

Committee on Development and Intellectual Property (CDIP)

Twentieth Session
Geneva, November 27 to December 1, 2017

REPORT ON THE WIPO ROSTER OF CONSULTANTS DATABASE

prepared by the Secretariat

1. The Committee on Development and Intellectual Property (CDIP) at its eighteenth session held from October 31 to November 4, 2016 approved a six point proposal which *inter alia* requested the Secretariat “to regularly update and, if possible, upgrade the online roster of experts and consultants for technical assistance.”¹ This request is contained in paragraph 5 of Appendix I of the Summary by the Chair of the seventeenth session of the CDIP.

2. This document seeks to respond to the above request. It provides a brief background on the WIPO Roster of Consultants Database (RoC), description of the current RoC, description of the use of the RoC and its upgradation in the future.

¹ Summary by the Chair CDIP/17, Appendix I, paragraph 5

BACKGROUND

3. Recommendation 6 of the WIPO Development Agenda states that “WIPO’s technical assistance staff and consultants shall continue to be neutral and accountable, by paying particular attention to the existing Code of Ethics, and by avoiding potential conflicts of interest. WIPO shall draw up and make widely known to the Member States a roster of consultants for technical assistance available with WIPO.”²

4. This recommendation was identified by the WIPO General Assembly in 2007, for immediate implementation as it did not require any additional human or financial resources. In responding to this Recommendation, the Secretariat prepared the document CDIP/3/2 and presented it to the third session of the CDIP. The document contained the RoC which included a list of all consultants who were under a WIPO Special Service Agreement (SSA) contract during January 2005 – December 2008, and were neither based in WIPO Headquarters, nor in a coordination office of WIPO.³ The Committee took note of the information contained in the document and agreed on a few changes, such as to include consultants who were native speakers of one of the six official UN languages and their nationalities (see paragraphs 67-87 of the Report of the third session, contained in document CDIP/3/9).

5. The third session of the CDIP approved the project on Intellectual Property Technical Assistance Database (IP-TAD) contained in document CDIP/3/INF/2⁴. Taking advantage of the platform to be established for the IP-TAD, RoC was integrated in the project and improvements were made in accordance with changes agreed by Member States. The project was completed in July 2010 and an evaluation report was considered by the CDIP at its ninth session in April 2012.

DESCRIPTION OF THE CURRENT ROC DATABASE

6. The WIPO RoC Database integrates information and data on consultants/experts hired by the Organization to undertake specific intellectual property technical assistance activities. The consultants are hired for a specific task for a defined period of time and are not based at WIPO Headquarters or any of the WIPO external offices.

7. WIPO publishes personal and professional information of the consultants, pursuant to their consent. Not all information is accessible to the public. Examples of information that is not public include, but are not limited to, consultants/experts contact details, financial obligations, documentation related to activities and persons. Therefore, the RoC provides a link to WIPO’s generic contact details for users wishing to contact consultants or need more information.

8. The current RoC search results are clustered into five categories: (a) consultant name; (b) nationality(s); (c) language(s); (d) expertise in field of IP; and (e) WIPO assignments, which contain detailed information about the date of the assignment, role of the consultant and host country of the technical assistance activity.

² WIPO DA Recommendations, available at: <http://www.wipo.int/ip-development/en/agenda/recommendations.html>

³ Document CDIP/3/2, Roster Of Consultants - Recommendation 6, available at :
http://www.wipo.int/edocs/mdocs/mdocs/en/cdip_3/cdip_3_2.pdf

⁴ Project documents for implementation of Recommendations 2, 5, 8, 9 and 10, available at
http://www.wipo.int/edocs/mdocs/mdocs/en/cdip_3/cdip_3_inf_2.pdf

9. The RoC is made available under the WIPO Development Agenda webpage, section "Other activities" and could be accessed in English, French and Spanish at: <http://www.wipo.int/roc/en/index.jsp>.

DESCRIPTION OF THE USE OF THE ROC

10. As it can be seen in the charts below, during 2015- 2016, WIPO hired a total number of 783 consultants representing all geographical regions. 545 consultants contracted in this period (representing 70% of the total number) were male and 238 (representing 30% of the total number) were female. The most represented fields of consultants'/experts' IP expertise were: (i) all IP fields (272); (ii) industrial property (201); (iii) copyright (126) and (iv) patents (110). The native language of the consultants/experts varies, and is distributed as follows: 420 English; 143 Spanish; 67 French.

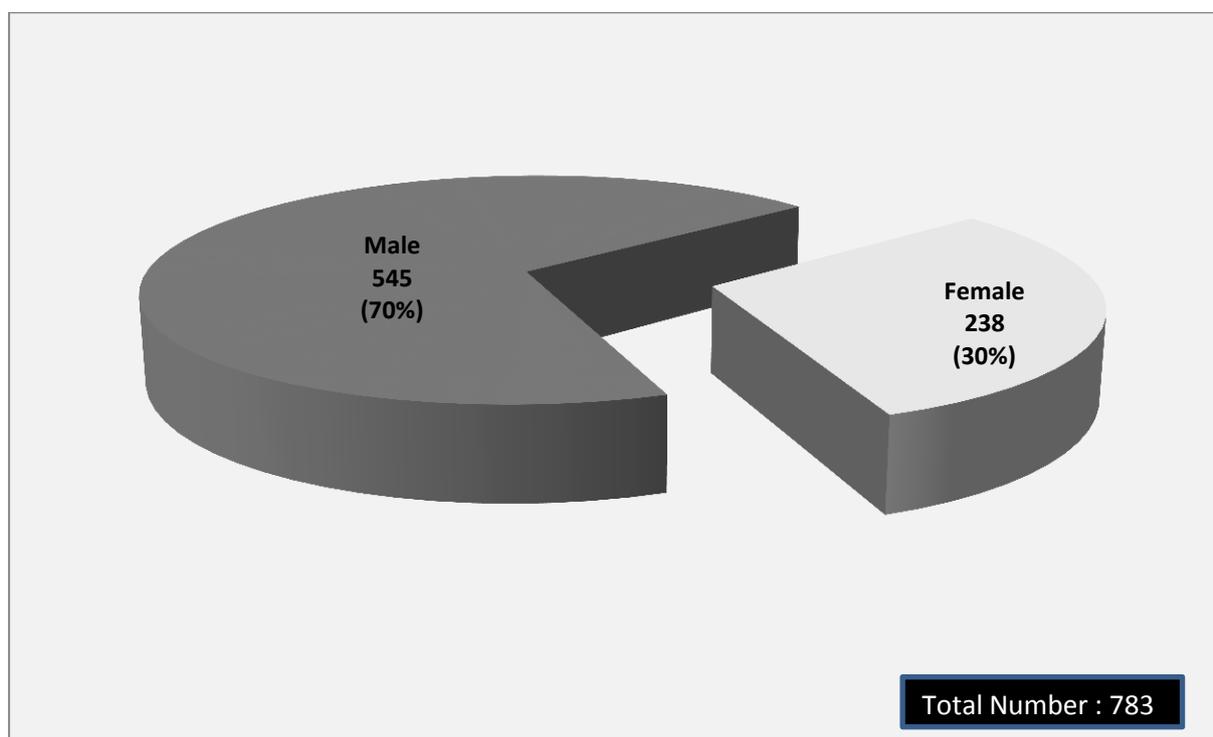


Table representing the number of consultants hired,
by gender in 2015 - 2016

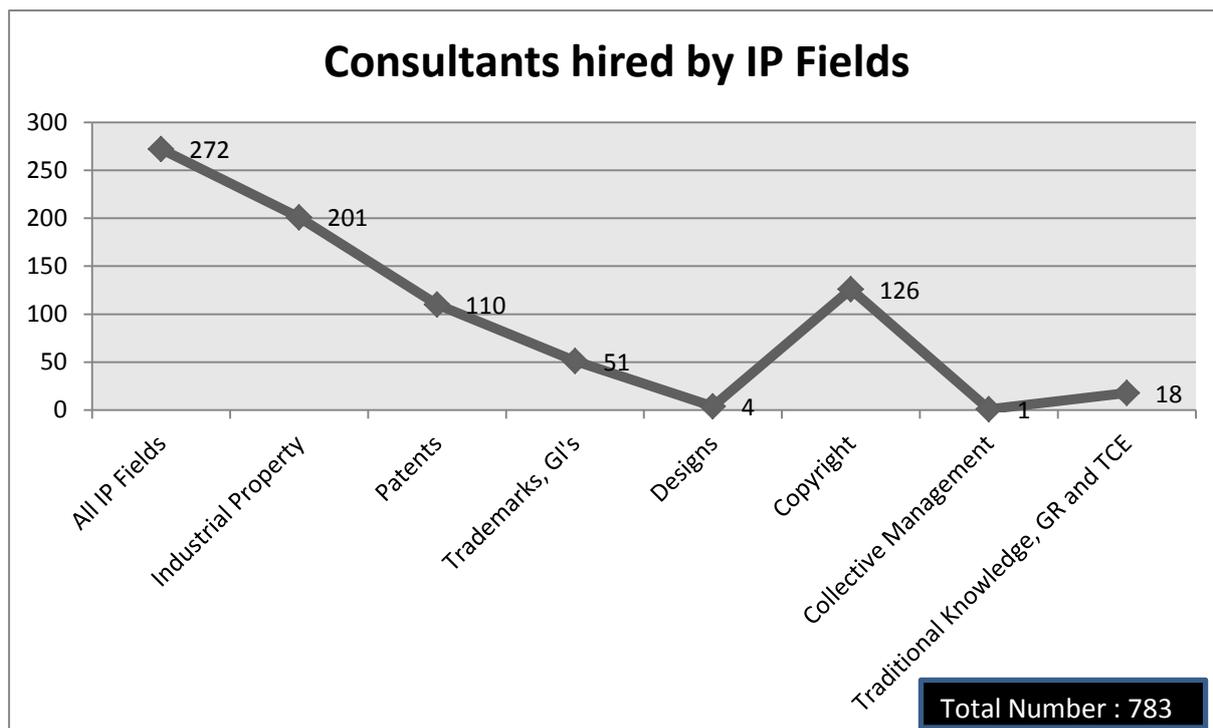


Table representing the number of consultants hired, by field of IP in which they have expertise

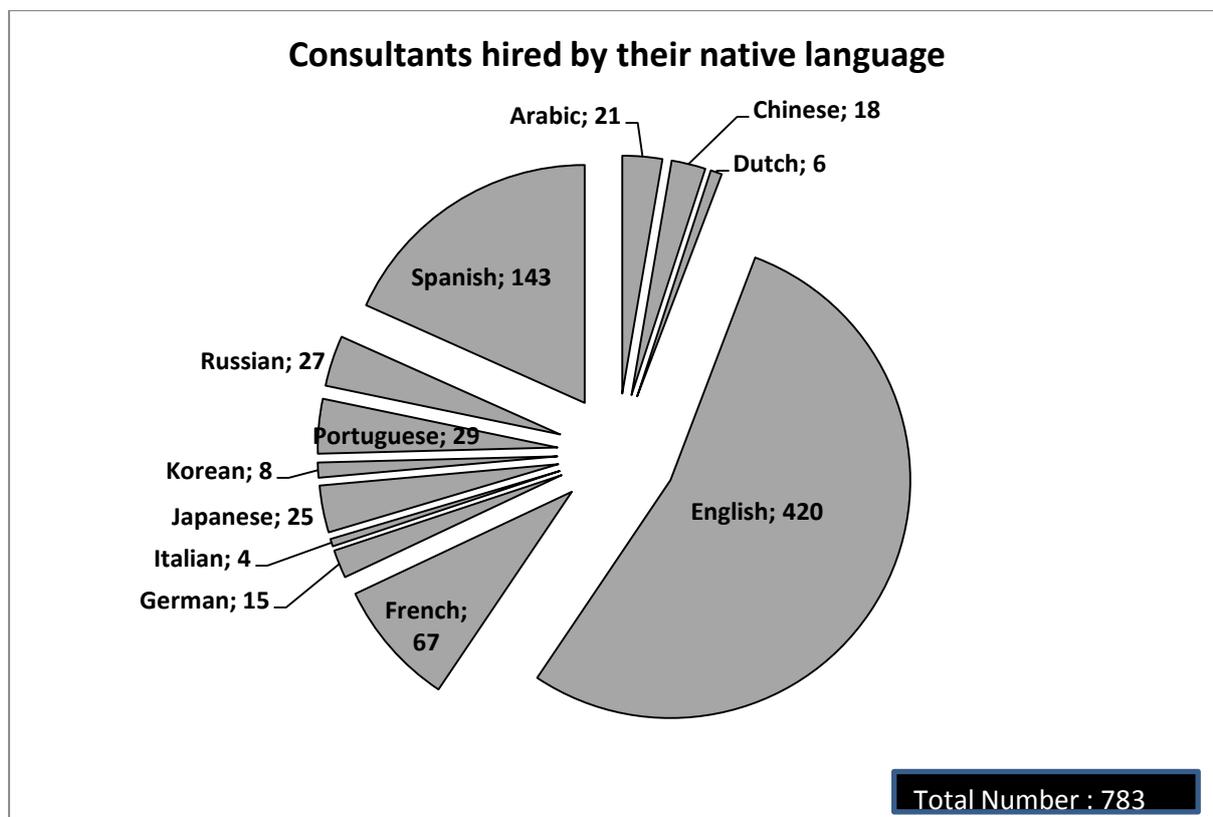


Table representing the number of consultants hired, by native language

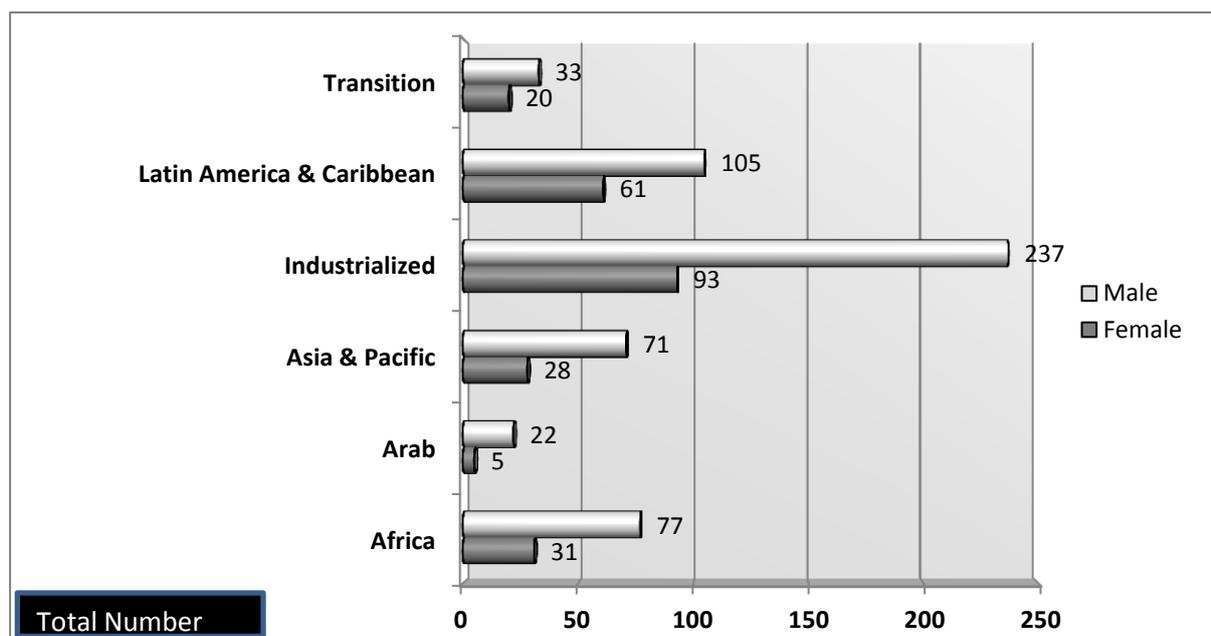


Table representing the number of consultants hired, by regions of origin and gender

FUTURE UPGRADATION OF THE RoC

11. The RoC is foreseen to be incorporated into the WIPO ERP (Enterprise Resource Planning) environment. The objective of this transition, *inter alia*, is to electronically capture and record technical assistance activities in which consultants/experts are hired by WIPO. The ERP transition will help the RoC to upload data directly through the Business Intelligence (BI) platform. The data will be collected from different, already existing WIPO platforms, such as: AIMS, EPM, FSCM, HCM, and stored within the BI platform. Thus, the data will be regrouped and electronically uploaded to the RoC.

12. The above will significantly reduce the time taken to upload activities and data related to the hired consultants/experts and avoid omissions, orthographical errors and inconsistency of data. It will also reduce the costs associated with the current manual processing of data.

13. In the first stage of the enhancement process, fields that need to be uploaded through the BI platform to the existing RoC will be identified. A staging environment will be prepared in the present RoC to receive the uploaded information from the BI platform. This part of the transition process is expected to be completed by December 2017. It will ensure that the current reporting capabilities are maintained and that there is no degradation of information flow, neither for internal users, nor for Member States.

14. As mentioned above, not all the information on the hired consultants/experts is made publicly available through the RoC for privacy reasons. A level of confidentiality will continue to be maintained in the new RoC.

15. Following its migration to the ERP platform, the RoC will acquire a different look and format, which is expected to provide a more user friendly interface and faster retrieval of information.

16. The enhanced RoC will also include certain new features, such as:
- (a) The new RoC will give participants the possibility to evaluate the activities of the hired consultants/experts. This will allow the improvement of the quality of activities carried out by WIPO.
 - (b) The RoC will permit to extract and share data with external parties. For example, the updated data on the RoC will be automatically sent to the WTO Global Trade-Related Technical Assistance Database (GTAD)⁵ as compared to the current manual operation.
 - (c) The RoC will make available information related to the assignment of the consultants/experts and their expertise, currently displayed only in English, in two additional languages: French and Spanish.
17. The RoC will allow internal users to extract reports in three formats: PDF, Microsoft RTF (rtf) and, Microsoft Word (docx) and modify and/or delete them. Through the BI tool it will also be possible to generate dashboards along with graphic tables. These reports could be used for internal purposes and could be made available to external users on the RoC webpage.
18. These changes will considerably improve the quality of the data used and therefore, will improve the overall process and customer experience.
19. The transition to the ERP is foreseen to be completed by March 2018. Upon its completion, the newly updated RoC database will be presented to the CDIP at a further session.

20. The CDIP is invited to take note of the information contained in this document.

[End of document]

⁵ WTO Global Trade-Related Technical Assistance Database, <http://gtad.wto.org/>