



národní  
úložiště  
šedé  
literatury

### **Informational and Educational Activities**

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# INFORMATIONAL AND EDUCATIONAL

## ACTIVITIES OF THE INDUSTRIAL PROPERTY OFFICE



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INDUSTRIAL PROPERTY OFFICE  
OF THE CZECH REPUBLIC





## Information and educational activities of the Industrial Property Office

The Industrial Property Office (hereinafter referred to as "Office") performs acts particularly as the national patent and trade mark office which provides efficient protection of the results of technical creative activity (in the form of granting patents and registering utility models), objects of industrial visual art (in the form of registering industrial designs), as well as rights to a designation (in the form of registering trade marks, designations of origin and geographical indications). As a public administration body, the Office is the administrator of international treaties on industrial property protection which the Czech Republic is bound by. Its competence includes ensuring the development of the industrial property protection; last but not least, the Office acts as a specialized information centre.

The Office is one of the regional centres of patent information in the Czech Republic. The basic services provided include providing access to patent literature, performing searches and monitoring the state of the selected fields of technology. Large amount of information and services is provided via the Internet.



### What services does the Office provide?

The Office provides access to the collection of world as well as national patent literature. The complete collection of national patents and partly also of published applications for an invention was converted into digital form and is freely available to all interested persons in the search database. Visitors to the public reading room have access not only to national databases of industrial rights but also to freely accessible databases of foreign and regional patent and trade mark offices. Within the framework of paid information services, it is possible to have a search in the databases of the STN and Epoque database centres performed.

Basic information services are provided free of charge. Fees are imposed on services associated with special costs that the Office must expend on the provision of the service, e.g. the use of search specialist services or making copies.



### Searches

Patent and trade mark searches are among the services most sought-after by the public. Important sources of information for professional searchers include particularly the Internet with freely accessible databases, online databases in database centres are also used, and old bulletins and record books are available for processing historical searches, especially trade mark searches.

**The following searches can be ordered:**

- a) *Patent search for prior art – the prior art in a certain field of interest is ascertained. These searches are important particularly before filing an application, starting research, purchasing a licence or introducing new production programmes.*
- b) *Patent search for the legal status of a document – answers the question of whether a document is kept in force or whether its validity has expired.*
- c) *Search for the patent family – a set of patent documents related to the same invention (usually the same applicant) and inventor in different countries is searched for.*
- d) *Patent search for the name – documents of a selected inventor or applicant/owner of industrial rights are searched for.*
- e) *Search for verbal, figurative and combined trade marks – the Office performs searches not only for the territory of the Czech Republic (i.e. national trade marks, international trade marks designating the Czech Republic and the EU, and the Community trade marks), but also for the territory of the selected countries all over the world.*
- f) *Search for industrial designs – the outer appearance of a product is assessed.*

*Processing of a search usually takes up to 30 days depending on the difficulty. For some types of searches, the Office offers express processing for an additional charge.*

## **Monitoring the state of the selected fields of technology**

*If the user is interested in continuous monitoring of the prior art in a certain field, the Office can arrange regular sending of newly published patents or certain parts thereof to that user within the framework of its services. This service is performed on the basis of a written order (it can be ordered by email at [objednavky@upv.cz](mailto:objednavky@upv.cz)) in which the user defines symbols of the International Patent Classification, territorial and time scope, and states the requirement for the output. The output may contain the front page, patent claims, drawings, a combination of this information or full description of the invention.*

## **Services provided through the Internet**

*On the website [www.upv.cz](http://www.upv.cz), the Office provides information about its activities, individual subject matters of industrial property, services provided, legal regulations and about the activity of the Industrial Property Training Institute. The offer includes forms for electronic filing of applications and subsequent requests (with electronic signature) or for filling in and sending by email, post, fax or through data box.*

*Starting with the issue No. 1/2000, the Bulletin of the Office is published on the web in which search can be performed based on bibliographic data from the issue No. 9/2003. In order to simplify the orientation in the issue of classifying subject matters of industrial property protection, classification systems are displayed on the Internet – the International Patent Classification, the Locarno Classification of Industrial Designs, the Nice Classification of Goods and Services, and the Vienna Classification of Figurative Elements of Trade Marks.*

*In the national search database of trade marks, users may search, free of charge, for trade marks with effects in the territory of the Czech Republic (i.e. national trade marks, international trade marks with designation for the Czech Republic and the EU, and Community trade marks). The search can be made based on the application number, the wording of the trade mark, registration number, classes of goods and services, image classes, owner/applicant, filing date, right of priority, publication date and date of entry in the register. The records include basic bibliographic data and possibly representation of the trade mark. The database is updated daily, representations of trade marks are added in the system within two days after the application filing date.*

*There is also a national database of patents and utility models available, which contains Czech applications for inventions published since 1991, granted patents and registered utility models. Search queries can be defined by means of a simple search form, e.g. based on words from the title, name of the inventor or owner/applicant, symbols of the International Patent Classification, etc. Bibliographic records include abstracts and/or images and chemical formulas. From a bibliographic record, you can view the relevant scanned document or open an overview of items under procedure.*

*Registered national industrial designs can be searched for in the database of industrial designs which newly contains also Community designs. The search can be made not only based on words contained in the title of the industrial designs or on the name of the owner or author, but also based on classes of the International Classification for Industrial Designs (Locarno Classification). The records include representation of industrial designs.*

*The aggregate search interface (aggregate search) allows to search for information on industrial rights applied for in the Czech Republic and partly also on industrial rights applied for abroad which have effects in the territory of the Czech Republic, based on the entities – owner, author/inventor, licensee, establishment (for designations of origin / geographical indications) – or based on the title. The query is made across all databases, so it is not necessary to select a particular type of industrial right and the relevant search database.*

*A number of foreign patent offices create and make available on the Internet their national databases of industrial property information. To facilitate access to these free search*

resources, links to these databases of patents, trade marks and industrial designs, both of individual selected countries and international or regional organizations, were created on the Office's website.

Order forms of the Patent Information Department and the Industrial Property Training Institute are available on the Office's website. Those interested may order patent, industrial design and trade mark searches here, as well as the Bulletin of the Office and publications of the Industrial Property Training Institute through PDF forms.

Completed forms can be sent by email, fax or post.

Specialized databases are also available, such as the database of court and administrative decisions. The Office provides statistical reports in the form of annual reports on the web.

Any suggestions and comments can be sent electronically to the address: [posta@upv.cz](mailto:posta@upv.cz).

## Educational and publishing activity

The Industrial Property Training Institute provides educational, promotional and publishing activities of the Office. The Institute offers a two-year specialization study for those interested in education in the field of industrial property; based on the interest on the part of the expert public, the Institute organizes seminars and courses.

### Specialization study

The two-year distance learning specialization study of the Industrial Property Training Institute is intended for professionals in the field of industrial property, patent attorney's assistants, commercial lawyers, entrepreneurs, research and development workers, students and the general public.

This two-year study takes place once a month in two-day training sessions. It is completed by defence of the written expert paper and by the final oral examination. The study includes teaching of patent law, patent information and search, rights to a designation with continuity to the related issues.

Those who successfully complete the study can find employment, inter alia, in patent centres and offices of patent attorneys. The study represents a suitable preparation for possible practice of patent attorney's profession, which is, however, subject to successfully taking another exam and meeting other conditions prescribed by law for performance of the activity of a patent attorney. Those who successfully complete the study can also be successful as researchers and technical writers. The study, to which people with secondary school or university education are admitted, starts always in September of the current year.

## Short-term courses and seminars

The Institute offers a range of short-term courses and seminars intended for the general public according to current needs. Based on the requirements, expert seminars can be organized at primary schools, secondary schools and higher education institutions, or through educational agencies. It is also possible to use the e-learning offer on the Office's website under the link "Learning modules from the field of intellectual property" that are offered by [www.ip4inno.eu](http://www.ip4inno.eu).

## Publishing activity

The Institute provides publishing and editing activity. The publications are intended especially for the needs of students of the specialization study and courses, but also for the expert public. Furthermore, it publishes an expert journal "Průmyslové vlastnictví (Industrial Property)" and other promotional materials, including monothematic information brochures concerning technical solutions (patents, utility models), industrial designs and trade marks.

All publications can be ordered by post, fax or email, or purchased without ordering in the Office's public reading room. Promotional and information materials are available to those interested for free, e.g. in the entrance hall of the Office or in the Information Centre.



## Participation in exhibitions and fairs

The Office regularly attends important exhibitions and fairs both in the Czech Republic (International Engineering Fair, FOR INDUSTRY, FOR INTERIOR) and abroad (International Exhibition of Inventions in Geneva), at which it informs about its activity and promotes the importance of the industrial property protection for business success. Those interested are provided with consultations and information searches are performed for them.



## Where can I get further information?

### Information Centre of the Office

Information related to the issue area of the management and protection of the individual subject matters of industrial property will be provided to you by the Information Centre.

## **Internet**

*Information about the activities and services of the Office can also be obtained on the Internet at [www.upv.cz](http://www.upv.cz).*

*On its website, the Office provides access to information about the individual subject matters of industrial property, provided services, relevant legal regulations and activity of the Office's educational facility – the Industrial Property Training Institute. The presentation of the individual subject matters of industrial property includes the relevant application forms. As part of the extension of services to the Internet users, the Office placed on its website, in addition to the information and application forms, also order forms that can be used to order online searches for the individual subject matters of protection, Bulletins of the Office and publications of the Office.*



### **Industrial Property Office**

Antonína Čermáka 2a,  
160 68 Praha 6 - Bubeneč

tel.: 220 383 xxx (direct dial-in)  
220 383 111 switchboard  
220 383 129 public reading room  
220 383 120 Information Centre  
fax: 224 324 718 (filing office)  
224 311 566 (public reading room)  
email: objednavky@upv.cz  
posta@upv.cz  
helpdesk@upv.cz  
studovna@upv.cz

Internet: [www.upv.cz](http://www.upv.cz)

### **Office hours of the public reading room and the Information Centre:**

Monday 8:00 a.m. – 5:00 p.m.  
Tuesday 8:00 a.m. – 4:00 p.m.  
Wednesday 8:00 a.m. – 5:00 p.m.  
Thursday 8:00 a.m. – 4:00 p.m.  
Friday 8:00 a.m. – 2:30 p.m.

### **Attorneys and patent attorneys:**

*Attorneys and patent attorneys provide expert advice and assistance to natural persons and legal entities in industrial property matters, arrange preparation of applications, their filing and representation in proceedings before the Office.*

### **Chamber of Patent Attorneys**

Gorkého 12  
602 00 Brno  
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fax: 541 219 469  
email: [kpz@patentovizastupci.cz](mailto:kpz@patentovizastupci.cz)  
[www.patzastupci.cz/](http://www.patzastupci.cz/)

### **Czech Bar Association**

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110 00 Praha 1  
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