

**Using PCT-SAFE to prepare applications for upload
to a receiving Office's online e-filing service
(how to create a WASP)**

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CREATING A WASP

Please note that the type of documents that you can attach depends on the receiving Office selected. Please contact the receiving Office concerned for further information on its requirements and procedure for filing fully electronic applications.

Once the application is completed, save it as Ready for Signing. In order to create a WASP (Wrapped and Signed Application Package), the application must be signed with a digital certificate. If you sign it with a text string signature, only a WAD will be created (Wrapped Application Package) and it will not be possible to upload it to the receiving Office's website/online filing system.

For further instructions on how to obtain a WIPO digital certificate, please see item "Obtaining a digital certificate" on page 9.

Click on Ready for Signing and continue.

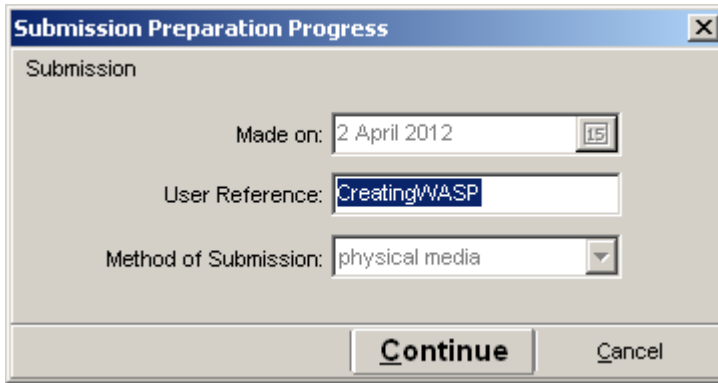
The screenshot shows the 'PCT-RD-101 Electronic Request - CreatingWASP' application window. The 'Sign' menu is open, displaying the following options: 'Save as Ready for Signing' (highlighted), 'Save as Draft', 'Save As Template...', 'Export unpacked WAD to ...', 'Export WAD to ...', 'Export file package ...', 'Preview', 'Print', and 'Close Form'. The main form area contains the following fields and values:

- Receiving Office: CA (Canadian Intellectual Property Office)
- International Searching Authority: CA (Canadian Intellectual Property Office)
- Language of filing of the international application: English
- Title of invention: TEST

Below the main form, there is a checkbox labeled 'Request to use results of earlier search:' which is currently unchecked.

On the left side of the window, there is a vertical sidebar with progress indicators for various steps:

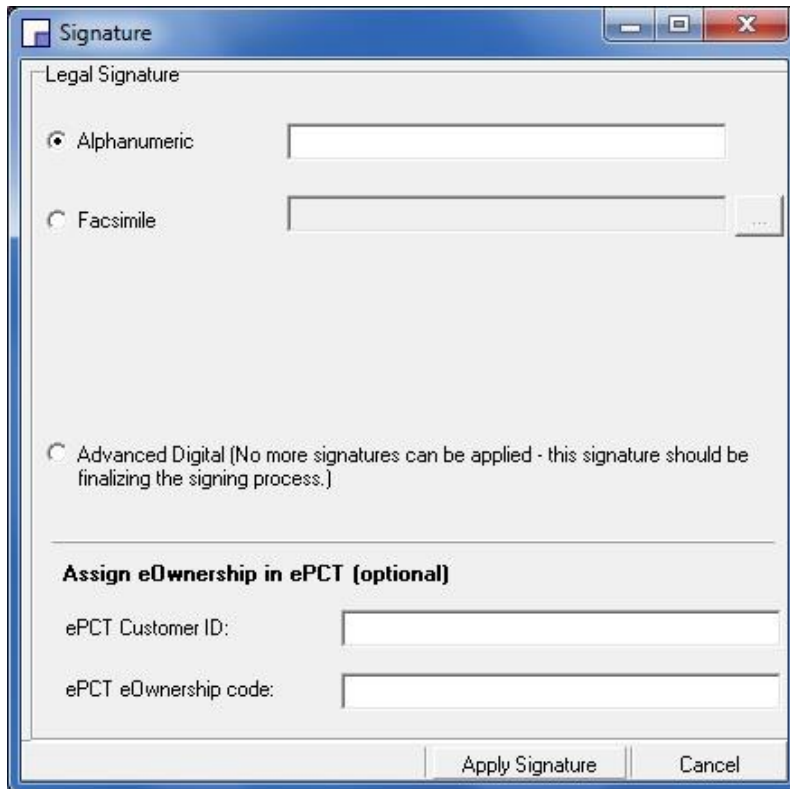
- Biology: ready for filing (green circle)
- Declarations: ready for filing (green circle)
- Contents: ready for filing (green circle)
- Fees: ready for filing (green circle)
- Payment: ready for filing (green circle)
- Annotate: ready for filing (green circle)
- filing not possible: filing not possible (red circle with X)
- filing possible: filing possible (yellow circle with exclamation mark)
- ready for filing: ready for filing (green circle)



The image shows a Windows-style dialog box titled "Submission Preparation Progress". The dialog has a blue header bar with a close button (X) in the top right corner. Below the header, the word "Submission" is displayed. There are three input fields: "Made on:" with the value "2 April 2012" and a calendar icon; "User Reference:" with the value "CreatingWASP"; and "Method of Submission:" with a dropdown menu showing "physical media". At the bottom of the dialog, there are two buttons: "Continue" and "Cancel".

Field	Value
Made on:	2 April 2012
User Reference:	CreatingWASP
Method of Submission:	physical media

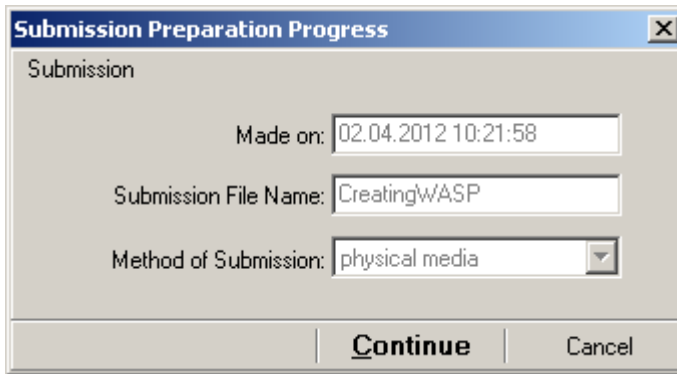
Your application is now saved in the Ready to Sign folder. Right-click to sign it. Select the Advanced Digital check box and click on Apply Signature.



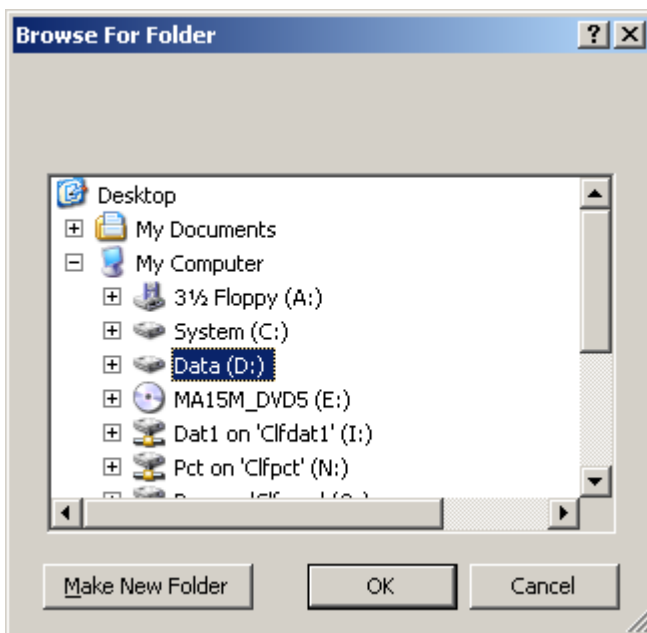
Select your digital certificate and enter your password.

Note: if you wish to Assign ePCT eOwnership for your application, please ensure that you have completed the ePCT Customer ID and eOwnership fields before applying your digital signature. For further details please see "Assign eOwnership in ePCT at the time of filing using PCT-SAFE", available at http://www.wipo.int/pct-safe/en/support/user_documentation.htm

Your application is now saved in the Ready to submit folder. Right-click to "submit" it. Which in this case means saving the signed application package locally, for subsequent upload to the Office's e-filing service.



Click on Continue and OK. Select the folder on your local drive where you want your application to be saved.



A folder will be created under the name used as file reference. In this case, CreatingWASP.

Name	Size	Type
birt-runtime-2_3_2		File Folder
CreatingWASP		File Folder
Dell		File Folder
Document5		File Folder
OCR		File Folder
SMTProto		File Folder
Statistics		File Folder
Temp		File Folder
Users		File Folder

The extension .zg1 shows that a WASP has been created.

Name	Size	Type
CreatingWASP.sg1	3 KB	SG1 File
CreatingWASP.zg1	146 KB	ZG1 File
hash.txt	1 KB	Text Document

The electronic application package is now ready for upload to the receiving Office's website or other upload system. For further details or assistance on the upload, please contact the receiving Office concerned.

Note: In order to submit post-filing documents and correspondence to the International Bureau or to the receiving Office or to other PCT Authorities, you can use ePCT, WIPO's web-based system. Please create a WIPO account at <https://pct.wipo.int> – click on the SUPPORT link for any further details. You may also consider using ePCT for your next PCT filing instead of PCT-SAFE.

OBTAINING A DIGITAL CERTIFICATE

You can obtain a digital certificate, free of charge, from the WIPO Certification Authority. This is done via the internet at:

<https://pct.wipo.int/CertRequest/Verisign/services/WorldIntellectualPropertyOrganizationWIPOCustomerCAV2/client/userEnrollIMS.htm>

Once your certificate request is approved, usually within one WIPO business day, you will receive an e-mail with further instructions. Please pick up the certificate and export it to make it operational with PCT-SAFE. For detailed instructions, please see user guides: <http://www.wipo.int/pct-safe/en/certificates.html>

[End of document]