

C. CWS 154

February 9, 2022

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Re: Request for IPOs to provide their Authority Files

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Madam,  
Sir,

At its eighth session, held in 2020, the Committee on WIPO Standards (CWS) requested that the Secretariat issue an annual Circular inviting Intellectual Property Offices (IPOs) to provide the International Bureau with updates to their authority file data, by the deadline of March 1 each year.

IPOs are hereby invited to provide any updates to their existing authority files, either in XML or TXT format, or alternatively a URL identifying the location of their published authority file data, or any updates to the date coverage range or update frequency. IPOs, which have not previously provided their authority file, are also encouraged to provide their authority file data for the first time, in light of the benefits that validating the comprehensiveness of patent document collections can provide. It is recommended that IPOs host their own authority file and provide a URL link for publication on the [WIPO Authority File Portal](#). If the IPO prefers to provide the International Bureau with its own authority file, then please contact the International Bureau for further instructions on means to provide it.

If an IPO is providing its authority file data for the first time, please provide, at the same time, information regarding the date range for which the authority file is valid and any remarks regarding the frequency of the update that will be provided by the Office. Although a definition file is not mandatory, it is useful for IPOs to also provide this file to support the use of the authority file. An example is provided as [Annex I to WIPO Standard ST.37](#).

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At its ninth session, held in 2021, the CWS approved version 2.2 of WIPO Standard ST.37, which includes a series of three new optional indication codes that describe which portions of a patent specification are text searchable, and in which language.

The International Bureau provides a set of guidelines on the WIPO website (in [English](#), [French](#) and [Spanish](#)), which provides further advice for IPOs who are preparing their authority file data. IPOs are encouraged to refer to the guidelines at the time of drafting or updating their authority files.

Please provide all authority file correspondence to [standards@wipo.int](mailto:standards@wipo.int) before March 1, 2022. It would be greatly appreciated if the number of this circular could be quoted as a reference in all correspondence.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Ken-Ichiro Natsume', with a stylized flourish at the end.

Ken-Ichiro Natsume  
Assistant Director General  
Infrastructure and Platforms Sector