



# PCT-ROAD



## PCT Receiving Office ADministration KIPO/WIPO Cooperation



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# PCT-ROAD



PCT Receiving Office Administration

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## What is PCT-ROAD?

The PCT-ROAD (Receiving Office Administration) System enables a PCT Receiving Office (RO) to start electronic filing under the PCT. It can also be used to facilitate the processing of filings on paper or in PCT-EASY format (paper copy accompanied by a diskette containing the request form data and abstract). RO activities such as formalities checks, retrieving an international application (IA) for viewing or printing are also supported.

Major features of the system include its ability to handle electronic filings, as follows:

- Process PCT electronic filings received on physical media or other means
- Check that the IA conforms to the legal and technical requirements under the PCT
- Assign a receipt number and issue confirmation of receiving an IA
- Upload filings from physical media such as a CD-R to a database on a PC Workstation, so that the Home Copy and Record Copy requirements can be met
- Manage International Applications (Home Copy).



## Background

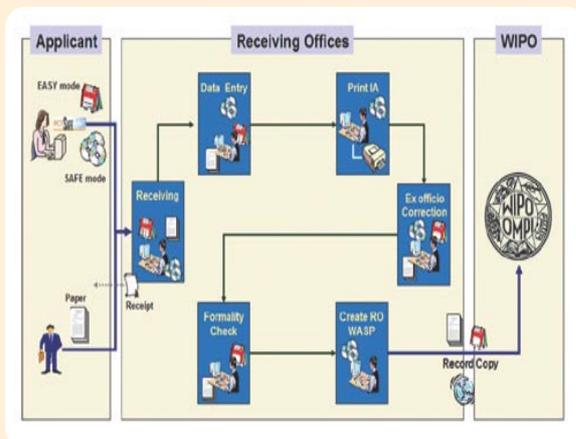
PCT e-filing became available with the International Bureau as receiving Office (RO/IB) in February 2004, using PCT-SAFE Client software for filing either over the Internet or on physical media such as CD-R or floppy diskette. Nevertheless, there are many PCT Contracting States that have not been able to take advantage of electronic filing due to limited resources and/or constraining IT infrastructure. Those applicants that use these receiving Offices cannot enjoy the benefits of electronic filing.

The Korean Intellectual Property Office (KIPO) developed its own receiving system for PCT-SAFE applications and has been successfully operating it for Korean applicants since January 2004. KIPO, in cooperation with the World Intellectual Property Organization (WIPO), is now adapting the KIPO system to make it available to all PCT ROs, thereby making PCT electronic filing accessible to all intellectual property offices.

This new product will be a stand-alone system to handle electronic International Applications filed on physical media, such as CD-R or floppy diskette and also maintaining the possibility of filing on paper or using PCT-EASY. PCT applicants will thereby be able to benefit from the e-filing fee reductions (up to 300 CHF or equivalent per application) when filing with their own receiving Office.

For applicants to file with a RO that operates PCT-ROAD, they simply obtain PCT electronic filing software, such as the PCT-SAFE applicant's software free of charge from WIPO's Web site.

### Overview of PCT-ROAD





### How it works

A PCT Request can be prepared using the PCT-SAFE Client software and the technical description part of the application can be drafted using the PCT-SAFE Editor. Finally, an IA can be submitted electronically to a RO after storing it on a CD-R or diskette (the type of acceptable physical media is decided by the RO) using the physical media filing option in the PCT-SAFE Client.

For the RO staff, the system supports the most essential functions associated with processing IAs, i.e. receiving the application, data entry, printing, ex-officio correction, formality check and creating RO Wrapped Application Signed Package (WASP) – a mechanism for sending the record copy to WIPO. The following table illustrates how the system fits into the RO’s activities. The services and functions of the system may be subject to change on the basis of requirement analysis results.

PCT-ROAD Activities

| Task                  | Details  |
|-----------------------|--|
| Receiving             | Receive IAs from applicants<br>Create new record for each IA<br>Check electronic files for viruses<br>Check the integrity of electronic IA files<br>Assign international application number and receiving number<br>Issue a confirmation of filing |
| Data Entry            | Enter bibliographic data for paper IAs<br>Create the master DB using bibliographic data<br>Upload bibliographic data from CD-R data automatically for fully e-filed or PCT-EASY type application   |
| Print                 | Print electronic IA for archiving and formality examination  |
| Ex-officio Correction | Upload scanned image of ex-officio corrected document  |
| Formality Check       | Validate IA data in accordance with PCT rules/regulations<br>Review data entered manually on IA, especially validity of priority date<br>Record log of formality check   |
| Create RO WASP        | Download electronic IA<br>Create RO WASP package<br>Sign with RO signature<br>Send RO WASP to WIPO in a secure way   |
| Home Copy Management  | Enter history of received document related to particular IAs<br>Enter history of dispatched document (notification) related to particular IAs  |



### Benefits

#### Making PCT electronic filing accessible to small Offices by:

- Providing practical assistance to Contracting States in automating PCT administration and bridging the experience gap between developed and developing member States;
- Enabling applicants to file using any of the options now available in the PCT, such as fully electronic (with a fee reduction of up to 300 CHF), PCT-EASY (fee reduction of 100 CHF) or paper format;
- Having the capacity to expand the system at a later stage to enable on-line electronic filing under the PCT. The Offices may also find that this system can be adapted to facilitate electronic filing of national patents.

#### Improve Efficiency of RO Administration by:

- Satisfying the growing demand for the use of electronic methods for processing and data exchange and an ability to keep up with the continued increase in the number of International Applications;
- Improving the efficiency of the business environment, in particular for receiving and managing PCT documents.



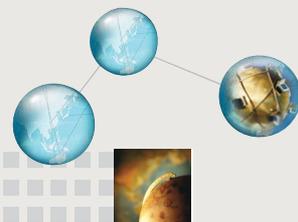
### System Requirements

#### ※ Hardware

- Windows Compatible PC & Monitor (CPU Pentium IV or higher is recommended, CD-ROM Driver Installed)
- RAM 128 MB (higher is recommended)
- 20 GB hard disk free space
- Screen Display 1024 × 768
- Scanner Optical Resolution 300 DPI / Flatbed Type

#### ※ Software

- Windows XP
- Database System: MS-SQL for commercial users or MySQL (Open Source)
- TOMCAT (Web application Server, Open Source)
- Antivirus Software
- PDF Viewer (Acrobat Reader, Freeware)



# PCT Receiving Office Administration

## For More Information on PCT-ROAD

The PCT-ROAD software is available free of charge. For the biennium 2004-2005, KIPO and WIPO will select up to 5 PCT member countries and will possibly provide them hardware free of charge depending on the consultations.

If you are interested in using the PCT-ROAD system, please contact KIPO or WIPO.



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### Detailed Overview of PCT-ROAD

