



MINISTRY OF ECONOMY OF UKRAINE

ORDER

of 16 August 2023

No 11319

**Registered with the Ministry
of Justice of Ukraine on 09 October
2023 No 1760/40816**

**On Approval of the Procedure for State Registration of
Copyright and Agreements related to Property Rights to a
Work**

According to Paragraph 5 of Article 9 of the Law of Ukraine “On Copyright and Related Rights” it is stipulated the following:

1. To approve the Procedure for State Registration of Copyright and Agreements Related to Property Rights to a work that is attached.
2. The Department of Legal Support should submit this Order to the Ministry of Justice of Ukraine for state registration in accordance with the procedure established by the legislation.
3. This Order shall enter into the force from the date of its official publication.
4. Responsible Deputy Minister of Economy of Ukraine should oversee the implementation of this Order.

**First
Deputy Prime Minister of Ukraine –
Minister**

Y. SVYRYDENKO

**APPROVED
Order of the Ministry of
Economy of Ukraine of 16 August
2023 No 11319**

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Procedure for State Registration of Copyright and Agreements related to Property Rights to a Work

I. General provisions

1. The Procedure determines the mechanism established for submission and consideration of applications for state registration of the author's right to a work and applications for state registration of the agreement related to the author's right to a work (hereinafter – registration), recording information on registration of copyright to a work or registration of the agreement related to the property rights to a work into the State register of certificates on registration of copyright to a work and the State register of agreements related to the author's right to a work (hereinafter – state registries), issuance of certificates on copyright registration to a work, making decisions on registration of agreements relating to a work, publication of information on registration.

2. In this Procedure the following terms and abbreviations are used:

the bulletin – official electronic bulletin “Copyright and Related Rights”, issued by the State Organization “Ukrainian National Office for Intellectual Property and Innovations”;

the State register of agreements related to the author's right to a work – an information and communication system that provides collection, accumulation, protection, accounting, display, processing of information on state registration of agreements relating to property rights to a work, as well as provision of information created on the basis of appropriate data;

the State register of certificates on registration of copyright to a work – information and communication system that provides the collection, accumulation, protection, accounting, display, processing of information on the state registration of copyright to a work and the provision of information created on the basis of appropriate data;

the application (the application for state registration of the author's right to a work or the application for state registration of the agreement related to the author's right to a work) – a set of documents and materials that are necessary for the registration of copyright or agreement related to the property rights to a work;

the applicant – the subject of copyright, which is any of the parties to the concluded agreement related to the property rights to a work, submitting the application for registration;

the UANIPIO – the State Organization “Ukrainian National Office for Intellectual Property and Innovations”, which is defined by the Cabinet of Ministers of Ukraine as a body performing the functions of the National Intellectual Property Authority.

Other terms are used in the meaning given in the Law of Ukraine “On Copyright and Related Rights” (hereinafter – the Law), the Law of Ukraine “On Electronic Documents and Electronic Document Management”, the Law of Ukraine “On Electronic Trust Services”.

II. Requirements for the application and the procedure for its submission

1. The application is submitted in relation to the works referred to in Article 6 of the Law.

The application for the state registration of the author's right to a work should concern one work.

The application for state registration of the agreement related to the author's right to a work should be submitted in relation to the agreement that is provided for in paragraphs 1-4 of Part 1 of Article 48 of the Law. The application should concern one agreement.

2. The application is submitted in paper or electronic form.

The applicant chooses the method of the submission.

The application consists of the following documents:

the claim (the claim for state registration of copyright to a work or application for state registration of the agreement related to the property rights to a work);

a copy of the work;

a document indicating the fact and the date of publication of the work (if available);

document on payment of the fee;

document that confirms the authority of the representative (in case, if the application is submitted with the participation of the applicant's representative);

other documents as required in this Section.

2.1. The claim for state registration of copyright to a work is submitted in accordance to the form provided in Annex 1 to this Procedure, the claim for state registration of the agreement related to the property rights to a work is submitted in accordance to the form given in Annex 2 to this Procedure (hereinafter – the claim).

The claim is submitted in Ukrainian language.

In case of filling out the handwritten claim, it should be filled out in printed letters.

Surname, name, patronymic (if available) or full name, place of residence or location of the applicant, author (co-authors), parties (parties) of the agreement related to property rights to a work, which are foreigners, stateless persons, foreign legal entities or other persons having a place of permanent residence or permanent location outside Ukraine, shall be indicated in letters of the Ukrainian alphabet (transliteration). This information can be given in letters of the Latin or Cyrillic alphabet next in brackets, without diacritical signs.

The claim is signed by the applicant or his/her representative with indication of the date of signing the claim.

If the application for state registration of the author's right to the work is submitted by the author of the work created in co-authorship, each of the co-authors should fill in the information specified in paragraph 2 of the claim on a separate sheet, which should be signed by the co-author.

The signature of the natural person consists of a personal signature, own name and surname of this person.

The signature of the legal entity consists of its full name, the position of the person authorised to act on behalf of the legal entity, his/her personal signature, own name and surname and sealed (if available).

If the claim is signed by the applicant's representative, that should be indicated before placing the personal signature of the representative.

The claim should indicate the form of obtaining certificate of registration of copyright to a work (in paper or electronically), the decision on registration of the agreement related to the property right to a work, as well as the address for correspondence in the territory of Ukraine.

2.2. A copy of the work and additional materials are prepared in accordance with the following requirements:

Type of a work	Submission of application in paper form	Submission of application electronically
1	2	3
1) Literary written works	copy of the work in the form of printed text in the original language	
	in paper or on electronic device with files in pdf format	files in pdf format
2) statements, lectures, speeches, sermons and other oral works	a copy of the work, fixed in the form of printed text in the original language or in the form of a record	
	in paper or on electronic device with files in pdf format (text) or mp3 (sound recording), or avi, mkv, mp4 (video recording)	files in pdf format (text) or mp3 (sound recording), or avi, mkv, mp4 (video recording)
3) Musical compositions with text and without text	a copy of the work in the form of a notation, text in printed form in the original language (if available) and/or recorded in the form of a record	
	in paper form or on electronic device with files in pdf (text) or mp3 (sound recording), or avi, mkv, mp4 (video recording)	files in pdf format (text) or mp3 (sound recording), or avi, mkv, mp4 (video recording)
4) dramatic, musical and dramatic works, pantomimes, music and light shows, circus performances, choreographic and other works created for stage display, and their performances	a copy of the work in the form of a notation, text in printed form, paintings, photographs (if available) and/or recorded as a video recording	
	in paper form or on electronic device with files in avi, mkv, mp4 (video), jpeg, tiff, png (paintings, photographs), pdf (text)	files in avi, mkv, mp4 (video recording), jpeg, tiff, png (paintings, photographs), pdf (text)
Theatrical productions, stage processing of works referred to in paragraph 1 of this table and the processing of the intangible cultural heritage suitable for stage display	a copy of the work in the form of a notation, printed text, paintings, photographs (if available) and/or recorded as a video recording	
	on paper or on electronic media with files in jpeg, tiff, png (paintings, photographs), avi, mkv, mp4 (video recording), pdf (text)	files in avi, mkv, mp4 (video recording), jpeg, tiff, png (paintings, photographs), pdf (text)
6) Audiovisual works	a copy of the work in the form of a video recording	
	on electronic device with files in avi, mkv, mp4 format	files in avi, mkv, mp4 format
7) texts of translations for	a copy of the work in printed form in the language in which the translation was made,	

sounding (including duplication), subtitle of audiovisual works in other languages	or in the form of a record	
	in paper form or on electronic device with files in pdf (text) or mp3 (sound recording), or avi, mkv, mp4 (video recording)	files in pdf format (text) or mp3 (sound recording), or avi, mkv, mp4 (video recording)
8) works of fine art	a copy of the work in the form of a photograph	
	photographs, which size should be not less than 9×12 cm, or slides submitted in a separate envelope; on electronic device – files in jpeg, tiff, png format	files in jpeg, tiff, png format
9) photographic works	a copy of the work in the form of a photograph	
	photographs, which size should be not less than 9×12 cm, or slides submitted in a separate envelope; on electronic device – files in jpeg, tiff, png format	files in jpeg, tiff, png format
10) works of applied art, including works of decorative weaving, ceramics, carvings, foundry, art glass, art forging, jewelry, etc.	a copy of the work in the form of a photograph	
	photographs, which size should be not less than 9×12 cm, or slides submitted in a separate envelope; on electronic device – files in jpeg, tiff, png format	files in jpeg, tiff, png format
11) works of architecture, urban planning, landscape art and landscape formations	a copy of the work in the form of photographs or drawings (project, master plan, floor plans, facades, cuts, other drawings, models of built buildings and structures); abstract, which should include the name of the work, architectural characteristics and parameters, if available – data on location (address), time and place of creation	
	photographs, which size should be not less than 9×12 cm, or slides or drawings; on electronic device – files in jpeg, tiff, png format; abstract – on paper or on electronic media with files in pdf format	files in jpeg, tiff, png format; PDF (annotation)
12) collections of works, collections of processings related to intangible cultural heritage, encyclopedia and anthology, collections	a copy of the work in accordance with the form of its expression	
	in printed form or on electronic device with files in pdf format (text), jpeg,	files in pdf format (text), jpeg, tiff, png (image), avi, mkv, mp4 (video recording), mp3
ordinary data, other composed works, provided that they are the result of creative activity related to the selection or arrangement of the content	TIFF, png (image), avi, mkv, mp4 (video recording), mp3 (sound recording)	(sound recording)

13) illustrations, maps, plans, drawings, sketches, plastic works concerning geography, geology, topography, engineering, construction and other fields of activity	copy of the work in the form of photographs, paintings, drawings	
	photographs not less than 9×12 cm or slides or drawings; on electronic media – files in jpeg, tiff, png format	files in jpeg, tiff, png format
14) Computer programs	a copy of the work in the form of source text (fragments of the source text) of a computer program to the extent necessary for its identification (at the same time, the applicant independently decides which fragments of the source text of the computer program should be submitted for state registration; the applicant has the right to withdraw parts, which, in his opinion, should not be covered, from the submitted fragments of the source text,); description of computer program	
	in printed form in paper or on electronic device with files in pdf format	files in pdf format
15) databases (data compilation), if they are the result of intellectual activity by selection or arrangement of their constituent parts	depending on the data located in the database, a copy of the database should be submitted in full or in the form of its fragments; description of the database	
	in printed form in paper or on electronic device with files in pdf format	files in pdf format
Derivative works, parts of works, which may be used independently, and other works not specified in paragraphs 1 to 15 of this table	a copy of the work in accordance with the form of its expression	
	in printed form or on electronic device with files in pdf format (text), jpeg, tiff, png (image), avi, mkv, mp4 (video recording), mp3 (sound recording)	files in pdf format (text), jpeg, tiff, png (image), avi, mkv, mp4 (video recording), mp3 (sound recording)

A copy of the work may consist of one or more files. Certification of a copy of the work is not required.

2.3. The document on payment of the fee for preparation for the state registration of copyright and agreements related to the author's right to a work, should comply with the requirements established by the resolution of the Cabinet of Ministers of Ukraine of 27 December 2001 № 1756 "On State Registration of Copyright and Agreements relating to the Author's Right to a Work" (hereinafter – the Resolution).

2.4. The document, which confirms the authority of the applicant's representative, should be drawn up in accordance with the legislation.

The applicant's representative may be a natural or legal person.

If the representative acts based on a power of attorney issued by the applicant, the original power of attorney or its certified copy should be submitted, as well as certified translation of the power of attorney into Ukrainian language, if it is presented in another language.

The power of attorney shall be drawn up in free written form, taking into account the requirements established by the Civil Code of Ukraine. The Power of Attorney should state the following:

surname, name, patronymic (if available) or full name of the representative;

surname, name, patronymic (if available) or full name of the applicant;

the name of the body (UANIPIO), for representation before which the person is assigned with given power of attorney;

defined actions, which should be performed by the representative;

date of issuance of the power of attorney.

The power of attorney should be signed by the applicant in accordance with subparagraph 2.1 of paragraph 2 of this Section.

2.5. If the application for state registration of the author's right to a work is submitted by the author (co-authors) – the person (persons), who (which) are specified in the application as the author (co-authors) of the work, additional documents confirming the fact of creation of the work and ownership of property rights to the work are not submitted.

Other copyright holders (except for the author, co-authors) should submit documents confirming the ownership of the relevant property rights to a work:

heir – the certificate of inheritance;

employer – documents confirming the creation of an official work in connection with the employee's performance of duties under the employment agreement (contract) and ownership of property rights to such work;

another entity, to which the property rights to the work have been transmitted, in full or partly, or to which the proprietary rights to the work belong in common with other persons – documents certifying the transmission and belonging of such rights.

If the application relates to a derivative work or a collection of works, the applicant should submit a document confirming the consent to the creation of a derivative work or a collection of works from the subject (subjects) of copyright to the used work (works) in cases where such consent is provided for by the Law.

The documents specified in this subparagraph shall be submitted in Ukrainian. If the documents are presented in other language, a certified translation into Ukrainian should be added.

2.6. In order to submit an application for state registration of an agreement related to the author's right to a work, the applicant should submit a certified copy of the agreement specified in paragraphs 1-4 of Part 1 of Article 48 of the Law, together with its annexes, valid on the date of filing of the application.

If the applicant is not the author of the work, he/she should submit documents certifying the transmission and ownership of the property rights to the work, in respect of which the applicant has concluded the agreement.

The agreement related to the property rights to the work, for which the application has been submitted, should comply with the requirements set in articles 1107-1113 of the Civil Code of Ukraine, articles 48-50 of the Law.

A copy of the agreement should be submitted in Ukrainian. If a copy of the agreement is presented in other language, a certified translation into Ukrainian should be added.

2.7. If a part of the work, which can be used independently (in particular, the original title of the work, the original character of the work), is submitted for registration, it should be submitted together with a copy of the work, in which the specified part is created.

2.8. The application in electronic form should be submitted through the information and communication system of the UANIPIO (hereinafter – the UANIPIO ICS), access to which is provided through the website of the UANIPIO.

When an application is submitted in electronic form or a copy of the work is submitted on electronic device, the applicant should ensure absence of software viruses and other malware in the information submitted to the UANIPIO.

The application in electronic form, except for a copy of the work, should be signed by the applicant or his/her representative using an electronic signature based on a qualified certificate.

2.9. Application documents should be acceptable for understanding of their content after scanning (digitalisation), and drawn up in a way to be directly copied, stored for the copyright duration.

2.10. The applicant should ensure the completeness and reliability of the information provided in the application, the observance of the rights and legitimate interests of third parties, the generally recognised principles of morality, public order, in particular compliance with the requirements of the laws of Ukraine “On the Condemnation of the Communist and National Socialist (Nazi) Totalitarian Regimes in Ukraine and the Prohibition of Propaganda of their Symbols”, “On Prohibition of Propaganda of the Russian Nazi Totalitarian Regime, the Armed Aggression of the Russian Federation as a Terrorist State against Ukraine, Symbols of the Military Invasion of the Russian Nazi Totalitarian Regime in Ukraine”.

III. Consideration of the application

1. The UANIPIO carries out verification of the documents of the submitted application on their compliance with the requirements specified in Section II of this Procedure.

1.1. In the case of submission of application documents containing at least a claim, the UANIPIO gives the number to the application in the form of a sequence of the following elements:

a small Latin letter “c”, identifying the application for the state registration of the author’s right to a work, or the small Latin letter “r”, identifying the application for the state registration of the agreement related to the author’s right to the work;

four numerals indicating the year of submission of the application;

five numerals indicating the serial number of the application in the year of its submission with zeros in front of significant numerals.

1.2. If the application does not contain a document on the payment of the fee or if the document on payment of the fee does not meet the established requirements (for example, payment of the fee was made according to incorrect requisites), the application should not be accepted for consideration, and the UANIPIO informs the applicant about that.

In case of submission of this application in paper form, the UANIPIO returns to the applicant the submitted application documents, together with the notification, by sending them to the address for correspondence specified in the claim.

1.3. Except for the cases specified in subparagraph 1.2 of this Paragraph, in case of submission of an incomplete package of application documents specified in Section II of this Procedure, incorrect drawing up of such documents or in case of reasonable doubts about the reliability and/or completeness of information in application documents, the UANIPIO within a month from the date of receipt of the application documents sends to the applicant requests for:

- elimination of identified deficiencies in the application documents;
- submission of other documents necessary for consideration of the application.

The applicant should send correct and accurate information and/or documents within three months from the date of receipt of the request.

2. Prior to the date of acceptance of the conclusion on the application, the applicant has the right, on his own initiative, to make amendments and additions to the application by submission to the UANIPIO a corresponding request and a document on payment of the fee for making such amendments and additions to the application. The fee is paid in accordance with the Resolution.

Amendments and additions to the application may not relate to the name and the form of expression of the work in respect of which the application has been submitted.

3. Prior to the date of acceptance of the conclusion on the application, the applicant has the right to withdraw the application by filing the relevant request to the UANIPIO.

In case of satisfaction of the request related to the application submitted in paper form, the application documents, except for the document on payment of the fee, shall be returned to the applicant to the address for correspondence specified in the claim, or to the address in the territory of Ukraine specified in the request.

In case of satisfaction of the request related to an application submitted in electronic form, a corresponding message should be sent to the applicant on the e-mail address specified in the claim or in the request.

In case of withdrawal of the application, the fee for preparation for state registration of copyright to a work or an agreement related to the author's right to a work, should not be refunded.

4. The UANIPIO should consider the application within two months from the date of receipt of the application or documents submitted in accordance with subparagraph 1.3 of Paragraph 1 of this Section, except for the cases specified in subparagraph 1.2 of Paragraph 1 of this Section.

During the process of consideration of the application, the application documents are verified on their compliance with the requirements of the Civil Code of Ukraine, the Law and this Procedure.

As a result of consideration of the application, the UANIPIO approves the conclusion:

on the existence of grounds for recording information on the state registration of copyright to the State Register of Certificates of Registration of Copyright to the Work;

on the existence of grounds for recording information on the state registration of the agreement related to the property rights to the work, to the State Register of Agreements related to the Author's Right to the Work;

on the absence of grounds for recording information on the state registration of copyright to the State Register of Certificates of Registration of Copyright to the Work;

on the absence of grounds for recording information about the state registration of the agreement related to the property rights to the work, to the State Register of Agreements related to the Author's Right to the Work.

The conclusion is approved according to the form given in Annex 3 to this Procedure.

On the basis of the conclusion on the existence of grounds for recording information on the state registration of copyright to the State Register of Certificates of Registration of Copyright to the Work, the corresponding registration information is entered into the Register within 10 working days and a certificate of registration of copyright to the work is issued to the applicant according to the form given in Annex 4 to this Procedure.

On the basis of the conclusion for recording information on the state registration of the agreement related to the property rights to the work, to the State Register of Agreements related to the Author's Right to the Work, the relevant registration information is entered into the Register within 10 working days and a decision on registration of the agreement is made according to the form given in Annex 5 to this Procedure.

The conclusion on the absence of grounds for recording information on the state registration of copyright to the State Register of Certificates of Registration of Copyright to the Work and the conclusion on the absence of grounds for recording information about the state registration of the agreement related to the property rights to the work, to the State Register of Agreements related to the Author's Right to the Work, should be sent to the applicant in the manner prescribed by Paragraph 10 of this Section.

5. Conclusions on the absence of grounds for recording information on the state registration of copyright or on the state registration of the agreement related to the property rights to the work into the state registries are approved by the UANIPIO, if:

the applicant has not fulfilled the requirements specified in the request provided for in subparagraph 1.3 of Paragraph 1 of this Section;

the application relates to an object, which is not protected by copyright;

the application has been filed in violation of the rights and legitimate interests of third parties;

the application contains information that contradicts the generally accepted principles of morality, public order, in particular the requirements of the laws of Ukraine "On the Condemnation of the Communist and National Socialist (Nazi) Totalitarian Regimes in Ukraine and the Prohibition of Propaganda of their Symbols", "On Prohibition of Propaganda of the Russian Nazi Totalitarian Regime, the Armed Aggression of the Russian Federation as a Terrorist State against Ukraine, Symbols of the Military Invasion of the Russian Nazi Totalitarian Regime in Ukraine";

the applicant or the person to whom the application relates, including if the author, co-author, compiler, heir, employer, customer, party to the agreement, other subject of copyright to the work, in respect of which the application has been submitted, is a person related to the aggressor state, determined in accordance with the Resolution of the Cabinet of Ministers of Ukraine of 3 March 2022 № 187 "On Ensuring the Protection of National Interests in Future Lawsuits of the State of Ukraine in connection with the Armed Aggression of the Russian Federation", or if a person is under the sanctions applied in accordance with the Law of Ukraine "On Sanctions" (taking into account the decisions of the National Security and Defense Council of Ukraine).

6. The certificate of registration of copyright to the work, the decision on registration of the agreement related to the property rights to the work, are issued in electronic and/or paper form

using a qualified electronic signature in accordance with the requirements of the laws of Ukraine “On Electronic Documents and Electronic Document Management” and “On Electronic Identification and Electronic Trust Services”.

7. The certificate of registration of copyright to the work, the decision on registration of the agreement related to the property rights to the work, are issued in electronic or paper form in accordance with the information on the form and procedure for their receipt specified in the claim.

8. At the request of the person, to whom the certificate of registration of copyright to the work is issued, and/or the author (co-author) of the relevant work, the UANIPIO draws up the duplicate of the certificate of registration of copyright to the work in electronic or paper form, in the manner prescribed for the issuance of such certificate according to paragraphs 6 and 7 of this Section.

Together with the request, a document on payment of the fee for the issuance of a duplicate of the certificate should be submitted. The fee is paid in accordance with the Resolution.

A duplicate of the certificate of registration of copyright to the work is issued in electronic or paper form to the person submitted the request, in accordance with the e-mail address or address for correspondence in the territory of Ukraine, specified in the request.

The request should be submitted in the manner specified in subparagraph 4.5 of Paragraph 4 of Section IV of this Procedure.

9. Requests for making amendments and additions to the application, requests for the withdrawal of the application, requests for the issuance of a duplicate of the certificate submitted in paper form, should be signed in accordance with the requirements specified in subparagraph 2.1 of Paragraph 2 of Section II of this Procedure.

If mentioned documents are submitted electronically, they should be signed in accordance with the requirements specified in subparagraph 2.8 of Paragraph 2 of Section II of this Procedure.

10. Conclusions on the absence of grounds for recording information on the state registration of copyright or on the state registration of the agreement related to the property rights to the work into the state registries, which were approved by the UANIPIO, should be drawn up and issued in electronic or paper form in accordance with the information on the form and procedure for obtaining a certificate of registration of copyright to a work or a decision on registration of an agreement related to property rights to the work, specified in the claim.

11. After recording information on the state registration of copyright or on the state registration of agreements related to the property rights to the work to the state registries, which are defined by the Law, the list of information on registration set by the UANIPIO should be published in the bulletin.

12. Decisions provided for by this Procedure, actions or inaction of the UANIPIO, its officials might be appealed in the court.

IV. Maintaining the State Register of Certificates of Registration of Copyright to the Work and the State Register of Agreements related to the Author’s Right to the Work

1. The registration data specified in this Section should be recorded to the state registries provided for by this Procedure.

The UANIPIO is the holder and administrator of the state registries.

The UANIPIO's employees are the creators of information about objects of state registries and the registrars.

The object of the State Register of Certificates of Registration of Copyright to the Work is information about the copyright of the work. The object of the State Register of Agreements related to the Author's Right to the Work is information about the agreements related to the author's right to the work. Register information includes data about objects of state registries – register data in the form of information specified in this Section.

Sources of information of state registries are the application, the applicant's request, court decisions, decisions of the National Security and Defense Council of Ukraine on the application of personal special economic and other restrictive measures (sanctions) put into effect by the Decrees of the President of Ukraine.

2. The following information is included in the State Register of Certificates of Registration of Copyright to the Work:

the number of the application;

the date of submission of the application;

the number of registration of copyright to the work, which is the number of the certificate;

the date of registration of copyright to the work;

the date of publication of information about the issuance of the certificate and the number of the bulletin;

the type and full name of the work;

abbreviated name of the work (if available);

abstract or summary of the work (if available);

the date of final completion of the work;

information about the publication of the work (if available);

information about the work, in respect of which this work is derived (if available);

information about the work or its part included in the work, the copyright to which is registered (if available);

information about pre-registration (if available);

surname, first name, patronymic name (if available) of the author (co-author) of the work, the date of his/her birth, declared/registered place of residence (stay), registration number of the taxpayer's account card or passport number (for an individual who, because of religious beliefs, refused to accept the registration number of the taxpayer's account card and notified the relevant supervisory authority and has a mark in the passport or who is a foreigner, stateless person and does not have a registration number of the taxpayer's account card in Ukraine), unique entry number in the Unified State Demographic Register (if available);

the address for correspondence (if available);

the essence of authorship, author's contribution to the work creation (author, co-author, compiler);

information about creation of the work (on its own initiative, in connection with the performance of duties under the employment agreement (contract), in connection with the execution of the agreement of the order);

information about the author's indication in the bulletin (under own name, anonymously or under a pseudonym);

information about the person to whom the certificate was issued (for an individual: surname, first name, patronymic name (if available), declared/registered place of residence (stay), registration number of the taxpayer's account card or passport number (for an individual who, because of his religious beliefs, refused to accept the registration number of the taxpayer's account card and notified the relevant supervisory authority and has a mark in the passport or who is a foreigner, stateless person and does not have a registration number of the taxpayer's account card in Ukraine, unique entry number in the Unified State Demographic Register (if available); for a legal entity: full name, location, the code according to the USREOU or registration number in a foreign state (for non-residents) and ownership of property rights to the work (in full, partly, jointly);

the address for correspondence, telephone number, e-mail address of the person to whom the certificate was issued (if available);

surname, first name, patronymic name (if available) or full name of the representative, address for correspondence, phone number, e-mail address of the representative (if available);

information about the form and procedure for obtaining the certificate.

3. The following information is included in the State Register of Agreements related to the Author's Right to the Work:

the number of the application;

the date of submission of the application;

the number of agreement registration;

the date of registration of the agreement;

the date of publication of information about the decision and the number of the bulletin;

the type and full name of the work;

abbreviated name of the work (if available);

abstract or summary of the work (if available);

information about the publication of the work (if available);

information about the work, in respect of which this work is derived (if available);

information about the work or its part included in the work, the copyright to which is registered (if available);

information about pre-registration (if available);

surname, first name, patronymic name (if available) of the author (co-author) of the work, the date of his birth, declared/registered place of residence (stay), the registration number of the taxpayer's account card or passport number (for an individual who, because of his religious beliefs, refused to accept the registration number of the taxpayer's account card and informed the relevant supervisory authority and has a mark in the passport or who is a foreigner, a stateless person and

does not have an registration number of the taxpayer's account card in Ukraine), unique entry number in the Unified State Demographic Register (if available);

the essence of authorship, author's contribution to the creation of the work (author, co-author, compiler);

information about the author's indication in the bulletin (under own name, anonymously or under a pseudonym);

the type and name of the agreement;

the number of agreement and the date of its signing;

information about the parties to the agreement (for an individual: surname, first name, patronymic name (if available), declared/registered place of residence (stay), the registration number of the taxpayer's account card or passport number (for an individual who, because of his religious beliefs, refused to accept the registration number of the taxpayer's account card and notified the relevant supervisory authority and has a mark in the passport or who is a foreigner, stateless person and does not have the registration number of the taxpayer's account card in Ukraine, unique entry number in the Unified State Demographic Register (if available); for a legal entity: full name, location, code according to the USREOU or registration number in a foreign state (for non-residents));

the ways of using the work, property rights to which are transferred (provided) under the agreement;

territory (if available);

the term, for which the rights were granted under the agreement (for license agreements);

information about the person, to whom the decision on registration of the agreement has been issued (for an individual: surname, first name, patronymic name (if available), declared/registered place of residence (stay), the registration number of the taxpayer's account card or passport number (for an individual who, because of his religious beliefs, refused to accept the registration number of the taxpayer's account card and notified the relevant supervisory authority and has a mark in the passport or who is a foreigner, stateless person and does not have the registration number of the taxpayer's account card in Ukraine); for a legal entity: full name, location, code according to the USREOU or registration number in a foreign state (for non-residents);

the address for correspondence of the person, to whom the decision on registration of the agreement was issued, telephone number and e-mail address;

surname, first name, patronymic name (if available) or full name of the representative, address for correspondence, phone number, e-mail address of the representative (if available);

information about the form and procedure for obtaining a decision on registration of the agreement.

4. In the process of maintaining state registries the UANIPIO can make amendments and other information to them on the basis of:

the request of the person, to whom a certificate on registration of copyright to the work was issued, and/or the author (co-author) of the relevant work;

the request of the party to the agreement, for which the decision on registration of the agreement was issued;

the request of the copyright subject, who owns the property rights to the work, in respect of which the registration of copyright or agreement has been made;

the court decision;

requirements of the laws of Ukraine “On Sanctions”, “On Legal Regime of Martial Law”.

4.1. Based on the request of the person, to whom the certificate on registration of copyright to the work was issued, and/or the author (co-author) of the relevant work, the UANIPIO can make amendments to the State Register of Certificates of Registration of Copyright to the Work and enter the following information:

amendments related to change of the surname, name, patronymic name, declared/registered place of residence (stay) – for an individual; change of full name, location – for a legal entity;

issuance of a duplicate of the certificate;

correction of obvious errors (grammatical, syntactic, information);

change of the address for correspondence.

4.2. Based on the request of the party to the agreement, for which the decision on registration of the agreement was issued, the UANIPIO can make amendments to the State Register of Agreements related to the Author’s Right to the Work concerning:

change of the surname, name, patronymic name, declared/registered place of residence (stay) – for an individual, change of full name, location – for a legal entity;

information on the transfer (alienation) of property rights;

information on granting permission (license) for the use of the work;

correction of obvious errors (grammatical, syntactic, information);

change of the address for correspondence.

4.3. The UANIPIO can make amendments to the state registries based on court decisions concerning:

recognition of state registration as invalid;

changes in state registration, which was previously done;

arrest of property and property rights of the debtor, other encumbrance of rights, including the transmission of rights under the management of the National Agency of Ukraine for Finding, Tracing and Management of Assets Derived from Corruption and Other Crimes.

4.4. The UANIPIO can enter into the state registries information about the application of personal special economic and other restrictive measures (sanctions) in accordance with the decisions of the National Security and Defense Council of Ukraine based on the laws of Ukraine “On Sanctions”, “On Legal Regime of Martial Law”.

The UANIPIO informs the author, other subject of copyright, the applicant about the inclusion of relevant information in the state registries by sending a message to the address for correspondence within a month.

4.5. The requests provided for in subparagraphs 4.1 and 4.2 of this Paragraph should be set out in Ukrainian, relate to one state registration and contain information about the number of the

certificate/decision and the date of registration, the essence of the request, the address for correspondence in the territory of Ukraine or e-mail address.

The requests submitted in paper form should be signed in accordance with the requirements specified in subparagraph 2.1 of Paragraph 2 of Section II of this Procedure; requests submitted in electronic form should be signed in accordance with the requirements specified in subparagraph 2.8 of Paragraph 2 of Section II of this Procedure.

The request should include:

the document on payment of the fee for making amendments to the relevant state register or for correcting obvious errors;

documents confirming the legitimacy of amendments (if necessary);

the document confirming the authority of the representative, drawn up in accordance with the requirements of this Procedure, if the request is submitted by the representative.

5. According to the results of entering register information, amendments and other data into the state registries, the UANIPIO provides an extract in paper or electronic form, free of charge, at the request of the person, specified in the state registries. The UANIPIO publishes information about making amendments to the state registries in the bulletin.

Any person has the right to request information from the relevant state register. The UANIPIO determines the composition of data and the procedure for providing information from state registries.

In case of receipt of the request concerning obtaining information from the relevant state register, the UANIPIO informs the author, other subject of copyright, the applicant, defined in the state registries, about the collection of such information, using the address of correspondence specified in the claim, within 10 working days.

The UANIPIO provides open, round-the-clock and free access to the information of state registries by placing them on its official website, except for the following information about the author (co-author) of the work, the person to whom the certificate was issued, the person who is a party to the agreement: about the date of birth, declared/registered place of residence (stay), the registration number of the taxpayer's account card or passport number (for an individual who because of their religious beliefs refused to accept the registration number of the taxpayer's account card and informed the relevant supervisory authority and has a mark in the passport), unique entry number in the Unified State Demographic Register (if available), address for correspondence. The information included in the state registries can be used by any persons, state authorities and local self-government bodies.

6. Measures related to creation, maintenance, operation and administration of state registries, software, technical and technological support, preservation and protection of data of state registries are carried out by the UANIPIO at the expense of incomes from collection of fees for actions related to the protection of intellectual property rights, as well as at the expense of other sources not prohibited by the legislation, in compliance with the requirements of the laws of Ukraine "On Information Protection in Information and Communication Systems", "On Protection of Personal Data" and other legislative acts regulating relevant legal relations, in particular on compliance with the requirements to the risk management system and informing subjects of information interaction about violation of the integrity of the registry information, its unauthorised processing.

State registries, their software and property rights belong to the UANIPIO.

State registries are kept in the state language in electronic form and they are subject to storage within the period established by the legislation.

Information interaction of state registries with other state electronic information resources is carried out using the application of software interface of the UANIPIO, which provides communication (data exchange) with the system of electronic interaction of state electronic information resources.

State registries begin functioning in accordance with the requirements provided for by this Procedure, from the date of its entry into force.

Annex 1
to the Procedure for State Registration of
Copyright and Agreements related to Property
Rights to a Work
(subparagraph 2.1 of Paragraph 2
of Section II)

CLAIM for State Registration of Copyright to a Work

Annex 2
to the Procedure for State Registration of
Copyright and Agreements related to Property
Rights to a Work
(subparagraph 2.1 of Paragraph 2
of Section II)

APPLICATION for State Registration of the Agreement related to Property Rights to a Work

Annex 3
to the Procedure for State Registration of
Copyright and Agreements related to Property
Rights to a Work
(Paragraph 4 of Section III)

CONCLUSION

Annex 4
to the Procedure for State Registration of
Copyright and Agreements related to Property
Rights to a Work
(Paragraph 4 of Section III)

CERTIFICATE
on Registration of Copyright to a Work

Annex 5
to the Procedure for State Registration of
Copyright and Agreements related to Property
Rights to a Work
(Paragraph 4 of Section III)

DECISION
on Registration of the Agreement related to Property Rights to a Work