

**ANNUAL TECHNICAL REPORT****1998****ON PATENT INFORMATION ACTIVITIES****I Evolution of patent activities:**

The most important trend in Estonian Patent Office is a sudden increase in filings of PCT applications which have entered into national phase. As a result the amount of application filings exceeds grants.

**II Matters concerning the generation, reproduction, distribution and use of primary and secondary sources of patent information:**

- The main official publication concerning the patents is The Estonian Patent Gazette in the Estonian Patent Office.
- Mass media uses paper as a data carrier.
- Word processing is mainly based on personal computers.
- Techniques as recording, microfilming and photocomposing are not in use.

### **III Matters concerning abstracting, classifying, reclassifying and indexing of technical information contained in patent documents:**

- The abstracts of the inventions are not published separately. In the Patent Gazette there are published most important bibliographic data (including patent classification, excluding abstracts and figurative accessories) of the published patent applications (A-document published after the lapse of 18 months from the filing date) and bibliographic data (including IPC, abstracts and figurative accessories) of the granted patents. The first pages of patent specifications contain the abstracts in Estonian and in English. The Estonian Patent Office provides patent applications laid to open publication with the first pages (bibliographic data including patent classification, abstracts and figurative accessories).

- Applications are classified in accordance with the International Patent Classification.

- Bibliographic data of filed patent applications by the Estonian Patent Office are available for patent examiners in a internal computer database. Full-text processing is not possible.

### **IV Search file establishment and upkeep:**

- The collection of patent documents comprises over 34 million documents from 27 different countries and organizations (on paper carrier [about 4 million], in microfilm or microfiche form [about 7 million] and increasingly also on CD-ROM [about 22 million]) and official patent gazettes from 36 countries and organizations. It includes also monographs and reference literature on industrial property protection as well as non-patent literature. Efforts are being made continuously to update the search file to ensure that it is as complete and current as our financial means enable us to do.

- Our search files are arranged by country, by national and/or international indexes. The stock of the patent, legal, scientific and reference literature is arranged according to the common principles employed in the libraries when dealing with book of journal files. The major part of the collections of specifications in paper form and on microcarriers is arranged according to the six editions of the IPC, although some older parts of the collections are arranged according to the national systems of classification. We have no possibility to reclassify our IPC files and so we shall be working with all six editions.

- During 1998 about 9 million new documents, the majority of them being on CD-ROM, were added to collections. Documents on CD-ROM and in microfiche form were added to the numerical collections while documents on paper were added to the classified file according to the International Patent Classification.

#### **V Activities in the field of computerized and other mechanized search systems:**

- In-house management systems are based on existing equipment (personal computers, used software Word Perfect for Windows, Microsoft Works 2.0a, Lotus Approach, Patsoft, Mimoso, etc.).

- Administrative management systems concerning patent applications/granted patents are based on main patent databases (Microsoft Works 2.0a). Data concerning legal status, statistics and working order will be processed by specially arranged and programmed sub-files using data from main patent databases.

- For most of employees has created his own working terminal. There are computers in use which have above-mentioned software for patent examination and for word processing. CD-ROM-s and World Wide Web are taken in use during the patent examination. In 1994 the Estonian Patent Office joined the RIPP Common Software Project for establishing in-house computer network.

**VI Administration of the industrial property office library and services available to the public (relating to facilities, e.g., for lodging applications, for assisting clients on searching procedures, for obtaining official publications and registry extracts):**

The Estonian Patent Library is an independent library financed from the state budget. It is housed in a building from 1903 originally not meant for library use. During non-business hours it remains locked and is controlled by guards. In addition to that an alarm signalization system was installed in 1996.

The Estonian Patent Library provides services to the general public but as we work in close cooperation with the Estonian Patent Office, its main task is to serve the examining and professional staff of the Estonian Patent Office. The library acquires, processes and houses patent documents, patent gazettes, other patent and non-patent literature. The older part of the collections is on paper, microfilms or microfiches. Now the majority of foreign documents are received on CD-ROMs. The library's collections are acquired by means of purchases (the financial resources for it are allocated from the state budget) and by exchanging publications with other industrial property offices under international agreements.

As the Estonian Patent Library is the only library which collects and processes patent literature in Estonia, there is no network of patent libraries and our library is the only source of patent information in the whole country. We participate, however, in the national system of interlibrary loan system, either by mail or by fax.

The patent and trademark gazettes as well as reference literature are kept in the public reading rooms, other materials are preserved in the storing rooms and brought out at the request of the users. In the reading room the library users can study all documents in the classified and numerical files. The Estonian Patent Library also stores and manages the collection of the official gazettes and specifications of the Estonian Patent Office.

At the two CD-ROM workstations the users can carry out searches in CD-ROM disks. Several CD-ROM collections are available: ESPACE EP-A and EP-B, ESPACE ACCESS-A and B, ESPACE WORLD, ESPACE FIRST, ESPACE BULLETIN, ESPACE LEGAL, ESPACE UK, ESPACE DK, ESPACE CH and ESPACE PRECES; German databases DEPAROM and KOMPAKT; US databases ASIST, SNAP, PATENTSEARCH, PATENTS, TRADEMARK and also full texts of US patent documents on USAPat; WIPO CD-ROMs IP-LEX as well as IPC:CLASS. From Japan we receive the Patent Abstracts of Japan on CD-ROM.

The library offers photocopying facilities and services. The users can order printouts of the documents on the CD-ROM disks. These services are offered for a moderate fee. The users also have online access to the European Patent Register, INPADOC databases and all the databases offered by STN International via the telephone line. This is charged on the basis of the number of inquiries.

Other services are free of charge: the readers can carry out a searches in the collections of paper documents, they can also use literature on various subjects connected with industrial property protection as well as reference and other non-patent literature.

## **VII Matters concerning mutual exchange of patent documentation and information:**

The Estonian Patent Library maintains patent document and patent bulletin exchanges with 35 patent issuing authorities from the Nordic and Baltic countries, from the leading industrial countries such as Germany, USA, Japan, Great Britain, Russia and many more countries mainly from Europe but also from other parts of the world. Exchange of publications is carried out also with EPO and WIPO. In 1998 the Estonian Patent Library received 99 titles of patent and non-patent magazines by subscription and 75 titles by exchange.

We provide the official publications of the Estonian Patent Office (Estonian Trade Mark Gazette, Estonian Patent Gazette, Estonian Utility Model Gazette, Estonian Industrial Design Gazette, patent applications and patents) in paper form to all our exchange partners. We receive patent gazettes and Finnish patent specifications also on paper. The patent documents of other countries with which we exchange publications are on CD-ROM. In 1998 we purchased 41 titles of CD-ROM and obtained 26 CD-ROM titles by means of exchange. Swedish, Norwegian and Finnish documents were received in microfiche form. The only accepted medium at present in Estonia for filing applications is paper.

#### **VIII Other relevant matters concerning education and training in, and promotion of, the use of patent information, including technical assistance to developing countries:**

The following activities have taken part:

- Head of the Patent Department participated in the sessions of the Committee on Patent Law in Munich (11. - 15.05.1998 and 02. - 07.11.1998) and in the multilateral screening of legislation concerning intellectual property protection in Bruxelles (01. - 03.06.1998 and 15. - 16.06.1998);
- 1 patent examiner participated in the training course of Estonian Biology Society (15. - 17.05.1998);
- The Estonian Patent Office participated in the scientific and educational exhibition "Innovaatika '98" in Tartu.