

Annex 1

DEFINITIONS FOR OFFICES EXPENDITURES

EPO EXPENSES (Fig. 2.2)

A. Salaries and allowances

Salaries and allowances of permanent staff as well as temporary staff.

B. Social security benefits

Pensions, long-term care, death, invalidity and sickness coverage as well as pension taxation (taking due account of post-employment liabilities).

C. Training and other staff expenses

Training, recruitment, transfer and leaving costs, medical care, staff welfare, European School and crèches.

D. Depreciation

Depreciation for buildings, IT equipment and other tangible and intangible assets, including the depreciation component of financial leases.

E. IT maintenance

Operating costs related to the maintenance of Electronic Data Processing (EDP) hardware and software, purchases below capitalisation threshold (EUR 750), licenses, programming costs of self-developed systems as far as they do not qualify for capitalisation.

F. Building maintenance

Operating costs related to the maintenance of buildings, technical installations, equipment, furniture and vehicles, such as rent, cleaning and repairs, electricity, gas, water.

G. Patent information and cooperation

Published patent documentation on all media, public information, public relations and representation, meetings, costs of supervisory bodies, co-operation with contracting states including support to national patent Offices, assistance to third countries, Trilateral activities.

H. Miscellaneous

All other expenses not covered by the above.

JPO EXPENDITURES (Fig. 2.3)

Expense for JPO's business

Expense for business processing

A. General processing work

Existing personnel (including increase and transfer)

General administration

Various councils

Encouragement of guidance including patent management

External rented Offices

Internationalisation of industrial property administration

Project for supporting medium and small company's applications

B. Examination and appeals/trials, etc.

Infrastructure improvement for examination and appeals/trials

Disposition of examination and appeals/trials

Execution of PCT

Patented micro organisms deposition organisation

C. Information management

Management of information for use in examination and appeals/trials

D. Publication of Patent Gazette, etc.

E. Computers for patent processing work

F. Facility improvement

G. National Center for Industrial Property Information and Training (INPIT) operation

H. Others

All other expenses not covered by the above.

KIPO EXPENDITURES (Fig. 2.4)

A. Salaries and benefits

Compensation for the services of employees or the inclusive expenditure of the services of employees: salaries, bonuses and remuneration of temporary staff.

B. General operating expenses

Expenditure on the operation of organisation.

C. External support

Support for promoting activities of private organisations.

D. Equipment

Expenditure on the purchase of property that normally may be expected to have a period of service of a year or more.

E. Other expenses

All other expenses not covered by the above.

USPTO EXPENDITURES (Fig. 2.5)

A. Salaries and Benefits:

Compensation directly related to duties performed for the Government by Federal civilian employees. Also included are benefits for currently employed Federal civilian personnel.

B. Rent and Utilities:

Payments for the use of land, structures, or equipment owned by others and charges for communication and utility services.

C. Contracts and Services:

Services acquired by contract from non-Federal sources (that is, the private sector, foreign governments, State and local governments, Native American/Native Alaskan tribes), as well as, from other units within the Federal Government. This consists of three types of services:

- Management and professional support services.
- Studies, analyses, and evaluations.
- Engineering and technical services.

D. Other expenses:

All other expenses not covered by the above including but not limited to:

Equipment: Property of a durable nature, which is defined as property that normally may be expected to have a period of service of a year or more, after being put into use, without material impairment of its physical condition or functional capacity.

Printing: Printing and reproduction obtained from the private sector, or from other Federal entities.

Supplies and Materials: Commodities that are ordinarily consumed or expended within one year after they are put into use, converted in the process of construction or manufacture, used to form a minor part of equipment or fixed property, or other property of little monetary value that does not meet any of the three criteria listed above, at the option of the agency.