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## REGIONAL MEETING

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**WIPO/TM/REG/GE/2/22/INF/1 PROV.**  
**ORIGINAL: ENGLISH**  
**DATE: NOVEMBER 1, 2022**

## **Madrid System for Selected Latin America and the Caribbean Countries**

organized by  
the World Intellectual Property Organization (WIPO)

in cooperation with  
the Japan Patent Office (JPO)

**Online, December 6 to 8, 2022**

PROVISIONAL PROGRAM

*prepared by the International Bureau of WIPO*

Tuesday, December 6, 2022

15.00 – 15.10\*

Opening Remarks

Welcome Addresses by:

Representative from the World Intellectual Property  
Organization (WIPO), Geneva, Switzerland

Representative from the Japan Patent Office (JPO), Tokyo (Video)

Photo Session

## **INTRODUCTION**

15.10 – 15.15

A Brief Overview of the Funds-in-Trust (FIT) Japan Industrial Property  
Global

Speaker: Representative from the Cooperation Support Section,  
WIPO

## **SESSION I**

**UPDATE ON THE MADRID SYSTEM FROM WIPO, OFFICES FROM  
CURRENT AND FUTURE MEMBERS**

15.15 – 15.35

Update on the Madrid System (Statistics, Accessions and  
Developments)

Speaker: Representative from WIPO

15.35 – 16.30

Brief Updates from Member Offices: Operations of the Madrid System in  
the Office

Speakers: Representative from each IP Office (10 minutes each  
depending on the number of participating offices)

16.30 – 16.40

Break

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\* Time indicated in the Program is Central European Time (CET).

**SESSION II**                    **DISCUSSIONS ON OPERATIONAL ASPECTS AS OFFICE OF ORIGIN**

16.40 – 17.40                    Practical Advice on How to Deal with Operations as Office of Origin (International Application Procedure, Certification, Irregularities, Limitations, etc.)

Speaker:                    Representative from WIPO

Wednesday, December 7, 2022

**SESSION III**                    **DISCUSSIONS ON THE CLASSIFICATION OF GOODS AND SERVICES**

15.00 – 15.40                    Discussion on Classification (Irregularities, Classification Guidelines, Madrid Goods & Services Manager, etc.)

Speaker:                    Representative from WIPO

Representative from participating IP Office

**SESSION IV**                    **DISCUSSION ON OPERATIONAL ASPECTS AS OFFICE OF DESIGNATED CONTRACTING PARTY (DCP)**

15.40 – 17.40                    Practical Advice on Decisions (Types, Forms, Deadlines, Provisional Refusals, Grants of Protection, Final Decisions, etc.) and How to Conduct Substantive Examination Efficiently and Effectively While Maintaining Quality as dCP

(16.40 – 16.50

Break)

Speaker:                    Representative from WIPO

Representative from participating IP Office

Thursday, December 8, 2022

**SESSION V**                    **DISCUSSIONS ON COMMUNICATIONS BETWEEN IP OFFICES AND WIPO**

15.00 – 16.00                    Discussion on Different Communication Channels and the Options Available to IP Offices

(a) How to Receive Designations and Other Notifications Electronically from WIPO, and How to Send Decisions and Applications to WIPO; MECA, Madrid e-Filing, Madrid Office Portal, Contact Madrid, etc.

Speaker:                    Representative from WIPO

(b) Workflow Design for Madrid Notifications in Designated Offices  
(IPAS)

Speaker: Representative from WIPO

**SESSION VI**

**HOW TO PROMOTE THE MADRID SYSTEM**

16.00 – 16.50

Discussions on Effective Strategies to Develop and Execute a Madrid System Promotional Strategy (Promotional Activity, User Support, etc.) (Madrid Website, Webinars, Tutorials, Madrid Online Services, Madrid Flyer, Testimonials/Case studies, etc.)

Speaker: Representatives from WIPO

Representative from participating IP Office

16.50 – 17.00

Break

**SESSION VII**

**WRAP-UP**

17.00 – 17.40

General Discussions: Follow-up on Specific Topics and Identifying Areas of Collaboration

Moderators: Representatives from WIPO

17.40 – 17.50

Closing Remarks by:

Representative from WIPO

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