IPO MATURITY ASSESSMENT PRESENTATION

- MALAWI -

INFRASTRUCTURE

❖ **The Registrar General's Department, which is the Malawi Industrial Property, is housed in Fatima Arcade along Haile Selassie Road in Blantyre, Malawi.**

❖ **The main Industrial Property Registry is situated in Rooms 19-21 of the 4th Floor.**
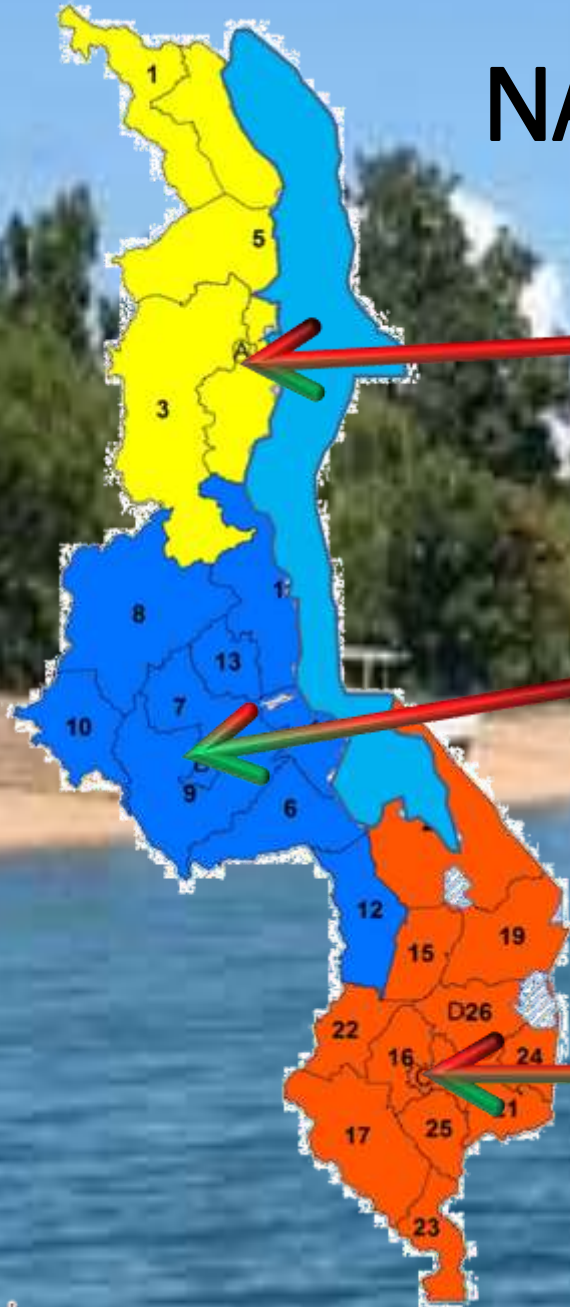
2019-09-26

Shire River

- Apart from Blantyre Office, which is the Head Quarters, we also have two Regional Offices: one in Mzuzu in the northern region of the country and another in Lilongwe, in the Central region.
- Of the two, the one in the central region appears to be the most active.

- The Copyright Society of Malawi, or COSOMA as it is commonly known, is responsible for administration of Copyright issues and is based in Lilongwe.

- It is a parastatal under the Ministry of Youth and Culture and was set up around 1989.

2019-09-26

Lake Malawi

ORGANIZATION STRUCTURE

Department of the Registrar General

Commercial Registry

Civil Registry

Industrial Property Registry

Lake Malawi

MANDATE

- The office is one of three (3) main registries of the Department of the Registrar General, namely: Commercial Registry, Civil Registry and Industrial Property Registry

- It is headed by the Registrar General, who is supported by a Deputy and several Chief Assistant Registrar General who head the various registries.

- The Industrial Property Registry has 3 subsections, namely:

A. Patents: handles Patent applications (National Patent applications and grants, PCT and ARIPO Patents applications).

2019-09-26

B. Industrial Design: responsible for administration of Registered Designs.

C. Trademarks: which dominates the function of Malawi Industrial Property Office with its activities in the processing and administration of trademarks, be it National, ARIPO trademarks under the Banjul Protocol and International Registration of Marks under the Madrid Protocol.

- All the three subsections in the IP Office are supervised by Chief Examining Officer or Senior Examining Officer as the case at the moment.

IP ADMINISTRATION SYSTEM AND LEVEL OF AUTOMATION

- **Before WIPO came in with assistance in 2005 in September, to install IPAS, all IP administration was done manually.**

- **All office documents were typed using typewriters.**

- **This was tiresome and time consuming, even stationery was wasted.**

2019-09-26

- We thank WIPO for IPAS installed in Malawi Industrial Property Office, as we are now able to do a lot of work within a short period. We generate filing receipts, renewal certificates, registration certificates, change of ownership notifications, etc, using the system.

- However, there are challenges that we are facing. We are unable to produce Patents and Trademarks Journal using the system. Currently, the IP Journal is still published by Government Press in Zomba, which is about 60 Kilometers from IP Office. Sometimes the journal comes out after opposition period which causes inconveniences to the intended opponent.

2019-09-26

ELECTRONIC REGISTRY- ELECTRONIC SUPPORT OF BUSINESS

- Though we are using IPAS in IP registry for processing User documents, still we send the physical file together with the generated Office Document(s) for signature to the signatory. So in short I can say we are yet to reach that level of electronic administration in the IP registry

2019-09-26

DOCUMENT MANAGEMENT – PAPER OR/AND ELECTRONIC

- Currently, what we do with User Documents every time we receive them, is to capture the data into the system (IPAS). Otherwise we do not digitize the documents into the system. Of cause we started sometime back but it was discontinued due to shortage of staff and other problems of equipment like scanners.

- So once the office document is signed, it is sent to the User and file copy is put on record for future reference.

ONLINE SERVICES DELIVERED BY THE IPO

- As stated earlier on, Malawi Industrial Property Office does not provide online services. However, there are proposals by the authorities to delink the Department of Registrar General from Civil Service main stream to autonomous. I hope at that time some services will be improved as compared to the present state of affairs.
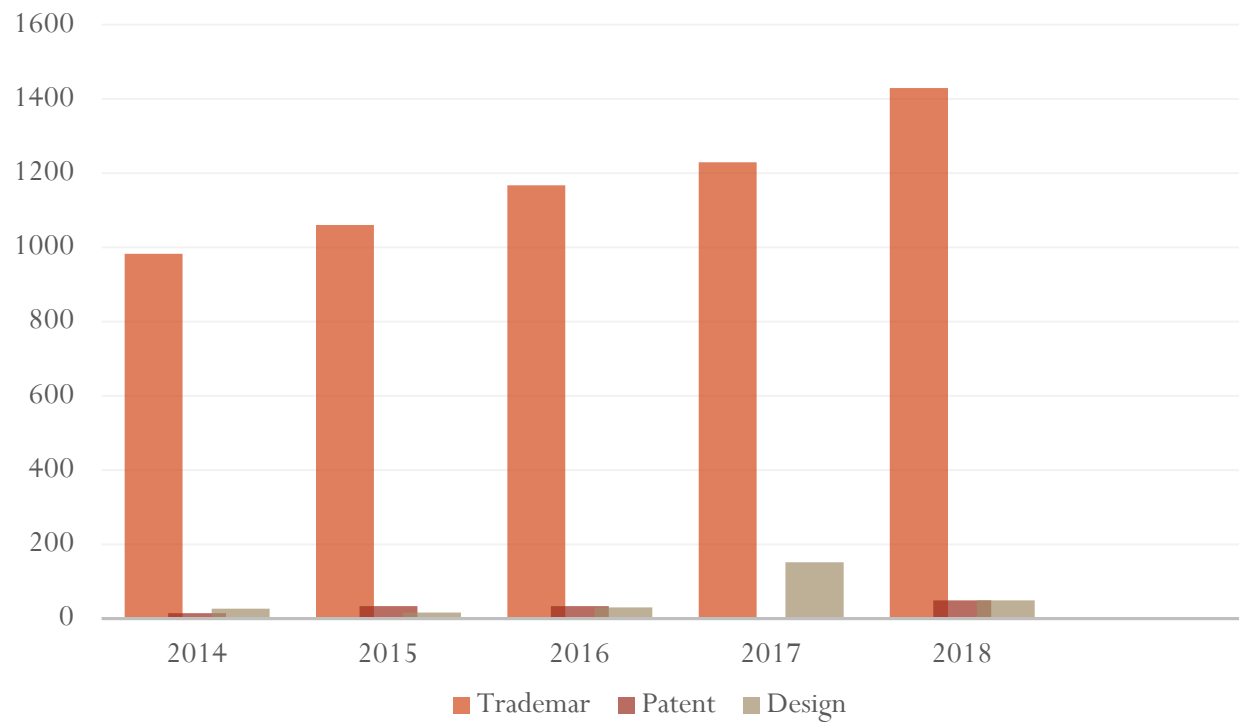
13

Registration Statistics

YEAR	NUMBER OF TRADEMARKS RECEIVED
2014	983
2015	1,060
2016	1,167
2017	1,229
2018	1,429

Registration Statistics

YEAR	NUMBER OF PATENT RECIEVED
2014	14
2015	33
2016	33
2017	1
2018	49

Registration Statistics

YEAR	NUMBER OF DESIGNS RECEIVED
2014	26
2015	16
2016	30
2017	151
2018	49

ICT INFRASTRUCTURE

- We have a dedicated server room with three server racks holding 9 physical servers.
- 7 Virtual servers all on Hypervisor Virtual Machine.
- Servers are on windows 2008 and 2012.
- Databases MsSQL 2008 and Oracle 11g.
- LAN is divided into two subnets, for the servers and users.
- All desktop computers are connected to the LAN
- Internet from ISP is 2Mbps.
- Lilongwe and Mzuzu offices connect to Blantyre office through 1Mbps VPN connection.

2019-09-26

END OF PRESENTATION

THANKS FOR YOUR ATTENTION

Liwonde National Park