

## **ID5 Project Proposal**

**Title:** Study of Quality Management by ID5 Offices

**Lead Office:** China National Intellectual Property Administration,  
European Union Intellectual Property Office

**Introduced:** 2018 ID5 Annual Meeting

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### **Background**

“Quality” is a focused issue among ID5. High quality patent is the basis of the effective operation of patent system. ID5 Offices make a consensus on the significance of high quality patent and high quality patent examination, and list the “enhance quality and efficiency of work at design offices” as an objective written in Operational Guidelines for ID5.

Effective quality management is the cornerstone of high quality work product. Although the ID5 offices have different patent system, they are all experienced in quality management, and because quality management is in wide universality, it is suggested for the ID5 offices to communicate on the issues of quality management, such as management policy or specific measures.

The project aims to sort out the quality management information of the ID5 offices, implement comparative study on the practice of quality management, so as to promote the mutual understanding and common progress of the ID5 offices, and provide high quality products and better service to the user.

### **Project Definition**

Based on the information sharing, the project can be divided into the following steps,

1. The Lead offices design the draft of questionnaire for sharing quality management information and ask for the comments from the partner offices. According to the feedback, the Lead offices will amend the questionnaire and form the final version.
2. The Partner offices fill the questionnaire and send back to the Lead offices.
3. Based on the questionnaire, the Lead offices collect information and form “ID5 quality management study report”.

According to the progress and study results, the ID5 offices can also discuss the possibility of sharing some information with the public, or conducting further study, such as implementing information sharing on some specific subjects of common interests in quality management.

### **Project Scope and Exclusions**

#### *In scope:*

- Design questionnaire for sharing quality management information after taking into account the comments of the partner offices;
- The ID5 offices fill the questionnaire;
- Create an ID5 quality management study report.

#### *Out of Scope:*

- The project does not compare the examination quality among the ID5 offices;
- The project does not seek common standards or practices on quality management among the ID5 offices.

### **Desired Outcome**

- Advancing mutual understanding and mutual trust on quality among the ID5 offices;
- Could be used as a reference for the ID5 offices to promote the quality management;
- Improving users’ confidence and satisfaction on the products and services of ID5 offices.

## Proposed Project Timeline

2018 Annual Meeting	ID5 offices reach an agreement on the content of project proposal, and the Lead offices provide the draft of questionnaire for sharing quality management information to the partner offices and ask for comments.
2019 Midterm Meeting	The Lead offices improve the questionnaire based on the feedback from the partner offices, and form the final version.
2019 Annual Meeting	The ID5 offices fill the questionnaire and send back to the Lead offices.
2020 Midterm Meeting	The Lead offices create the draft of the study report and ask for the comments from the partner offices.
2020 Annual Meeting	The Lead offices create the final version of the report after taking into the comments.