent over the same period in 1997.

Database systems are currently used to process and publish international applications, but the contents of international applications and related documentation are still consulted, stored, and distributed primarily in paper form. In 1997, a detailed study reviewed the complex information and document management needs of the PCT system, and made recommendations for the phased implementation of a global computerized information and document management system. Development and implementation leading toward full automation of the PCT system are expected to take three to four years. A special budget, to be financed from the reserve funds, has been approved for this purpose.

Use of the PCT has been growing at a rapid pace for several years, as evidenced by the growth in both the number of countries party to the Treaty and the number of applications filed under the Treaty. The benefits and advantages of the PCT can be further increased through improvements to the legal and procedural framework of the PCT to make the system better meet the needs of applicants and Contracting States. Moreover, there are a number of countries in several regions, especially developing countries, whose nationals and residents do not yet have available to them the possibility of using the PCT.

#### **Objectives**

- Examine and process international applications, as provided by the PCT.
- Produce, publish, and disseminate PCT Gazette and PCT pamphlets both in print and electronic formats.
- Provide timely translations of titles, abstracts, and textual matter in drawings, and of international preliminary examination reports.
- Process the increasing number of international applications filed (+28 percent) directly with the International Bureau as receiving Office (RO/IB).
- Maintain and enhance existing PCT computer systems for the storage, electronic data exchange, electronic publishing, and dissemination of PCT information;
- Complete the tendering for and start the implementation of a new global information and document management system for the Office of the PCT.
- Promote the use of PCT, advise and cooperate with Member States, and encourage participation in and adherence to the PCT.

## **Sub-program 13.1** ***Management and Operation of the PCT System***

### **Main Activities**

#### *Examination and Receiving Office*

- All the tasks expected of the International Bureau under the PCT in processing international applications were carried out in a timely manner. Those tasks were numerous, and included, *inter alia*, formal examination, containing bibliographic data, dispatch of notifications, monitoring of time limits, information provision to external parties, printing of pamphlets and the Gazette translations in English and French and transactions of fees.
- Prepared for application of a number of important changes to PCT rules which are to enter into force on July 1, 1998. For example, changes to Rule 12.3 allow that a larger array of languages may be used in filing; changes to Rule 17.1 expand the definition of priority document to include international applications; changes to Rule 94 allow for access to PCT files by third parties. Examiners underwent detailed training regarding rule changes.
- Designed and began to implement improvements to its main computer database, CASPIA, enabling the expedited processing of international applications.

#### *Publications*

- Prepared for coping with a large additional increase in workload as from September 1998, when the very high number of international applications received during the early months of the year will need to be prepared for publication.
- Implemented with the Information Systems Section a new program (PAMSCAN) where pamphlets are scanned and captured on electronic tapes, for conversion by an outside firm into CD-ROM and distribution to subscribers. This was a significant step in the modernization of operations.
- Published as from April the PCT Gazette in a new bi-lingual format on paper and in electronic form on CD-ROM and on the Internet.

#### *Translation*

- Reorganized the former section into two sections to improve efficiency of operations. Computer access was increased, so all translators are now able to use electronic dictionaries and terminology databases. Staff underwent in-house training in order to improve their relevant computer skills.
- Engaged freelance staff to make significant progress on the volume of international preliminary examination reports awaiting translation. Improved work-flow monitoring was introduced within the translation sections. A feasibility study examined the use of computer translation tools; recommendations were being discussed and an experimentation phase was planned.

### **Results**

The Examination, Publications, Translation, RO/IB, and Special Support Sections fulfilled their operational mandate in compliance with the strict time frames and other legal requirements of the PCT. This work ensured timely processing of international applications and related work, despite a much higher than expected increase in the number of such applications. The actual

results of this sub-program were highly satisfactory, as given in the table below which compares the results achieved with what were forecast for the period under review.

**Sub-program 13.1 Management and Operation of the PCT System**  
(figures in bold are for January-May period)

Expected Results (including 9% growth over 1997)	Actual Results (from 01/01/98 to 31/05/98)
<ul style="list-style-type: none"> <li>• Expected no. of record copies received during 98: 59,000 (<b>24,583</b>)</li> <li>• Expected no. of demands under Chapter II during 98: 44,000 (<b>8,333</b>)</li> <li>• Expected no. of IPERs received during 98: 39,293 (<b>16,372</b>)</li> <li>• Expected no. of designations during 98: 4,400,000 (<b>1,833,333</b>)</li> <li>• Expected Pdocs copies sent to 5 main DOs during 98: 242,309 (<b>100,962</b>)</li> <li>• Expected no. of pamphlets published during 98: 55,000 (<b>22,916</b>)</li> <li>• Established no. of Gazettes published during 98: 53 (<b>22</b>)</li> <li>• Expected no. of re-publications during 98: 6,715 (<b>2,798</b>)</li> <li>• Expected no. of abstracts translated during 98: 64,204 (<b>26,751</b>) [21,793 E-F]; avg 1210 per Gazette</li> <li>• Expected no. of IPERs translated during 98: 5,443 (<b>2,268</b>)</li> <li>• Expected no. of out-sourced translations into English from Chinese (<b>41</b> IPERs, <b>70</b> abstracts) and Japanese (<b>393</b> IPERS; <b>1920</b> abstracts)</li> <li>• Expected no. of International Applications received at RO/IB during 98: 2200 (<b>917</b>)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>27,761</b></li> <li>• <b>19,208</b></li> <li>• <b>16,176</b> (increase per record copies expected later 98)</li> <li>• <b>1,928,406</b></li> <li>• <b>104,067</b></li> <li>• <b>23,141</b></li> <li>• <b>21</b> normal and <b>1</b> special Gazette (pre-estab.)</li> <li>• <b>2,644</b> (increase expected later 98)</li> <li>• <b>27,312</b> (excl. Japanese and Chinese) [18,229 E-F]; avg 1316 per Gazette</li> <li>• <b>4,260</b> (exclusive of Japanese and Chinese)</li> <li>• Chinese: <b>46</b> IPERs, <b>79</b> abstracts; Japanese: <b>364</b> IPERs; <b>2,096</b> abstracts</li> <li>• <b>893</b></li> </ul>

**Sub-program 13.2**  
*Automation of the PCT System*

**Main Activities**

- Monitored, maintained and improved the efficiency, reliability, and maintainability of existing PCT computer systems;
- Implemented new systems and enhanced end-user functionality; implemented measures to ensure the security, authenticity, and integrity of PCT data; streamlined the filing process and subsequent verification of international applications by providing applicants with means for electronic filing and validation; promoted the use of the PCT/EASY electronic filing software.
- Maintained the principal PCT information systems (CASPIA/CASPRO/SPIDI) and prepared for Year 2000 consolidation.
- Implemented new tools for more efficient monitoring of deadlines.
- Implemented a new in-house pamphlet scanning and indexing system (PAMSCAN).
- Developed, tested and implemented specific on-line data exchange functions between the International Bureau and the European Patent Office (Form ISA/202).

- Promoted PCT EASY electronic filing software, with four missions to six receiving Offices. Two additional missions increased technical cooperation and coordination with the European Patent Office.
- Issued a tender for selection of a consultancy firm to assist the International Bureau in conducting the tendering procedure to select the Systems Integrator for the PCT Automation Project.
- The printing of batch forms was also reorganized.
- Began implementing computer modifications to the PCT Rule changes entering into force in July 1998.

## **Results**

- There was more efficient monitoring of deadlines and the manual sorting of batch forms for printing was reduced.
- On-line information exchange eliminated double data-entry using information exchange for PCT fee information between CASPIA and the FINAUT financial system, and fee information between the CASPRO Receiving Office system and CASPIA.
- Improved dissemination of PCT pamphlet information and reduced the number of paper sets produced, reduced lead times for ESPACE WORLD CD ROM production from two months to one week after the publication date and created the possibility of printing Rule 87 pamphlets in sets, thus eliminating manual sorting.
- New, simplified and more efficient production of the PCT bilingual gazette (and associated PCT electronic gazette on the Internet).

### **Sub-program 13.3**

#### ***Legal Information and Development of the PCT System; Training and Promotion Services***

## **Main Activities**

- Provided seminars, training sessions, advice, and assistance to developing countries.
- Proposed modifications and extensions of the PCT legal and procedural framework.
- Revised, republished, and updated PCT publications to reflect the recent amendments to the PCT Regulations
- Coordinated the activities of PCT Offices and Authorities through consultations with the International Authorities and the training of officials. Two sessions of a program of in-house training were given to staff of the Office of the PCT.

## **Results**

- Held 43 PCT seminars (both basic and advanced levels), presentations, visits to users, and roundtable discussions in 12 countries, that were attended by 1800 participants; two training sessions were held in Geneva for four trainees from two countries. This dissemination of information about the PCT is one of the factors contributing to the 27 percent increase in the filing of international applications, compared with the same period last year. Prepared and published one special issue of the PCT Gazette, in addition to the regular publication of updating material of a general nature in 18 ordinary issues. The January 1998 update (500-plus pages) of the PCT Applicant's Guide was issued, as well as five issues of the PCT Newsletter.

- Promoted accessions to the PCT in discussions held with officials from six countries. The results of promotion efforts can be seen in the accession of two new States, Croatia and Cyprus, during the period. Additional materials are being developed with special relevance to developing countries, including documents on PCT usefulness and a study analyzing the use of PCT in developing countries.
- Revised and commenced re-publication of the main PCT texts (Treaty and Regulations, Administrative Instructions, PCT Receiving Office, International Search and International Preliminary Examination Guidelines and PCT Forms) to implement the recent amendments to the PCT Regulations which enter into force on July 1, 1998,
- Began drafting of Administrative Instructions to implement electronic filing options.
- Proposed and discussed at various meetings and seminars the introduction of a PCT patent.
- Began developing and testing a prototype database of PCT practice and interpretation.
- Provided advice to several countries during the period concerning legislative changes.

## **PROGRAM 14**

# **MADRID SYSTEM FOR THE INTERNATIONAL REGISTRATION OF MARKS**

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### **Background**

After a quasi stagnation of the number of applications for registration and renewals in 1996 (+ 1.5 percent), that number increased by about 4 percent in 1997.

With the entry into force of the Madrid Protocol and of a new set of implementing regulations common to the Madrid Agreement and the Madrid Protocol on January 1, 1998, the overall complexity of the international procedure grew significantly. The strains imposed on the International Registrations Department were partially alleviated by a new computer system, MAPS (Madrid Agreement and Protocol System), which became fully operational in the 1996-97 biennium. MAPS requires maintenance and development to keep pace with user requirements, changes in procedures, and technology advances.

### **Objectives**

- Provide the services entrusted to the Secretariat under the Madrid Agreement and the Madrid Protocol.
- Support the management and operation of the Madrid system and provide access to information contained in the International Register of marks.
- Increase knowledge of the benefits and encourage and simplify use of the Madrid system among trademark owners, trademark attorneys, governments, and intergovernmental organizations.

### **Sub-program 14.1**

#### ***Management and Operation of the Madrid System***

### **Main Activities**

- Processed applications for international registration and renewal and related actions, which comprise receipt of applications; examination as to formal requirements, including the correct classification of the goods and services; registration of marks; recordal of renewals of registrations, changes in the registrations, and any refusals by member countries; required communications and notifications to the applicants or owners of international registrations and to the national and regional Offices.
- Published and mailed every second week the bilingual (English and French) periodical *WIPO Gazette of International Marks* in paper and microfiche form. (Work was completed for a CD-ROM containing the full text of the 25 issues of the Gazette for 1997, with indexes allowing retrieval of the information hitherto published in the annual table of holders.)

## Results

The following table provides statistical information on the actual registration activity under the Madrid System from January 1 to May 31, 1998, compared with the first five months of 1997 and 5/12<sup>th</sup> of the projected activity for 1998.

Registration Activity	1997 (Jan. to May) Actual	1998 (Jan. to May) Actual	1998 (5/12 <sup>th</sup> ) Projected
Total: Registrations and renewals	9,946	10,367	10,500
International registrations	7,877	7,993	8,417
Renewals	2,069	2,374	2,083
Subsequent designations	2,706	2,687	2,916
Other changes	26,031	18,036	21,875
Refusals and notifications subsequent to a refusal	21,487	24,242	22,917
Invalidations	642	638	833

This table shows that about 1.5 percent more registrations were effected in the first five months of 1998 than in the first five months of 1997. However, this was some 5 percent less than expected. This lower number of expected registrations was compensated to a large extent by a higher than expected number of renewals.

### **Sub-program 14.2**

#### *Automation of the Madrid System*

#### **Main Activities and Results**

- The maintenance of the MAPS system was the major activity of the staff assigned to the Trademark Computerization Section. Specifications for the tendering of the upgrading of the Document Image Processing sub-system of MAPS and of the redevelopment of the optical disk archiving sub-system (MINOS) were completed.
- Developed electronic communications with Offices of Contracting Parties of the Madrid Agreement and Madrid Protocol. With the close cooperation of the Intellectual Property Institute of Switzerland, a format is being defined for the transmission of data from Offices of Contracting Parties to the Secretariat and vice versa. Notifications continued to be supplied in electronic form to the Offices of Sweden, Switzerland and the United Kingdom, and to the Benelux Trademark Office.
- The ROMARIN CD-ROM which gives general access to data contained in the International Register, continued to be issued every four weeks. Work was in progress to put on the Internet the bibliographic data and, as applicable, figurative elements of international applications not yet registered and international registrations not yet published on ROMARIN.

### **Sub-program 14.3**

#### ***Legal Information and Development of the Madrid System; Training and Promotion Services***

##### **Main Activities**

- WIPO conducted two seminars on procedures under the Madrid Agreement and Protocol, each attended by 53 participants from 23 countries. Participants were primarily from trademark attorney firms and industrial property services of companies, but were also from industrial property offices of member or potential member countries of the Madrid Union.
- WIPO staff members spoke about the Madrid system in nine seminars, training courses or other meetings in the Central African Republic, Germany, Liechtenstein, the Netherlands and Spain, and at WIPO headquarters.
- Officials from Cuba, Germany, Italy, Japan, Mongolia, Romania, Sudan, and the United States of America and from the Inter-American Association of Industrial Property (ASIPI) visited the International Registry of Marks for briefings on the Madrid system.
- Conducted a one-week training program in the International Registry of Marks for two officials of Kenya.
- Published and distributed a new information brochure entitled "Protecting Your Trademark Abroad: Twenty Questions About the Madrid Protocol," intended mainly for trademark owners of countries party to the Madrid Protocol, but not to the Madrid Agreement, and their attorneys.
- Published updates to the second edition of the Guide to the International Registration of Marks under the Madrid Agreement and the Madrid Protocol in English and French in April 1998.
- Began work for the first issue in the second half on 1998 of a newsletter on the Madrid system and production of a promotional video on the Madrid Protocol commissioned from a specialized firm.
- Improved the Madrid system page on WIPO's site on the Internet.
- Staff members participated in meetings of the Institute of Trademark Agents (ITMA) and the International Trademark Association (INTA).

##### **Results**

Belgium, Liechtenstein, Luxembourg, the Netherlands, Slovenia, and Yugoslavia became bound by the Madrid Protocol. Kenya deposited its instrument of accession to the Madrid Agreement and the Madrid Protocol and Romania and Georgia their instruments of ratification and accession to the Madrid Protocol; when these instruments take effect, this will bring the membership of the Madrid Agreement to 48, the membership of the Madrid Protocol to 31, and the total membership of the Madrid Union to 56.



## **PROGRAM 15 HAGUE SYSTEM FOR THE INTERNATIONAL DEPOSIT OF INDUSTRIAL DESIGNS**

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### **Background**

The total number of deposits and renewals or prolongations under the Hague system increased significantly in 1996 (4 percent) and 1997 (over 6 percent).

In 1997, the Assembly of the Hague Union agreed to replace the current paper publication of reproductions of international industrial designs by a CD-ROM publication to achieve significant savings on publication costs.

### **Objectives**

- Provide the services entrusted to the International Bureau under the Hague Agreement.
- Increase awareness and knowledge of the use and benefits of the Hague system and simplify and encourage participation among creators of industrial designs and the design industry, industrial property agents, governments and intergovernmental organizations.

### **Sub-program 15.1**

#### ***Management and Operation of the Hague System***

### **Main Activities**

- Processed applications for international deposit and renewal and related actions, which comprise receipt of applications and examination as to formal requirements; registration of the deposits; recordal of renewals of deposit, changes in the deposits, and any refusals by member countries; required communications and notifications to the applicants or owners of international deposits.
- Published and mailed the bilingual periodical *WIPO International Designs Bulletin* every month.

### **Results**

The following table provides statistical information on the actual deposit activity under the Hague system in the period from January 1 to May 31, 1998, compared with the first five months of 1997 and to 5/12th of the estimate for 1998 as given in document A/32/2.

<b>Deposit activity</b>	<b>1997 (Jan. to May) Actual</b>	<b>1998 (Jan. to May) Actual</b>	<b>1998 (5/12th) Projected</b>
Total: Registrations and renewals	2,647	2,787	2,708
International registrations	1,725	1,697	1,750
Renewals	922	1,090	958
Total number of designs contained in the deposits	7,557	8,787	8,916
Changes to the Register	938	1,080	812

The table shows that about 1.6 percent fewer deposits were registered in the first five months of 1998 than in the first five months of 1997. Although this was some 3 percent less than expected for 1998, the lower number of registrations was more than compensated by the higher than expected number of renewals (with an increase of 18.2 percent).

### **Sub-program 15.2**

#### ***Automation of the Hague System***

##### **Main Activities and Results**

- Integrated the bibliographical data contained in the international deposits of industrial designs on the computer platform developed for the management, registration and publication of marks under the Madrid Agreement and Protocol System (MAPS), so that from June 1, 1998, MAPS can progressively replace the interim computer system developed for the International Industrial Design Registry.
- For the CD-ROM of reproductions contained in international deposits of industrial designs and of the associated bibliographic data, completed the tendering of the development of the required computer system and awarded a contract to a software company to build it for operation by the end of 1998.

### **Sub-program 15.3**

#### ***Legal Information and Development of the Hague System; Training and Promotion Services***

##### **Main Activities and Results**

- The seventh session of the Committee of Experts in November 1997 revised the texts of the new Act of the Hague Agreement and its Regulations. The revised texts will be circulated by the end of June to the participants of that meeting for their comments.
- Information and advice on the Hague system continued to be provided to potential users and Government officials, notably through a WIPO training seminar at its headquarters and briefing on the Hague system during a visit by government officials to the International Industrial Design Registry.
- Published a brochure entitled “The Hague Agreement Concerning the International Deposit of Industrial Designs—Objectives, Main Features, Advantages,” in English, French and Spanish for use in training courses and seminars.
- Revised the Guide to the International Deposit of Industrial Designs, to be published in English and French in the second half of 1998.
- Included a new page on the Hague system on WIPO’s site on the Internet.

**PROGRAM 16**  
**HUMAN RESOURCES MANAGEMENT DIVISION**  
**(HRMD)**

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**Background**

In carrying out the main activities listed below, the HRMD has relied on fewer staff members, compared with the 1996-97 biennium. New initiatives and activities started or accomplished were performed while maintaining the routine workload.

**Objectives**

- Recruit and retain highly-qualified personnel and widen its geographical distribution.
- Enhance the knowledge and skills of the staff and promote productivity.
- Improve work practices and procedures through modern management techniques.
- Provide staff incentives and career development based on performance and merit.
- Develop communication and information sharing among the staff.  
Enhance conditions of service.

**Sub-program 16.1**  
***Staff Recruitment***

**Main Activities**

- Announced 13 competitions for posts in the Professional (P) category and 15 competitions (for a total of 25 posts) for General Service (G) category posts.
- Received a total of 291 applications for competitions in the “P” category, which were advertised worldwide, and 521 for the “G” category. Several of the competitions were still open as of May 31.
- Organized tests for the candidates of examiner and proof-reader posts.
- Received and processed some 1,500 general employment applications.
- Appointed 10 persons at the Professional level.

**Results**

The above activities enabled the Secretariat, through increased staffing and expertise, to carry out its work, particularly the new initiatives, described in the biennial program.

*Short-term Employees Unit*

**Main Activities**

- Recruited 45 new persons on short-term contracts and 13 persons on consultancy contracts, bringing the total of persons engaged under short-term contracts, consultancy contracts, and Special Service Agreements to 244 persons from approximately 50 countries.

- Prepared approximately 600 contract letters and amendments to contracts and 120 certificates of employment for tax and other purposes. Prepared statistics on contractual status of short-term employees, consultants, and holders of special service agreements for internal use on a bi-monthly basis.
- Requested 225 Swiss Identity Cards (new cards, extensions, and cancellations) from the Swiss Authorities.
- Administered tests, as necessary, including 196 speed typing tests for internal and external secretarial candidates.

## **Results**

The above recruitment activities enabled the Secretariat to cope with unforeseen work circumstances, particularly through the absence or incapacitation of regular staff members or an unexpected increase in workload.

### **Sub-program 16.2**

#### ***Human Resources Development***

##### *Training Activities*

### **Main Activities**

- Designed and provided adequate funding for a first program of staff development to facilitate and strengthen the management capacity of WIPO. The program emphasized not only language courses and computer training, but also training to deal with issues such as management development, change management, techniques, strategic thinking and objective setting, coaching, and team building.
- Held a management training course for 30 staff in the PCT Department conducted by the Marnet Consulting firm. Similar training will be extended later to all organizational units of the Secretariat.
- Conducted a survey to establish an overall training program for the biennium for the Secretariat (with form and guidelines) for the identification and planning of training needs.
- Planned and carried out *Lunchtime Learning* sessions, consisting of video presentations on various subjects of interest to the staff, particularly in the management and communication fields. Eight sessions had taken place during the period under review with a most positive feedback.
- Organized the Language Incentive Program in March 1998 with approximately 200 participants who had been attending language proficiency courses at the International Labour Office (ILO) and the United Nations Office in Geneva (UNOG), with training in German and Japanese—as well as tailor-made courses in English and French—foreseen for autumn 1998.
- Ordered equipment and material to set up a “Self-Learning Center (SLC)” for encouraging individual learning among the staff. The SLC will initially be based in the Library. With the aim of disseminating information, a site on the Intranet was updated regularly and induction and exchange programs are being processed.

## **Results**

The above activities were the first steps which would lead to the development and implementation of a comprehensive yet tailor-made staff training program.

### *Job Descriptions/Post Classifications/Policies*

#### **Main Activities**

- Reviewed personnel policies in establishing an integrated management system.
- Initiated a review of the present staff Rules and Regulations, which will result in amendments to reflect changes already approved by the UN General Assembly and remedy other loopholes.
- Began developing new policies that would cover a wide range of topical issues, such as a performance appraisal reporting system, promotion guidelines, recruitment policy for consultants, and other short-term staff.
- Initiated an improvement of classification procedures in keeping with the classification methods set out in the ICSC common standards. Two staff members attended a job classification workshop under the auspices of ICSC in Geneva; 95 job descriptions and 17 job classification proposals were prepared.

## **Results**

Promoted the harmonization and predictability of criteria and guidelines for staff recruitment and performance appraisal.

### **Sub-program 16.3**

#### *Staff Administrative and Social Services*

##### *Social Security Section*

#### **Main Activities**

Established a Standing Committee for the management of the various WIPO insurance schemes, to enable improved monitoring of existing medical and accident insurance plans and examine proposals for new insurance coverage such as loss-of-earnings and life insurances.

- Selected a medical doctor for the forthcoming in-house medical unit.
- Formed a Working Group to study the feasibility of establishing a *crèche* for the children of WIPO staff members and presented its proposals to the Director General for further action.
- Improved assistance to staff members and their family members faced with medical or family-related problems by providing counseling and practical aid with both medical and administrative difficulties.
- WIPO officials attended the 88th session of the CCAQ, held in Rome in April 1998, during which important proposals concerning long-term non-medical care were discussed.

## **Results**

The above activities should eventually lead to better health care and other social services available to the staff members.

### *Benefits and Entitlements Section*

#### **Main Activities**

- Administered entitlements for 646 staff members (including 20 nominations and 11 terminations/resignations).
- Briefed the new staff upon their arrival and arranged formalities relating to their installation.
- Handled and registered home leave authorizations, step increases, promotions, transfers, contracts, language allowances; approximately 400 dependency allowances; about 5.000 forms for overtime requests and payments; about 5.000 requests for leave (annual leave, maternity leave, credit leave, etc.); and about 2.200 forms for sick leave.
- Treated and registered about 5.000 anomalies and coding on flexitime. Prepared and issued approx. 150 certificates, official identity cards for staff members and their families, UN laissez-passer, and 60 Office Instructions and Information Circulars.
- Administered the entitlements of 167 short-term staff members and 40 consultants (such as flexitime hours, registration and payment of supplementary hours, payment of annual leave upon breaks, follow-up of sick leave).
- Participated in the phase of testing of the SIGAGIP-system (*Système de la gestion administrative et gestion informatisée des paies/client serveur*), which is foreseen to be operational by the end of 1998. Furthermore, with the installation of the Intranet facility, most of the forms relating to personnel administration were made instantly accessible to staff members.
- Established close relations with the Swiss Permanent Mission, which has resulted in positive and personalized assistance to the staff. Similar cooperation has been established with the Swiss Police for matters of a legal nature within its jurisdiction.

## **Results**

The above activities served the purpose of acquainting staff members with their rights and obligations and assisting them in enjoying and respecting them.

## **PROGRAM 17**

### **ADMINISTRATIVE SUPPORT SYSTEMS**

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#### **Objectives**

- Ensure that all income due to WIPO is properly received and all expenditures are correctly paid, and that the accounting conforms with the applicable regulations, rules, and standards, and modernize financial information systems.
- Provide clear and relevant financial information to Member States and to managers in the Secretariat.
- Strengthen the capability of the Secretariat for the investment of its funds and obtain the maximum returns consistent with the need to safeguard WIPO's financial resources.
- Translate publications, documents, and other material into as many languages as possible, maintaining high-quality standards and aiming for a goal of zero defects.
- Pursue new methods and techniques to improve the translation process, including the investigation of computer-assisted translation and voice recognition.
- Provide the appropriate support for delegates and the functions of conferences and meetings, including the arrangements for conference facilities, the distribution of documents, and the provision of interpretation services.
- Provide operational services ensuring smooth functioning in procurement and contracting of goods and services.
- Ensure the production of WIPO publications and documents.
- Provide standard equipment, furniture, supplies, and communications services to the units of the Secretariat, determine their usage, and establish means of internal billing for allocation of costs by program.

#### **Sub-program 17.1**

##### ***Financial Operations***

#### **Background**

The Finance Division handles all financial operations concerning WIPO, UNDP, funds-in-trust, the WIPO (Closed) Pension Fund, and UPOV in conformity with the provisions of the applicable Conventions and Treaties, WIPO Financial Regulations and Financial Rules, and the United Nations Accounting Standards. These operations are controlled internally and externally. As most parts of the computerized financial information systems developed in the past are obsolete, their modernization is planned.

#### **Main Activities and Results**

- Billed 168 Member States for 1998 for a total amount of 21.7 million Swiss francs. By May 31, 1998, almost 66 percent of that amount had been paid, with 81 Member States settling the total amount of their 1998 contribution, with eight paying part. The remaining 79 Member States had made no payment towards their 1998 contribution.
- Collected fees for global protection systems and other income. More than 750 current accounts were maintained and the average amount of deposit had increased by 17 percent.

- Processed expenditures: payroll, invoices, requests for conferences, etc. Instituted streamlined travel approval process in January 1998, which required a partial reorganization of the work and substantial modifications on Excel applications.
- Developed a new accounting structure to comply with the 1998-99 budget structure, and enable the Office of Internal Oversight and Productivity and the program managers to access the financial data.
- Processed, on time, the 1997 distribution of Madrid and Hague fees to Member States (24 million Swiss francs) as well as the monthly distribution of individual fees related to the Madrid Protocol.
- Closed WIPO, UNDP, WIPO (Closed) Pension Fund, and UPOV accounts. Prepared financial reports in a timely manner and forwarded the accounts to the external auditors. Developed a new user-friendly format for the WIPO Financial Management Report.
- Supported the new Domain Names activity by developing a completely new financial structure using a new accounting platform and preparing a new, fully automated computerized system; it is currently being tested.
- Prepared a detailed plan for the replacement of the current 12-year-old finance information system and made the following improvements:
  - Developed a PCT fees interface (currently being tested), as well as automated PCT fees accrual.
  - Moved UNDP accounting to a new system.
  - Began testing a new payroll system.
  - Began the development of an interface between the Finance and Hague computer systems.
  - Collaborated with the internal and external auditors to develop terms of reference for a special security audit; began tender process.

## **Sub-program 17.2**

### ***Investment Service and Management of Funds***

#### **Background**

The funds available for investment consist principally of the working capital funds and reserve funds of the PCT, Madrid and Hague Unions, the Special Reserve Fund for Additional Premises and Computerization (apart from 10 million Swiss francs, invested in the CAM building), and the Separation Reserve. These funds totaled over 300 million Swiss francs at the end of 1997. The amounts available at any time from the on-going operations of WIPO (including amounts to be paid to Member States under the Madrid and Hague Agreements and funds on deposit from applicants) are also available for investment. These funds are all placed in interest-earning accounts.

#### **Main Activities and Results**

- Completed a comparison of the investment policies prevailing in other UN agencies;
- Organized meetings with representatives of several financial institutions and external consultants, from Geneva and elsewhere, and sought advice from two of WIPO's main banks (*Crédit Suisse* and Swiss Bank Corporation). Following those meetings, requested tenders from three management consulting firms with suitable financial expertise, to prepare guidelines for WIPO's future investment policy and for the Investment Advisory Committees. Those tenders are being evaluated.
- All possible funds continued to be invested.



### **Sub-program 17.3** ***Language Services***

#### **Background**

The Languages Division translates publications, documents, and other material into the working languages of WIPO: Arabic, Chinese, English, French, Russian, and Spanish. The material translated includes: treaties and other international or bilateral instruments, national laws and WIPO model laws, documents for the Assemblies of WIPO Member States, publications, conference reports, and working papers for Standing Committees and working groups. It also edits, revises, and corrects texts prepared in those languages by or for the Secretariat. The Division also translates into German, as part of the administrative support given to UPOV, as well as into other languages as related to certain specific activities for Member States. The demand for translation into additional languages of an ever greater number of longer and longer documents is increasing. The work management program is constantly updated to allocate priorities and assign work.

#### **Main Activities and Results**

- Translated publications and documents in the six official languages for a number of meetings, including the documents for the meetings held in March 1998 of the Assemblies of the Member States of WIPO, the Budget and Premises Committees, the WIPO Coordination Committee, and the International Symposium on Inventors and Information Technology.
- Translated documents on time for seminars, training programs, as well as other material on a regular basis. The output of the Languages Division, broken down by language and expressed in translation days was 243 in Arabic, 194 in Chinese, 163 in English, 648 in French, 225 in Russian, and 377 in Spanish, making a total of 1,850 translation days.
- Began studies of a number of different possibilities for the use of voice recognition technology and computer-assisted translation. Continued to build up electronic terminology databases in preparation for the future work with automated translation systems, which has already improved speed of access to terminology. Introduced new procedures within the Division which should lead to less circulation of paper.

### **Sub-program 17.4** ***Conference and Operational Services***

#### **Background**

Conference and Operational Services is responsible for a wide range of services, including the provision of common furniture, supplies, and communications. *Conference Service* staff serve an increasing number of meetings which require more meetings in more languages and more interpreters. Procurement and Contracts Service had introduced improvements in the procurement and contracting process, and further improvements were planned to increase transparency and accountability. Publications Production Service had phased out all offset printers and shifted to the use of state-of-the-art laser printers, for printing PCT pamphlets, meeting documents, and other material. Other periodicals and publications were being printed outside the Organization. Meeting documents and a number of publications were made available electronically, through WIPO's web site on the Internet; Communications and

Records Management Service dealt with the whole range of communications from messengers and mail to electronic communications.

## **Main Activities and Results**

- Contracted 105 interpreters to provide for the equivalent of 370 man-days of interpretation for 17 official meetings with 1,171 participants who invariably expressed satisfaction with their interpretation.
- Printed and distributed 2,473 meeting documents in official languages, totaling 11,838,000 pages in scheduled time. The webmaster uploaded all principal documents in English, French, and Spanish onto WIPO's web site.
- Prepared 38 tenders for, *inter alia*, the provision of Information Technology equipment and consultancy services, external printing services, paper products, audiovisual and office equipment required by the various programs.  
Increased usage of the UN common services for the procurement of office supplies, which promoted inter-agency cooperation and reduced costs and work thereby enabling the Service to concentrate on substantive tenders.
- Phased out two offset machines whose production was absorbed by existing printshop equipment, thus saving costs.
- Processed 56 orders for external printing of publications.
- Printed 27,750 PCT pamphlets (equivalent to 40,046,000 faceprints), an increase of 37 percent over the same period last year.
- Dispatched 17,920 postal packages for a total of 145,594 kgs. This included PCT pamphlets, documents, and other material.
- Introduced accounting software for the allocation of telephone call costs; assigned 390 codes for placing long distance calls to 390 authorized staff who were thus able to more speedily make official calls without having to go through the overburdened telephonists; defined the accounting structure.
- Deployed water fountains and automatic dispensers of snacks and soft drinks. This contributed to the well-being of staff members in the work environment.

## **PROGRAM 18 PREMISES**

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### **Background**

WIPO owns three buildings (WIPO, BIRPI I, and BIRPI II) and expects to own the World Meteorological Organization (WMO) Building in early 1999. WIPO also rents premises in the *Centre administratif des Morillons* (CAM), Union Carbide/United Nations High Commissioner for Refugees (UC/UNHCR), Procter & Gamble Annex, International Business Machines (IBM), and the International Migration Organization (OIM) as well as storage space in Collex and Meyrin, and office space for the New York Coordination Office. These rented premises provide some 300 work places, which, it is expected, will be reunited with those in the WIPO buildings after WIPO has taken over and adapted the WMO building.

The continued growth of WIPO's activities, in particular, Programs 03, 06, 08, 12, 13, and 14 has resulted in an urgent need for both short-term and long-term working space. Additional conference and meeting facilities and additional parking places are also needed. Moreover, the plan to build on the Steiner lot is still being pursued for the purposes of an administrative building.

As the premises owned and rented by WIPO to accommodate the growth of WIPO's activities and staff continue to increase, together with the aging of the premises and technical installations in the WIPO and BIRPI I Buildings, and the demand for efficient and modern facilities, a higher-level of maintenance work, repairs, improvements, and use of utilities and security services is needed, with corresponding higher costs.

### **Objectives**

- Improve and increase the conference and meeting facilities for delegates, providing more meeting rooms with interpretation, larger conference rooms, and additional related facilities.
- Increase the premises to accommodate the growth of the staff and the activities of the Secretariat, providing office space (and related space) and storage space at the best prevailing rates in the vicinity of existing premises owned or rented by WIPO.
- Maintain WIPO's premises in good condition, with effective operation of technical installations, and provide appropriate security.

### **Sub-program 18.1**

#### ***Provision of Premises***

### **Main Activities**

- Prepared a document on premises for the March 23 and 24, 1998, joint session of the Budget and Premises Committees and for the March 25 to 27, 1998, session of the WIPO General Assembly. That document described the present situation, indicated the urgent need for working space, (quantified to the year 2008) as well as for conference and meeting facilities. It also described the plans proposed for the immediate future, and for the longer term, and proposed converting the Mezzanine of the WIPO Building to meeting

rooms and to renovating, modernizing, connecting, and extending the WMO Building (expected to be available to WIPO in early 1999). Additional space was also proposed by two alternatives: the purchase of the P&G Building, or construction of a building for WIPO on the Steiner lot (it being understood that that lot would be purchased unconditionally). The possibility of purchasing a satellite building in Geneva was also examined.

- Responded to requests for additional materials concerning recommendations. Met with representatives of the Steiner firm and representatives of Procter & Gamble to determine the best price for both the Steiner lot and the P&G Building. The best price quoted by the Steiner firm (13.5 million Swiss francs as compared to the original offer of 14.9 million Swiss francs) was near the middle of the range of professional valuations undertaken, whereas the last price for the P&G Building (100 million Swiss francs) was far higher than the professional valuations undertaken.
- Prepared documents for the Budget and Premises Committees, June 4-5, 1998, providing answers to questions on premises raised by certain Member States, summarizing specific premises-related issues, and proposing that the Budget and Premises Committees authorize WIPO to purchase the Steiner lot immediately. Also proposed that the Secretariat make proposals for construction on the Steiner lot, for submission to a joint session of the Budget and Premises Committees on September 3 and 4, 1998.
- Prepared for the transformation of the Mezzanine level of the WIPO Building to create two extra meeting rooms and office space for delegates and the press.
- Studied the feasibility of an additional and larger conference room, with an architect's advice.
- Extended existing rental contracts pending the availability of the WMO Building.
- Located additional premises for rental.
- Obtained and rented additional storage space.
- Prepared plans, contacted the local authorities and pursued the tender offers for the construction of a temporary pavilion as a visitors' center and exhibition area.

## **Results**

- The demand for office space in close proximity for staff members of the same program was met in most instances.
- Progress was achieved in planning the future space needs of the staff members and delegates coming for meetings.
- The pressure for more storage space was alleviated.
- The General Assembly decided at its March 25-27, 1998, session to note WIPO's urgent long-term needs for working places and for conference and meeting room facilities, approved the conversion of the WIPO Mezzanine floor to be essentially for meetings and use by delegates and approved the renovation, modernization, connection, and extension of the WMO Building, those measures to be financed from the Special Reserve Fund for Additional Premises and Computerization. The General Assembly also authorized the Director General to explore the purchase of both the Steiner lot and the P&G Building and requested him to report to the Budget and Premises Committees on his findings, to enable them to make a decision.
- A small amount of additional space was obtained for the New York Coordination Office, whose transformation (in order to accommodate additional staff) was agreed, with the additional transformation work to be done in June 1998.

## **Sub-program 18.2**

### ***Maintenance and Improvement of Premises***

#### **Main Activities**

- Continued maintenance of WIPO's premises and technical installations, with repairs undertaken, as necessary, and with appropriate cleaning of the premises and grounds maintenance.
- Stocked, distributed and maintained office furniture and technical equipment, and kept an inventory; completed office moves, as necessary.
- Continued the renovation and modernization of the lifts in the WIPO Building, completing work on the four main passenger lifts.
- Provided reception and round-the-clock security services for the delegates, staff and visitors, and provided for the security of WIPO's operations, with special security for the PCT operations.

#### **Results**

- The premises and technical installations continued to be in good condition and the latter functioned well.
- Conditions of work at meetings improved with the provision of more conference and meeting rooms.
- The four lifts provided a faster and more efficient service in transporting the ever-increasing number of staff members, delegates, and members of the public.
- Security of the premises was very satisfactory and no incident occurred.

#### ***ACTION INVITED***

*The WIPO General Assembly is invited to review and note the contents of this document.*

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