**TENTATIVE WORK PLAN FOR UPDATING SURVEYS PUBLISHED IN PART 7 OF THE WIPO HANDBOOK**

This document contains the proposal on the tentative work plan for the task on the continuous maintenance and update of Part 7 of the WIPO Handbook (Task No. 50). Actions proposed for each survey are indicated in Annex I to the present document.

## PROPOSED ACTIONS LISTED BY SURVEY

### Part 7.1 “Representation of calendar dates”

* (CWS/6, 2018) request Part 7 Task Force to prepare a questionnaire on the presentation of dates;
* (CWS/7, 2019) approve the questionnaire, request the survey update; and
* (CWS/8, 2020) note survey results and approve publication of the updated survey in the WIPO Handbook.

### Part 7.2.1 “Presentation of application numbers”

* (CWS/5, 2017) agree to move Part 7.2.1 to the Archive following the transfer of information to Parts 7.2.6 and 7.2.7.

### Part 7.2.2 “Survey of numbering systems used, or intended to be used, by industrial property offices with regard to applications, published documents and registered rights”

* (CWS/5, 2017) request Part 7 Task Force to prepare a questionnaire on publication and registration numbers;
* (CWS/6, 2018) approve the questionnaire, request that the survey be conducted; and
* (CWS/7, 2019) note the survey results, approve publication of the new survey in the WIPO Handbook, and agree to move Part 7.2.2 to the Archive.

### Part 7.2.3 “Numbering systems and date formats introduced or planned to be applied with regard to the arrival of the year 2000”

* (CWS/8, 2020) agree to move Part 7.2.3 to the Archive following the update of Part 7.1.

### Part 7.2.4 “Survey on the presentation of priority application numbers”

* To be updated regularly;
* (CWS/5, 2017) announce the update of the survey to be carried out during the following year; and
* (CWS/6, 2018) note the amendments, if any.

### Part 7.2.5 “Survey on application numbering systems”

* No updates required so far. Eventual updates to be requested by the CWS.

### Part 7.2.6 “Numbering of applications and priority applications – Current practices”Part 7.2.7 “Numbering of applications and priority applications – Former practices”

* To be updated regularly;
* (CWS/5, 2017) note the survey results (Part 7.2.7), note the amendments (Part 7.2.6);
* (CWS/8, 2020) announce the update of the surveys to be carried out during the following year; and
* (CWS/9, 2021) note the amendments, if any.

### Part 7.3 “Examples and kinds of patent documents”

* To be updated regularly;
* (CWS/6, 2018) announce the update of the survey to be carried out during the following year; and
* (CWS/7, 2019) note the amendments, if any.

### Part 7.4 “Correction procedures”

* No updates required so far. Eventual updates to be requested by the CWS.

### Part 7.5 “Physical characteristics of patent documents”

* in the Archive.

### Part 7.6 “Survey of bibliographic information contained in patent gazettes …”

* (CWS/7, 2019) request Part 7 Task Force to review the questionnaire;
* (CWS/8, 2020) approve the questionnaire, request that the survey be conducted;
* (CWS/9, 2012) note the survey results and approve the publication in the WIPO Handbook.

### Part 7.7 “Survey on the grant and publication of “Supplementary Protection Certificates” …”

* (CWS/5, 2017) approve the questionnaire, request that the survey be updated;
* (CWS/6, 2018) note the survey results, approve publication of the updated survey in the WIPO Handbook; and
* (CWS/9, 2012) announce the update of the survey to be carried out during the following year.

### Part 7.8 “Survey of filing procedures and filing requirements, as well as of examination methods and publication procedures, relating to industrial designs”

* in the Archive.

### Part 7.9 “Survey concerning citation practices in industrial property offices”

* No updates required so far. Eventual updates to be requested by the CWS.

### Part 7.10 “Survey of practices in industrial property offices regarding codes used for internal purposes or individual use”

* No updates required so far. Eventual updates to be requested by the CWS.

### Part 7.11 “Survey on the implementation and promotion of WIPO Standard ST.22”

* No updates required so far. Eventual updates to be requested by the CWS.

### Part 7.12 “Survey on the use of WIPO Standards”

* (CWS/5, 2017) note the survey results, approve publication of the new survey in the WIPO Handbook (see document CWS/5/2)

## SCHEDULE OF PROPOSED ACTIONS

The table below contains visual and less detailed representation of the information provided in the list above:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | AfterCWS/52017 | afterCWS/62018 | afterCWS/72019 | afterCWS/82020 | afterCWS/92021 |
| Part 7.1 |  | Questionnaire | Update | Publication |  |
| Part 7.2.1 | Archiving |  |  |  |  |
| Part 7.2.2 | Questionnaire | Update | Publication |  |  |
| Part 7.2.3 |  |  |  | Archiving |  |
| Part 7.2.4 | Update/Publication |  |  |  | Update |
| Part 7.2.5 | Eventual updates to be requested by the CWS in due course |
| Part 7.2.6 |  |  |  | Update/Publication |  |
| Part 7.2.7 | Publication |  |  | Update/Publication |  |
| Part 7.3 |  | Update/Publication |  |  |  |
| Part 7.4 | Eventual updates to be requested by the CWS in due course |
| Part 7.5 | Archived |
| Part 7.6 |  |  | Questionnaire | Update | Publication |
| Part 7.7 | Update | Publication |  |  | Update |
| Part 7.8 | Archived |
| Part 7.9 | Eventual updates to be requested by the CWS in due course |
| Part 7.10 | Eventual updates to be requested by the CWS in due course |
| Part 7.11 | Eventual updates to be requested by the CWS in due course |
| Part 7.12 | Publication | Ad-hoc updates upon request |

## ACTIONS FOR THE YEAR 2017/2018 (FROM CWS/5 TO CWS/6)

* Part 7 Task Force
	+ If the CWS agrees, prepare, based on Part 7.2.2, the draft questionnaire on numbering of published documents and registered rights and present it for consideration and approval at CWS/6.
* Part 7.7 “Questionnaire on the grant and publication of industrial property protection extensions (IPPEs)”
	+ invite IP Offices to respond to the survey on IPPEs (Part 7.7),
	+ collect responses,
	+ prepare revised Part 7.7 of the WIPO Handbook for consideration and approval by the CWS at its next session.
* Publish new Part 7.12 “Survey on the use of WIPO Standards”.
* Invite IP Offices to update their entries in Part 7.2.4 “Survey on the presentation of priority application numbers”.
* Move Part 7.2.1 to the Archive and replace the reference in ST.10/C with Part 7.2.6 (editorial change).

[End of Annex II and of document]