

C. CWS 47  
-06

May 19, 2014

Re: Annual Technical Reports on Patent Information Activities in 2013

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Madam,  
Sir,

I would like to invite your Office to send to the International Bureau an Annual Technical Report (ATR) on its Patent Information Activities in the year 2013.

In order to facilitate the publication of the Annual Technical Reports on WIPO's website, you are kindly requested to use the online ATR Management System which is available from the ATR area of WIPO's website, at <http://www.wipo.int/cws/en/atrs/>. On that site, you will find the Recommended Contents of the ATRs on Patent Information Activities, which were approved by the Committee on WIPO Standards at its first session, held in October 2010 (see document CWS/1/8 and paragraphs 47 to 49 of document CWS/1/10). Please note that some changes to the recommended contents were introduced with regard to previous years in order to reflect this decision by the CWS.

The above-mentioned site also contains Guidelines for Preparing the ATRs using the ATR Management System. These Guidelines include information on how to access the Management System. It would be highly appreciated if you could use this System to prepare your ATR, rather than to send it on paper or by e-mail.

In preparing the Annual Technical Report, any information on imminent or foreseeable changes in working methods in your Office, particularly in connection with any automation plans concerning patents and utility models, would be appreciated.

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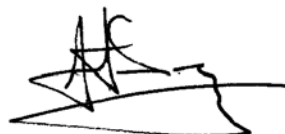
Any questions or other feedback you might have concerning the ATRs or use of the ATR Management System should be forwarded to the following e-mail address: *ATR.mail@wipo.int*.

As in the past, the International Bureau will provide access to the completed Annual Technical Reports for 2013 in the ATR area of WIPO's website (*http://www.wipo.int/cws/en/atrs/*), where access to the Annual Technical Reports for the previous 15 years is also available.

I would like to remind you that, in accordance with the decision taken by the SDWG at its eighth session, held in March 2007, industrial property offices, as well as intergovernmental and non-governmental organizations, are invited to inform interested parties that the ATRs are available on WIPO's website and to post, on their websites, a notice on the ATRs with a link to the ATRs web page (*http://www.wipo.int/cws/en/atrs/*).

It would be appreciated if you could send the Annual Technical Report to the International Bureau not later than July 31, 2014.

Sincerely yours,

A handwritten signature in black ink, appearing to be 'AF', written over a horizontal line.

Antonios Farassopoulos  
Director  
International Classifications  
and Standards Division