



TRAINING COURSE

WIPO/IPOM/TYO/16/INF/1
ORIGINAL: ENGLISH
DATE: FEBRUARY 9, 2016

Training Course on the Intellectual Property Office Management

organized by
the World Intellectual Property Organization (WIPO)

in cooperation with
the Japan Patent Office (JPO)

with the assistance of
the Asia-Pacific Industrial Property Center (APIC)

Tokyo, February 16 to 23, 2016

PROGRAM

prepared by the International Bureau of WIPO

Tuesday, February 16, 2016

- 10.00 – 10.20 Orientation by:
A speaker from the International Cooperation Division of the Japan Patent Office (JPO), Tokyo
- 10.30 – 11.20 Tour of the JPO (Appeal Court and Patent Examination Office)
- 11.30 – 12.00 Courtesy Call on an Executive Official of the JPO
- 12.00 – 13.15 Lunch Break

THEME 1 KEY MANAGEMENT CHALLENGES CONFRONTING INTELLECTUAL PROPERTY (IP) OFFICES

- 13.15 – 14.45 **Topic 1 Provision of Effective and Efficient IP Services**
Speaker: Mr. Shinji SUGAWA
Assistant Director, Administrative Affairs Division, Patent and Design Examination Department, JPO
- 14.45 – 16.15 **Topic 2 Operation Management for Patent Examination at the JPO**
Speaker: Mr. Hiroyuki ASANO, Assistant Director, Administrative Affairs Division, Patent and Design Examination Department, JPO
- 16.15 – 17.30 **Topic 3 Quality Management System for Patent Examination at the JPO**
Speaker: Mr. Shohei NAKAZATO, Deputy Director, Quality Management Office, Administrative Affairs Division, Patent and Design Examination Department, JPO

Wednesday, February 17, 2016

- 10.00 – 12.00 **Topic 4 JPO's Efforts in Promoting Public Awareness of IP**
Speaker: Ms. Nobue Yazawa, Specialist for Industrial Property Rights, Information Dissemination and Policy Promotion Division, Policy Planning and Coordination Department, JPO
- 12.00 – 13.00 Lunch Break

- 13.00 – 14.00 **Topic 5** **IP Support for Small to Medium-sized Enterprises (SMEs) in Japan**
Speaker: Mr. Tatsuya Takada, Specialist for Industrial Property Rights, Information Dissemination and Policy Promotion Division, Policy Planning and Coordination Department, JPO
- 14.00 – 15.30 **Topic 6** **Case Study of SME's Efforts in Combined Uses of IP**
Speaker: Mr. Hiroaki Muramatsu, President, MIRUC OPTICAL Co., Ltd
- 15.30 – 17.00 **Topic 7** **Utilization of Dossier Information (Patent Application/Examination Result Information)**
Speaker: Mr. Toshiki KODA, Assistant Director, Information Technology and Patent Information management Office, Information Systems Division, Policy Planning and Coordination Department, JPO

Thursday, February 18, 2016

- 10.00 – 12.00 **Topic 8** **Outline of JPO's Human Resources Development (HRD) Scheme for Patent Examiners**
Speaker: Mr. Shintaro Takahara, Head of the International Training Instructors Group, Examination Office, JPO
- 12.00 – 13.00 Lunch Break
- 13.00 – 16.00 **Topic 8 (cont'd.)** **Outline of JPO's Human Resources Development (HRD) Scheme for Patent Examiners**
Country Reports and Exchange of Opinions (Questions and Answers (Q&A))
- 16.00 – 17.00 Tour of the JPO (Television Interview, Interactive Examination Office, and National Center for Industrial Property Information and Training (INPIT))

THEME 2 RESULTS-BASED PLANNING, MONITORING AND EVALUATION

Friday, February 19, 2016

- 10.00 – 12.00 **Topic 9** **Overview of Results-based Planning, Monitoring and Evaluation and Experiences in Applying Results-based Management (RBM) at the International Level – The Example of the World Intellectual Property Organization (WIPO)**

Speaker: Ms. Maya Bachner, Director Program
Performance and Budget Division

12.00 – 13.00 Lunch Break

13.00 – 14.00 **Topic 10 Experiences of Applying RBM at the National level**

Speaker: Ms. Maya Bachner, Director Program
Performance and Budget Division

14.00 – 17.00 **Topic 11 Introduction to the Case Study and Needs Assessment, Results Chain**

Speaker: Ms. Kristen Livshin, Performance Analyst,
Program Performance and Budget Division

Monday, February 22, 2016

10.00 – 12.00 **Topic 11 (cont'd.) Exercises: Needs Assessment, Results Chain**

Speaker: Ms. Kristen Livshin, Performance Analyst,
Program Performance and Budget Division

12.00 – 13.00 Lunch Break

13.00 – 17.00 **Topic 12 Indicators, Baselines and Targets Exercises: Indicators, Baselines and Targets**

Speaker: Ms. Maya Bachner, Director Program
Performance and Budget Division

Tuesday, February 23, 2016

10.00 – 12.00 **Topic 13 Risks and Assumptions Exercises: Risks and Assumptions**

Speaker: Ms. Kristen Livshin, Performance Analyst,
Program Performance and Budget Division

12.00 – 13.00 Lunch Break

13.00 – 15.00 **Topic 14 Monitoring and Evaluation Mechanisms RBM Success Criteria**

Speaker: Ms. Maya Bachner, Director Program
Performance and Budget Division

15.00 – 17.00 Evaluation Meeting and Closing Ceremony

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