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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 FormEighth MeetingGeneva, October 24, 2016 | UPOV/EAF/8/3Original: EnglishDate: 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

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[Annex II follows]

EAF/8/3

ANNEX II

*Please see the pdf version*

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