



OFFICE ORDER NO. 85  
Series of 2012

**RULES OF PROCEDURE FOR THE ASEAN PATENT EXAMINATION  
COOPERATION (ASPEC) PROGRAM**

**Section 1. Objective**

The purpose of ASPEC is to share search and examination results among participating ASEAN Member State (AMS) IP Offices. This will not only allow patent applicants making a request under ASPEC in any of the participating offices to obtain corresponding patents faster and more efficiently, it will also help to ease the workload of the examiners, reduce work, increase turnaround time; and generate better quality search and examination report.

**Section 2. Coverage**

The ASPEC program covers applications for patent filed in two or more AMS IP Offices. The IP Office where the application is first filed is herein referred to as “first IP Office” and the subsequent IP Office where the application is filed is herein referred to as “second IP Office”.

**Section 3. Filing an ASPEC Request by Applicant** – The Applicant himself or through the Local Agent submits to the AMS second IP Office:

- a) A completed ASPEC Request Form (herein attached as Annex A);
- b) The Search and Exam Report from the AMS first IP Office, and
- c) A copy of the claims referred to in (b).

All documents submitted for the purposes of ASPEC must be in English.

**Section 4. English Translation Required** – If the Search and Exam Report is not in English, then either (i) the Applicant arranges to submit an English translation of the ASPEC, or where preferred or if in accordance with the procedures and practice of the AMS IP Offices concerned, (ii) the AMS second IP Office contacts the AMS first IP Office directly to obtain an English translation of the ASPEC documents. The translation may be done by either the AMS first IP Office or the Applicant himself or through his Local Agent.

The English translation of any ASPEC documents submitted may need to be verified according to the requirements of the AMS second IP Office.

*Handwritten signature and date:*  
4/4/2012  
A. S. G. A. M.

**Section 5.** *Effect of Incomplete ASPEC Documents* – If the AMS second IP Office determines that any ASPEC document submitted by the Applicant is not complete, the AMS second IP Office shall inform the Applicant to submit that document.


In the AMS first IP Office, the patent application shall proceed accordingly.


**Section 6.** *Use of ASPEC Documents in Examination* – The Patent Examiner in the AMS second IP Office proceeds to conduct the examination and can refer to the ASPEC documents only as additional reference.

**Section 7.** *Filling out the ASPEC Survey Form* – The Patent Examiner in the AMS second IP Office shall complete the ASPEC survey form and submit a copy to the AMS first IP Office and to the Intellectual Property Office of Singapore.

**Section 8.** *Effectivity* – These rules of procedure shall take effect on March 12, 2012.

For compliance.

  
**ATTY. RICARDO B. BLANCAFLOR**  
**Director General**

 4/12/12  
9:29 A.M. 2

ANNEX A

**ASEAN PATENT EXAMINATION CO-OPERATION (ASPEC) REQUEST FORM**

<b>APPLICATION NO.</b>			
<b>APPLICANT(S) NAME</b> Further applicants are to be indicated on an additional sheet			
<b>NAME OF AGENT/ATTORNEY</b>			
<b>ADDRESS FOR SERVICE<sup>1</sup></b>			
<b>CORRESPONDING APPLICATION(S)<sup>2</sup></b> * Documents submitted should include 1. a copy of the search report 2. a copy of the examination report 3. a copy of claims referred to in the examination report; and 4. a claim correspondence table (optional).	<b>COUNTRY CODE<sup>3</sup> / APPLICATION NO.</b>	<b>PRIORITY APPLICATION NO.<sup>4</sup></b>	<b>DOCUMENTS SUBMITTED* (Y/N)</b>
<b>SIGNATURE / DATE</b>			

<sup>1</sup> Please indicate an address for service in the respective country that the ASPEC Request is filed. The address for service will be treated for all purposes connected with the ASPEC Request as the corresponding address of the person filing the ASPEC Request.

<sup>2</sup> An application from another ASPEC participating ASEAN Member State is a corresponding application if: (i) it claims priority from the application ASPEC is being requested for, and vice-versa or (ii) it shares the same priority as another application of which the application ASPEC is being requested for claims from.

<sup>3</sup> Please indicate the country code and the corresponding application number. Country codes of ASPEC participating ASEAN Member States: BN (Brunei Darussalam), KH (Cambodia), ID (Indonesia), LA (Lao PDR), MY (Malaysia), PH (the Philippines), SG (Singapore), TH (Thailand), VN (Viet Nam).

<sup>4</sup> Please indicate the application number which the corresponding application claims priority from, where applicable.

*[Handwritten signature and date]*  
 14/12/2012  
 A. A. A. A.

