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| wipo/MMP2/15/INF/2 Prov. | | |
| ORIGINAL:  ENGLISH | | |
| DATE: October 1, 2015 | | |

**Seminar on the Madrid System for the International Registration   
of Marks**

**Geneva, November 26 and 27, 2015**

PROVISIONAL PROGRAM

*prepared by the Secretariat*

# Thursday, November 26, 2015

8.45 – 9.00 Registration

9.00 – 9.45 Overview of the Madrid System - Basic Features and Recent Developments

Speaker: Information and Promotion Division, Madrid Registry, Brands and Designs Sector, WIPO

9.45 – 10.30 Searching Before Filing - the Global Brand Database

Speaker: Global Databases Division, Global Infrastructure Sector, WIPO

10.30 – 11.30 Filing an International Application and the Role of the Office of Origin

1. Entitlement to File
2. Completing the International Application Forms, in particular, the Official Form MM2
3. Practical Filing Tips

Speaker: Information and Promotion Division, Madrid Registry, Brands and Designs Sector, WIPO

11.30 – 11.45 Coffee Break

11.45 – 12.45 (d) Certification of the International Application by the Office of Origin

(e) Specific Requirements for Designating Particular Contracting Parties

(f) Practical Tips

Speaker: Contracting Party’s Representative

12.45 – 14.00 Lunch Break

14.00 – 14.45 Filing an International Application - the Madrid Goods and Services Manager

Speaker: Operations Division, Madrid Registry, Brands and Designs Sector, WIPO

14.45 – 15.45 The International Application and the Role of the International Bureau of WIPO

1. Examination of International Applications by the International Bureau
2. Possible Irregularities and Responding to Irregularities

Speaker: Information and Promotion Division, Madrid Registry, Brands and Designs Sector, WIPO

15.45 – 16.00 Coffee Break

16.00 – 18.00 Role of the Designated Contracting Party

1. Substantive Examination and Opposition Procedure Before a

Designated Contracting Party

1. Notifications by a Designated Office on the Status of the International

Registration

1. Responding to Refusals

Speakers: Contracting Party’s Representative

Operations Division, Madrid Registry, Brands and Designs Sector, WIPO

User’s Representative

Friday, November 27, 2015

8.30 – 10.00 Management and Maintenance of the International Registration

1. Subsequent Designation
2. Limitation, Renunciation and Cancellation
3. Change in Ownership
4. Changes Concerning the Holder or the Representative
5. Replacement under Article 4*bis*
6. Restriction of the Holder’s Right of Disposal
7. Licenses
8. Renewal

(i) Corrections

Speakers: Legal Division, Madrid Registry, Brands and Designs Sector, WIPO

Operations Division, Madrid Registry, Brands and Designs Sector, WIPO

Practical Cases and Tips on the Use of Selected Forms

10.00 – 10.15 Coffee Break

10.15 – 11.45 The Management and Maintenance of the International Registration (Continues)

11.45 – 12.15 Ceasing of Effect of the International Registration and Transformation

Speaker: User’s Representative

12.15 – 14.00 Lunch Break

14.00 – 16.30 Concurrent Sessions on Madrid E-Services, Website and Communications with the International Bureau

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| **Session 1 – Offices** | **Session 2 - Private Sector** |
| **File**  Madrid E-Filing  E-Communications | **File**  Making the Most of the Madrid Website  Madrid Goods and Services Manager |
| **Search**  The ROMARIN Database | **Search**  The ROMARIN Database |
| **Monitor**  WIPO Gazette of International Marks  Dynamic Statistics and Pendency Rates | **Monitor**  WIPO Gazette of International Marks |
| **Manage**  Madrid Office Portal  Introduction to Madrid Portfolio Manager | **Manage**  Madrid Portfolio Manager  E-Subsequent Designation  E-Renewal and new E-forms  Extracts  Misleading Invoices |
| **Speakers:**  Operational Support Section, Registries Support Division, Brands and Designs Sector, WIPO  Business Application Architecture Section, Registries Support Division, Brands and Designs Sector, WIPO  Registries Support Division, Brands and Designs Sector, WIPO | **Speakers:**  Information and Promotion Division, Madrid Registry, Brands and Designs Sector, WIPO  Operational Support Section, Registries Support Division, Brands and Designs Sector, WIPO  Operations Division, Madrid Registry, Brands and Designs Sector, WIPO |

16.30 – 16.45 Distribution of Certificate of Attendance and Closing

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