

## **STANDARD ST.10/C**

### PRESENTATION OF BIBLIOGRAPHIC DATA COMPONENTS

*Editorial Note by the International Bureau*

The Committee on WIPO Standards (CWS) adopted the revisions of paragraphs 2 and 3 of Standard ST.10/C at its first session on October 29, 2010. These revisions incorporate amendments made necessary by certain modifications of the International Patent Classification (IPC) structure as adopted by the Committee of Experts of the IPC Union at its 41<sup>st</sup> session in March 2009.

Industrial property offices are asked to implement the new versions of paragraphs 2 and 3 of Standard ST.10/C for all patent documents with a publication date from January 1, 2011, onwards.

## STANDARD ST.10/C

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*Revision adopted by the Committee on WIPO Standards (CWS)  
at its first session on October 29, 2010*

#### PRESENTATION OF DATES

1. For the representation of calendar dates according to the Gregorian calendar, which are printed or displayed in industrial property documents, in entries in official gazettes or in electronic records, WIPO Standard [ST.2](#) is applicable.

#### PRESENTATION OF CLASSIFICATION SYMBOLS

2. The recommended abbreviation of the International Patent Classification is “Int.Cl.”. The current version indicator of the IPC (year, month) has to be placed in round brackets after the abbreviation “Int.Cl.”, if the document is classified, at least partly, in main groups only, or at subclass level.

The recommended presentation of classification symbols in printed or formatted display form is as follows:

- classification symbols are presented in a tabular form, in such a manner as to facilitate machine transcription;
- when classifying in main groups only or at subclass level, IPC symbols are printed or displayed in regular font style, and when classifying in the full IPC, IPC symbols are printed or displayed in italics;
- the invention information symbols are printed or displayed in bold font style and the additional information symbols in regular; and
- when classifying in the full IPC, the version indicator for each IPC symbol, as indicated in the Guide to the IPC (year, month), is placed in round brackets after each IPC symbol.

3. Sample representations of IPC symbols and indicators are given below for the same document when classified in the full IPC, in main groups only, in both the full IPC and main groups, or at subclass level only.

(a) When classified in the full IPC:

Int. Cl.  
**B28B 5/00** (2006.01)  
**H04H 20/12** (2008.01)  
*H01H 33/65* (2009.01)

Where: **B28B 5/00** indicates invention information (bold font style) classified in the full IPC (italics font style);  
**H04H 20/12** indicates invention information (bold font style) classified in the full IPC (italics font style);  
*H01H 33/65* indicates additional information (regular font style, i.e., non-bold) classified in the full IPC (italics font style).

(b) When classified in main groups only:

Int. Cl. (2011.01)  
**B28B 5/00**  
**H04H 20/00**  
H01H 33/00

Where: **B28B 5/00** indicates invention information (bold font style) classified in main groups only (regular font style, i.e., non-italics);  
**H04H 20/00** indicates invention information (bold font style) classified in main groups only (regular font style, i.e., non-italics);  
H01H 33/00 indicates additional information (regular font style, i.e., non-bold) classified in main groups only (regular font style, i.e., non-italics).

(c) When invention information is classified in the full IPC and additional information in main groups only:

Int. Cl. (2011.01)  
***B28B 5/00*** (2006.01)  
***H04H 20/12*** (2008.01)  
H01H 33/00

Where: ***B28B 5/00*** indicates invention information (bold font style) classified in the full IPC (italics font style);  
***H04H 20/12*** indicates invention information (bold font style) classified in the full IPC (italics font style);  
H01H 33/00 indicates additional information (regular font style, i.e., non-bold) classified in main groups only (regular font style, i.e., non-italics).

(d) When classified at subclass level only:

Int. Cl. (2011.01)  
**B28B**  
**H04H**  
H01H

Where: **B28B** indicates invention information (bold font style) classified at subclass level (regular font style, i.e., non-italics);  
**H04H** indicates invention information (bold font style) classified at subclass level (regular font style, i.e., non-italics);  
H01H indicates additional information (regular font style, i.e., non-bold) classified at subclass level (regular font style, i.e., non-italics).

IPC symbols are defined in the latest version of the Guide to the IPC.

4. The recommended abbreviation of the International Classification for Industrial Designs is “LOC”. According to the recommendation of the Committee of Experts of the Locarno Union, the edition of the Classification should be indicated by an Arabic numeral in parentheses, e.g., LOC (6) Cl. 8-05. Classification symbols should be presented with all elements of a given symbol contained in the same line, preferably in such a manner as to facilitate machine transcription. If the numbers of several classes or subclasses must be indicated for one and the same subject matter, the classes should be separated by semicolons and subclasses by commas (for example, LOC (6) Cl. 8-05, 08; 11-01).

## PRESENTATION OF APPLICATION NUMBERS

5. Application numbers are primarily used by industrial property offices (IPOs) in order to identify each application received. They are also utilized by subsequent offices and applicants when priority is claimed. In addition, application numbers have become essential elements for those who utilize patent information in order to accomplish their individual needs and purposes. Therefore, the need and demand for indicating exact application numbers has been increasing as priority certificates are exchanged among IPOs electronically, and access by IPOs or the public to electronic dossiers is available over the Internet. In this regard, WIPO Standards ST.10/C and WIPO Standard [ST.13](#) cover formats and presentations for application numbers; however, the formats and presentations actually employed by IPOs have been historically inconsistent. This inconsistency poses difficulties for other offices and the public as to the correct and complete identification of application numbers. Therefore, it is recommended that IPOs follow the guidance of WIPO Standard [ST.13](#) when revising existing presentations or creating new application numbers.

6. The presentation of application numbers should be:

(a) in the format as recommended in WIPO Standard [ST.13](#) for applications filed in a country or organization which has already introduced WIPO Standard [ST.13](#) (for detailed examples of application number formats, see “Examples of application numbers according to Recommendation” of WIPO Standard [ST.13](#)), or

(b) in the exact format as used by the country or organization concerned (see [Part 7.2.6](#) of the WIPO Handbook), for application numbers that do not follow WIPO Standard [ST.13](#).

7. When the application number is abbreviated to the minimum significant part (deletion of letters and numerals given by the country or organization concerned for internal or special purposes such as check digits, classification marks, etc.), a need exists for a more uniform presentation thereof, in particular when information presented on the first page of a patent document is composed for printing (e.g., typeset, photocomposed, retyped, etc.). An application number, as represented by the country or organization concerned, may therefore be represented in a more uniform manner in accordance as much as possible with WIPO Standard [ST.13](#), in particular paragraph 5 thereof.

## IDENTIFICATION OF COUNTRIES, ORGANIZATIONS AND OTHER ENTITIES ISSUING OR REGISTERING PATENT DOCUMENTS

8. A two-letter code according to WIPO Standard [ST.3](#) should be used when indicating:

- (a) the country, organization or other entity in which a convention priority application was filed;
- (b) the country, organization or other entity that published prior art patent documents;
- (c) the country, organization or other entity publishing the patent document; and
- (d) the country, organization or other entity in which a previous application was filed for the purpose of obtaining a filing date under the Patent Law Treaty (PLT).

The name of the country, organization or other entity issuing or registering the patent document may be indicated, in addition to the [ST.3](#) code, if so desired.

## USE AND PRESENTATION OF CHECK DIGITS

9. Check digits are used by several IPOs in relation to application numbers or publication numbers for the purposes of internal control. As different systems are in use by different IPOs it is recommended that IPOs which publish their associated control characters as part of their application or publication numbers also publish information explaining their use of the control characters periodically in their official gazettes at intervals of at least once a year and/or present the information on their official web sites and update them as needed.

10. In order to avoid confusion, it is recommended that the following rules be applied if IPOs wish to print a control character associated with an application number or with a publication number on patent documents or in official gazettes:

- (a) if using WIPO Standard [ST.13](#), IPOs should refer to said Standard for use and presentation of check digits;
- (b) if IPOs are not using WIPO Standard [ST.13](#);

(i) the control character should consist of a single numeral; letters should not be used so as to avoid confusion with WIPO Standard [ST.16](#);

(ii) the control character should be printed immediately after the application number or publication number to which it refers but separated therefrom by a full stop or by a hyphen and preferably in a type font different from that used in the number to which it refers.

#### PRESENTATION OF PRIORITY APPLICATION NUMBERS

11. Priority application numbers are provided to applicants by IPOs in the notifications of the first filing and in certificates of priority. Applicants cite priority application numbers when filing subsequent applications for the same or related subject matter. Priority application numbers are used by IPOs to link related patent documents as “patent families” in databases and computerized search systems. This ability to create patent families may be of tremendous value to IPOs for examination purposes when, for example, an earlier effective date is needed for a citation during a search or examination process of an unrelated application. Patent families also enable patent examiners to review previously published patent documents in an alternate preferred language, if available. In addition, patent families can help IPOs save significant classification resources (financial, staffing, etc.) by allowing them to use the classifications of one patent family member for the other members of the patent family. These and other uses of patent families make the accurate recording of the priority application number by applicants a critical concern of all IPOs. Even small deviations from the correct priority application number format can cause a patent document not to be collected into a patent family. Correction of errors in priority data result in huge expenses for IPOs. Therefore, it is critical that the provisions of this section of the Standard be implemented by IPOs as soon as possible.

12. In order to improve the quality of patent family data and to avoid confusion in the presentation of priority application numbers, the following recommendations are made when presenting the priority application number in a notification of first filing and in a certificate of priority:

(a) IPOs should always provide priority application numbers complying with:

(i) The presentation of the WIPO Standard [ST.13](#) application number for the IPOs that have already introduced WIPO Standard [ST.13](#); or

(ii) “Recommended Presentation in Abbreviated Form as a Priority Application Number” given in the document “[Numbering of applications and priority applications – current practice](#)” (Part 7.2.6 of the WIPO Handbook) for the IPOs that have not yet introduced WIPO Standard [ST.13](#).

(b) The priority application number should be preceded by the WIPO Standard [ST.3](#) code and preferably be presented on a specified line or column right after the preamble as shown in the following examples so that it may be easily recognized as a priority number by other IPOs’ applicants and other patent information users.

*Examples of preambles recommended to IPOs for when an applicant is filing abroad under the Paris Convention:*

- (i) In the case of a country:  
The country code and number of your priority application, to be used for filing abroad under the Paris Convention, is
- (ii) In the case of an international organization:  
The organization code and number of your priority application, to be used for filing abroad under the Paris Convention, is

*Example of presentation of “a Priority Application Number” when an applicant is filing abroad under the Paris Convention:*

- (i) In the case of a country XX having already introduced WIPO Standard [ST.13](#):  
The country code and number of your priority application, to be used for filing abroad under the Paris Convention, is XX 10 2014 345678
- (ii) In the case of a country not yet having introduced WIPO Standard [ST.13](#), e.g., Japan:  
The country code and number of your priority application, to be used for filing abroad under the Paris Convention, is JP2000-001234
- (iii) In the case of an international organization not yet having introduced WIPO Standard [ST.13](#), e.g., the EPO:  
The organization code and number of your priority application, to be used for filing abroad under the Paris Convention, is EP79100953

IPOs should encourage and facilitate the compliance by applicants with paragraphs 12(a) and 12(b) of WIPO Standard ST.10/C when providing the priority application number in subsequent filings.

[\[WIPO Standard ST.10/D follows\]](#)