# WORLD INTELLECTUAL PROPERTY ORGANIZATION

世界知识产权组织

ORGANIZACION MUNDIAL

DE LA PROPIEDAD INTELECTUAL



#### ORGANISATION MONDIALE DE LA PROPRIÉTÉ INTELLECTUELLE

المنظمة العالمية للملكية الفكرية

#### ВСЕМИРНАЯ ОРГАНИЗАЦИЯ ИНТЕЛЛЕКТУАЛЬНОЙ СОБСТВЕННОСТИ

C. PCT 943 04 October 4, 2003

Madam, Sir,

./. Please find enclosed a copy of Note C. PCT 942 addressed today to the Minister for Foreign Affairs of your country.

That Note states that the World Intellectual Property Organization (WIPO) will cover the cost of travel by air in economy class and provide a daily subsistence allowance to enable one delegate who is designated by your Government to participate in the fifth session of the *Working Group on Reform of the PCT*, convened to meet from November 17 to 21, 2003.

Sincerely yours,

Francis Gurry Assistant Director General

Enclosure: Note C. PCT 942

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C. PCT 942

October 4, 2003

The Director General of the World Intellectual Property Organization (WIPO) presents his compliments to the Minister for Foreign Affairs and has the honor to refer to Note C. PCT 937, dated October 3, 2003, inviting His Excellency's Government to be represented at the fifth session of the *Working Group on Reform of the Patent Cooperation Treaty (PCT)*, which will be held in Geneva from November 17 to 21, 2003.

The Director General has the pleasure to communicate that WIPO will cover the cost of travel by air in economy class and provide a daily subsistence allowance for one representative designated by His Excellency's Government to participate in the fifth session of the Working Group on Reform of the PCT. Details of travel and other arrangements are set out in the Annex to this note.

The Director General would be grateful if His Excellency's Government could communicate to WIPO, by means of the enclosed participation form, before October 24, 2003, the name and title of the designated representative.

October 4, 2003

Enclosures: Annex

Participation Form

#### ANNEX

#### TRAVEL AND OTHER ARRANGEMENTS FOR THE

#### WORKING GROUP ON REFORM OF THE PATENT COOPERATION TREATY (PCT)

### FIFTH SESSION NOVEMBER 17 TO 21, 2003

WIPO will provide the designated person with an air ticket in economy class from the location of his/her Office to Geneva and return. The price of any ticket bought by the designated person will not be reimbursed by WIPO.

WIPO will also provide the designated person with a daily subsistence allowance ("DSA" for hotel accommodation, meals and miscellaneous expenses) for the period of the meeting in Geneva at the applicable United Nations rate. The rate for Geneva is currently 311 Swiss francs. In addition a lump sum of 81 Swiss francs (subject to change) will be paid in respect of "terminal expenses" (for taxis, porters and other incidental expenses) on departure and arrival.

An accident insurance (accident only, not sickness) provided by WIPO will cover the period of the travel and the meeting.





### WORLD INTELLECTUAL PROPERTY ORGANIZATION

**GENEVA** 

# INTERNATIONAL PATENT COOPERATION UNION (PCT UNION)

# WORKING GROUP ON REFORM OF THE PATENT COOPERATION TREATY (PCT)

#### **Fifth Session**

## Geneva, November 17 to 21, 2003

#### PARTICIPATION FORM

(Request for payment of travel expenses)

1.	Organization:
2.	Surname: Mrs./Miss/Mr. (in block letters) First Name(s):
3.	Present Official Title:
4.	Full Address: Official:
	Private:
5.	Telephone Numbers: Official: Private:
6.	Fax Numbers: Official: Private:
7.	E-mail:
partic	I confirm that my organization will not cover the travel expenses related to my cipation in the above-mentioned meeting.
Date:	Signature:

Note: WIPO will provide the round-trip air ticket (economy class); it will be delivered to the participant one to two weeks before the travel date. The daily subsistence allowance for the duration of the meeting, payable in Geneva, will be in accordance with the applicable United Nations rate (currently 311 Swiss francs, subject to change).

Please send by facsimile to: (41-22) 338 87 80