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المنظمة العالمية للملكية الفكرية

**ВСЕМИРНАЯ ОРГАНИЗАЦИЯ  
ИНТЕЛЛЕКТУАЛЬНОЙ СОБСТВЕННОСТИ**

C. SCIT 2625  
-06

April 28, 2006

Re: Task No. 24 of the SCIT Standards and Documentation  
Working Group Work Program:  
Annual Technical Reports on Patent Information Activities in 2005

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Madam,  
Sir,

I would like to invite your Office to send to the International Bureau an Annual Technical Report (ATR) on its Patent Information Activities in the year 2005.

In order to facilitate the publication of the Annual Technical Reports on WIPO's website, you are kindly requested to use the online ATR Management System which is available from the ATR area of WIPO's website, at <http://www.wipo.int/scit/en/atrs>. On that site, you will find a list of the Recommended Contents of the ATRs on Patent Information Activities, as well as Guidelines for Preparing the ATRs using the ATR Management System. The said Guidelines include information on how to access the Management System. It will be highly appreciated if you use this System to prepare your ATR, rather than to send it on paper or floppy disk, or by e-mail.

In preparing the Annual Technical Report, any information on imminent or foreseeable changes in working methods in your Office, particularly in connection with any automation plans concerning patents and utility models, will be appreciated.

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Any questions or other feedback you might have concerning the ATRs or use of the ATR Management System should be forwarded to the following e-mail address: *ATR.mail@wipo.int*.

As in past years, the International Bureau will provide access to the completed Annual Technical Reports for 2005 in the ATR area of WIPO's website (*http://www.wipo.int/scit/en/atrs*), where access to the Annual Technical Reports for the previous seven years is also available.

It would be appreciated if you could send the Annual Technical Report to the International Bureau not later than June 30, 2006.

Sincerely yours,



Mikhail Makarov  
Acting Director  
Patent Information, Classification and  
IP Standards Division