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**Committee on WIPO Standards (CWS)**

**Seventh Session**

**Geneva, July 1 to 5, 2019**

Revision of WIPO Standard ST.3

*Document prepared by the International Bureau*

## INTRODUCTION

1. As noted by the Committee at its sixth session held in 2018, there is a need to review the relevant sources regarding the short names of states, territories and Intergovernmental Organizations (IGOs) for their use in the framework of WIPO Standard ST.3 (see paragraphs 36 to 39 of CWS/6/34).
2. WIPO ST.3 is currently aligned with the International Organization for Standardization (ISO) Alpha-2 Codes listed in ISO 3166-1, “Codes for the Representation of Names of Countries and their Subdivisions – Part 1: Country Codes”, regarding the two-letter alphabetic country codes and their respective names within the WIPO ST.3.
3. ISO 3166-1 will remain the source for two-letter alphabetical codes. However, as part of the United Nations system, WIPO should consistently use the UN Terminology Database (UNTERM) as a reference point for state names. Therefore, the International Bureau proposes to shift from the ISO 3166 to UNTERM as a source for the short form of state names in WIPO Standard ST.3. With regard to territory names or where a deviation from state names in UNTERM is required, established WIPO practice shall prevail, reflecting official requests by the states concerned.
4. With respect to the names of intergovernmental organizations, it is proposed that WIPO ST.3 would continue to rely on communications received from the IGO concerned and established WIPO practice in this regard.
5. A proposed revision of WIPO ST.3, reflecting the proposed changes in line with paragraphs 2 to 4 above, as well as the respective editorial changes and clarifications, is annexed to the present document for consideration.
6. The proposed changes also require adjustment of the streamlined procedure for the revision of WIPO Standard ST.3, which was adopted at the eleventh session of the former Standing Committee on Information Technologies - Standards and Documentation Working Group (SCIT/SDWG) replaced by CWS (see paragraph 35 of document SCIT/SDWG/11/14). Such procedure is reproduced below.

“(a) The IB would revise country names and names of intergovernmental organizations in WIPO Standard ST.3 and notify CWS members of the revision as follows:

1. The IB would revise WIPO Standard ST.3 by incorporating changes regarding country names as adopted by the Maintenance Agency for International Standard ISO 3166 (ISO 3166/MA). Other proposals for the revision of WIPO Standard ST.3 concerning changes regarding names of intergovernmental organizations identified or received by the IB, would also be directly incorporated in the Standard.
2. The IB would then publish the revised WIPO Standard ST.3 on WIPO’s website, as usual, followed by issuing an e-mail informing CWS members of the publication of a revised version of WIPO Standard ST.3.

(b) The IB would revise two‑letter codes in WIPO Standard ST.3 and notify CWS members of the revision as follows:

(i) The IB would prepare a proposal for the revision of WIPO Standard ST.3 by incorporating changes regarding two‑letter country codes as adopted by ISO 3166/MA. Other proposals for the revision of WIPO Standard ST.3 concerning changes regarding two-letter codes of intergovernmental organizations identified or received by the IB, would also be directly incorporated in the proposed Standard.

(ii) The IB would inform CWS members of the amendments to the Standard by issuing an e-mail. Within two months from the e-mail notification, CWS members would be able to submit remarks concerning the proposed two‑letter codes.

(iii) If consensus was reached within the two‑month period, then the IB would publish the revised WIPO Standard ST.3 as indicated in paragraph 35(a)(ii), above.

(iv) If consensus was not reached, the IB proposal, together with the remarks submitted, would be forwarded to the following CWS session for consideration and final decision.”

1. The International Bureau proposes to modify the streamlined procedure for the revision of WIPO ST.3, bringing it in line with the principles explained in paragraphs 2 to 4 above. By taking this opportunity, the International Bureau also proposes to make the streamlined procedure more precise and more comprehensive to cover other revision cases than two-letter codes and short form of state names. The proposal of the amended streamlined procedure is presented here:

(a) The International Bureau would revise the short form of names of states, territories and names of intergovernmental organizations in WIPO Standard ST.3 and notify the members of the Committee on WIPO Standards (CWS members) of the revision as follows:

(i) The International Bureau would revise WIPO Standard ST.3 by incorporating changes regarding the short form of state names as adopted by the UN Terminology Database (UNTERM). With regard to territory names or where a deviation from state names in UNTERM is required, the International Bureau would also revise WIPO Standard ST.3 by incorporating the necessary changes based on established WIPO practice reflecting official requests by the states concerned. With regard to names of intergovernmental organizations, the International Bureau would similarly revise WIPO Standard ST.3 by incorporating the changes identified or received by the International Bureau from the intergovernmental organizations concerned.

(ii) The International Bureau would then publish the revised WIPO Standard ST.3 on WIPO’s website, followed by a notification informing the CWS members of the publication of the revision.

(b) With regard to a revision of WIPO Standard ST.3, other than the names mentioned in item (a) above, such as changes to two‑letter codes, the International Bureau should prepare a proposal for the revision for consideration and approval by the CWS members as follows:

(i) The International Bureau would prepare a proposal for the revision of WIPO Standard ST.3. In particular, in regard to two‑letter alphabetic codes of states and territories, the International Bureau would prepare a proposal for the revision of WIPO Standard ST.3 by incorporating changes already adopted by ISO 3166/MA. With regard to two-letter alphabetic codes of intergovernmental organizations, the International Bureau will prepare a proposal for the revision of WIPO Standard ST.3 by incorporating a suitable two-letter code representing the organization concerned.

(ii) The International Bureau would issue a circular inviting the CWS members to consider the proposal and respond within two months.

(iii) If consensus is reached within the two‑month period, then the International Bureau would publish the revised WIPO Standard ST.3.

(iv) If consensus is not reached, the International Bureau proposal, together with the remarks submitted, would be forwarded to the following CWS session for consideration and final decision.

1. The CWS is invited to:

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

*(b) consider and decide on the proposal for the new streamlined procedure for the revision of WIPO Standard ST.3 as indicated in paragraph 7; and*

*(c) consider and decide on the proposals for revision of WIPO Standard ST.3, based on the principles set forth in paragraphs 2 to 4, above, and as indicated in the Annex to this document.*

[Annex follows]