Madam,
Sir,

Please find enclosed a copy of Note C. CWS 41, together with its enclosure, which is being sent today to the Minister for Foreign Affairs of your country and which relates to the fourth session of the Committee on WIPO Standards (CWS) which will take place at the headquarters of the World Intellectual Property Organization (WIPO), from Monday, May 12 to Friday, May 16, 2014.

Yours sincerely,

Yo Takagi
Assistant Director General

Enclosures: Note C. CWS 41
document CWS/4/1 Prov.
The Director General of the World Intellectual Property Organization (WIPO) presents his compliments to the Minister for Foreign Affairs and has the honor to invite Her/His Excellency’s Government to be represented at the fourth session of the Committee on WIPO Standards (CWS), which will take place in Geneva, at the headquarters of WIPO, from Monday, May 12 to Friday, May 16, 2014.

The draft agenda for the fourth session (document CWS/4/1 Prov.) is enclosed.

Working documents will be available on the CWS website http://www.wipo.int/cws/en/. Paper copies will only be made available on request.

Simultaneous interpretation will be provided in Arabic, Chinese, English, French, Russian, and Spanish.

It would be appreciated if the name(s) and title(s) of the person(s) designated by Her/His Excellency’s Government could be communicated to the International Bureau of WIPO by April 28, 2014, preferably by registering online at http://www.wipo.int/meetings/en/details.jsp?meeting_id=32084 with the security code_______.

February 21, 2014

Enclosure: document CWS/4/1 Prov.
Committee on WIPO Standards (CWS)

Fourth Session
Geneva, May 12 to 16, 2014

DRAFT AGENDA

Document prepared by the Secretariat

1. Opening of the session
2. Election of the Chair and two Vice-Chairs
3. Adoption of the agenda
   See present document.
4. Decision of the 44th session of the WIPO General Assembly in relation to the CWS
   See document CWS/4/2.
5. Proposal for the extension of the activities of the CWS to include copyright within the
   scope of WIPO Standard ST.96
   See document CWS/4/3.
6. Questionnaire on application and priority application numbering systems used by
   industrial property offices in the past
7. Revision of WIPO Standard ST.14
   See document CWS/4/5.
8. Status report on the preparation of Annexes V and VI, and the revision of WIPO
   Standard ST.96
9. New WIPO standard on the presentation of nucleotide and amino acid sequence listings
   using eXtensible Markup Language (XML)
   See document CWS/4/7.
10. Status report on the preparation of a proposal to establish a new WIPO standard for the exchange of patent legal status data by industrial property offices

11. Proposal for the revision of WIPO Standard ST.60

12. Status report on the preparation of recommendations for the electronic management of:
    (a) sound marks for adoption as a WIPO standard; and
    (b) motion or multimedia marks for adoption as a WIPO standard

13. Maintenance and update of surveys published in the WIPO Handbook on Industrial Property Information and Documentation
    See document CWS/4/11.

14. Information on the entry into national (regional) phase of published PCT international applications
    See document CWS/4/12.

15. 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

16. Consideration of the Work Program and Tasks List of the CWS

17. Exchange of information: Presentations on industrial property offices’ activities and plans related to the WIPO Standards dealing with XML

18. Summary by the Chair

19. Closing of the session

The opening meeting will start on Monday, May 12, 2014, at 10 a.m., at the headquarters of WIPO, 34, chemin des Colombettes, Geneva (Conference Room A).