

By E-mail

To the Presidents of the
National and Regional Groups

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June 3, 2003

DEADLINE: November 15, 2003

**Re: Congress Geneva (June 19-24, 2004)
Working Guidelines Q180, Q181, Q182 and Q183
Group Reports**

Ladies and Gentlemen,

In February/March of this year the EXCO has in a "vote by correspondence" decided that the following Questions shall be put on the Agenda for the Geneva Congress:

- Q180** Content and relevance of industrial applicability and/or utility as requirements for patentability
Le contenu et la pertinence des critères de l'application industrielle et/ou de l'utilité comme conditions de brevetabilité
Inhalt und Bedeutung der gewerblichen Anwendbarkeit und/oder Nützlichkeit ("utility") als Patentierungsvoraussetzungen
Responsible: Jochen BÜHLING (Deputy Reporter General)
- Q181** Conditions for registration and scope of protection of non-conventional trademarks
Les conditions d'enregistrement et l'étendue de la protection des marques non-conventionnelles
Eintragungsvoraussetzungen und Schutzzumfang von nicht-konventionellen Marken
Responsible: Ian KARET (Deputy Reporter General)
- Q182** Database protection at national and international level
La protection nationale et internationale des bases de données
Nationaler und internationaler Rechtsschutz von Datenbanken
Responsible: Thierry CALAME (Assistant to the Reporter General)
- Q183** Employers' rights to intellectual property
Les droits des employeurs dans le domaine de la propriété intellectuelle
Rechte des Arbeitgebers/Dienstherm an geistigem Eigentum
Responsible: Dariusz SZLEPER (Assistant to the Reporter General)

We have now the pleasure of sending you attached the Working Guidelines for these four questions:

Q180 in English (French and German will follow) (**Annex 1**)

Q181 in English (French and German will follow) (**Annex 2**)

Q182 in English (German is published on our website and French is about to be published) (**Annex 3**)

Q183 in English (French is published on our website and German will follow) (**Annex 4**)

The attached Guidelines are already or will soon be available on AIPPI's website and the missing translations will be added as soon as we receive them. You are therefore kindly invited to regularly visit our website: www.aippi.org

You are further requested to pass these Working Guidelines on to the Members of your National/Regional Working Committees together with a copy of the attached extract of the Flow Chart Congress Geneva (**Annex 5**) indicating key-dates and deadlines.

Please ask your Committee Members to carefully read the attached "Protocol for Preparation of Group Reports" (**Annex 6**) before taking up the drafting of Group Reports and forward a copy of the "Protocol for Delegates appointed to Working Committees" to your Delegates for information (**Annex 7**).

The deadline for filing the Group Reports should be strictly observed. It has been fixed for

November 15, 2003.

In order to facilitate the editing, please take due note of the "Guidelines for National and Regional Group Reports" at the beginning of the Working Guidelines for each Question.

This planning now leaves the Groups more time to prepare their Group Reports and we therefore sincerely hope that we shall receive all Reports with Summaries within the deadline.

The form for the designation of your Group's (acting) President, Delegates and Reporters which is accompanied by the traditional list "Number of Delegates and Reporters to which your Group is entitled - Statutes Art. 6.1 - will be sent to you in September.

According to the Flow Chart these forms are to be returned at the latest by

November 28, 2003.

The information on Delegates/Reporters is of great importance to the Chairman of the (international) Working Committee as it allows him to establish contact with the appointed Members and to take up the activities as provided by the Regulations (Rule 12.5).

For your early information we may already today give you some indication concerning Presidents, Delegates, Reporters and Observers:

- In case the President of a Group may exceptionally not be able to attend personally, he may designate a substitute called "acting President"
- President and Delegates have voting right
- Reporters have no voting right
- In addition the Secretary General may admit additional persons as guests or observers without any right to vote

All Groups that have less than four Delegates may fill up their compliment to a representation of four persons (in addition to President and President/Members of Honour) by the appointment of Reporters in order to allow the Group to be represented in each of the four Working Committees mentioned above.

Please inform your Delegates (voting Members) that they are expected to be present in all Meetings as decision taking and voting may take place at all Sessions.

We sincerely hope that this information and the **7 Annexes** will allow you to start with the preparatory work for the Congress to be held in Geneva in June 2004.

Should you have any questions concerning the preparation of Group Reports, please do not hesitate to contact the AIPPI General Secretariat. They will be most pleased to be of assistance to you.

Please take due note that the Group Reports with Summaries should be sent within the deadline of November 15, 2003 to:

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We wish you and your Members an interesting and hopefully fruitful work on the four new Questions.

With kind regards,

Yours sincerely,

Vincenzo M. Pedrazzini
Secretary General

Luis-Alfonso Durán
Reporter General

7 Annexes mentioned

cc: Members of the Bureau
Chairman Programme Committee
Secretaries National and Regional Groups