

<u>C. CWS 15</u> -08 June 29, 2011

Re: Survey on the Implementation and Promotion of WIPO Standard ST.22

Madam, Sir,

The former Standards and Documentation Working Group (SDWG), at its eleventh session, held in October 2009, approved a questionnaire to carry out a "Survey on the Implementation and Promotion of WIPO Standard ST.22". The SDWG also agreed that the Survey should be conducted in 2011. (See paragraphs 49 to 51 of document SCIT/SDWG/11/14.)

To follow-up on the agreement reached by the SDWG, the International Bureau kindly invites your Office to participate in this survey using the online survey tool available through the WIPO Standards Administration Database (WIPOSTAD) at <a href="http://www.wipo.int/wipostad/en">http://www.wipo.int/wipostad/en</a>. Instructions on how to log in to the WIPOSTAD and access the online questionnaire are provided in the Annex to this circular.

It would be appreciated if your Office could provide the responses to the questionnaire by August 31, 2011.

Sincerely yours,

Antonios Farassopoulos Head International Classifications and WIPO Standards Service

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In order to respond to the Questionnaire, a person nominated by an Office as the survey respondent (hereinafter the respondent) should create a WIPO User Center Account at <a href="https://www3.wipo.int/usercenter/en/register.jsp">https://www3.wipo.int/usercenter/en/register.jsp</a> and then, following the instructions received by e-mail, validate it.

When validating the account, the respondent will be asked to create a username to be used when accessing WIPOSTAD to complete a survey. It is recommended that the username is preceded by the ST.3 code of your Office separated by a dash (e.g., "ca-jsmith").

Once the account is created, the following details should be sent to the International Bureau at *cws.surveys* @*wipo.int*:

- Industrial Property Office nominating the respondent
- Name of the respondent
- WIPO User Center ID (username created following the above instructions)
- E-mail address used when creating WIPO User Center account.

If the respondent already has a WIPO User Center Account (e.g. for accessing CWS Task Force WIKI spaces), it is possible to use it for accessing the Questionnaire as well.

When the details listed above are processed by the International Bureau, the nominees will receive the notification on the fact that they can access the questionnaire along with further instructions on how to participate in the survey.

If you have any questions or require further clarifications, please do not hesitate to contact us at cws.surveys@wipo.int.