Classification Quality Management System at SIPO

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Outline

- Classification at SIPO

- Internal Classification Quality Management System

  - Classification Training

  - Classification Quality Control

1.Classification at SIPO

- IPC Classification
- IPC Reclassification
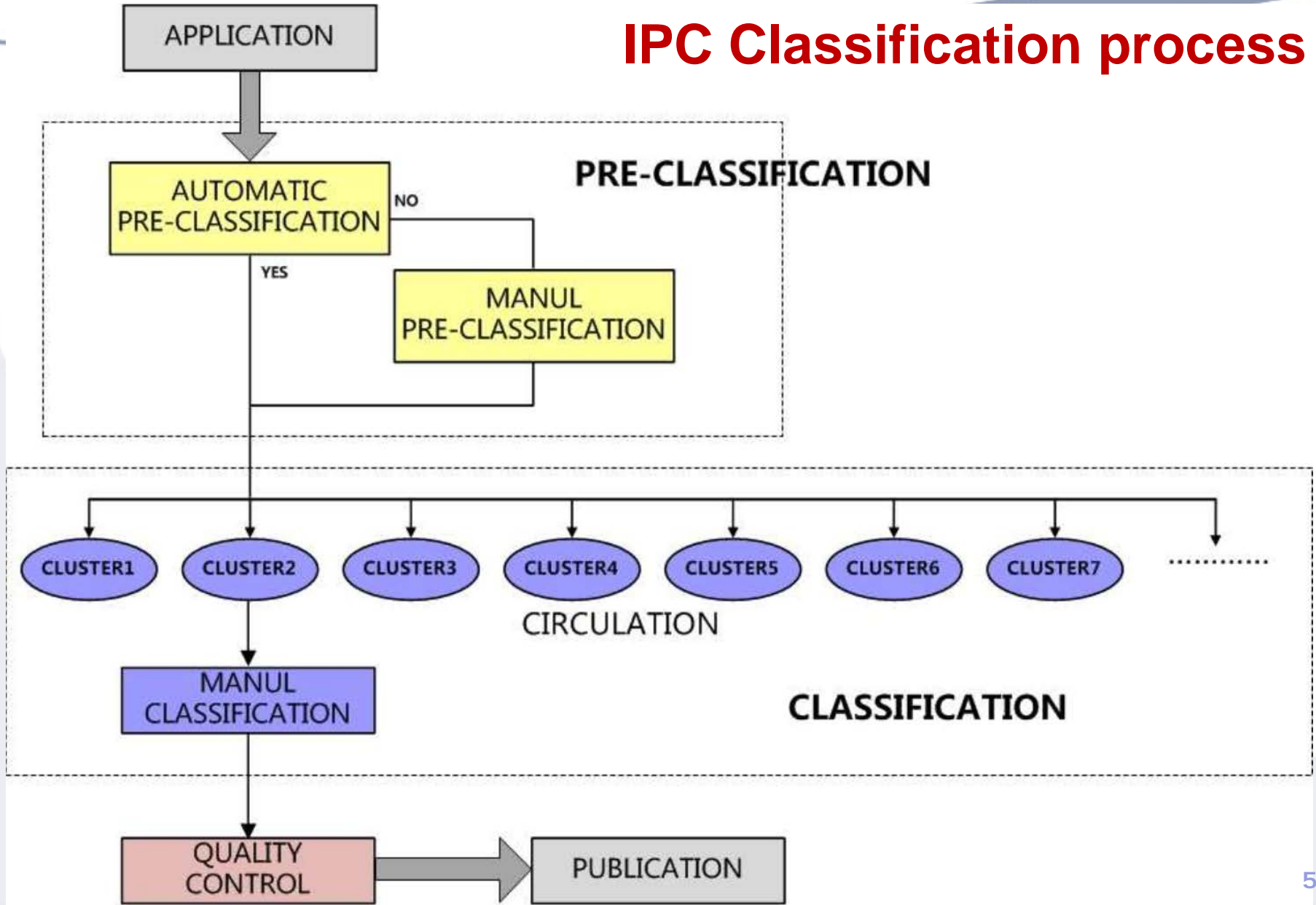- CPC Classification
- CPC Reclassification

1.Classification at SIPO

IPC Classification

- Newly filed applications (before publication)

-Inventions

-Utility models

1.Classification at SIPO

IPC Classification process

1.Classification at SIPO

IPC Reclassification

- Documents before publication and announcement at SIPO

- Documents after publication and announcement
(Coming from WIPO website)

1.Classification at SIPO

CPC Classification

- Publication invention patent

  - 43 fields in 2014, 73 fields in 2015

- New invention patent applications

  - From 2016, All technical fields

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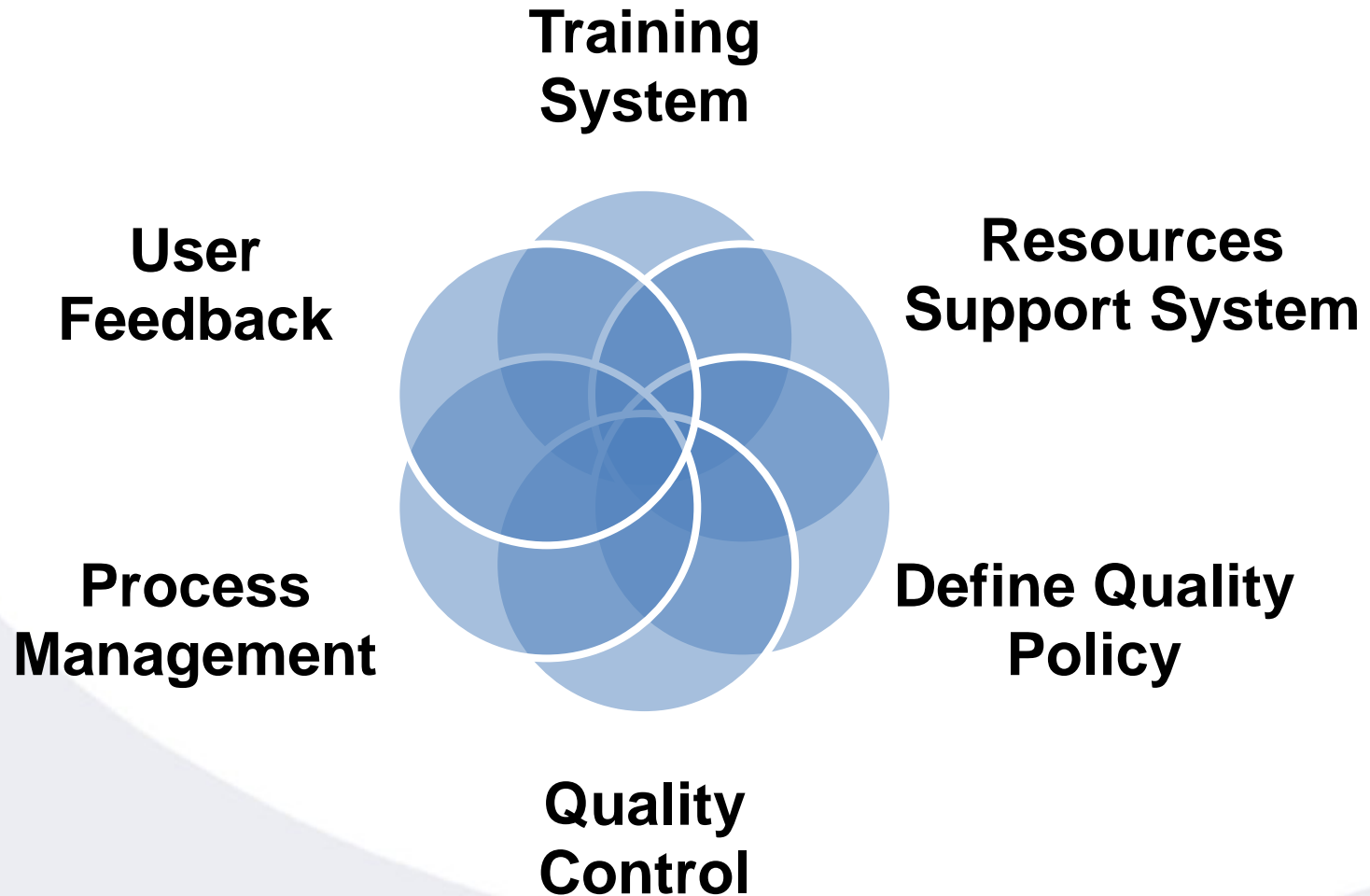
1.Classification at SIPO

CPC Reclassification

- Documents after publication and announcement

- For a number of documents in 2017

1.Classification at SIPO

- China Patent Technology Development Corporation (CPDC) is responsible for the patent classification of SIPO

- SIPO QMS of Classification achieved **ISO 9001 certification**

2. Internal Quality Management System of Classification

Training System

Resources Support System

User Feedback

Define Quality Policy

Process Management

Quality Control

2.1 Classification Training

- Two training forms

  - centralized training

  - field training.

- Field training is the main training form for classifiers at the present stage.

2.1 Classification Training

- The Centralized training includes overview of the classification system (IPC/CPC/FI), the classification Guide, *and* so on.

- SIPO also organizes retrieval training for classifiers.

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2.1 Classification Training

- Field training includes classification scheme, definitions, classification method and rules.

- The instructor will conduct a one-to-one classification guide for the new classifier.

- Some experienced classifiers compiled "Specific field classification manual" and " Specific field classification Casebook" in some fields.

- Discussion among the classifiers in the same technical filed or interrelated fields is also an important way for training.

2.2 Classification Quality Control

SIPO establishes a three-level quality control system

- A quality control department is built up for quality management affairs.

- The classification department also arrange a certain number of classification experts as part-time quality inspectors.

- Cross-check is conducted among the classifiers in the same field.

2.2 Classification Quality Control

Procedure under the quality control department

- Sampling inspection of classification data
- Contrastive analysis for bulk classification data (still under exploration)

- **Procedure of quality control department**

- Process of sampling inspection
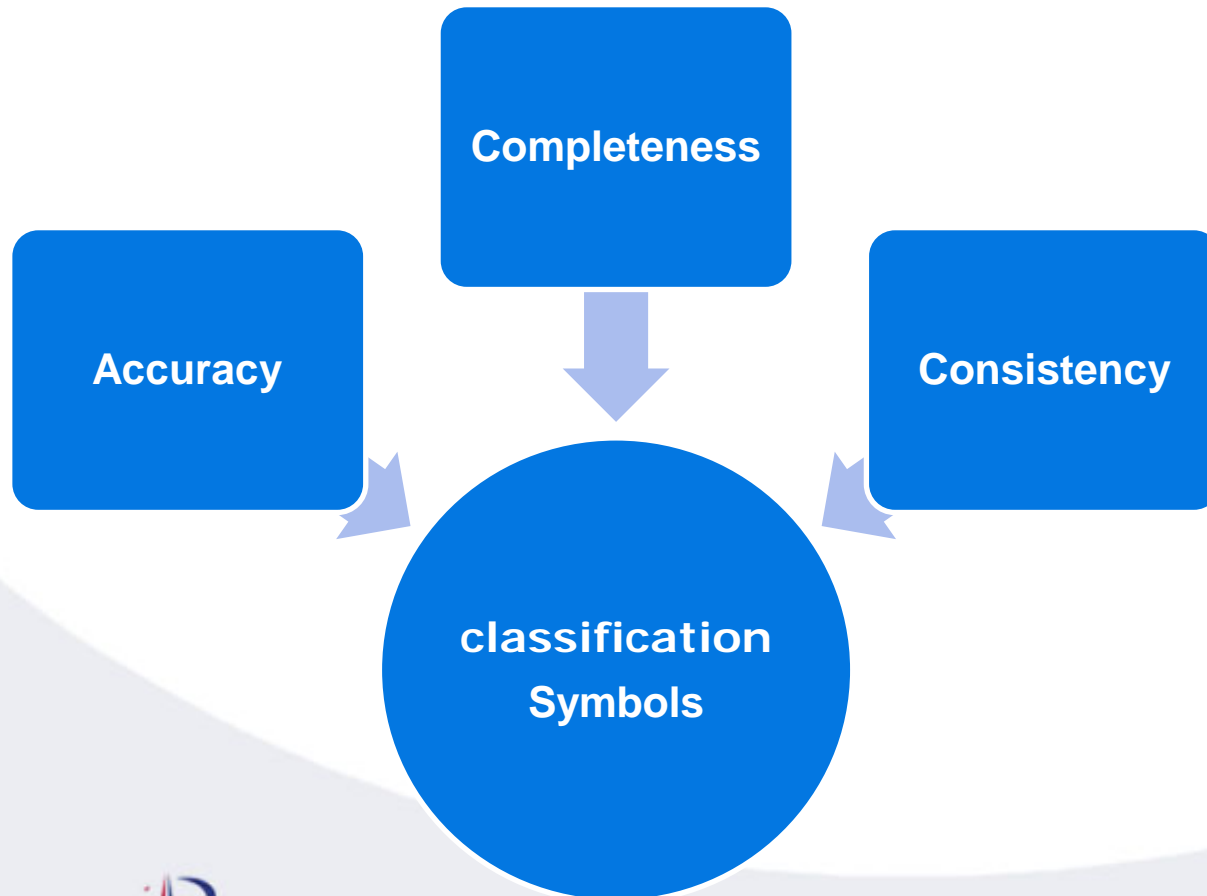
- Procedure of quality control department

- Sampling

- Sampling is carried out on weekly basis

- Tample rate is based on GB/T 2828.1(ISO2859)

- The sample number of each classifier depends

on his workload and his usual quality

- The sample rate is 1~2%

- **Procedure of quality control department**

- Checking

Quality inspection elements

Completeness

Accuracy

Consistency

classification Symbols

- **Procedure of quality control department**

- Feedbacks & Review

- If classifiers agree with the revision suggestions given by the quality inspector, the classifier should reply with "agree".
- If classifiers disagree with the revision suggestions, they need to state the reasons. The feedback should be well discussed and agreed by all classifiers in the same field.
- Moreover, classifiers can provide requests for review with detailed statements.

- Procedure of quality control department

- Quality Report

- The quality control department gathers the quality data and publishes the quality report once a month.

- In the quality report, the reasons of quality problems are analyzed and the improvement suggestions are proposed.

THANKS FOR YOUR ATTENTION

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