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**ORGANISATION MONDIALE  
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المنظمة العالمية للملكية الفكرية

**ВСЕМИРНАЯ ОРГАНИЗАЦИЯ  
ИНТЕЛЛЕКТУАЛЬНОЙ СОБСТВЕННОСТИ**

C.SCIT2581  
03

April 4, 2003

Re. Maintenance of the tables in the Appendix to WIPO Standard ST.10/C  
(SDWG Task No.30)

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Madam,  
Sir,

Theseventh session of the Standing Committee on Information Technologies (SCIT) held in June 2002, agreed to set up a Task Force to discuss the revision of WIPO Standard ST.10/C. In December 2002, the Task Force submitted its report to the Standards and Documentation Working Group (SDWG) of the SCIT (see Annex to SCIT/SDWG/2/6).

The SDWG agreed that the Task Force would prepare a questionnaire on the maintenance of the Appendix to WIPO Standard ST.10/C, to be distributed by the International Bureau of the World Intellectual Property Organization (WIPO), to industrial property offices for completion.

For the purposes of the questionnaire, two groups of Offices/Organizations have been defined: those appearing in the Appendix to WIPO Standard ST.10/C and those which do not. Attached as an Annex to this circular is the questionnaire relevant to your Office/Organization. Also attached, for information, is a copy of the current version of WIPO Standard ST.10/C.

The principal objective of this exercise is to improve the quality of patent family data and to avoid confusion in the presentation of priority application numbers. Therefore, as part of the revision of WIPO Standard ST.10/C, the following revisions and updates should be considered :

(a) to cover all the member States of the Paris Convention ;

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(b) to include the presentation of application numbers of both patents and utility models in the examples ;

(c) to include in the examples presented in WIPO Standard ST.10/C the presentation of application numbers assigned by receiving regional offices of a particular country in those cases where there is no uniform system established for assigning application numbers among the different receiving regional offices .


Also, the following two recommendations should be considered for inclusion in WIPO Standard ST.10/C :

(a) a recommendation to industrial property offices to comply with the Standard when presenting the application number of a patent document in the notification of the first filing and in the certificate of priority ,

(b) a recommendation to industrial property offices to encourage and facilitate the compliance, by applicants, with the standard when providing the priority application number in subsequent filings.

It would be appreciated if your Office/Organization could complete and return to the International Bureau, by May 30, 2003, the questionnaire, preferably by e-mail to [scit.mail@wipo.int](mailto:scit.mail@wipo.int) or fax to (4122) 7346392. Please refer to the SCIT circular number in your reply. In the event that no changes are required for the entry in the Appendix for your Office/Organization, please inform us accordingly to enable us to update the next *WIPO Handbook on Industrial Property and Documentation*, as well as to forward the corresponding information to the SCIT Task Force for WIPO Standard ST.10/C.

Sincerely yours,



Allan Roach  
Chief Information Officer and  
Director, IT Projects Division

## QUESTIONNAIRE CONCERNING THE APPENDIX TO WIPO STANDARD ST.10/C

### INTRODUCTION

1. With regard to the Tables in the Appendix, as pointed out in the project brief (see Annex to document SCIT/7/5), the following problems currently exist :

*(a) Not all the member States of the Paris Convention are covered*

According to the survey conducted by the Task Force (see the Appendix 2 of the SCIT/SDWG/2/6), only 65 industrial property offices (IPOs) are listed on the current Tables of the Appendix to WIPO Standard ST.10/C although there are about 160 members of the Paris Convention. In addition, at least 44 IPOs are not listed or not appropriately listed on the Tables while their numbering systems are known. Then numbering systems of approximately 50 other members of the Paris Convention are unknown.

*(b) Some numbering systems on the Tables need to be revised or updated*

There may be quite a few IPOs that have not revised or updated their presentation on the Tables. In particular, there could be changes in the numbering system of certain countries after the year 2000.

*(c) Information on utility model application numbering system is insufficient*

As a result of the above-mentioned survey, 13 IPOs (marked with a triangle on the document) might not have reported their utility model application numbering systems. In addition, another 23 IPOs (marked with a triangle and a question mark on the document) may have utility model application systems although their numbering systems have not yet been confirmed.

*(d) Information on numbering systems of IPOs with different (regional) receiving offices is insufficient*

Some countries may receive applications from several receiving regional offices but have not established a uniform system for assigning application numbers among the different receiving offices.

2. Unless "recommended presentation in abbreviated format as a priority number" of an IPO is known, each IPO that subsequently receives an application from the IPO might inconsistently cite the priority number based on its own judgement. This causes a significant problem when preparing patent family data. Therefore, more IPO entries in the Appendix and/or updated information are extremely important.

## QUESTIONNAIRE

Information for your industrial property Office is not currently listed in the Tables of the Appendix to WIPO Standard ST.10/C although you are a member of the Paris Convention. You are requested to complete the Tables accordingly if you have application numbering systems. The enclosed questionnaire will help you to provide information relative to the entry for your Office.

Note:

When examining your numbering systems and replying to the questions, it should be noted in particular that:

- you should carefully read “presentation of application numbers” of WIPO Standard ST.10/C (paragraphs 5 to 7) and refer to the Appendix to the Standard if you are not familiar with the Standard ;
- you should confirm whether your Office has any application and priority numbering systems with regard to patent/utility model like the countries or organizations listed in the Tables ;
- if your Office has such systems, you are requested to draft the appropriate entries under the column titled “example of application number,” “minimum significant part of a number” and “recommended presentation in abbreviated form as a priority application number;”
- it is important that the number provided in the fourth column “Recommended Presentation in Abbreviated Form as a Priority Application Number” reflect the format of the priority number as used by your applicants in subsequent foreign filings, and in the exchange of your data with other offices and in any communications with applicants;
- if your Office registers utility models, they should be represented as a separate entity in the table ;
- if the application number consists of different components, the meaning of each component should be explained in the fifth column “Remarks.” *(See the explanation of à MI in the Remarks of à ITAY . If your Office receives applications from several receiving regional offices but has not established a uniform system for assigning application numbers among the different receiving offices, this information will be very important.)*

Annex to C.SCIT2581

Please answer the following questions:

Question 1 : Does your Office have any application and priority numbering system with regard to patent/utility models? (If "yes," please go to questions 2 and 3.)

Yes Y

No Y

Question 2 : Does your Office have any annual series of application numbers as application numbers? (If "yes," please go to question 4.)

Yes Y

No Y

Question 3 : Does your Office have any other application number than an annual series of application numbers as application numbers? (If "yes," please go to question 5.)

Yes Y

No Y

Question 4: Indicate your numbering system on the Table 1, below .

Table 1: Countries or Organizations Having Annual Series of Application Numbers

Country or Organization	Example of Application Number	Minimum Significant Part of a Number	Recommended Presentation in Abbreviated Form as a Priority Application Number	Remarks

\* Fill in each blank on the Table, taking into account the above -stated "Note."

Question 5: Indicate your numbering systems on the Table 2, below.

Table 2: Countries or Organizations Having Other Than Annual Numbering Systems

Country or Organization	Example of Application Number	Minimum Significant Part of a Number	Recommended Presentation in Abbreviated Form as a Priority Application Number	Remarks

\* Fill in each blank on the Table, taking into account the above -stated "Note.1"

[End of Questionnaire]