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| Meeting on the development of an electronic application form  Eighteenth Meeting Geneva, October 21, 2021 | UPOV/EAF/18/3  Original: English  Date: March 3, 2022 |

REPORT

adopted by the Meeting on the development of an electronic application form

Disclaimer: this document does not represent UPOV policies or guidance

# Welcome and opening

The eighteenth meeting on the development of an electronic form (EAF/18 meeting), organized via electronic means, was opened and chaired by Mr. Peter Button, Vice Secretary-General of UPOV, who welcomed the participants.

The list of participants is reproduced in Annex I to this report.

# Approval of the agenda

The meeting adopted the draft agenda as proposed in document UPOV/EAF/18/1.

# Developments concerning UPOV PRISMA

The meeting considered document UPOV/EAF/18/2 “Developments concerning UPOV PRISMA” and received a presentation by the Office of the Union on the latest developments concerning UPOV PRISMA, a copy of which is reproduced in Annex II to this document.

## Use of UPOV PRISMA (as of September 30, 2021)

The EAF/18 participants noted the information on the use of UPOV PRISMA (as of October 20, 2021), as reported in Annex II of this report.

## Launch of Version 2.6

The EAF/18 participants noted that the current Version of UPOV PRISMA (Version 2.6) was deployed in July 2021, with the following changes:

### No new additional participating PBR authorities;

* The crop coverage was extended to blackberry, blueberry, raspberry and strawberry for Morocco;
* Forms have been updated for the following participating PBR authorities: Mexico, Norway and United Kingdom;
* Addition of Technical Questionnaires for parental lines (Winter Oil Seed Rape , Barley, Maize and Field Bean);
* Improvement of auto-save functionality;
* Possibility to make bulk payments by introducing “Add to Basket” functionality.

## Other developments

#### IT Quality Software Audit

The EAF/18 participants noted that in order to reduce the risk of problems when introducing new versions and/ or new functionalities, the following steps would be taken (see document UPOV/EAF/17/3 “Report”):

* Appoint an external company to perform a software quality audit;
* Organize user acceptance testing (UAT) before going live with new functionalities.

The EAF/18 participants noted that the Office of the Union had appointed an external company to perform a software quality audit, and that according to the test maturity model, UPOV PRISMA had reached maturity level 2: “the organization has a fundamental test approach where some common test practices are implemented such as planning, monitoring and control over test activities”. The following recommendations were provided to move to maturity level 3: “the organization is rather proactive and the test approach is documented and described in standards, procedures, tools and methods”:

1. Know the users and how UPOV PRISMA is used;
2. Focus on what is important and urgent: Automate test cases for regression on the functionalities mostly used and the functionalities that generate 80% of the bugs;
3. Define a clear Test strategy document;
4. For each new requirement, an impact analysis should be made;
5. Define a standard process for test case creation;
6. Use a test repository tool.

The EAF/18 participants noted that the above 6 recommendations had been implemented. In particular, to limit the risk of negative impacts when introducing new functionalities, regression tests were being automated.

The EAF/18 participants noted that in relation to user acceptance testing (UAT) before going live with any new functionalities, it was planned to consult UPOV PRISMA “Task Force” Group before implementing the changes in the real environment.

#### UPOV PRISMA “Task Force” Group

The EAF/18 participants noted that the plan to work with a “Task Force” of users to be identified by CIOPORA and ISF was reported at the EAF/17 meeting, and further noted that in 2021, the following online meetings/ testing campaigns were organized:

* March 12, 2021 a first Task Force meeting was held;
* A User Acceptance Test campaign was organized for the new Auto-save function (March 22 to 26, 2021 and April 6 to 16, 2021) with the participation of the Task Force;
* A User Acceptance Test campaign was organized for the new addition of Technical Questionnaires for parental lines, especially in the scope of applications for Winter Oil Seed Rape and Barley (July 5 to 7, 2021) with the participation of the Task Force; and
* Meetings with the Task Force and the CPVO on CPVO participation in UPOV PRISMA were held on April 30, 2021 and September 19, 2021, with interim meetings between CPVO and UPOV.

#### CPVO Synchronization

The EAF/18 participants noted that in order to achieve and maintain synchronization of TQs between UPOV PRISMA and CPVO (see document EAF/16/3 “Report” paragraph 18 and document UPO/EAF/17/3 paragraph 32) the following projects had been agreed with CPVO:

* Project 1: “Audit” (current issues/ states of affairs) for exchange of data between UPOV PRISMA and CPVO in both directions (Status: completed);
* Project 2: Part A: Resolving current issues; Part B : Synchronizing changes by UPOV/CPVO (Status: ongoing on the basis of information provided in Project 1);
* Project 3: Implementation of Project 2 outcome: Bi-directional exchange of application data (lettuce, tomato, rose) (Status: ongoing on the basis of information provided in Project 1);
* Project 4: Bulk upload of Maize applications from UPOV to CPVO (Status: ongoing on the basis of information provided in Project 1);
* Project 5: “Transitional arrangements”, to communicate to applicants about the situations in which they can use UPOV PRISMA for applications at the CPVO and the measures that need to be taken until all issues have been resolved (Status: ongoing).

The EAF/18 participants noted the report on each projects (as of October 20, 2021), as reported in Annex II of this report.

The EAF/18 participants noted the next steps agreed for the work on CPVO synchronization, as follows:

* Finalize project 4 for the beginning of November 2021;
* Agreement on the process for updating the forms after modification at the CPVO side (Project 2);
* Start project 2 after project 4 is finalized;
* Regular meetings are organized between UPOV and CPVO;
* Provide feedback regularly to stakeholders (Project 5).

#### Workshop with Users to Improve user-friendliness of UPOV PRISMA

The EAF/18 participants noted that as a first step to identify ways to improve the user-friendliness of UPOV PRISMA (see document UPOV/EAF/17/3, paragraph 21), online workshops would be organized with users to review certain current existing functionalities (e.g. copy functionality, assignment of roles).

The EAF/18 participants noted that:

* An external company (VanBerlo) was appointed to improve user experience and in that regard,
* Users were consulted via an online survey, in September 2021 on functionalities that should be improved on the “Start New Application and Copy Functionality” (96 responses were received as of October 11, 2021);
* Selected users would be contacted by the end of 2021 for further feedback (in-depth qualitative study) to develop mockup screens on the basis of the recommendations made.
* Report on the progress for improving user-friendliness of UPOV PRISMA would be made at the next EAF meeting.

# Version 2.7

The EAF/18 participants noted that on the basis of the request for new developments made by PVP Offices and registered users (see paragraph 22 and 23 of document UPOV/EAF/18/2.), the following new coverage and functionalities were planned to be introduced in Version 2.7:

* Saint Vincent and Grenadines as new participating authority;
* Update of forms for European Union, France, and the Netherlands;
* Add the possibility to download the list of applications as displayed in the dashboard for PVP office in Excel format;
* Introduction of the WIPO IP Portal navigation bar (that will provide the possibility to access the basket anytime when the user is in UPOV PRISMA);
* Bulk Upload (for maize, European Union);
* Provide the Co-agent with the right to view applications of other colleagues.

The EAF/18 participants noted that Version 2.7 was planned to be launched by the end of 2021, subject to available resources.

# Possible FUTURE developments

## Coverage

The EAF/18 participants noted that the Office of the Union would consult relevant participating PBR authorities concerning their requirements and timeline to:

* include National Listing in UPOV PRISMA (see document EAF/15/3 “Report” paragraph 12);
* introduce machine-to-machine links/ communication to UPOV PRISMA (see document EAF/15/3 “Report” paragraph 12).

The EAF/18 participants noted the intervention from representatives of Egypt to express their interest to join UPOV PRISMA in the future. The following UPOV members had previously expressed an interest: Bosnia and Herzegovina, Brazil, Japan, Nicaragua, Singapore, United Republic of Tanzania and Uzbekistan. The Office of the Union would consult the UPOV members concerned to discuss their requirements and timeline for joining UPOV PRISMA.

## User-friendliness of the tool

The EAF/18 participants noted that the following elements would be considered after 2021 to increase the user-friendliness of UPOV PRISMA:

* Addition of non UPOV TQ characteristics in TQ Section 7 instead of TQ Section 5 (see document EAF/17/3 “Report” paragraph 19);
* Crop-specific TQs beyond Test Guidelines (see document EAF/16/3 “Report” paragraph 18);
* TQ Synchronization between UPOV PRISMA and CPVO (see document EAF/18/2. paragraph 18 and paragraph 17);
* Improvement of certain functionalities: copy, role management (according to the outcome of the Survey and study – see paragraph 16 of this document).

## New functionalities

The EAF/18 participants noted that the following new functionalities would be considered for possible development:

* Machine translation (see document EAF/16/3 “Report” paragraph 18);
* Information on DUS cooperation (DUS Arrangement Recommendation Tool (DART)) (see document EAF/16/3 “Report” paragraph 18).

## IT improvements

The EAF/18 participants noted that the following IT improvements would be considered for possible development after Version 2.7:

* Improve the performance of form generation.

# Date of next meeting

The next meeting of the EAF (EAF/19 meeting) was agreed to be held by virtual means on March 16, 2022, from 12 pm to 2 pm (Geneva time).

*This report was adopted by correspondence.*

[Annex I follows]

LISTE DES PARTICIPANTS / LIST OF PARTICIPANTS / LISTA DE PARTICIPANTES

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