



# PCT EDI

## How to transfer WASPs via PCT EDI

### Pre-requisites

Prior to transferring WASPs via PCT EDI there are a number of activities to be completed to enable successful transfer:

- Obtain an account for [pctedi.wipo.int](http://pctedi.wipo.int), and make sure that you can connect using your SFTP client.
- How to use various SFTP clients with [pctedi.wipo.int](http://pctedi.wipo.int) is documented in the WIPO PCT EDI Fundamentals guide which can be found on the PCT EDI web site (<http://www.wipo.int/pct/edi/en/index.html>), This document includes suggested client software and installation procedures.
- Contact the PCT Information Systems Division at [pct.edi@wipo.int](mailto:pct.edi@wipo.int) to agree the WASP file transfer format (see below).

### WASP file transfer format

The WASP format and file naming rules are defined in Annex F of the PCT Administrative Instructions. There are a number of configuration options in the defined format and it is important that the implementation for each office is tested as part of a bi-lateral agreement to start production usage.

### RO forms file transfer format

The WASP is sent with accompanying RO forms. These should be formatted as described on the pctsafe website and named in according to the guidelines for PCT Receiving Offices ([http://www.wipo.int/pct-safe/en/pct\\_ros/efiling\\_guidelines.htm](http://www.wipo.int/pct-safe/en/pct_ros/efiling_guidelines.htm)).

### Transfer WASPs and accompanying RO forms to WIPO

Using your SFTP client upload each WASP and form.

- Upload your WASP(s) using BINARY transfer mode into your upload directory with no sub folders
- The WASP will be processed by the WIPO server and will be removed automatically from your upload directory when the automated processing commences.

### Get receipts

WIPO will continue to create and send to the Receiving Office a copy of Form PCT/IB/301 in order to confirm receipt of the Record Copy. For technical monitoring, WIPO will provide a status file to notify the Receiving Office of successful electronic file receipt.

- Download receipt logs from your download directory
- These files will contain a listing of the WASP(s) received electronically.
- Remove all files that have been downloaded from your download directory