Committee on WIPO Standards (CWS)

Eleventh Session
Geneva, December 4 to 8, 2023

ANNOTATED DRAFT AGENDA WITH PROPOSED TIMETABLE

*Document prepared by the Secretariat*

1. This information document contains an annotated draft agenda and a proposed timetable for the eleventh session of the Committee on WIPO Standards (CWS), which will be held in Geneva from December 4 to 8, 2023, in hybrid format. The Committee will meet each day from 10.00 a.m. to 1.00 p.m. and 3.00 p.m. to 6.00 p.m. (CET).

2. The document is prepared for the convenience of all participants as requested by Member States. There are two Annexes to the present document: Annex I to this document contains an annotated draft agenda which was prepared on the basis of document CWS/11/1 PROV. 3. Annex II presents an indicative timetable for the eleventh session of the CWS. Taking into account the progress of the discussions and preferences expressed by delegations during the session, the Chair may propose changes to the timing of discussions on agenda items, as and when appropriate.

[Annexes follow]
ANOTATED DRAFT AGENDA

1. Opening of the Eleventh Session

**Brief description:** A representative of the Director General will open the session and deliver his welcoming remarks. This will be followed by additional remarks from the Secretariat.

2. Election of the Chair and two Vice-Chairs

**Brief description:** A Chair and Vice-Chair(s) will be elected.

**Invited action:** The CWS will be invited to elect the Chair and Vice-Chairs, for the twelfth and thirteenth sessions of the Committee.

3. Adoption of the agenda: see document CWS/11/1 PROV. 3.

**Brief description:** The delegations will be invited to consider and adopt the proposed agenda, part of which is reproduced below.

4. CWS Work Program

   (a) Review of current Tasks: see document CWS/11/8

**Brief description:** This document provides up-to-date information on the CWS Work Program and Tasks list presented for approval at the eleventh session of the CWS. This document also includes a suggestion for the XML4IP task force to manage the revisions for all XML Standards and transferring the management of Part 6 of the Handbook to the PAPI Task Force.

**Invited action** (paragraph 24 of document CWS/11/8, which is reproduced below):

   "24. The CWS is invited to:

   (a) note the content of the present document;

   (b) approve the merging of Task No. 38, Task No. 39 and Task No. 42 into Task No. 41; the proposal for update of the description of Task No.41, which will be continually assigned to the XML4IP Task Force; and the discontinuation of the ST.36, ST.66 and ST.86 Task Forces as proposed in paragraph 14 above;

   (c) consider and approve transferring the responsibility of updating Part 6 of WIPO Handbook from the Digital Transformation Task Force to the PAPI Task Force as proposed in paragraph 19 above;

   (d) consider the Task List as presented in the Annex to this document taking into consideration of the recommendation by the Evaluation Report, including the implication of workload of the Task Forces for the coming year for the Member States and WIPO Secretariat, as indicated in paragraph 10 above; and

   (e) approve the Secretariat to incorporate the agreements, reached at this session in the CWS Work Program and the CWS Work Program Overview and publish them on WIPO website as described in paragraph 11 above."
(b) Proposal for a new Task on the implementation of WIPO Standard ST.37: see document CWS/11/15

Brief description: This document details a proposal to create a new CWS Task for inclusion within its mandate to support Offices in their production of a WIPO ST.37-compliant authority file.

Invited action (paragraph 17 of document CWS/11/15, which is reproduced below):

“17. The CWS is invited to:

(a) note the content of the present document;

(b) consider and approve the creation of the new Task and designate the International Bureau as the Task Leader, if no IPO volunteers as referred to in paragraphs 11 and 12 above;

(c) note the success factor indicated in paragraph 16 if this new Task is added to the Work Program; and

(d) request IPOs to communicate with the International Bureau the type of support that will be required for the production of WIPO Standard ST.37-compliant authority files, as indicated in paragraph 15.

(c) Questionnaire on Prioritization of Tasks: see document CWS/11/6

Brief description: This document outlines details of a proposed questionnaire seeking feedback from the Members and Observers of the CWS regarding the prioritization of CWS Tasks.

Invited action (paragraph 8 of document CWS/11/6, which is reproduced below):

“8. The CWS is invited to:

(a) note the content of the present document;

(b) consider and approve the draft questionnaire, as referred to in paragraphs 4 to 7 above and as reproduced in the Annex to the present document;

(c) request the Secretariat to issue a CWS Circular inviting IPOs to participate in the survey, with the questionnaire reproduced in the Annex to this document; and

(d) request the Secretariat to present the results of the survey for consideration at its twelfth session.”

5. Progress Reports by the Task Forces

(a) Report by the 3D Task Force (Task No. 61)

Brief description: An oral report by the Task Force leader on the progress made by the 3D Task Force since the last session will be made.

(b) Report by the API Task Force (Task No. 56 and Task No. 64): see document CWS/11/14
Brief description: This document provides a progress report on the work of the API Task Force, under the framework of Tasks No. 56 and No. 64, since the tenth session of the CWS. The API Task Force co-hosted a successful event, API Day 2023, where international speakers shared their experience with participants in developing and implementing APIs. They have also started work on the development of an API catalog which lists public APIs available on IPO websites.

Invited action (paragraph 36 of CWS/11/14, which is reproduced below):

“36. The CWS is invited to:

(a) note the content of the present document;

(b) note the release of WIPO Standard ST.90 versions 1.1, as indicated in paragraph 15 above;

(c) test the JSON transformation tool as indicated above in paragraph 29;

(d) request the Secretariat to issue a circular inviting IPOs to provide feedback on the endpoints of APIs established by them and indicate their definition of terms as referred to in paragraph 18 above; and

(e) note the work plan of the API Task Force, as indicated in paragraphs 30 to 35 above.”

(c) Blockchain Task Force (Task No. 59)

Brief description: An oral report by the Task Force leader on the progress made by the Blockchain task Force since the last session will be made.

(d) Design Representation Task Force (Task No. 57): see document CWS/11/4

Brief description: This document provides a progress report on the work of the Design Representation Task Force, conducted under the framework of Task No. 57, since the tenth session of the CWS. This document further includes a request to discontinue the work of this Task and the Task Force.

Invited action (paragraph 13 of CWS/11/4, which is reproduced below):

“13. The CWS is invited to:

(a) note the content of this document; and

(b) consider and approve the proposal to discontinue Task No. 57 and the Design Representation Task Force, and absorb further updates to WIPO Standard ST.88 into Task No. 33 as described in paragraphs 11 and 12 above.”

(c) Digital Transformation Task Force (Task No. 62, Task No. 63 and Task No. 65): see document CWS/11/11

Brief description: This document provides a progress report on the work of the Digital Transformation Task Force, conducted under the framework of Tasks No. 62, 63 and 65, since the tenth session of the CWS.

Invited action (paragraph 23 of document CWS/11/11, which is reproduced below):
“23. The CWS is invited to:

(a) note the content of the present document;

(b) approve the proposed update to the description of Task No. 62 as indicated above in paragraph 10;

(c) provide feedback on their use of DOC2XML converters as indicated in paragraphs 9 above;

(d) approve the transfer of the update to Part 6 of the WIPO Handbook to the PAPI Task Force as indicated in paragraph 8; and

(e) participate in the testing of the implementation of the new WIPO Standard ST.92, as indicated in paragraphs 20 and 21 above.”

(e) ICT Strategy for Standards Task Force (Task No. 58): see document CWS/11/21

Brief description: This document provides a progress report on the work of the ICT Strategy Task Force, conducted under the framework of Task No. 58, since the tenth session of the CWS.

Invited action (paragraph 17 of document CWS/11/21, which is reproduced below):

“17. The CWS is invited to

(a) note the content of this document;

(b) consider and approve the proposed new name of Task Force as referred to in paragraph 12 above;

(c) consider and approve the proposed new description of Task No. 58 as referred to in paragraph 12 above; and

(d) designate the Delegation of Australia as a Co-leader of the ICT Strategy Task Force as referred to in paragraph 13 above.”

(f) Legal Status Task Force (Task No. 47): see document CWS/11/13

Brief description: This document provides a progress report on the work of the Legal Status Task Force, conducted under the framework of Task No. 47, since the tenth session of the CWS.

Invited action (paragraph 17 of document CWS/11/13, which is reproduced below):

“17. The CWS is invited to note the content of this document.”

(g) Name Standardization Task Force (Task No. 55): see document CWS/11/22

Brief description: This document provides a progress report on the work of the Name Standardization Task Force, conducted under the framework of Task No. 55, since the tenth session of the CWS.

Invited action (paragraph 14 of document CWS/11/22, which is reproduced below):
"14. The CWS is invited to:

(a) note the content of the present document; and

(b) consider and approve the proposed amendment to the description of Task No. 55, as referred to paragraphs 11 and 12."

(h) Part 7 Task Force (Task No. 50): see document CWS/11/24

Brief description: This document provides a progress report on the progress made by the Part 7 Task Force leader, conducted under the framework of Task No. 52, since the tenth session of the CWS.

Invited action (paragraph 16 of CWS/11/24, which is reproduced below):

"16. The CWS is invited to:

(a) note the content of this document and the Annex to the present document; and

(b) consider and decide the need of revision of WIPO Standards ST.11 and ST.19, and consequently the survey to update the WIPO Handbook Part 7.6 “Bibliographic information in patent gazettes”, as referred to in paragraphs 8 and 9 above;

(c) comment on a specific purpose for the survey on the citation practice and the intended use of the information collected as well as identifying the consumers of the survey information as referred to in paragraph 11 above;

(d) decide that the survey questionnaire on the citation practice should be updated and request the Part 7 Task Force to present a new survey questionnaire at its twelfth session as referred to in paragraph 10 above;

(e) approve the amendment to the description of Task No. 50 as referred to paragraph 14 above; and

(f) consider an approve the updated work plan as indicated in paragraph 15 above."

(i) Public Access to Patent Information (PAPI) Task Force (Task No. 52): see document CWS/11/12

Brief description: This document provides a progress report on the work of the PAPI Task Force, conducted under the framework of Task No. 52, since the tenth session of the CWS. If approved by the CWS, the PAPI Task Force will take over management of the WIPO Handbook Part 6 updates.

Invited action (paragraph 15 of document CWS/11/12, which is reproduced below):

“15. The CWS is invited to:
(a) note the content of this document and the Annex to the present document; and

(b) consider and approve the proposal for transfer the work to update WIPO Handbook Part 6.1 to the PAPI Task Force from the Digital Transformation Task Force, and the proposed change to the description of Task No. 52, as referred to in paragraphs 11 and 12 above.”

(j) Sequence Listings Task Force (Task No. 44): see document CWS/11/7

Brief description: This document provides a progress report on the work of the Sequence Listings Task Force, conducted under the framework of Task No. 44, since the tenth session of the CWS. Now that WIPO Standard ST.26 has entered into force, this document proposes a update to the description of Task No. 44.

Invited action (paragraph 15 of document CWS/11/7, which is reproduced below):

“15. The CWS is invited to:

(a) note the contents of this present document and the work plan of the Sequence Listings Task Force; and

(b) approve the update to the description of the Task No. 44 as referred to in paragraph 12 above.”

(k) XML4IP Task Force (Task No. 41): see document CWS/11/2

Brief description: This document provides a progress report on the work of the XML4IP Task Force, conducted under the framework of task No. 41, since the tenth session of the CWS. Two official versions of WIPO Standard ST.96 were published during this period: version 7.0 and version 7.1.

Invited action (paragraph 21 of document CWS/11/2, which is reproduced below):

“21. The CWS is invited to:

(a) note the content of the present document;

(b) note the release of WIPO ST.96 version 7.0 and future release of version 7.1, as indicated in paragraphs 4 to 8, and paragraphs 9 to 11 above; and

(c) note the work plan and challenges of the XML4IP Task Force, as indicated in paragraphs 18 to 20 above.”

6. Development of WIPO Standards

(a) Proposal for a new WIPO Standard on the data package format for the electronic exchange of priority documents and certified copies: see document CWS/11/20

Brief description: This document proposes a new WIPO standard on a data package format to be used to exchange priority documents and certified copies.

Invited action (paragraph 14 of document CWS/11/20, which is reproduced below):

“14. The CWS is invited to:
(a) note the content of this document and the Annex to the present document;

(b) consider and approve the name of the proposed Standard “WIPO Standard ST.92 – Recommendations on the data package format for the electronic exchange of priority documents and certified copies”, as indicated in paragraph 10 above;

(c) consider and adopt the new WIPO Standard ST.92 as referred to in paragraphs 8 to 9 above and as reproduced in the Annex to the present document;

(d) consider and agree on the implementation plan as referred to in paragraphs 11 and 12 above; and

(e) consider and approve the revision of Task No. 65, as indicated in paragraph 13.”

(j) Proposal for the revision of WIPO Standard ST.26: see document CWS/11/3

Brief description: This document proposes a revision to WIPO ST.26 to improve clarity, improve grammar and include several new examples in Annex VI (guidance document) of this Standard.

Invited action (paragraph 9 of document CWS/11/3, which is reproduced below):

“9. The CWS is invited to:

(a) note the contents of this document and the Annexes to the present document;

(b) consider and approve the proposed revisions to WIPO Standard ST.26 as referred to in paragraphs 6 to 7 above and detailed in the Annexes to this document; and

(c) approve July 1, 2024 as the date for entry into force of the new version 1.7.”

(k) Proposal for the revision of WIPO Standard ST.61: see document CWS/11/9

Brief description: This document proposes a revision to Annex II (supplementary data) of WIPO ST.61 after feedback from trademark business experts during the collaboration with the XML4IP Task Force to develop XML schemas to capture trademark legal status information.

Invited action (paragraph 8 of document CWS/11/9, which is reproduced below):

“8. The CWS is invited to:

(a) note the content of the present document and its Annex; and

(b) consider and approve the proposed revision of WIPO Standard ST.61, as referred to in paragraphs 6 and 7 above and reproduced in the Annex to the present document.”

(l) Proposal for the revision of WIPO Standard ST.88: see document CWS/11/5

Brief description: This document proposes a revision of WIPO Standard ST.88, to incorporate recommendations on 3D image and 3D model by reference to WIPO Standard ST.91 and editorial changes to improve clarity.
Invited action (paragraph 9 of document CWS/11/5, which is reproduced below):

“9. The CWS is invited to:

(a) note the content of this document and the Annex to the present document; and

(b) consider and approve the proposed revisions to WIPO Standard ST. 88 as described in paragraphs 7 and 8 above and reproduced in the Annex to the present document.”

(m) Proposals for improvement of copyright orphan work metadata in WIPO Standard ST.96: see document CWS/11/19

Brief description: This document proposes next steps for the copyright orphan work metadata in WIPO Standard ST.96 project.

Invited action (paragraph 13 of document CWS/11/19, which is reproduced below):

“13. The CWS is invited to:

(a) note the content of the present document to the present document; and

(b) consider and decide the next step(s) to prepare the final proposal as indicated in paragraph 12 above.”

(n) Proposed guidelines for the Data Cleaning of Names: see document CWS/11/23

Brief description: This document proposes a set of guidelines to be used to standardize customer names to support data cleaning activities undertaken by Offices. These guidelines will be published as part of the WIPO Handbook.

Invited action (paragraph 9 of document CWS/11/23, which is reproduced below):

“9. The CWS is invited to:

(a) take note of the content of the present document and the Annex to the present document; and

(b) consider and approve the guidelines as referenced to in paragraphs 5 to 7 above and as reproduced in the Annex to the present document; and

(c) request the Secretariat to publish the guidelines in Part 3 of the WIPO Handbook as referred to paragraph 8 above.”

7. Implementation of WIPO Standards by Offices

(a) WIPO Standard ST.26

Brief description: IP Offices and the International Bureau will present on their experiences implementing WIPO ST.26

(b) WIPO Standard ST.37

Brief description: IP Offices and the International Bureau will present on their experiences implementing WIPO ST.37
(c) WIPO Legal Status Standards: ST.27, ST.61 and ST.87

Brief description: IP Offices and the International Bureau will present on their experiences implementing Legal Status Standards: WIPO ST.27, ST.61 and ST.87

(d) WIPO Standard ST.90

Brief description: IP Offices and the International Bureau will present on their experiences implementing WIPO ST.90

(e) WIPO Standard ST.91

Brief description: IP Offices will present on their experiences implementing WIPO ST.91

(f) WIPO Standard ST.96

Brief description: IP Offices will present on their experiences implementing WIPO ST.96

(g) Other WIPO Standards

8. Policies and activities relating to intellectual property (IP) data, information system and information services

(a) IP Offices’ strategies and policies on Information Communication Technologies (ICT) and digital transformation

Brief description: IP Offices will be invited to share their strategies and policies relating to ICT and digital transformation with the CWS. These presentations will help the CWS locate common policies among Offices and their priorities for digital transformation.

(b) Recommendations on ICT and IP administration: see document CWS11/18

Brief description: The ICT Strategy for Standards Task Force presents a set of Recommendations on ICT administration in the IP community with relevant action items under this Agenda item. The CWS will review and provide comment on the Recommendations to guide the Task Force to prepare a final proposal for the Recommendations.

Invited action: (paragraph 11 of document CWS/11/18, which is reproduced below):

“11. The CWS is invited to:

(a) note the content of the present document and the Annex to the present document;

(b) consider and comment on the Recommendations on ICT and IP administration which is reproduced in the Annex to the present document and as referred to paragraphs 6 to 9 above; and

(c) request the Secretariat to issue a circular inviting its Members to comment on the proposed Recommendations on ICT and IP administration and the ICT Strategy for Standards Task Force to report the results of the responses as proposed in paragraph 10 above.”

(c) Global Identifier for natural persons and legal entities: see document CWS/11/17

Brief description: This document provides the summary of the progress achieved on the Global Identifier (Global ID) Pilot Project since the last session of the CWS. The project aims to provide a single Global ID for each natural person or legal entity to identify them uniquely,
consistently, accurately and securely across IP systems and jurisdictions globally. As the Phase 1 of the Pilot was completed in October 2023, the International Bureau shares the next steps for the project.

Invited action (paragraph 28 of document CWS/11/17, which is reproduced below):

“28. The CWS is invited to:

(a) note the content of the present document;

(b) consider and comment on the Global ID structure as referred to paragraph 24 above; and

(c) consider and comment on the next steps as referred to paragraphs 25 to 27 above.”

(d) Proposal for recommendations on data exchange framework: see document CWS/11/16

Brief Description: This document presents a proposal from the Delegation of Japan regarding the development of a new set of recommendations for supporting data exchange between Offices.

Invited Action (paragraph 6 of document CWS/11/16, which is reproduced below):

“6. The CWS is invited to:

(a) note the contents of the present document and the project brief as reproduced in the Annex to the present document;

(b) review and comment on the project brief as reproduced in the Annex to the present document; and

(c) consider and approve the creation of a new Task and the corresponding Task Force as indicated in paragraphs 4 and 5 above; and

(d) request the Secretariat to issue a circular inviting its Members and Observers to nominate subject matter experts to the new Task Force as indicated in paragraph 5 above.”

(e) Proposal for establishing a global platform to facilitate IP information exchange: see document CWS/11/25

Brief Description: This document presents a proposal by the Delegation of Saudi Arabia for establishing a global platform to facilitate the exchange of Intellectual Property (IP) information.

Invited action (paragraph 7 of document CWS/11/25, which is reproduced below):

“7. The CWS is invited to:

(a) note the contents of the this document and the project brief as reproduced in the Annex to the present document;
(b) review and comment on the project brief as reproduced in the Annex to the present document;

(c) consider and approve the creation of a new Task and the corresponding Task Force as indicated in paragraphs 5 and 6 above; and

(d) request the Secretariat to issue a circular inviting its Members and Observers to nominate subject matter experts to the new Task Force as indicated in paragraph 6 above."

(f) Proposal for a draft survey questionnaire on the implementation of WIPO Standard ST.91: see document CWS/11/26

Brief Description: This document presents a draft questionnaire from the 3D Task Force for approval by the CWS to better understand the scale of implementation of this Standard and any future revisions that may be required.

Invited action (paragraph 9 of document CWS/11/26, which is reproduced below):

“9. The CWS is invited to:

(a) note the contents of the present document;

(b) review and approve the contents of the draft questionnaire indicated above in paragraphs 6 and 7 above and reproduced as the Annex to the present document; and

(c) request the Secretariat to issue a Circular inviting its Members and Observers to participate in the survey and the 3D Task Force to report the results of the survey as indicated in paragraph 8 above.”

(g) Report on 2022 Annual Technical Reports (ATRs)

9. ICT Collaboration and Support

(a) Report by the International Bureau on the provision of technical advice and assistance for capacity building to industrial property offices in connection with the mandate of the CWS: see document CWS/11/10

Brief description: This document aims to implement the decision taken by the General Assembly in 2011 relating to the mandate of the CWS, and to provide regular written reports on the details of activities undertaken during the year 2022 in which the International Bureau of WIPO endeavored to provide technical advice and assistance for capacity building to IPOs by undertaking projects regarding dissemination of IP standards information.

Invited action (paragraph 16 of document CWS/11/10, reproduced below):

“16. The CWS is invited to take note of the 2022 activities of the International Bureau, related to providing technical advice and assistance for capacity building to IPOs, regarding dissemination of IP standards information. This document will serve as a basis of the relevant report to be presented to the WIPO General
Assembly to be held in 2024, as requested at its 40th session held in October 2011 (see paragraph 190 of document WO/GA/40/19).

(b) Development of common software for use by IP offices

**Brief description:** IP Offices and the International Bureau will present on their experiences developing software developed or due to be developed for common use by Offices and other stakeholders. The CWS will benefit from these shared experiences.

(c) Cooperative ICT projects between IP offices

**Brief description:** The CWS Members and Observers are invited to share their practices of and plan for cooperative ICT projects in the IP community. The CWS will invite their Members and Observers to consider or recommend any potential cooperative ICT projects between IP offices for IP community.

10. Summary by the Chair

11. Closing of the session

[Annex II follows]
Committee on WIPO Standards (CWS), 11th Session (December 4 to 8, 2023)
TENTATIVE SCHEDULE

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