



C.PCT 907
76.1

May 9, 2003

Madam,
Sir,

1. This Circular is addressed to your Office in its capacity as a designated/elected Office, International Searching Authority, International Preliminary Examining Authority and/or national Office of a Contracting State of the Patent Cooperation Treaty (PCT). The Circular concerns changes in the manner in which the International Bureau (IB) communicates documents to Offices under the PCT and invites Offices to make certain choices in this regard ./.

2. It is recalled that, with the approval of the Assemblies of the Member States of the World Intellectual Property Organization (WIPO), the IB has undertaken a project to modernize the operations of the PCT known by the acronym IMPACT (Information Management for the Patent Cooperation Treaty). One component of IMPACT relating to the communication by the IB of documents to Offices (the "IMPACT Communication System") has recently entered into production and this Circular sets out the principal benefits of this new System for Offices. These benefits concern in particular the types of communication that are offered by the IB (Systematic Communication or Communication on Request) and the format in which the documents can be communicated (paper or electronic).

Systematic Communication or Communication on Request

3. Documents relating to PCT applications¹ are communicated by the IB to Offices either systematically or on request, at the choice of the Office concerned. In the case of Offices which have opted for the first means of communication, the IB systematically transmits them all documents which they are entitled to receive under the PCT and for which they have elected this form of communication. In the case of Offices which have opted for Communication on Request, the IB only sends those documents which they are entitled to receive and which have been specifically requested by the Offices concerned. Generally, Communication on

¹ The documents in question are specified in the attached questionnaire.

Request is considered a more efficient means of document exchange than Systematic Communication, because Offices only receive those documents for which they have a particular need.

4. Prior to the deployment of the IMPACT Communication System, the IB was not in a position to offer Communication on Request to those Offices which have a significant number of national phase entries, given the overheads that the paper-based processing of large numbers of individual requests for documents would entail. However, the IMPACT Communication System automates to a large degree the IB's retrieval and reproduction of documents requested and thus enables the IB now to offer Communication on Request to all Offices. In light of this new system, Offices which currently receive Systematic Communication may choose to make the transition to Communication on Request.

5. Offices opting for Communication on Request should continue addressing their requests to the IB in the traditional manner by letter, fax or email. However, it is envisaged that, in a later stage, the IMPACT Communication System also will allow these Offices to order the documents they wish to receive online through a browser interface, which should further streamline the communication process. Offices will be notified when this new functionality becomes available by separate Circular.

Document Formats

6. Prior to the deployment of the IMPACT Communication System, the IB was only able to communicate documents to Offices in paper form, except in a limited number of instances where communication on CD or DVD was possible. Following the deployment of the IMPACT Communication System, the IB is now in a position to transmit all documents on CD or DVD.² While the System permits Offices to continue receiving documents on paper if they so choose, Offices are encouraged to opt for communication on CD or DVD, as this will avoid the considerable logistical burden of having to deal with large volumes of paper, both for the Offices involved, as well as for the IB.

Office Communication Profiles

7. During the early stages of development of the IMPACT project, a questionnaire was addressed to your Office with Circular C.PCT 746, outlining the different options available for receiving copies of PCT-related documents under the IMPACT Communication System and inviting Offices to make preliminary choices as to whether they would prefer to receive documents through Communication on Request or Systematic Communication, and in which format.

² The System determines, based on the volume of documents requested, whether CD or DVD is the most economical carrier.

8. In light of the recent deployment of the IMPACT Communication System, it is timely to update the answers previously received by completing the attached questionnaire. You are invited to return the completed questionnaire to the IB as soon as possible, but preferably before June 10, 2003. The questionnaires should be transmitted to the International Bureau, for the attention of Mr. Gijsbert Beijer. Any questions related to this circular or the attached questionnaire also are to be addressed to Mr. Beijer (tel.: +41 22 338 9479; fax: +41 22 338 8845; e-mail: gijsbertus.beijer@wipo.int) or Mr. Carrasco Pradas (tel.: +41 22 338 8481; fax: +41 22 910 0030; e-mail: diego.carrasco@wipo.int).

Yours sincerely,



Francis Gurry
Assistant Director General

Enclosure: Annex – Questionnaire on your Office Communication Profile
under the PCT IMPACT Communication System

**Questionnaire on
Your Office Communication Profile
Under the**

PCT IMPACT COMMUNICATION SYSTEM

Name of Office: _____

Person completing this Questionnaire:

Name: _____

Title: _____

Dept./Section: _____

Tel: _____

Fax: _____

E-mail: _____

Please return this filled-in questionnaire to the International Bureau:

Attention: Mr. Gijsbert Beijer, Head, PCT Document Capture Section
PCT Operations Support Service
tel.: +41 22 338 9479
fax: +41 22 338 8845
e-mail: gijsbertus.beijer@wipo.int

For questions, please contact:

Mr. Gijsbert Beijer, (at the above address)

or

Mr. Diego Carrasco Pradas
Head, PCT External Legal Relations Service
tel.: +41 22 338 8481
fax: +41 22 910 0030
e-mail: diego.carrasco@wipo.int

Table I—Communication to your Office, in its capacity as a designated or elected Office, of various documents that your Office is entitled to receive for the purposes of national phase processing (generally after the application has entered into the national phase under PCT Article 22 or 39).

Please select, by marking the appropriate check-boxes in the table below, in respect of each of the types of documents listed below which you wish to receive, the type of communication (either systematically or only upon request), as well as the means of communication.

Type of document	Type of communication		Means of communication (select only one)		
	systematic	only upon request	CD only ¹	CD or DVD ²	Paper
Published PCT applications and re-publications (pamphlets) (Article 20)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Declarations for the purposes of national phase processing (Rule 4.17)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Priority documents (Rule 17.2(a))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
International preliminary examination reports and annexes (Article 36.3(a))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English translations of international preliminary examination reports (Article 36.3(a))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

¹ Select this option (“CD only”) if you do not wish to receive communication on paper and your workstation is not DVD-enabled.

² Select this option if you do not wish to receive communication on paper and if your workstation is DVD-enabled. The documents selected will be communicated to your Office either on CD or on DVD, as determined by the IMPACT Communication System, based on the volume of documents in question.

Table II—Communication to your Office as a national Office or PCT Authority of all published PCT applications and re-publications (pamphlets)

Please mark the appropriate check-boxes in the table below to indicate, in respect of each of the applicable capacities under which your Office acts under the PCT, your Office’s choice to receive or not (under PCT Rule 87) all published PCT applications and re-publications (pamphlets).

Your Office	in its capacity as:		
	a national Office <i>(applies to all Offices)</i>	an International Searching Authority <i>(if applicable)</i>	an International Preliminary Examining Authority <i>(if applicable)</i>
chooses to receive pamphlets:			
either in DVD format ³	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
or on paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
chooses not to receive pamphlets <i>(your Office wishes to waive the communication)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

³ CD format is not available.

III—Name(s) and address(es) of the person(s) to whom the documents chosen above should be communicated:

In respect of Table I, where the type of communication selected is “systematic”:

Name: _____
Address: _____

In respect of Table I, where the type of communication selected is “only upon request”:

same name and address as above (otherwise, fill in below)

Name: _____
Address: _____

In respect of Table II:

same name and address as above (otherwise, fill in below)

Name: _____
Address: _____

