

# ePCT – filing an international application with RO/IB

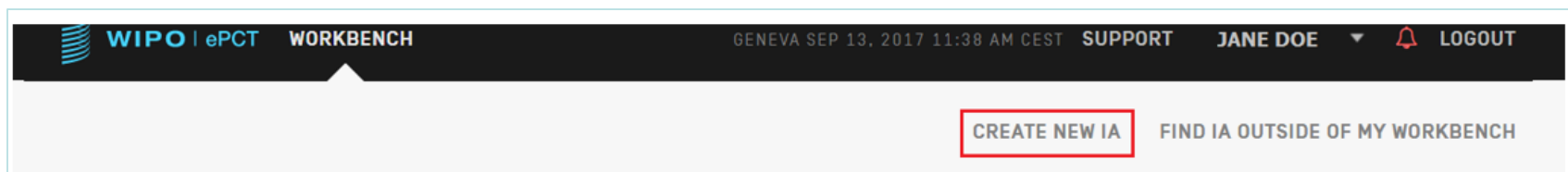
<https://pct.wipo.int>



# ePCT-Filing (1)

- ePCT-Filing with 72 PCT receiving Offices  
<https://pct.wipo.int/ePCTExternal/pages/EFilingServers.xhtml>
- Direct filing with 69 receiving Offices
- A two-step process with CA, IL and US
- Sign in WIPO Account with strong authentication
- ePCT <https://pct.wipo.int>

# ePCT-Filing (2)



- Web-based filing of PCT applications available to all PCT applicants
- Request form can be prepared in all 10 PCT publication languages
- Fill in the screens in the order in which they appear to benefit from re-use of certain data
- More detailed information on ePCT-Filing at <https://www.wipo.int/pct/en/epct/learnmore.html?N=567>

# New IA (1)

- Enter file reference, limited to 25 characters, no special characters except the hyphen «-»
- Select Receiving Office
- Select Access rights / Access rights group  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=542>
- Select Portofolio  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=546>

## NEW IA

Close

Applicant/agent's file reference * D- Webinar-RO-IB	Select Receiving Office * IB - International Bureau of WIPO
Access rights * WIPO	<a href="#">Look up national security requirements</a>
The following default access rights will be assigned for the New IA <ul style="list-style-type: none"><li>• eOwner: Pascal PIRIOU, Cécile CHATEL, K. Ann BARDINI</li><li>• eEditor: murray leach</li></ul>	Select Portofolio WEBINAR

Cancel Import New IA Create

# New IA (2)

- Look up national security requirements
- Language of Request and Language of the international application
- Request to make the international application available to DAS

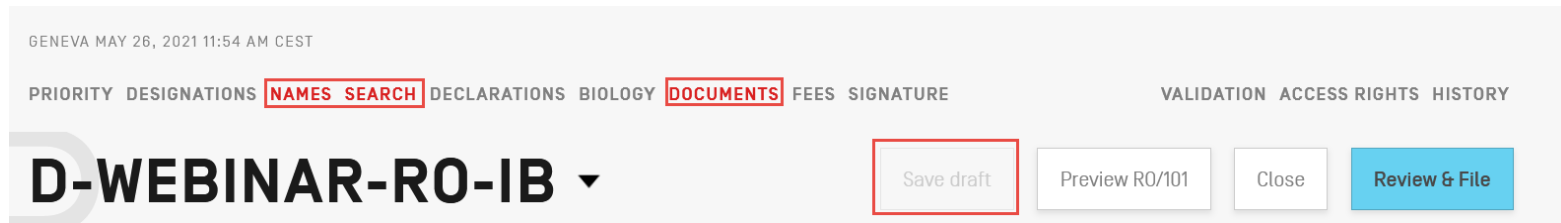
Applicant/agent's file reference * D- Webinar-R0-IB	Language of Request * EN - English	▼
Receiving Office IB - International Bureau of WIPO	Language of filing of the international application * EN - English	▼
<a href="#">Look up national security requirements</a>		
Filing method ePCT-Filing		

The receiving Office is requested to make this international application available to the Priority Document Access Service [DAS] [provided that an international application number and international filing date is accorded to this purported international application].

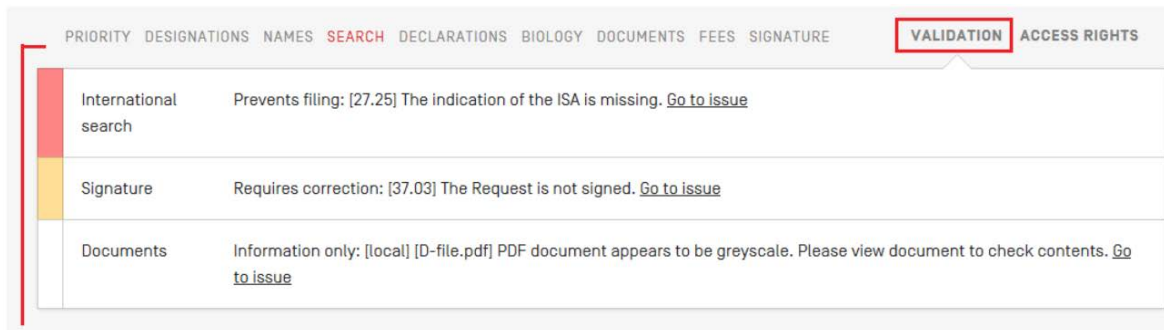
Cancel Update

# Validations

- Real-time validation of data against the electronic processing system of the International Bureau



- Three types of warning
  - ❑ Red - preventing filing
  - ❑ Orange - correction required but does not prevent filing
  - ❑ White - Information only



# Priority claims (1)

- Each priority claim is validated: Type (national, regional or international), Country/Office, Filing Date and Option to provide the priority document to the IB

**PRIORITY CLAIMS**

Add

Type *	National	▼	Option(s) for providing the priority document to the IB * <input type="radio"/> Receiving Office to prepare and transmit to the International Bureau <input type="radio"/> To be provided by the applicant <input type="radio"/> An electronic copy of the priority document is attached (certified by the issuing Office) <input checked="" type="radio"/> International Bureau to obtain from a digital library (DAS)
Country/Office *	US - United States of America	▼	
Filing Date *	30/06/2020	📅	DAS access code * 9999
Application number	61/111,999		<input type="checkbox"/> The receiving Office is requested to restore the right of priority for this earlier application.
format should be "08/999,999"			

Cancel OK

# Priority claim (2)

## ■ Validation of priority claims

The first screenshot shows a red message box titled "PRIORITY CLAIMS" with a "1 issue" tag. The text reads: "Prevents filing: [US - 01 Mar 2020 - 61/111,999] Priority claim is not valid: the filing date of the earlier application is outside the 12 months priority period and also outside the 2 months that follow the expiration of that period."

The second screenshot shows a yellow message box titled "PRIORITY CLAIMS" with a "1 issue" tag. The text reads: "Will require correction but does not prevent filing: [US - 01 May 2020 - 61/111,999] The priority claim is eligible for restoration. The filing date of the earlier application is outside the 12 months priority period but within the 2 months that follow the expiration of that period. IMPORTANT: You may wish to consider requesting the receiving Office to restore the right of priority in relation to this earlier application (PCT Rule 26bis.3). If you choose not to request restoration of the right of priority at this stage, or if your request for restoration of the right of priority is refused by the receiving Office, it is important to note that all PCT time limits will nevertheless be calculated from the date of the earliest indicated priority claim, even if that date is outside the 12 months priority period but within the 2 months that follow the expiration of that period."

## ■ Real time look-up in DAS validates access code against the priority claim data indicated

The screenshot shows a form with two fields: "Filing Date \*" with the value "30/06/2020" and "Application number \*" with the value "61/111,444". A red error message box is displayed below the first field, stating: "filing date does not match for US - 61/111,444 in DAS." To the right, a "DAS access code \*" field contains the value "111". A red error message box is displayed below this field, stating: "access code incorrect."



# Priority claim (3)

- Draft New IAs, the deadline for submission is displayed in the user interface
- Within the last 24 hours before that deadline expires, a countdown of the time remaining to submit is also displayed and a deadline notification is sent to users with access rights

# Priority claim (4)

## ■ ePCT notification: deadline to file a new IA

**ePCT** | **WIPO**

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**ePCT Notification: Deadline to file a New IA - D-20210406-1 - DEMO**

Deadline to file this application to maintain the current priority date: 26 May 2021 24:00:00 CET

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File reference: D-20210406-1  
Receiving Office: RO/IB

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NOTE: This is an informal notification for information only.

Access the international application directly in [ePCT](#)

# Designations

- By default all the designations possible on the current date are displayed
- Exclude DE, JP and/or KR from designation

Designations	Prevents filing: [10.24] [DE] There is no National priority claim filed with the Office relevant to this exclusion. <a href="#">Go to issue</a>
Designations	Prevents filing: [10.24] [JP] There is no National priority claim filed with the Office relevant to this exclusion. <a href="#">Go to issue</a>
Designations	Prevents filing: [10.24] [KR] There is no National priority claim filed with the Office relevant to this exclusion. <a href="#">Go to issue</a>

- ‘Add parent filing data’, for example ‘continuation’ or ‘continuation in part’ for the designation of US
- Info box with an shortcut link to add CON, CIP, etc

Identification of parent application or patent grant can be added in the Designations section, e.g., 'continuation' or 'continuation-in-part' for US. To add click [here](#)

# Names

- Add Applicant(s), Applicant(s)/Inventor(s), Inventor(s) only
  - For all designated States
  - For specific States
- Add Agent, Common representative, Address for correspondence
- Power of Attorney
  - Create a Power of Attorney online in ePCT
  - Attach a prepared PDF

# Multilingual Address Book

- Record and store contact details of applicants, inventors, and agents
- Possibility to include English transliteration for entries in Arabic, Chinese, Japanese, Korean, Russian
- Import of existing address book (.csv), e.g. from PCT-SAFE or EPO online filing software
- Address book sharing based on access rights
  - eOwner (view, edit and share)
  - eEditor (view and edit)
  - eViewer (view only)

# International Searching Authority (1)

- For RO/IB, the competent ISA depends on the nationality and residence of the applicant(s)
- Depending on the ISA, there can be a search fee reduction

Search fee reduction under the America Invents Act

Not specified

Not specified

Small entity fee reduction

Micro entity fee reduction

# International Searching Authority (2)

## ■ Earlier Search

- Request ISA to take into consideration result of earlier search with possibility to attach documents

## ■ Reimbursement from ISA/EP to a deposit account or current account with EPO

The screenshot shows a web interface titled "INTERNATIONAL SEARCH". It features three main sections: "ISA/EP - European Patent Office (EPO)", "Use of earlier search and classification results", and "Add reimbursement instructions". A red arrow points to the "Add reimbursement instructions" section.

# Declarations

- Declarations under Rule 4.17 can be prepared online with the data entered in the ‘Priority claims’ and ‘Names’ sections by selecting ‘Prepare a new declaration’



DECLARATIONS

Prepare a new declaration

Attach an existing declaration

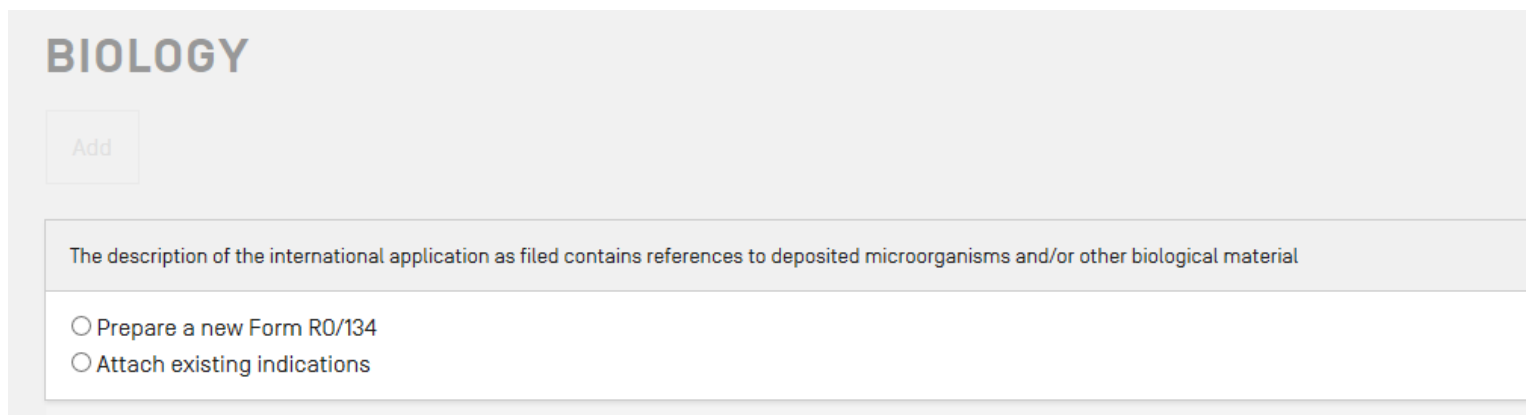
Select Declaration type:

- Declarations preview: clicking on the ‘Preview RO/101’ button appearing at the top of the New IA screen
- External signature function available for inventors to sign a declaration under Rule 4.17(iv)



# Biology

- References to deposited microorganisms or other biological material, e.g. Form RO/134



The screenshot shows a web interface for the 'BIOLOGY' section. At the top, the word 'BIOLOGY' is displayed in a bold, grey font. Below it is a light grey button labeled 'Add'. A text box contains the message: 'The description of the international application as filed contains references to deposited microorganisms and/or other biological material'. Below the text box are two radio button options: 'Prepare a new Form RO/134' and 'Attach existing indications'.

- Form RO/134 can be edited and previewed in the Biology section and the indication will automatically appear under 'Accompanying Items' in the Request

# Documents

## ■ Attach specification in different formats

The specification is attached as:

- PDF format - separate files for description, claims, abstract, drawings [\[Tips for converting to PDF\]](#)
- PDF format - single specification for description, claims, abstract [drawings can be included or attached separately]
- DOCX format - for conversion to Application Body XML [\[Template file\]](#) [\[User guide\]](#) [\[Sample file\]](#)
- XML format - full application body

Description * [3 pages] From page 1 to page 3	<input checked="" type="checkbox"/> The abstract contains Formula(e)
Claims * [2 pages] From page 4 to page 5	<input checked="" type="checkbox"/> The specification contains color or greyscale
Abstract [1 page] From page 6 to page 6	Figure of the drawings which should accompany the abstract: [or '0' if none] * 1
Drawings <a href="#">Drawings.pdf</a> EN - English [1 page] <input type="button" value="View document as it will be rendered at the IB"/>	The figure of the drawings which should accompany the abstract contains text <input type="radio"/> Yes <input checked="" type="radio"/> No

IMPORTANT - The file is not in compliance with Annex F of the Administrative Instructions under the PCT. [Show details](#)

Title of invention

Allow lower case

**I U x<sub>o</sub> x<sup>\*</sup>** |

PCT TEST APPLICATION

Abstract Text English - Recommended number of words: 50-150

The abstract must consist of a summary of the disclosure as contained in the description, the claims and any drawings. Where applicable, it must also contain the most characteristic chemical formula. The abstract must be as concise as the disclosure permits (preferably 50 to 150 words if it is in English or when translated into English).

Word count: 58

# Sequence listing part of the description

- In ePCT sequence listing files must be in text format (.txt, .app or .zip)  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=1069>
- Not possible to upload sequence listing in PDF format
- Attach sequence listing file on the 'Documents' screen as 'sequence listing part of the description'
  - also for the purposes of international search
  - not possible to attach any sequence listing for search purposes only (always part of the description)

# Accompanying items

## ■ Other general correspondence

**ACCOMPANYING ITEMS**

The following accompanying items do NOT form part of the international application:

Add general correspondence

## ■ Documents in pre-conversion format (.zip)

Add pre-conversion files

As a safeguard to conversion errors, it is possible to attach the application documents in their pre-conversion format, e.g. as Word documents. As for other accompanying items, there is no charge for including the pre-conversion documents in the application.

Add pre-conversion files

Add document (.zip)

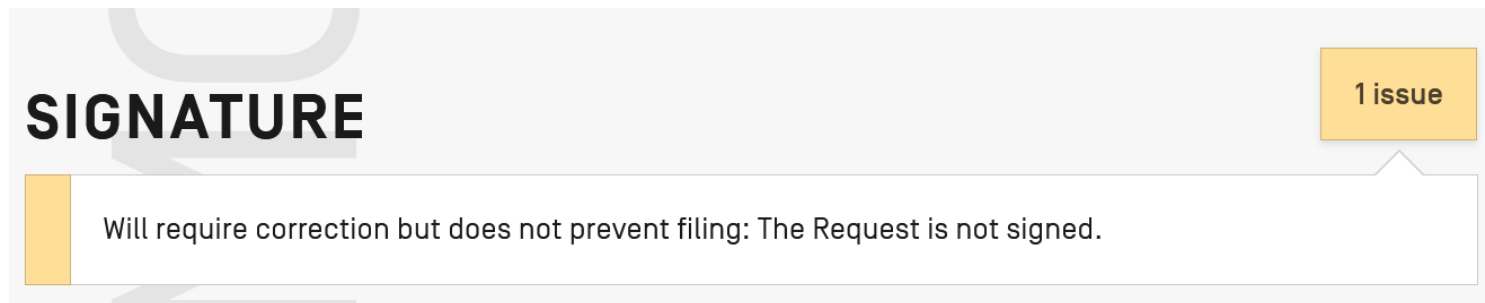
# Fees and payment method

- Real-time online fee payment to RO/IB
  - Credit card
  - Current Account at WIPO
  - PayPal
- Payment can be made at time of filing (or later) in CHF, USD, EUR
- Fee reduction per format
  - PDF: - 200 CHF (- 185 EUR, - 218 \$)
  - Docx and/or XML: - 300 CHF (- 278 EUR, - 328 \$)
- Payment methods

[https://www.wipo.int/pct/en/fees/index.html#\\_methods](https://www.wipo.int/pct/en/fees/index.html#_methods)

# Signature (1)

- ePCT access rights holders (eOwner or eEditor) are different from authorized signatories (applicant or agent)
- Applicant or agent may not necessarily be an eOwner or eEditor in ePCT
- Applicant or agent signatures are required for ePCT-Filing



The screenshot shows a user interface for a PCT filing. On the left, the word "SIGNATURE" is displayed in large, bold, black capital letters. To the right of this text, there is a yellow rectangular box containing the text "1 issue". Below the "SIGNATURE" text, there is a white rectangular box with a thin border containing the message: "Will require correction but does not prevent filing: The Request is not signed." The background of the interface is light gray with some faint, large-scale decorative elements.

# Signature (2)

- Signatures may be applied in the form of a text string or by uploading an image file
- ‘External signature’ process allows someone without ePCT access to apply his/her signature to a document prepared using ePCT (e.g., where the attorney does not have access to ePCT but needs to approve and sign a document prepared by a paralegal who uses ePCT)  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=992>

# Same day corrections (1)

- Possibility to make 'same day corrections' – countdown to midnight in RO time zone
- Not possible for RO/CA, RO/IL and RO/US due to two-step process with their filing websites

The screenshot displays the WIPO PCT interface for document PCT/IB2021/040236. A dropdown menu is open, showing several options. The option 'Same day corrections' is highlighted with a red box. Other options include 'Archive', 'Add to Portfolio', 'Warning Message', 'My Comments', 'Clone IA', and 'View draft IA as filed via ePCT'. The background shows a table with columns for 'IA Status', 'Priority Date', 'Applicant(s)', 'Inventor(s)', and 'Team at IB PCT R'. The 'IA Status' is 'Not yet', 'Priority Date' is '31 M', 'Applicant(s)' is 'A CO', 'Inventor(s)' is 'HANS', and 'Team at IB PCT R' is visible. The 'Language of Filing' is 'EN'.

IA Status	Priority Date	Applicant(s)	Inventor(s)	Team at IB PCT R	Language of Filing
Not yet	31 M	A CO	HANS		EN



# Same day corrections (2)

- Upload Documents action to upload missing documents to the newly filed international application
- Only for document types:

Document Type [same day corrections] \*

**Same day corrections (replace/correct specification filed on the same day)**

- Description
- Claims
- Abstract
- Drawings
- Sequence Listing
- Pre-Conversion file

**Other (Attachment Optional)**

- General Correspondence

- Mandatory to provide a short explanation

# Clone

- Clone existing application to create a new one
  - Bibliographic data of an existing application or a draft can be used as application template

The screenshot shows a patent application interface for 'D-WEBINAR-MAY PCT/IB2021/040215'. The application details are as follows:

IA Status Not yet Published	Int. Filing Date 10 May 2021
Priority Date 31 May 2020	
Applicant[s] A CORPORATION	
Inventor[s] HANSON, Paula	

A dropdown menu is open, showing the following options:

- Archive
- Move to another Portfolio
- Warning Message
- My Comments
- Clone IA** (highlighted with a red box)

A 'Close' button is visible in the top right corner of the interface.

# HELP with ePCT (1)

- Use the 'HELP' link in the ePCT header  
<https://www.wipo.int/pct/en/epct/support.html>
- FAQs and user documentation
  - ❑ Database of help info (use 'Search' feature to pinpoint a topic)
  - ❑ Useful 'how to' videos
  - ❑ Live Chat (during business hours) available via FAQ answers
  - ❑ Webinars on ePCT
- Contingency upload service available via HELP page to submit PDF documents to the IB (to be used only if the ePCT system is not available)  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=1010>

# HELP with ePCT (2)

- Look up ePCT reference data held in IB data base – the basis for extensive validations in the system, including Office profiles, closed dates, fees, etc.

<https://pct.wipo.int/ePCTExternal/pages/home.xhtml>

- PCT eServices

- Tel: +41-22-338-9523

- E-mail: [pct.eservices@wipo.int](mailto:pct.eservices@wipo.int)

- Monday to Friday, 9am-6pm Geneva time

- Chat feature available

# Thank you!

