

Annex 1

DEFINITIONS FOR OFFICES EXPENDITURES

EPO expenditures

Personnel:

Salaries and allowances of permanent staff as well as of all categories of temporary staff; employer's contributions to sickness, death, invalidity, long-term care and pension schemes; recruitment, transfer and leaving costs; medical care; staff welfare; training; European School and crèches.

Property and equipment:

Operating costs related to the maintenance of buildings, technical installations, equipment, furniture and vehicles, such as rent, cleaning, repairs and depreciation; electricity, gas, water.

EDP equipment and maintenance:

Operating costs related to the maintenance of EDP hardware and software including depreciation; purchases below capitalization threshold (750 EUR); licenses; programming costs of self-developed systems as far as they do not qualify for capitalization.

Co-operation and patent information:

Published patent documentation on all media; public information; public relations and representation; meetings; costs of supervisory bodies; co-operation with contracting states including outsourced work and financial support to national patent offices; assistance to third countries.

General operating expenses:

Travel; non-EDP purchases below capitalization threshold; supplies; security and messenger services; consultants; external audit; other contract work; postage and telecommunications; documentation costs such as books, technical journals and external database interrogation; insurance; taxes and public levies; third-party funded projects; other miscellaneous small-scale expenditure.

JPO Expenditures

Expenses for JPO's business

Expenses for business processing

General processing work

- Existing personnel (including increase and transfer)
- General administration
- Various councils
- Encouragement of guidance including patent management
- External rental office
- Internationalization of industrial property administration
- Project for supporting medium and small company's applications
- Data communication system for accounting work in government
- Live telecast system for parliament examination

Examination and appeals/trials, etc.

- Infrastructure improvement for examination and appeals/trials
- Disposition of examination and appeals/trials
- Execution of Patent Cooperation Treaty
- Patented micro organisms deposition organization

Information management

- Management of information for use in examination and appeals/trials

Publication of Patent Gazette, etc.

Computerisation of patent processing work

Facility improvement

NCIPI operation

Others

USPTO expenditures

Salaries and Benefits:

Compensation directly related to duties performed for the Government by Federal civilian employees, military personnel, and non-Federal personnel. Also included are benefits for currently employed Federal civilian, military and certain non-Federal personnel.

Equipment:

- Personal property of a durable nature, that is, property that normally may be expected to have a period of service of a year or more after being put into use without material impairment of its physical condition or functional capacity.
- The initial installation of equipment when performed under contract.

Rent & Utilities:

Payments for the use of land, structures, or equipment owned by others and charges for communication and utility services.

Printing:

Printing and reproduction obtained from the private sector or from other Federal entities. Include:

- Typesetting and lithography.
- Duplicating.
- Standard forms when specially printed or assembled to order and printed envelopes and letterheads.
- Publication of notices, advertising, radio and television time.
- Photo composition, photography, blueprinting, photostating, and microfilming.
- The related composition and binding operations performed by the Government Printing Office, other agencies, or other units of the same agency on a reimbursable basis, and commercial printers or photographers.

Supplies & Materials:

Commodities that are:

- Ordinarily consumed or expended within one year after they are put into use.
- Converted in the process of construction or manufacture.
- Used to form a minor part of equipment or fixed property.
- Other property of little monetary value that does not meet any of the three criteria listed above, at the option of the agency.

Contracts and Services:

Services acquired by contract from non-Federal sources (that is, the private sector, foreign governments, State and local governments, tribes), as well as, from other units within the Federal Government. This object class consists of three types of services:

- Management and professional support services.
- Studies, analyses, and evaluations.
- Engineering and technical services.

Other

All other expenses not covered by the above.