

Introduction of ePCT as an accepted filing means for PCT applications

[Circular No. 3/2014, with effect from 1 January 2015]

The World Intellectual Property Office (WIPO) has announced that PCT-EASY would cease to be a recognized mode for filing international applications under the PCT from 1 July 2015.

2 From 1 January 2015, applicants can file their international applications with the Singapore receiving office as an electronic application through ePCT - a new e-filing server service that is hosted by the International Bureau. New ePCT users have to create an ePCT account and upload an electronic identification to the account. For more information on how to register and get started on ePCT, please refer to WIPO's [FAQs](#), [Getting Started Page](#) and [User Guide](#).

3 Applicants will now have the following options available for filing international applications with the Singapore receiving office:

- ePCT - receives WIPO fee discount (PDF filing – 200 CHF; XML filing – 300 CHF)
- PCT-EASY - Electronic request form - Specification lodged via paper-receives WIPO fee discount (100CHF)
- Paper - no WIPO fee discount

4 The Singapore receiving office will remove PCT-EASY as a means for filing international applications as of **1 June 2015, 5pm**.

5 Please contact either Alisa Yu (alisa_yu@ipos.gov.sg) or Suriati Raat (suriati_raat@ipos.gov.sg) if you have further queries. For matters regarding setting up of ePCT accounts, please email PCT eServices Help Desk (epct@wipo.int).

FAQs

Q1) For paper submission, how many copies of the international application (IA) are required to be submitted?

A1) With effect from 13 Nov 2014, the IA can be submitted in a single copy instead of in triplicates.

Q2) Is Patents Form 48 still required?

A2) With effect from 13 Nov 2014, Patents Form 48 is no longer required to be filed with the IA.

Q3) Can the certified copy of earlier applications be uploaded to ePCT?

A3) Certified copies of earlier applications should be submitted to IPOS in CD-ROM (if the priority document is digitally signed by the Office of First Filing) or on paper over the counter.

Q4) How can the payment of fees be made?

A4) Payment can be made within 1 month from the lodgement date. You may upload to ePCT the fee calculation sheet generated by the system together with a letter authorising and instructing IPOS on the mode of payment. For payment via GIRO, please indicate the agent code/ UEN number of the organisation.

Payment can also be made over the counter, cash, NETS, or cheque. For payment via cheque, please issue a cheque made payable to 'Intellectual Property Office of Singapore'.

Q5) Is online payment to IPOS available in ePCT?

A5) No, payment should be done over the counter at IPOS or via GIRO.

Q6) Will the requestor be able to receive notifications through ePCT?

A6) There is no automatic notification sent to the requestor in this regards. Requestors who have access to ePCT can however see the same forms under 'File View' but they will not be automatically notified by ePCT. The Singapore receiving office will communicate the notification to the requestor via email if the authorization is given via PCT/RO/101. Otherwise, the default mode of communication is by postal mail.

Q7) Are we able to request for a certified copy of a Singapore application via ePCT?

A7) Request for a certified copy of a Singapore application should be made with a Common Form 12 [request under rule 17.1(b)] via IP2SG or on paper. The fee for CM12 should be paid directly to IPOS.