

Committee on Development and Intellectual Property (CDIP)

Twenty-Second Session
Geneva, November 19 to 23, 2018

FEASIBILITY OF ESTABLISHING A WEB-FORUM ON TECHNICAL ASSISTANCE

prepared by the Secretariat

1. The Committee on Development and Intellectual Property (CDIP) at its eighteenth session held from October 31 to November 4, 2016, approved a six-point proposal which *inter alia* states the following:

“WIPO Secretariat will compile its existing practices, tools and methodologies for providing technical assistance.

“Additionally, WIPO should provide a regular forum for Member States to share their experiences, tools and methodologies regarding technical assistance and capacity building, in particular:

- (a) “A one day seminar should be organized on the margins of CDIP 19; and
- (b) “A web forum for sharing ideas, practices and experiences should be established by WIPO. The web forum may be best integrated into existing web platforms previously established by WIPO.”

2. At its twenty-first session, the Secretariat made a presentation on the feasibility of establishing a web-forum on technical assistance (Annex). Following that presentation, the Committee requested the Secretariat to provide a document on that same topic to the current session.

3. This document responds to the above-mentioned request.

I. FEASIBILITY OF ESTABLISHING A WEB-FORUM ON TECHNICAL ASSISTANCE

4. The Secretariat considers that the establishment of a web-forum for Member States to share their ideas, practices and experiences on technical assistance, requires the following minimum conditions:

Technical Development

5. The forum might be established under the WIPO technical assistance webpage (http://www.wipo.int/cooperation/en/technical_assistance/) using one of the existing WIPO platforms for hosting such web resources. Taking into consideration the low usage in similar web-forums, due in some cases to the lack of targeted content and structure, it might be advisable to involve digital communications and content creation external experts to assist the Secretariat to design and adapt the forum's architecture to the specific needs of future users.

Administration and Moderation

6. The Secretariat considers that there is a need for the forum to be administrated and moderated by the Organization in order to ensure meaningful discussions and neutrality and transparency of deliberations. Accordingly, it is advisable that a staff at an appropriate level with knowledge of intellectual property, technical assistance and WIPO's work, as well as with required language skills and professional experience in facilitating discussions in such a platform, should be devoted to this task. This staff (hereinafter, the Moderator) would open a weekly discussion which would be addressed by the participants. Topics for discussion could be also proposed by participants. When required, the Moderator will coordinate with relevant WIPO Staff their potential involvement in the discussions. The Moderator will ensure that the discussion is interactive and the content conforms to the WIPO Guide for Web Content Creators¹. In addition, an external consultant should be recruited to develop a protocol for the use of the web-forum, including its functioning, security policy, content and community rules and copyright, among others.

Languages

7. In order to ensure reasonable participation and effective engagement of participants from different regions, a chat room should be available at least in English, French and Spanish. The abovementioned Moderator should be able to coordinate discussions in these three languages. If the Committee considers that there is a need to make chat rooms available in additional languages, an external provider should be hired to undertake the task in each language. The external provider should also have substantive knowledge on technical assistance issues and professional experience in similar duties. His / her job will be supervised by the Moderator.

Participants

8. To guarantee the confidentiality of the content and the information shared as well as the participants' privacy, the forum should be restricted to Member States and its access should be password-protected. If a Member State would consider it useful to invite an external stakeholder to a particular discussion, it should submit to the Moderator a request to be assessed by him / her in accordance with the aforesaid protocol.

¹ The Guide is available at :
http://intranet.wipo.int/export/sites/intranet/homepages/communications/en/web_communications/client_needs/docs/guide_webcontent_creators.pdf

II. FINANCIAL IMPLICATIONS

9. The following is an indicative budget requirement for the establishment and running of the web-forum²:

<u>One-time cost</u>	<u>Recurring cost per annum</u>
- Technical Development: 41,518 Swiss francs	- Moderation and Administration in 3 languages: 120,736 Swiss francs - Moderation and Administration in each additional language: 48,294 Swiss francs
- Protocol Development: 16,000 Swiss francs	- Other staff involvement cannot be assessed at this stage
Total: 57,518 Swiss francs	Total: to be determined

10. Any additional technical feature or administration requirement requested by Member States might entail additional personnel and non-personnel resources.

11. *The CDIP is invited to consider the information contained in this document.*

[Annex follows]

² The resources were not initially foreseen in the Program and Budget 2018/2019.



CDIP Decision on TA

"1. WIPO Secretariat will compile its existing practices, tools and methodologies for providing technical assistance.

Additionally, WIPO should provide a regular forum for member states to share their experiences, tools and methodologies regarding technical assistance and capacity building, in particular:

a. A one day seminar should be organized on the margins of CDIP/19, and
b. A web forum for sharing ideas, practices and experiences should be established by WIPO. The web forum may be best integrated into existing web platforms previously established by WIPO" (highlighted added)

(CDIP/18/Summary by the Chair, paragraph 7.5)

Implementation of the CDIP Decision

The Secretariat's assumption is that the decision pertains only to the web-forum

Clarifications needed

- What is the expected outcome from these discussions?
- What should be the features of the web-forum?

To bear in mind

- Statistics
A low usage is observed in other similar web-forums
- Costs
 - Costs associated with the conception and deployment of the web-forum cannot be absorbed within the existing personnel and non personnel resources
 - The administration of the web-forum should rely on a minimal demand of existing personnel and non-personnel resources.
- Scalability
 - Start with a basic architecture which can grow in response to its real usage
- Information storage
 - Information on web forums is normally stored until there is a specific request to remove it

Features of the Web-forum

- Architecture
 - Should the forum be permanent or time-bound, for instance open on a given day, etc.?
 - Should it be one single chat room or multiple rooms?
 - If multiple rooms, should they be organized by the TA categories described in document CDIP/21/4?
 - Should the access be restricted and password-protected?

7

Features of the Web-forum

- Participants
 - Should the forum be accessible for Member States only or for other stakeholders?
 - If other stakeholders can join the forum, should it be open to any stakeholder or should Member States select the stakeholders?

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Features of the Web-forum

- Languages
 - Should the web-forum be in 6 languages, in EN/FR/ES or in English only?
 - If the forum will be in more than one language with multiple chat rooms, should every category be duplicated in all the languages?

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Features of the Web-forum

- Moderation
 - Should the forum be moderated?
 - If moderated, who moderates it?
 - If more than one language and/or chat rooms, who should moderate each language/room?

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[End of Annex and of document]