



ARIPO

*African Regional Intellectual
Property Organization*



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Property Organization**

ARIPO COUNTRY REPORT

Maputo, Mozambique, 11 to 15 July, 2016

***Making better use of Intellectual property for business
Competitiveness and Development in Africa***

Category I – Infrastructure and Management



Goal	IP Office	WIPO Support
Office has managed IT infrastructure	Modern equipment, regular upgrades Purpose-designed server room Policies and procedures for backups, security ICT audit by internal and external auditors	Recommendations, specifications and advice
Human and financial resources are available	Dedicated IT staff (3), represented on senior management by HOD. Updated staff profiles. Appropriate skills. Dedicated IT budget.	Recommendations, proposed staff profiles (but they are rarely taken into consideration)



Category II – IP Administration System



Goal	IP Office	WIPO Support
Online service,	Online filing, Online payment, IP digital library, Journal services	Technical advice and support
Member State Module,	Notification and document exchange between POLite+ (ARIPO) and IPAS (MS), MS financial statements, Journal posting	Technical advice and support
POLite+	IP administration	Technical advice and support



Category III – Electronic Registry



Goal	IP Office	WIPO Support
POLite+ supports the main business processes (formalities, examination, publication, registration, opposition).	Standardize business processes. Workflow Based Ensure all users are trained to use the system. Implementing it for TK.	Review of business processes and workflow design. Training to IT and end-users.
Most official documents, certificates and journal produced by POLite+ except the certificate of grant or registration	Enforced use of the system and discontinue ad-hoc processes outside the system. Most users favour online processed files	Advice on the automation process.
All backfile data is captured and the system supports search and examination	Backfile data was automatically transferred from the legacy system.	Advice
Registration and other legal actions are recorded electronically	Ensure quality and accuracy of data in POLite+. Enforce use of the system and discontinue ad-hoc processes.	Advice



Category IV – Document Management



Goal	IP Office	WIPO Support
Incoming (frontfile) documents are digitized	Registry unit receives files. Passed on to Digitization – Dedicated equipment available & personnel	Provision of WIPO Scan and EDMS software. Support through IPAS team
Backfile documents are being digitized	Provide management support and logistical support to digitization team.	Provision of WIPO Scan and EDMS. Training of staff. Funding of digitization project.
Document management system provides appropriate tools for authenticity and integrity (full electronic dossier)	Policy decision to move to fully-electronic documents. Paper records are no longer the only authentic record.	POLite+ and EDMS provide functions for fully electronic document creation and archiving of documents.
Signature requirements are met digitally where necessary	Reviewed legal framework and policies on digital signature.	POLite+ and EDMS provide electronic signature functions.



Category V – Online Services



Goal	IP Office	WIPO Support
Office Web Sites are online and managed by the office	Assign responsible staff with appropriate skill profiles.	Advice
Official publication (journal/gazette) on-line	Reviewed work flows. Policy decision.	POLite+ supports generation of Gazette in digital format.
On-line databases are fully searchable (including full-text search) IP Digital Library – Advanced Search	ARIPO online service provides fully searchable online databases for all IP rights.	Advice



Category V – Online Services



Goal	IP Office	WIPO Support
On-line application filing	Review legal framework and policies for online transactions. Review online payment options.	System provides online filing functionality. WIPO advice.
On-line portfolio management and e-communication with applicants	As above.	The system enables users to see application status and to implement all transactions online.
On-line file access to applicants and 3rd parties	Policy decision to allow file access. Reviewed fee structure.	System includes functions to make electronic dossier available online.
Data exchange with regional and (international databases)	Policy decision. Review fee structure.	IPAS+. PCT Module. DAS Module. WIPO Publish.
Active in regional portals for data and work sharing	Policy decision.	



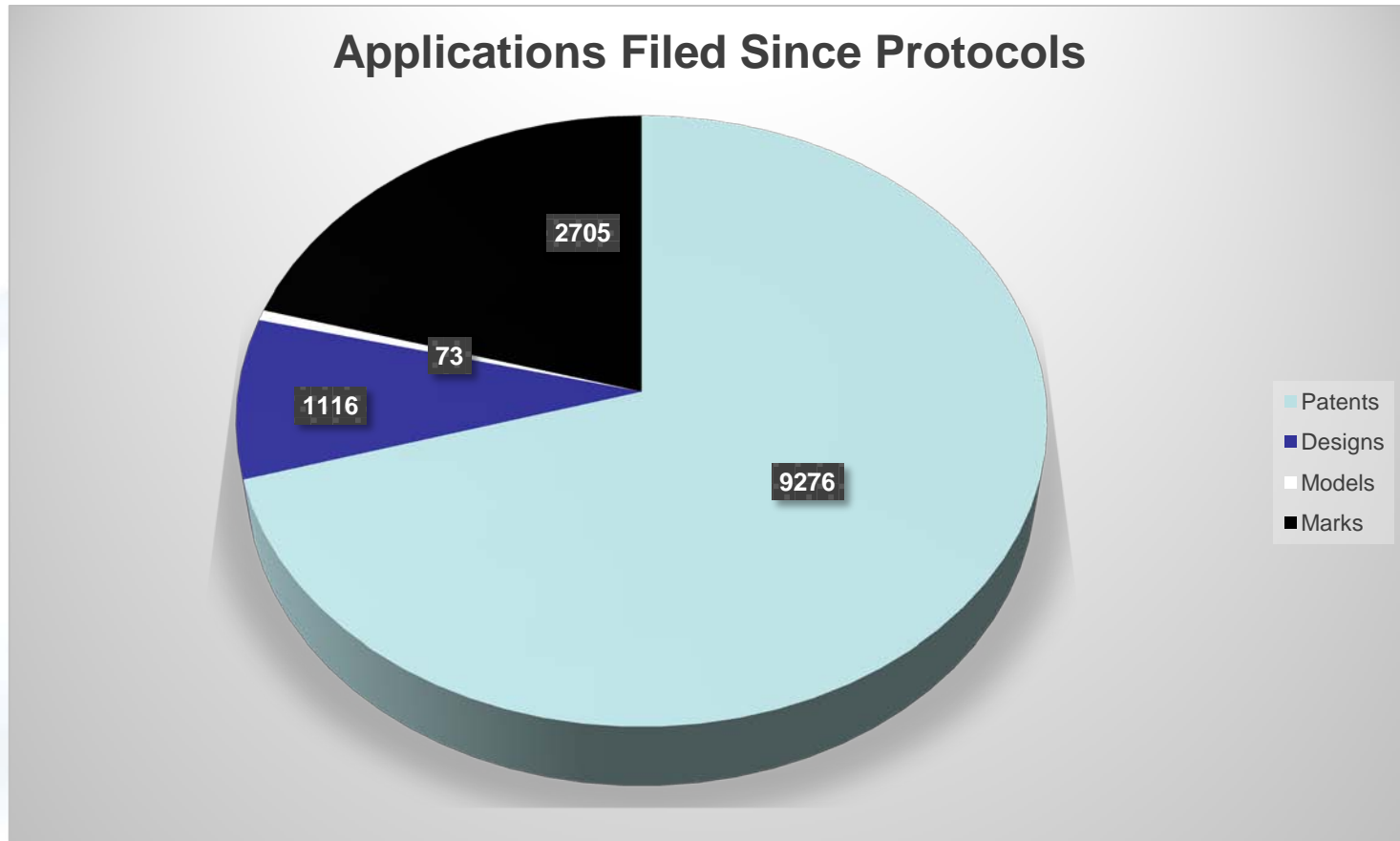
IP Office Planning Worksheet



My Goals	Target dates	Actions for my office	WIPO support to be requested
1 ...Regional IP Database	In progress	Data extraction for all rights	Development and implementation of the tool.
2 ...Roll out of MS Module			
3 ... Digitization project	In progress	Database preparation for back-file records	Sponsorship and training of WIPOscan
4 ...			
5 ...			

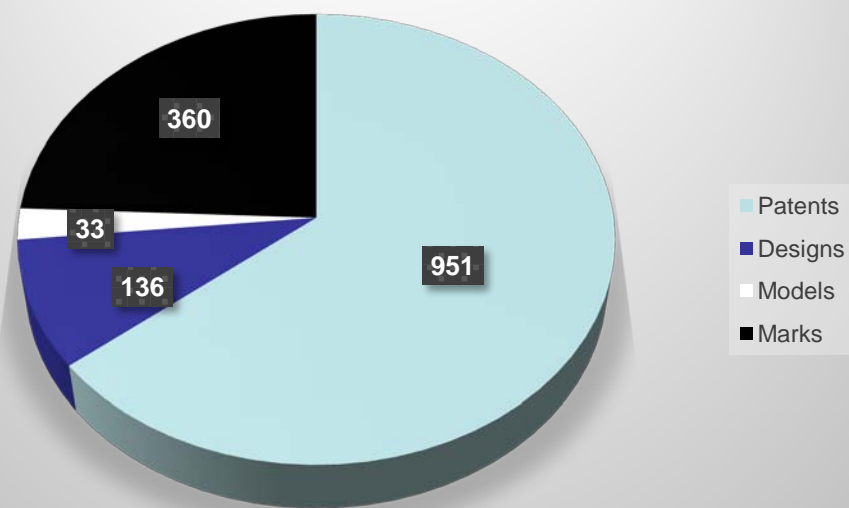


Filings Since Protocol

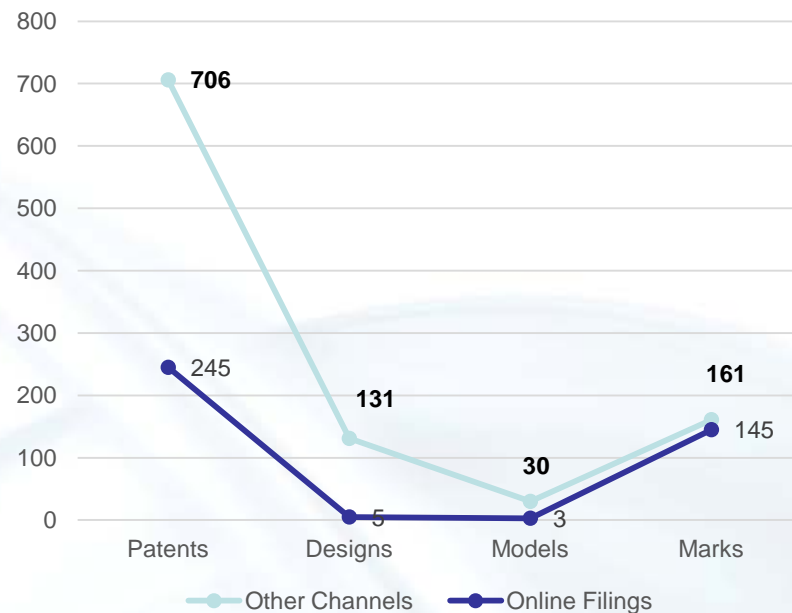


Statistics for Files Received after POLite+ Launch

IP Applications Received - March 2015 to June 2016



Filing Channels



Quality Management Strategies

- Internal System Checks at all stages of processing especially.
 - Receiving
 - Verification
 - Formality
 - Payments
 - Examination, Grant/ Registration (certificate checks)
- Still a more to be done
 - Dedicated quality assurance personnel





African Regional Intellectual Property Organization

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