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## REGIONAL MEETING

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WIPO/CR/SIN/11/INF/1  
ORIGINAL: ENGLISH  
DATE: 21 NOVEMBER 2011

### **Training Workshop on WIPOCOS Business Tools and Technical Applications for Southern Asian Societies**

*Organized by*

the World Intellectual Property Organization (WIPO)

in cooperation with

the Societies' Council for the Collective Management of Performers'  
Rights (SCAPR)

and

the Norwegian Copyright Development Association (NORCODE)

**Singapore, November 21 to 25, 2011**

PROGRAM  
prepared by the Secretariat

Monday, November 21, 2011\*

1. Welcome and Official Communications
2. A Brief Introduction to NORCODE
3. A Brief Introduction to SCAPR
4. A Brief Introduction to CISAC
5. Introduction to Basic Notions of Collective Management
6. Statutes and Internal Structure of Related Rights Collective Management Organizations
7. The WIPOCOS System: General Presentation on WIPOCOS *Prime* and WIPOCOS *Perform*
8. WIPOCOS Prerequisite Technical Environment:
  - Configuration and Installation
  - Management of Users and Access Rights
  - Backup and Security

Communications and Presentations:

Mr. Candra Darusman, Officer-in-Charge, WIPO Singapore Office  
Singapore

A Representative of SCAPR

Mr. Saemund Fiskvik, Representative of NORCODE, Oslo, Norway

Mr. Ang Kwe Tiang, CISAC Regional Director, Singapore

Mr. Simon Ouedraogo, Senior Adviser, WIPOCOS Support Services,  
Office of the Assistant Director General, Culture and Creative Industries  
Sector, WIPO, Geneva

Mr. Boukary Sawadogo, Automation Expert, WIPO, Ouagadougou,  
Burkina Faso

Mr. Romen H. Dube, Automation Expert, WIPO, Lilongwe, Malawi

Tuesday, November 22, 2011\*

1. Business Methods and Elements and International Standards of Documentation in Collective Management: Copyright and Related Rights
2. Management and Use of WIPOCOS Documentation Applications
3. Practical Exercises and Cases:

Group 1: WIPOCOS *Prime*  
Group 2: WIPOCOS *Perform*

Trainers:

Representative of SCAPR  
 Mr. Ang Kwe Tiang  
 Mr. Simon Ouedraogo  
 Mr. Mr. Boukary Sawadogo  
 Mr. Romen H. Dube

Wednesday, November 23, 2011\*

1. Specific Guidelines on Documentation in the Field of Related Rights
2. Management and Use of WIPOCOS Documentation Applications
3. Practical Exercises and Cases (Works, Recordings)

Group 1: WIPOCOS *Prime*  
 Group 2: WIPOCOS *Perform*

Trainers:

Representative of SCAPR  
 Mr. Boukary Sawadogo  
 Mr. Romen H. Dube

Thursday, November 24, 2011\*

1. Basis, Parameters and Methods Related to Distribution in Copyright Collective Management
2. Guidelines for the Development of Societies Distribution Systems in Related Rights
3. Management and Use of WIPOCOS Distribution Applications
4. Practical Exercises and Cases

Common Session: Parameterizations, log sheets, play lists

Trainers:

Representative of SCAPR  
 Mr. Simon Ouedraogo  
 Mr. Boukary Sawadogo  
 Mr. Romen H. Dube

Friday, November 25 2011\*

1. Management and Use of WIPOCOS Applications
- Common Session: Revision

2. Responsibilities and Legal Aspects Related to the Use and Deployment of WIPOCOS, Communication Strategy and WIPOCOS Compulsory Forms
4. Evaluation of Participants by Society
4. Closing Remarks

Presentations and Communications:

Mr. Candra Darusman  
Mr. Ang Kwe Tiang  
Representative of SCAPR  
Mr. Simon Ouedraogo  
Mr. Boukary Sawadogo  
Mr. Romen H. Dube  
Mr. Kyaw Zaw, Infrastructure Modernization Division, Project  
Development Section, Singapore

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Morning Sessions: 09.00 AM to 12.30 PM, with Coffee Breaks at 10.30 AM

Lunch Breaks: 12.30 PM to 02.30 PM

Afternoon Sessions: 02.30 PM to 05.30 PM, with Coffee Breaks at 03.30 PM