

# WIPO



**SCIT/WG/2/7**  
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**WORLD INTELLECTUAL PROPERTY ORGANIZATION**  
GENEVA

## **STANDING COMMITTEE ON INFORMATION TECHNOLOGIES**

### **WORKING GROUPS**

#### **Second Session**

**Geneva, December 6 to 10, 1999**

**MONITOR THE CHANGEOVER TO ELECTRONIC DATA CARRIERS AND UPDATE  
TECHNICAL GUIDELINES AS NECESSARY (TASK No. 1)**

*Document prepared by the International Bureau*

1. The above task relates to the Statement of Principles concerning the changeover to electronic data carriers for the exchange of patent documents which was determined at the fifteenth session of the PCIPI ad hoc Working Group on the Management of Industrial Property Information (PCIPI/MI/XV) held in Washington, D.C., in March 1995 (see document PCIPI/MI/XV/2, Annex III). The task provides for monitoring of the steps taken by offices to achieve the goals outlined in the Statement of Principles in respect of both their use of electronic carriers as the medium for the exchange of their patent documents and also their readiness to receive documentation in electronic format.
2. The Statement of Principles also makes provision for the inclusion of annexes relating to technical guidelines that the electronic products should satisfy and the task allows for update of the technical guidelines to cater for other electronic formats and/or carriers for document exchange. Presently, the technical guidelines relate to facsimile image CD-ROM.

3. Project file PCIPI/P 994/94 contains documentation relating to the reports provided in respect of this task in the PCIPI meetings prior to the establishment of the Standing Committee on Information Technologies (SCIT). Project file SCIT/P 6/99 contains documentation related to SCIT meetings.

4. In the context of the above, the SCIT Project file has been updated to include documentation relating to a survey undertaken by the Library and Documentation Department of the Netherlands Industrial Property Office. The Secretariat considers this to be of timely interest to the members of the SCIT Standards and Documentation Working Group. As such, a copy of the survey findings was requested and has been included in the project file together with the survey questionnaire (see SCIT/P 6/99, Annex 4). The findings are not exhaustive. Members of the Working Group are reminded that the agenda item provides the opportunity to give information in respect of their office plans with a view to providing as much information as possible to the SCIT Member States.

5. Also included in the project file are proposals for a revision of the technical guidelines submitted by the USPTO on behalf of the Trilateral Offices (see SCIT/P 6/99, Annex 5) to reflect the growing use of alternative media and formats to that of facsimile image CD-ROM.

*6. The Standards and Documentation Working Group is invited to note the information provided in this document and Annexes 4 and 5 of project file SCIT/P 6/99 and provide their inputs and views on the related subject matter.*

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