

Technical Committee

TC/57/12

**Fifty-Seventh Session
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WEB-BASED TG TEMPLATE

Document prepared by the Office of the Union

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EXECUTIVE SUMMARY

1. The purpose of this document is to report developments on the web-based Test Guidelines template (web-based TG template).

2. UPOV has developed the web-based TG Template (see: <https://www3.wipo.int/upovtg/>) to implement the guidance for drafting Test Guidelines provided in document TGP/7 “Development of Test Guidelines”. A collection of characteristics, with their corresponding states of expression, which have already been approved for inclusion in existing Test Guidelines after the adoption of document TGP/7 (“approved characteristics”), is provided in the web-based TG template.

3. The TC invited to note:

(a) the web-based TG template and database of approved characteristics will be migrated to cloud servers by 2022, including an upgrade to new technologies in infrastructure and program to address issues reported by users and enabling use for drafting individual authorities’ test guidelines;

(b) that interviews with UPOV members will be conducted to collect requirements of UPOV members for the development of individual authorities’ test guidelines using the web-based TG template; and

(c) training on the web-based TG template can be organized upon request.

4. The following abbreviations are used in this document:

- TC: Technical Committee
- TC-EDC: Enlarged Editorial Committee
- TG: Test Guidelines
- TWA: Technical Working Party for Agricultural Crops
- TWC: Technical Working Party on Automation and Computer Programs
- TWF: Technical Working Party for Fruit Crops
- TWO: Technical Working Party for Ornamental Plants and Forest Trees
- TWPs: Technical Working Parties
- TWV: Technical Working Party for Vegetables

5. The structure of this document is as follows:

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DEVELOPMENT OF INDIVIDUAL AUTHORITIES' TEST GUIDELINES

6. Version 1 of the web-based TG Template was designed for the development of Test Guidelines for UPOV. However, it has also been designed such that Version 2 will enable members of the Union to use:

- (a) adopted UPOV Test Guidelines as a basis for the development of individual authorities' test guidelines;
- (b) the web-based TG Template and database of characteristics to develop individual authorities' test guidelines for which there are no UPOV Test Guidelines; and
- (c) use individual authorities' test guidelines, developed using the web-based TG Template, as the basis for draft UPOV Test Guidelines.

7. Version 2 will have a feature for individual authorities to modify the template wording, within the same structure, to act as a template for their own test guidelines and a feature to allow individual authorities to convert UPOV Test Guidelines into individual authorities' test guidelines, with necessary modifications.

Identification of requirements

8. Version 2 of the web-based TG template will be developed on the basis of requirements from individual authorities for developing their test guidelines. Interviews with members of the Union will be conducted by a recruited business expert in charge of collecting the requirements.

9. Subject to the availability of resources, development of the new functionalities will start in 2021.

MIGRATION TO CLOUD SERVERS

10. The web-based TG template and database of characteristics will be migrated to cloud servers by 2022. The migration will include an upgrade to new technologies in infrastructure and program to address issues reported by users. Once this is complete, the web-based TG template will enable the online database of characteristics to be used for drafting individual authorities' test guidelines (IATG) in different languages.

11. A proof of concept is being developed to identify the information technology components to be used. This exercise will allow the introduction of a technical architecture to address the issues reported by users.

TRAINING

12. The TC, at its fifty-third session, agreed that training on the use of the web-based TG template should be offered to the TWPs during the preparatory workshops of the session and/or during the discussions on the agenda item "guidance for drafters' of Test Guidelines". The TC agreed that training should also include FAQs and tutorials for users of the web-based TG template (see document TC/53/31 "Report", paragraph 239).

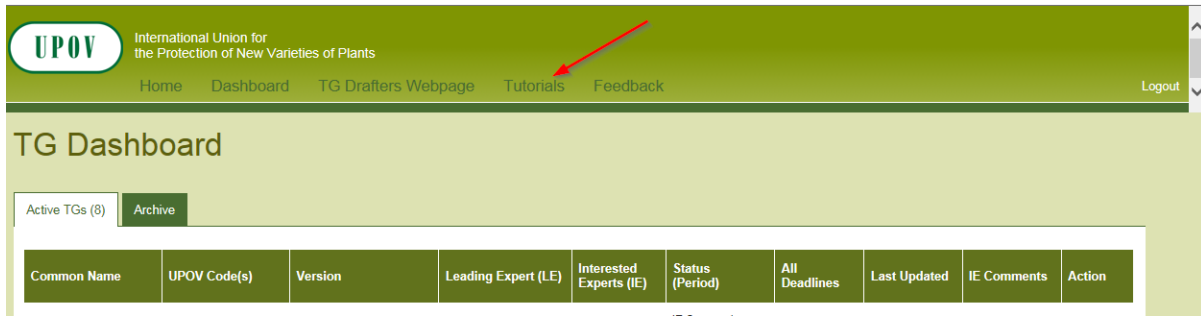
13. In 2021, a series of preparatory webinars were held prior to the TWPs. A presentation on the web-based TG template was made on April 21, 2021, including a session for questions and answers. The webinar was recorded and made available on the TWPs webpages.

14. The Office of the Union provides assistance to individual experts on an *ad hoc* basis via e-mail and virtual meetings, upon request.

GUIDANCE FOR USERS OF THE WEB-BASED TG TEMPLATE

15. Tutorials for the following user roles are available on the web-based TG Template under the link "Tutorials":

- Leading Expert drafting tutorial
- Interested Expert comments tutorial
- Leading Expert checking tutorial



16. The tutorials are also available for download under the following link:
http://upov.int/export/sites/upov/tgp/en/tg_template_tutorial_complete.pdf

17. The TC invited to note that:

(a) the web-based TG template and database of approved characteristics will be migrated to cloud servers by 2022, including an upgrade to new technologies in infrastructure and program to address issues reported by users and enabling use for drafting individual authorities' test guidelines;

(b) interviews with UPOV members will be conducted to collect requirements of UPOV members for the development of individual authorities' test guidelines using the web-based TG template; and

(c) training on the web-based TG template can be organized upon request.

[Annex follows]

FEATURES OF THE WEB-BASED TG TEMPLATE

(Extract from document TC/50/10 "Report on developments in UPOV including relevant matters discussed in the last sessions of the Administrative and Legal Committee, the Consultative Committee and the Council")

The web-based TG Template will be developed in two separate phases in the form of Versions 1 and 2.

Version 1

Version 1 of the web-based TG Template will be fully functional for the development of UPOV Test Guidelines by Leading Experts and will enable Interested Experts to provide comments. Version 1 of the web-based TG Template will be completed in 2016 and a demonstration will be made at the TWPs sessions in 2016.

Features

The main features of Version 1 are as follows:

- Draft Test Guidelines will be prepared by Leading Experts online via the web-based TG Template
- Fixed template containing all universal standard wording which is appropriate for all Test Guidelines (see document TGP/7 "Development of Test Guidelines", Section 3.1 "The TG Template")
- Options to add Additional Standard Wording (ASW) (see document TGP/7, Section 3.2 "Additional Standard Wording (ASW) for the TG Template")
- Links to Guidance Notes (GN) (see document TGP/7, Section 3.3 "Guidance Notes (GN) for the TG Template")
- A database of characteristics (in English, French, German and Spanish) from Test Guidelines adopted after the adoption of document TGP/7/1 "Development of Test Guidelines" the Collection of Approved Characteristics (adopted in 2004) (see document TGP/7, Annex 4 "Collection of Approved Characteristics").

The database will contain all information from the Table of Characteristics, including states of expression, notes, example varieties, etc. The database can be searched for relevant characteristics and a relevant characteristic uploaded into draft Test Guidelines with subsequent modification as required.

- Comments boxes for Interested Experts to complete online with a facility to view all comments
- Options to produce output in HTML or Word format.
- English only version
- Translators' facility for the Table of Characteristics (Chapter 7)

Characteristics uploaded, unchanged, from the database comprising the collection of approved characteristics will be indicated as not requiring translation. For other characteristics, translators will be able to search the database comprising the collection of approved characteristics and input the required translations. The translation of the other chapters of the Test Guidelines will be provided separately for Version 1.

Version 2

Version 2 of the web-based TG Template will provide the two following additional features:

Concurrent translation

In version 2 of the web-based TG Template, the French, German and Spanish language versions of the Test Guidelines will be automatically developed concurrently with the English draft for the standard wording, Additional Standard Wording (ASW) and characteristics uploaded, unchanged, from the database comprising the collection of approved characteristics. Text that has not been automatically translated will be indicated for translation in the language concerned.

Individual authorities' test guidelines

Version 1 of the web-based TG Template has been designed for the development of Test Guidelines for UPOV. However, it has also been designed such that Version 2 will enable members of the Union to use:

- (a) adopted UPOV Test Guidelines as a basis for the development of individual authorities' test guidelines;
- (b) the web-based TG Template and database of characteristics to develop individual authorities' test guidelines for which there are no UPOV Test Guidelines; and
- (c) use individual authorities' test guidelines, developed using the web-based TG Template, as the basis for draft UPOV Test Guidelines.

Version 2 will have a feature for individual authorities to modify the template wording, within the same structure, to act as a template for their own test guidelines and a feature to allow individual authorities to convert UPOV Test Guidelines into individual authorities' test guidelines, with necessary modifications.

[End of Annex and of document]