

SACEPO Working Party on Quality

Provisional agenda

7th meeting

19 to 21 October 2021

Online, via Zoom

Commencing at 09.00 hrs (Central European Summer Time)

Subject: Provisional agenda (SACEPO WPQ 11/21)

Drawn up by: European Patent Office

Addressees: Members of SACEPO Working Party on Quality

Provisional agenda

Tuesday 19 October 2021 (morning)

All members of SACEPO WP/Q Asia/Oceania and some members of SACEPO WP/Q Europe/Neighbouring countries and Africa

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|------------|--|--|-------------------------|
| 1. | Opening of meeting and adoption of agenda (SACEPO WPQ 11/21) | Vice-President 1 | 09.00 (CEST) |
| 2. | Welcome address | President | 09.10 |
| 3. | Introduction to Stakeholder Quality Assessment Panels (SQAP) (SACEPO WPQ 12/21) | Principal Director Quality, Business and User Services | 09.20 |
| 3.1 | SQAP re. inventive step (Part 1) | | 09.30 – 11.00 (90 mins) |
| | Session 1 – Inventive step (HBC) | | |
| | Session 2 – Inventive step (ICT) | | |
| | Session 3 – Inventive step (M&M) | | |
| 3.2 | SQAP re. inventive step (Part 2) | | 11.15 – 12.45 (90 mins) |
| | Session 4 – Inventive step (HBC) | | |
| | Session 5 – Inventive step (ICT) | | |
| | Session 6 – Inventive step (M&M) | | |

Tuesday 19 October 2021 (afternoon)

All members of SACEPO WP/Q Americas and some members of SACEPO WP/Q Europe/Neighbouring countries and Africa

1.	Opening of meeting and adoption of agenda	Vice-President 1	13.30 (CEST)
2.	Welcome address	President	13.40
3.	Introduction to Stakeholder Quality Assessment Panels (SQAP)	Principal Director Quality, Business and User Services	13.50
3.1	SQAP re. inventive step (Part 1)		14.00 – 15.30 (90 mins)
	Session 7 – Inventive step (HBC)		
	Session 8 – Inventive step (ICT)		
	Session 9 – Inventive step (M&M)		
3.2	SQAP re. inventive step (Part 2)		15.45 – 17.15 (90 mins)
	Session 10 – Inventive step (HBC)		
	Session 11 – Inventive step (ICT)		
	Session 12 – Inventive step (M&M)		

Wednesday 20 October 2021 (morning)

All members of SACEPO WP/Q Asia/Oceania and some members of SACEPO WP/Q Europe/Neighbouring countries and Africa

- 3.3. Stakeholder Quality Assessment Panels (SQAP) re. clarity (Part 1)** 09.00 – 10.30 (CEST)
(90 mins)
- Session 1 – Clarity (HBC)
 - Session 2 – Clarity (ICT)
 - Session 3 – Clarity (M&M)
- 3.4 SQAP re. clarity (Part 2)** 11.00 – 12.30 (90 mins)
- Session 4 – Clarity (HBC)
 - Session 5 – Clarity (ICT)
 - Session 6 – Clarity (M&M)

Wednesday 20 October 2021 (afternoon)

All members of SACEPO WP/Q Americas and some members of SACEPO WP/Q Europe/Neighbouring countries and Africa

- 3.5 SQAP re. clarity (Part 1)** 13.30 – 15.00 (CEST)
(90 mins)
- Session 7 – Clarity (HBC)
 - Session 8 – Clarity (ICT)
 - Session 9 – Clarity (M&M)
- 3.6 SQAP re. clarity (Part 2)** 15.15 – 16.45 (90 mins)
- Session 10 – Clarity (HBC)
 - Session 11 – Clarity (ICT)
 - Session 12 – Clarity (M&M)

Thursday 21 October 2021 (13:00 to 16:00)

Plenary session with all members of SACEPO WP/Q

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| 1. | Opening of plenary | Vice-
President 1 | 13.00 (CEST) |
| 2. | Briefing on the user area pilot
(SACEPO WPQ 13/21) | Chief
Technology
Officer | 13.05 |
| | Questions and feedback from SACEPO members | | |
| 3. | User satisfaction survey results and action plans (SACEPO 14/21) | Principal
Director
Quality,
Business and
User Services | 13.30 |
| | Questions and feedback from SACEPO members | | |
| 4. | Reports from Stakeholder Quality Assessment Panels (SQAP) | | |
| 4.1 | SQAP sessions 1 to 12 re. inventive step | | 14.00 |
| 4.2 | SQAP sessions 1 to 12 re. clarity | | 15.00 |
| 5. | Wrap-up and closure of meeting | Vice-
President 1,
Principal
Director
Quality,
Business and
User Services | 15.50 |