

C. PCT 1667

March 13, 2024

Madam,  
Sir

*Annual Reporting on Quality Management Systems*

This Circular is addressed to your Office in its capacity as an International Searching and Preliminary Examining Authority under the Patent Cooperation Treaty (PCT).

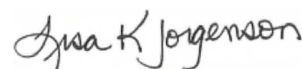
At the thirteenth informal session of the Quality Subgroup held with remote participation from International Authorities on October 30 and 31, 2023, the Subgroup discussed the reports from International Authorities on their quality management systems (QMS) under Chapter 21 of the PCT International Search and Preliminary Examination Guidelines (“the Guidelines”). The Subgroup recommended to continue reporting on QMS using the present reporting mechanism (see paragraph 3 of Annex II to document PCT/MIA/30/10).

Your Office is therefore invited to submit an annual report on its QMS for 2023 in accordance with Chapter 21 of the Guidelines in the form of a full report, indicating the changes from the report submitted for 2022. The introduction to the report should include a summary with all the changes to the QMS since the previous report and other matters of likely interest.

A template to complete the report is available on the electronic forum of the Quality Subgroup. Details on how to join the forum can be requested by email to [pct.mia@wipo.int](mailto:pct.mia@wipo.int).

Your Office is invited to submit its report by April 30, 2024, preferably by uploading it directly to the appropriate page of the electronic forum of the Quality Subgroup, or alternatively, by sending it by e-mail to [pct.mia@wipo.int](mailto:pct.mia@wipo.int).

Yours sincerely,



Lisa Jorgenson  
Deputy Director General  
Patents and Technology Sector