

Digitization Guidelines Survey

Response ID:212 Data

2. Identification page

1. Please enter the ST.3 code of the member state or inter-governmental organization you represent.

PL - Poland

2. Please enter the name of the Office or Organization you represent. For instance, International Bureau of WIPO.
If your organization name is the same as your ST.3 code name, you may put "n/a".

Patent Office of the Republic of Poland

3. General questions

5. Is your national patent collection part of the PCT minimum documentation or does your Office contribute your IP documentation to one of WIPO's databases? Please select all that apply.

Patentscope

PCT minimum documentation

6. What file or document format(s) does your Office accept at filing for IP applications? Please select all that apply.

For industrial design collections:

PDF

Image-based

Media-based formats (e.g., MP3)

Paper

For patent collections:

PDF

Image-based

DOCX

Paper

For trademark collections:

PDF

Image-based

Media-based formats (e.g., MP3)

Other (please specify): Paper

7. In what language(s) do you publish your IP documents in? Please provide a full list of 2-letter language codes.

PL

8. In what format(s) do you publish or disseminate your IP collection? Please select all that apply.

For industrial design collections:

PDF

For patent collections:

WIPO Standard ST.36

PDF

For trademark collections:

Image-based
Media formats (e.g., MP3)
PDF
Other (please specify): XML

9. In what format(s) does your Office publish the bibliographic data associated with the format(s) indicated in question 8? Please select all that apply.

For industrial design collections:

XML
PDF
Plain text

For patent collections:

XML
PDF
Plain text

For trademark collections:

XML
PDF
Plain text

10. If your Office produces XML or JSON instances and does not validate these instances before publication, please provide your reasoning below.

Our XMLs are generated in the correct XML structure directly from the central repository to the API, so they do not need any additional validation

11. Does your Office publish the color drawings they receive, if they are permitted during the filing of a patent application?

Yes

4. Digitization activities

12. Does your Office perform digitization of documents you receive before publication or data dissemination, for one or more IP rights, or has experience of digitization of documents associated with IP rights?

Yes

12.1. How are or were these documents or associated data transformed from the format you received? e.g., paper document manually scanned and OCR'd or DOCX converted to XML.

Manually scanned paper documents are not OCR'd or saved as DOCX files or converted to XML. Scanned documents remain in PDF format.

12.2. If you rely or relied on a third party to perform the digitization of your documents, why did you reach this decision?

We seek assistance from another department in our Office in the following cases: - non-standard formats, such as maps or posters, - if the colors of the document are dark (navy blue, dark green etc.) and appear black on our scanners, - multi-page notarial deeds and contracts that are stapled together.

12.3. Does your Office use or did you use any IT tools, in particular AI tools, in the digitization process that you find particularly useful?

The Polish Patent Office has been using EZD (Electronic Document Management) system since 2014. All scanned PDF documents are exported to this IT system. Our Office does not use Artificial Intelligence in the digitization of documents.

12.4. What are or were the biggest technical challenges you have experienced in digitizing your documents? e.g., extracting drawings or chemical formulae from a patent application. Please provide further details in the comments box below, including how you overcame these challenges and the relevant IP right type.

When scanning a document consisting of more than 500 pages, there is a major problem with exporting it to the EZD Electronic Document Management system. In such cases, the scanned document must be split into several smaller files.

- For drawings in formats other than A4, we seek assistance from another department (printing division).
- For multi-page, stapled notarial deeds, certificates, and contracts, we seek assistance from another department (printing division)

The above challenges occur with regard to all IP rights.

5. Digitization activities

. If your Office is considering future digitization activities, please provide details regarding the tools you are considering, in particular AI tools, and include your reasons for selecting them for potential use in digitization.

The Polish Patent Office is working toward a transition to exclusively electronic correspondence. Currently, the Polish Patent Office is receiving fewer and fewer paper documents compared to previous years.

1. Please provide any other feedback regarding capacity building for the digitization of IP document collections.

This question is unclear. Does it refer to existing IP document collections? Or to the creation of new IP document collections? Please explain in more detail with regard to capacity building for the digitization of IP document collections. Perhaps it would be useful if you could give some examples.