

# WIPO



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WORLD INTELLECTUAL PROPERTY ORGANIZATION  
GENEVA

INTERNATIONAL PATENT COOPERATION UNION  
(PCT UNION)

PCT COMMITTEE  
FOR ADMINISTRATIVE AND LEGAL MATTERS

Seventh Session  
Geneva, November 29 to December 3, 1999

DRAFT AGENDA

*prepared by the Director General*

1. Opening of the session
2. Election of a Chair and two Vice-Chairs
3. Adoption of the agenda
4. Proposed amendments of the PCT Regulations and modifications of the PCT Administrative Instructions, relating to the draft Patent Law Treaty (document PCT/CAL/7/2)
5. Other matters
6. Adoption of the report of the session
7. Closing of the session

*The opening meeting will take place at the headquarters of WIPO  
at 10 a.m. on Monday, November 29, 1999.*

RULES OF PROCEDURE OF THE  
PCT COMMITTEE FOR ADMINISTRATIVE AND LEGAL MATTERS (PCT/CAL)

*Adopted by the Assembly of the PCT Union on April 14, 1978*

*Rule 1: Composition*

The PCT Committee for Administrative and Legal Matters (PCT/CAL, hereinafter referred to as “the Committee”) shall have as members the States members of the PCT Union and the International Searching and Preliminary Examining Authorities, it being understood that, where any such Authority is the national Office of a State member of the PCT Union, that State shall not be additionally represented on the Committee.

*Rule 2: Terms of Reference*

The Committee shall deal with matters concerning

(i) the relationship between the International Bureau on the one hand and the applicants, the receiving Offices, the designated Offices, the elected Offices, the International Searching Authorities and the International Preliminary Examining Authorities on the other hand,

(ii) the relationship between the applicants on the one hand and the receiving Offices, the designated Offices, the elected Offices, the International Searching Authorities and the International Preliminary Examining Authorities on the other hand,

(iii) the relationship between the receiving Offices, the designated Offices and the elected Offices on the one hand and the International Searching Authorities and the International Preliminary Examining Authorities on the other hand,

(iv) fees, forms, procedures and publications under the PCT,

(v) other administrative and legal questions concerning the application of the PCT.

*Rule 3: Application of the General Rules of Procedure*

The Committee, being, within the meaning of Rule 12 of the General Rules of Procedure of WIPO, a subsidiary body of the PCT Assembly, the provisions of the said General Rules of Procedure shall be the Rules of Procedure of the Committee, supplemented and amended by the provisions set forth hereinafter.

*Rule 4: Special Observers*

(1) States not members of the Committee which have the status of special observer in the PCT Assembly, as well as intergovernmental authorities which have such a status and which are not members of the Committee, shall be invited as “special observers” to all sessions of the Committee.

(2) Special observers shall have the same rights in the sessions of the Committee as members of the Committee, except the right to vote.

*Rule 5: Observers*

The Director General shall, on his own initiative or at the request of the Committee, invite representatives of interested organizations to attend the sessions of the Committee in an observer capacity.

*Rule 6: Working Groups*

The Committee may, with the approval of the Assembly, set up working groups for the purposes of dealing with specific questions. It shall decide their composition, terms of reference, duration and rules of procedure.

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