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| International Union for the Protection of New Varieties of Plants |  |

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| Meeting on the Development of a Prototype Electronic Form  Eighth Meeting Geneva, October 24, 2016 | UPOV/EAF/8/3  Original: English  Date: April 4, 2017 |

REPORT

adopted by the Meeting on the development of a prototype electronic form

Disclaimer: this document does not represent UPOV policies or guidance

## Welcome and opening

The Eighth meeting on the development of a prototype electronic form (“EAF/8 meeting”) was opened and chaired by Mr. Peter Button, Vice Secretary General, UPOV, who welcomed the participants in Geneva and those who participated in the meeting by means of electronic conference.

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 EAF/8/1.

## Developments concerning the prototype electronic form project

The meeting considered document UPOV/EAF/8/2 “Developments concerning the prototype electronic form project”.

The participants received a presentation by the Office of the Union on the latest developments in relation to the prototype electronic form, a copy of which is reproduced in Annex II to this document.

The participants agreed that the prototype electronic application form Version 2 (PV2) had demonstrated the feasibility of the project. The participants agreed with the following proposals:

### Validation of the prototype

1. Prototype Version 2 (PV2) had demonstrated the feasibility of the project;
2. PV2 meets the expectations of a functioning system for users to send and receive application data, and reuse submitted data;
3. PV2 should be used as the basis for the launch of an operational system;

### Languages

Questions

1. The EAF would present all items (questions) in English, French, German and Spanish. Translations for all items (questions) in other languages would be made available if provided by the participating members of the Union, with a suitable disclaimer;

Answers

1. Users would be required to provide information (answers) in a language accepted by the PVP Office concerned, which would be indicated in the form;

### Payment

1. The EAF would not affect the fees that PVP Offices receive per application;
2. Payment of the application fee would be made directly by the applicant to the relevant PVP Office unless otherwise agreed with the Office of the Union. However, the EAF system would allow, if requested, for application fees to be collected via the EAF and distributed to the PVP Offices in a form and currency agreed by the PVP Office concerned;
3. The EAF charge per application would be as follows:
   * CHF 150 / submitted application in 2017/2018
   * CHF 250 / submitted application from 2019;

### Addition of new crops

1. To launch the EAF on January 9, 2017 with rose, soya bean, lettuce, apple fruit varieties and potato;
2. To present to the next EAF meeting more details about the different approaches to add more crop/species to the system:
   * Customized technical questionnaire
   * Technical questionnaire based on the UPOV Test Guidelines
   * Generic technical questionnaire;
3. At the EAF/9 meeting in April 2017, to establish a list of priority for addition of new crops/ species;

### Official variety list

(l) To consider whether to include information for official variety list purposes in the EAF, at the next EAF meeting (EAF/9 in April 2017);

### Terms of use

(m) To finalize a detailed document explaining the “Terms of Use” with participating members and WIPO, on the following basis:

* 1. Application data to be transferred to the selected authority after submission and without waiting for the payment confirmation of the EAF charge and the application fee (if appropriate),
  2. If the payment using bank transfer is not received within 45 days after the submission of the application, a reminder to be sent by the UPOV/WIPO Finance Department.
  3. Charges for payment of application fees by credit card to be considered with PVP Offices on a bilateral basis (if payment of PVP Office fee via UPOV),
  4. Individual Authority Fees to be redistributed to PVP offices, based on the requested payments (if payment of PVP Office fee via UPOV),
  5. Payment transfers might have a delay according to the payment method chosen (credit card or bank transfer).

## Future actions and program

### Participation in the launch of EAF

The participants noted that each authority participating in PV2 (Argentina, Australia, Bolivia (Plurinational State of), Brazil, Chile, Canada, Colombia, Czech Republic, European Union, France, Georgia, Japan, Kenya, Mexico, Netherlands, New Zealand, Norway, OAPI, Republic of Korea, South Africa, Switzerland, Tunisia, United States of America, Uruguay and Viet Nam), would inform the Office of the Union if it wished to participate in the launch of the EAF, by November 11, 2016, and should provide the necessary information, including:

* Crops to be supported in EAF (from the 5 crops deployed in PV2)
* Accepted currencies
* Payment method (direct or via UPOV)
* To provide bank account information (if appropriate)
* Any other missing information requested (see Wiki)
* To test the system during the Pre-Launch Test (November-December 2016).

The participants also noted that user guides for breeders and PVP Offices would be made available online in English, French, Spanish, German and other relevant languages. The Office of the Union would develop, for PVP Offices and users, in consultation with participating members:

* a program of training (including Online sessions & Webinars)
* a program of users’ support and routine maintenance provisions
* a program of publicity of the availability of the system.

The participants noted that there were some concerns about the proposed name OLAF (On Line Application Form) and agreed that a suitable name should be considered further at the EAF/9 meeting.

The participants agreed to propose, subject to approval by the Consultative Committee, for the Council at its fiftieth ordinary session, to be held in Geneva on October 28, 2016, to approve the launch of the EAF on January 9, 2017.

## Date of next meeting

The next meeting of the EAF (EAF/9) was agreed to be held in Geneva on Wednesday April 5, 2017.

The Council at its fiftieth ordinary session in Geneva on October 28, 2016, approved the calendar of meetings in 2017, with a change of date for the Meeting on the Development of a Prototype Electronic Form (EAF/9) to the afternoon of April 7, 2017.

*This report was adopted by correspondence.*

[Annexes follow]

UPOV/EAF/8/3

ANNEX I

LIST OF PARTICIPANTS

I. MEMBERS

AFRICAN INTELLECTUAL PROPERTY ORGANIZATION (OAPI)

Juliette AYITE DOUMATEY (Madame), Directeur Général Adjoint, Organisation africaine de la propriété intellectuelle (OAPI), Yaoundé, Cameroon  
(e-mail: ayijuliette@gmail.com)

Dosso MÉMASSI, Directeur, Département de la protection de la propriété industrielle, Organisation africaine de la propriété intellectuelle (OAPI), Yaoundé, Cameroon  
(e-mail: dossomemassi59@gmail.com)

ARGENTINA

Raimundo LAVIGNOLLE, Presidente del Directorio, Secretaría de Agricultura, Ganadería y Pesca, Ministerio de Economía, Buenos Aires  
(e-mail: rlavignolle@inase.gov.ar)

Carmen Amelia M. GIANNI (Sra.), Coordinadora de Propiedad Intelectual / Recursos Fitogenéticos, Secretaía de Industria y Comercio Exterior, Ministerio de Economía, Buenos Aires   
(e-mail: cgianni@inase.gov.ar)

AUSTRALIA

Nik HULSE, Chief of Plant Breeders' Rights, Plant Breeder's Rights Office, IP Australia, Woden ACT   
(e-mail: nik.hulse@ipaustralia.gov.au)

BRAZIL

Ricardo ZANATTA MACHADO, Fiscal Federal Agropecuário, Coordinador do SNPC, Serviço Nacional de Proteção de Cultivares (SNPC), Ministério da Agricultura, Pecuária e Abastecimento, Brasilia   
(e-mail: ricardo.machado@agricultura.gov.br)

CANADA

Anthony PARKER, Commissioner, Plant Breeders’ Rights Office, Canadian Food Inspection Agency (CFIA), Ottawa   
(e-mail: anthony.parker@inspection.gc.ca)

Ashley BALCHIN (Ms.), Examiner, Plant Breeders' Rights Office, Canadian Food Inspection Agency (CFIA), Ottawa   
(e-mail: ashley.balchin@inspection.gc.ca)   
[via WebEx]

Jennifer ROACH (Ms.), Examiner, Plant Breeders' Rights Office, Canadian Food Inspection Agency (CFIA), Ottawa   
(e-mail: Jennifer.Roach@inspection.gc.ca)   
[via WebEx]

CHINA

Wenjun CHEN, Project Officer, State Intellectual Property Office, Beijing   
(e-mail: chenwenjun@sipo.gov.cn)

HUANG Faji, Officer, Office for the Protection of New Plant Varieties, State Forestry Administration, Beijing   
(e-mail: huangfaji@sina.com)

YANG Yang (Ms.), Plant Variety Protection Examiner, Division of New Plant Variety Protection, Development Center for Science and Technology, Ministry of Agriculture, Beijing   
(e-mail: yangyang@agri.gov.cn)

Chuanhong ZHANG (Ms.), Associate Researcher, Professor, Research Institute of Forestry, Chinese Academy of Forestry, Beijing   
(e-mail: zhangchenator@163.com)

COLOMBIA

Ana Luisa DÍAZ JIMÉNEZ (Sra.), Directora Técnica de Semillas, Dirección Técnica de Semillas, Instituto Colombiano Agropecuario (ICA), Bogotá D.C.   
(e-mail: ana.diaz@ica.gov.co)

EUROPEAN UNION

Jean MAISON, Deputy Head, Technical Unit, Community Plant Variety Office (CPVO), Angers, France  
(e-mail: maison@cpvo.europa.eu)

FRANCE

Virginie BERTOUX (Ms.), Responsible / Head, Instance nationale des obtentions végétales (INOV), INOV‑GEVES, Beaucouzé   
(e-mail: virginie.bertoux@geves.fr)

Yvane MERESSE, Responsable juridique / Legal Expert, Groupe d'Etude et de Contrôle des Variétés et des Semences (GEVES), Beaucouzé   
(e-mail: yvane.meresse@geves.fr)

JAPAN

Katsumi YAMAGUCHI, Director, Plant Variety Protection Office, Intellectual Property Division, Food Industry Affairs Bureau, Tokyo   
(e-mail: katsumi\_yamaguchi130@maff.go.jp)

Kenji NUMAGUCHI, Chief Examiner, Plant Variety Protection Office, Intellectual Property Division, Food Industry Affairs Bureau, Tokyo   
(e-mail: kenji\_numaguchi760@maff.go.jp)

KENYA

Simon Mucheru MAINA, Head, Seed Certification and Plant Variety Protection, Kenya Plant Health Inspectorate Service (KEPHIS), Nairobi   
(e-mail: smaina@kephis.org)

NETHERLANDS

Wim SANGSTER, Team DUS Vegetables, Naktuinbouw, Roelofarendsveen   
(e-mail: w.sangster@naktuinbouw.nl)   
[via WebEx]

Marcel RIJSBERGEN, Team DUS Vegetables, Naktuinbouw, Roelofarendsveen   
(e-mail: m.rijsbergen@naktuinbouw.nl)  
[via WebEx]

NEW ZEALAND

Christopher J. BARNABY, Assistant Commissioner / Principal Examiner for Plant Variety Rights, Plant Variety Rights Office, Intellectual Property Office of New Zealand, Ministry of Business, Innovation and Employment, Christchurch   
(e-mail: Chris.Barnaby@pvr.govt.nz)

NORWAY

Tor Erik JØRGENSEN, Head of Section, National Approvals, Norwegian Food Safety Authority, Brumunddal   
(e-mail: tor.erik.jorgensen@mattilsynet.no)

PARAGUAY

Miryan Concepción CANDIA VERGARA (Sra.), Técnica, Departamento de Protección y Uso de Variedades, Dirección de Semillas (DISE), Servicio Nacional de Calidad y Sanidad Vegetal y de Semillas (SENAVE), San Lorenzo   
(e-mail: miryan.candia@senave.gov.py)

Dólia Melania GARCETE G. (Sra.), Directora, Dirección de Semillas (DISE), Servicio Nacional de Calidad y Sanidad Vegetal y de Semillas (SENAVE), Asunción   
(e-mail: dolia.garcete@senave.gov.py)

REPUBLIC OF KOREA

Jino YOO, Deputy Director, Senior Examiner, Korean Intellectual Property Office (KIPO), Daejeon Metropolitan City  
(e-mail: jino0524@kipo.go.kr)

Eunhee SOH (Ms.), Deputy Director, Senior Examiner, Korea Seed and Variety Service (KSVS), Seobu Office, Jeonllabuk-do   
(e-mail: eunhee.soh@korea.kr)

SWITZERLAND

Manuela BRAND (Ms.), Plant Variety Rights Office, Federal Department of Economic AffairsEducation and Research EAER Plant Health and Varieties, Federal Office for Agriculture FOAG, Bern   
(e-mail: manuela.brand@blw.admin.ch)

TUNISIA

Fatma Chiha BELGAROUI (Ms.), Ingénieur en chef, Sous Directeur des semences et plants, Direction Générale de la Protection et Contrôle de la Quallité des produits Agricoles, Ministère de l'Agriculture, des Ressources Hydrauliques et de la Pêche, Tunis   
(e-mail: fatmachiha@yahoo.fr)

UNITED REPUBLIC OF TANZANIA

Patrick NGWEDIAGI, Registrar, Plant Breeders' Rights Office, Ministry of Agriculture, Food Security and Cooperatives, Dar es Salaam   
(e-mail: ngwedi@yahoo.com)

UNITED STATES OF AMERICA

Kitisri SUKHAPINDA (Ms.), Patent Attorney, Office of Policy and International Affairs, United States Patent and Trademark Office (USPTO), Department of Commerce, Alexandria  
(e-mail: kitisri.sukhapinda@uspto.gov)

Christian HANNON, Patent Attorney, United States Patent and Trademark Office (USPTO), Alexandria  
(e-mail: christian.hannon@uspto.gov)

Ruihong GUO (Ms.), Deputy Administrator, AMS, Science & Technology Program, United States Department of Agriculture (USDA), Washington D.C.   
(e-mail: ruihong.guo@ams.usda.gov)

Jeffery HAYNES, Deputy Commissioner, U.S. Plant Variety Protection Office, USDA, AMS, S&T, Plant Variety Protection Office, Washington D.C.   
(e-mail: Jeffery.Haynes@ams.usda.gov)   
[via WebEx]

Paul M. ZANKOWSKI, Commissioner, Plant Variety Protection Office, USDA, AMS, S&T, Plant Variety Protection Office, Washington D.C.   
(e-mail: paul.zankowski@ams.usda.gov)   
[via WebEx]

URUGUAY

Daniel BAYCE, Director Ejecutivo, Instituto Nacional de Semillas (INASE), Canelones   
(e-mail: dbayce@inase.org.uy)

II. ORGANIZATIONS

CROPLIFE INTERNATIONAL

Marcel BRUINS, Consultant, CropLife International, Bruxelles , Belgium   
(e-mail: mbruins1964@gmail.com)

INTERNATIONAL COMMUNITY OF BREEDERS OF ASEXUALLY REPRODUCED ORNAMENTAL AND FRUIT PLANTS (CIOPORA)

Hélène JOURDAN (Ms.), Secrétaire générale, AOHE, Responsible COV & Marques, Meilland International S.A., Association des Obtenteurs Horticoles Européens (AOHE), Meilland International S.A, Domaine de Saint-André, Le Cannet des Maures, 83340 Le Luc en Provence, France  
(e-mail: licprot@meilland.com)

Dominique THÉVENON (Ms.), Board member, Treasurer - CIOPORA, AIGN®, International Community of Breeders of Asexually Reproduced Ornamental and Fruit Plants (CIOPORA), Hamburg, Germany   
(e-mail: t.dominique4@aliceadsl.fr; t.dominique4@orange.fr)

INTERNATIONAL SEED FEDERATION (ISF)

Judith DE ROOS-BLOKLAND (Ms.), Legal Advisor, Regulatory and Legal Affairs, Plantum NL, Gouda, Netherlands  
(e-mail: j.deroos@plantum.nl)

Szabolcs RUTHNER, Regulatory Affairs Executive, International Seed Federation (ISF), Nyon, Switzerland  
(e-mail: s.ruthner@worldseed.org)

Maria José VILLALÓN-ROBLES (Ms.), PVP Specialist EMEA, Monsanto, Wageningen, Netherlands   
(e-mail: maria.jose.villalon.robles@monsanto.com)

Sietske WOUDA (Ms.), Lead Global Germplasm PVP/MA, Syngenta International AG, Basel, Switzerland   
(e-mail: sietske.wouda@syngenta.com)

Veronique BEEREN (Ms.), Department Plant Variety Protection and Trademarks, Nunhems B.V., Netherlands   
(e-mail: nunhems.varietyregistration.nl@bayer.com)   
[via WebEx]

Amy D. CURTIS (Ms.), Soybean & Cotton Patent Scientist, Monsanto US, Huxley, United States of America   
(e-mail: amy.curtis@monsanto.com)   
[via WebEx]

Titus T. DE VRIES, Registration & Maintenance, Limagrain, Rilland, Netherlands   
(e-mail: titus-de.Vries@limagrain.com)   
[via WebEx]

Stevan MADJARAC, Germplasm IP Lead, American Seed Trade Association (ASTA), Alexandria , United States of America   
(e-mail: s.madjarac@gmail.com)   
[via WebEx]

François-Xavier MULLER, EU Corn Breeding IP/QMS Manager, Monsanto SAS, Monbéqui, France   
(e-mail: francois-xavier.muller@monsanto.com)   
[via WebEx]

Dominique QUENNEVAT (Ms.), Administrative Assistant, DuPont Pioneer Genetique, Aussonne, France   
(e-mail: dominique.quennevat@pioneer.com)   
[via WebEx]

Astrid M. SCHENKEVELD (Ms.), Specialist, Variety Registration & Protection, Rijk Zwaan Zaadteelt en Zaadhandel B.V., De Lier, Netherlands   
(e-mail: a.schenkeveld@rijkzwaan.nl)   
[via WebEx]

III. OFFICE OF WIPO

Bernard RAUBER, Head; Income Section

Sabine PERALS (Ms.), Senior Accounting Assistant, Operations Unit 2: PCT Receiving Offices (IB, IB/RO)

Nicolas SAY, Agency Worker, Functional Team

IV. OFFICER

Peter BUTTON, Chair

V. OFFICE OF UPOV

Peter BUTTON, Vice Secretary-General

Yolanda HUERTA (Ms.), Legal Counsel

Jun KOIDE, Technical/Regional Officer (Asia)

Ben RIVOIRE, Technical/Regional Officer (Africa, Arab countries)

Leontino TAVEIRA, Technical/Regional Officer (Latin America, Caribbean countries)

Hend MADHOUR (Ms.), Data Modeler and Buisness Analyst

Ariane BESSE (Ms.), Administrative Assistant

[Annex II follows]

EAF/8/3

ANNEX II

*Please see the pdf version*

[End of Annex II and of document]