



**UPOV PRISMA**

**User Guide for Agents**

UPOV PRISMA Version 2.2

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## 1 About this guide

This guide, which is intended for users of UPOV PRISMA, is divided into three parts:

Part 1 – WIPO ACCOUNTS: explains how to create and manage online user accounts;

Part 2 – UPOV PRISMA - Assigning and Managing Access Rights;

Part 3 – UPOV PRISMA - Overview of Features and Functionalities.

## 2 Acronyms

IRN	International Reference Number
CPVO	Community Plant Variety Office of the European Union (CPVO)
PBR	Plant Breeders' Rights
PVP	Plant Variety Protection

Reference in this guide to the term “PBR authority” (i.e. authority entrusted with the task of granting breeders' rights) should be understood as also covering the term “PVP Office”.

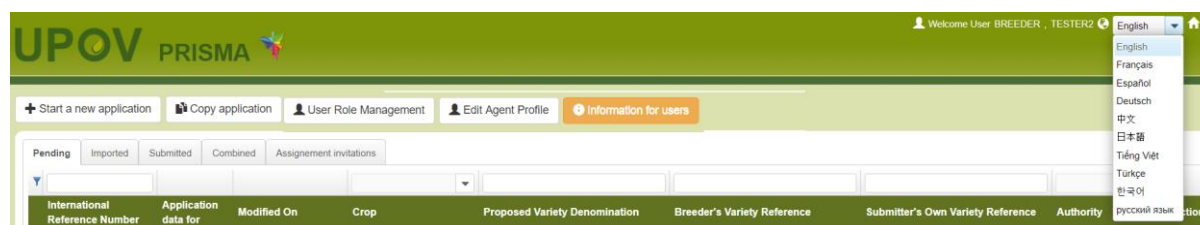
## 3 Overview

UPOV PRISMA is a tool to transfer application data from breeders to the selected PBR authorities of UPOV members.

The list of participating authorities and crops and species covered is available on-line:

<http://www.upov.int/upovprisma/en/index.html>

Navigation languages can be selected in the header:



The supported browsers for WIPO Accounts and UPOV PRISMA are:

- Mozilla Firefox
- Internet Explorer
- Google Chrome

In order to use UPOV PRISMA, the agent should:

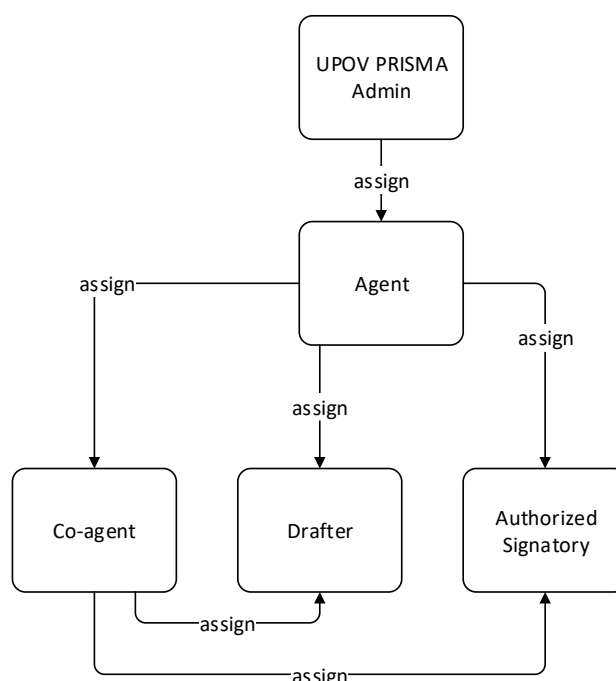
1. Create a WIPO Account (\$4)
2. Request a role assignment (\$5)

At UPOV PRISMA web application level, four roles are identified for agents:

- Agent: has the ability to Start a new application, Copy application, View, Edit, Delete, Sign, and Submit his PBR application data using the Web application tool. The Agent role is assigned by UPOV PRISMA administrator. The agent can create and assign the role of drafter, authorized signatory and co-agent role.
- Co-agent: has the ability to start a new application, View, Edit, Delete, Sign, Submit and Copy PBR application data using the Web application tool. The co-agent can create and assign the role of drafter and authorized signatory.

- Drafter: has the ability to start a new application, Edit, Delete, View and Copy PBR application data using the Web application tool.
- Authorized signatory: has the ability View, Sign, Submit PBR application using the Web application tool and to pay application fees.

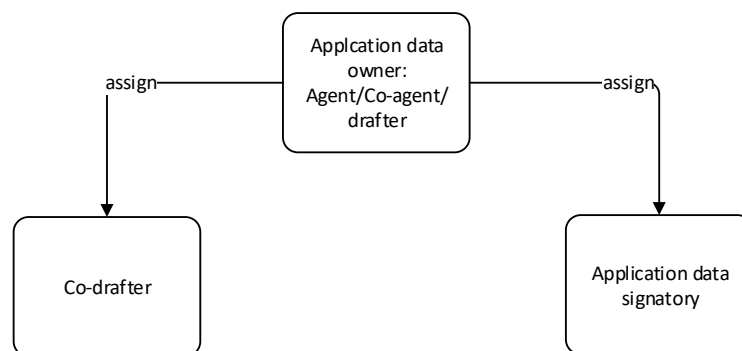
	Start	Edit	Copy	Delete	View	Sign	Submit	Assigning of Roles
Agent	X	X	X	X	X	X	X	Drafter, authorized signatory and co-agent role
Co-agent	X	X	X	X	X	X	X	Drafter and authorized signatory
Drafter	X	X	X	X	X			
Authorized signatory					X	X	X	



At application data level, two roles can be assigned:

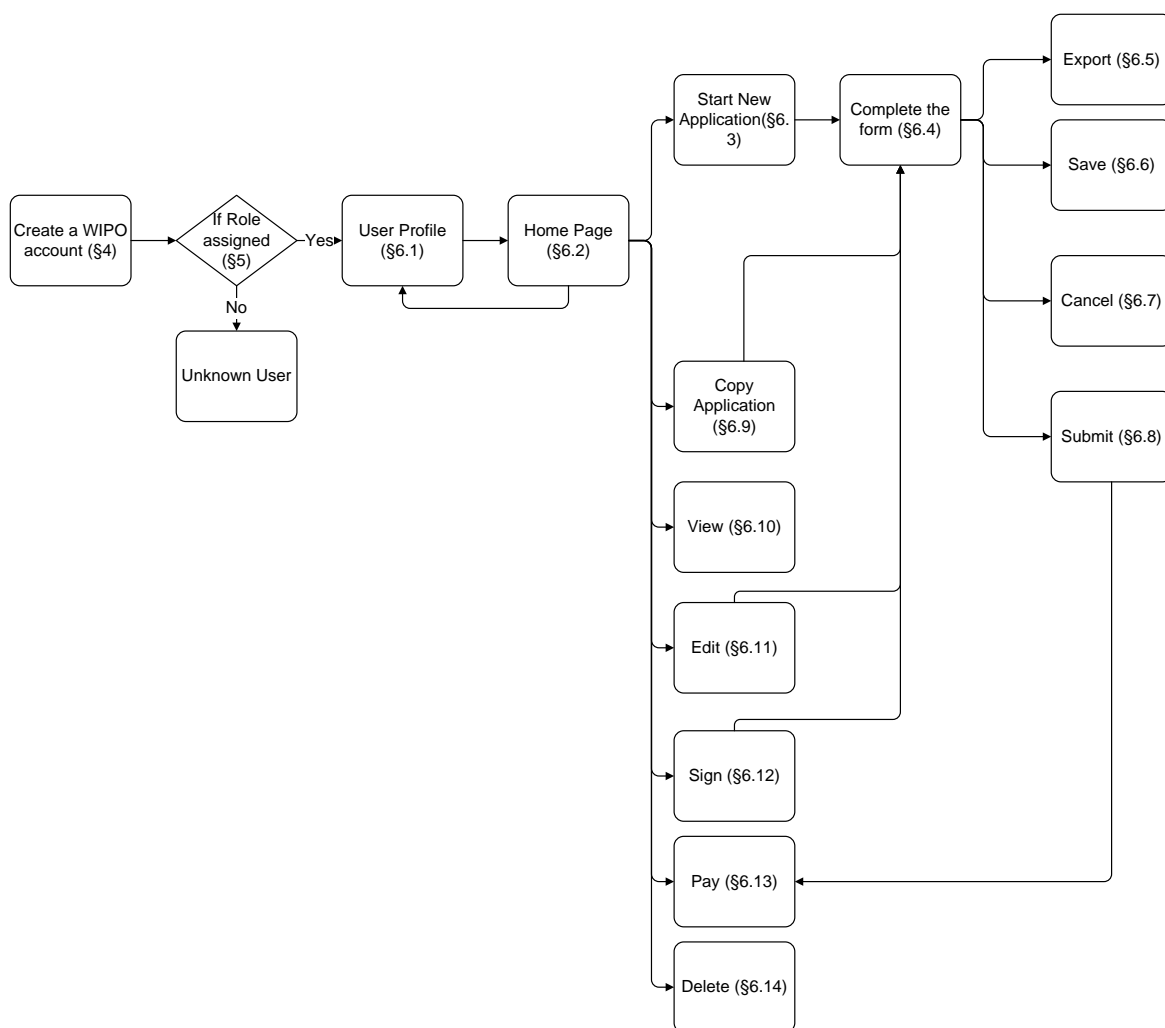
- Co-drafter: has obtained the authorization from other drafters/agents/co-agents to edit their application data. This role is set per application data by the owner of that application data. The owner is the person who started the application data. This role can also be set by the application data agent if he/she has obtained the draft permission.
- Application data signatory: has obtained the authorization from other owners to sign their application data. The drafter should be able to assign this role from a list of authorized signatories (already authorized by the agent). This role can also be set by the application data agent if he/she has obtained the “sign, pay and submit” permission.

	Start	Edit	Copy	Delete	View	Sign	Submit	Assigned By
Co-Drafter		X			X			<ul style="list-style-type: none"> <li>Application data owner: Agent, co-agent or drafter</li> <li>Application data agent with draft permission.</li> </ul>
Application data signatory					X	X	X	<ul style="list-style-type: none"> <li>Application data owner: Agent, co-agent or drafter</li> <li>Application data agent with "sign, pay and submit" permission.</li> </ul>



3. Complete their user profile (§6.1)
4. Access the home page (§6.2)

From the Home page, depending on their role (see table above), the user can navigate through the different pages as described below:



## 4 WIPO Accounts

The World Intellectual Property Organization (WIPO) assists UPOV in financial and administrative matters (see document [UPOV/INF/8](#)).

The WIPO Accounts portal enables users to create and manage their WIPO user account, which is required in order to access UPOV PRISMA.

**Note:** Please note that the same e-mail address cannot be used with more than one user account.

### 4.1 Create an account

To create a user account:

1. Open the browser and enter the URL: <https://www3.wipo.int/upovprisma>

2. Click on “Create account”. The “Create an account” screen is displayed.

**Note:** All fields marked with ‘\*’ are mandatory and must be completed. For the purpose of UPOV PRISMA and in order to facilitate collaboration with your colleagues (of the same legal person: e.g. company, public institute), you must provide Company/Organization information.

3. Enter a Username of your choice. The username must contain at least four characters.

**Note:** If the Username you have entered already exists for another WIPO account user, the message ‘Username is already in use’ will be displayed. Please create a different Username that does not yet exist in the system.

**Note:** Although the address field is not compulsory, it is recommended to complete the information to avoid having to retype your address in the application form in UPOV PRISMA.

4. Enter the e-mail address to which you want UPOV PRISMA notifications to be sent in the ‘E-mail’ field and confirm it by typing it again in the ‘Confirm e-mail’ field.

**Note:** It is important to type your e-mail address correctly, since, in order to validate the creation of your user account, an e-mail will be sent from ‘noreply@wipo.int’ containing a web link that you will need to click on to validate your account. Please check your spam/junk filters if you do not receive the e-mail in your mailbox.

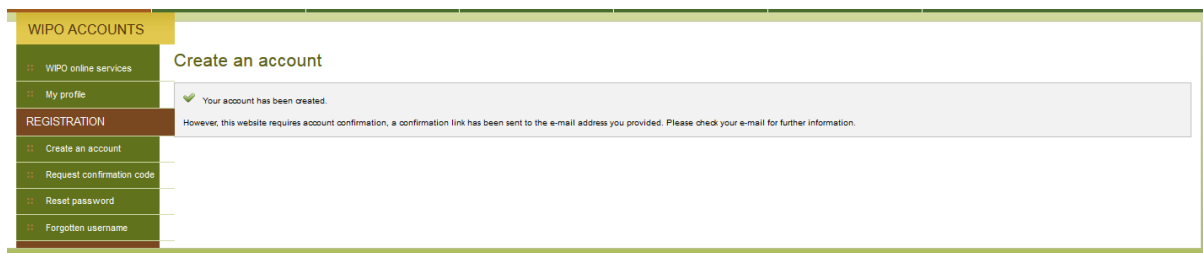
5. Enter a password of your choice in the ‘Password’ field and confirm it in the ‘Confirm Password’ field.

**Note:** The password must be at least eight characters long and must contain at least one numerical character. When choosing your password, please bear in mind that the password field in the login screen is case sensitive.

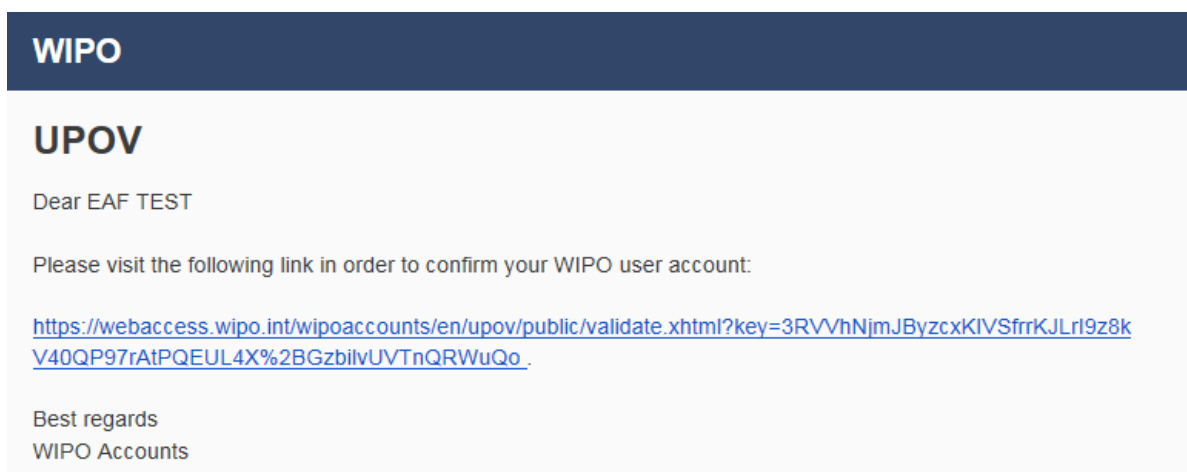
6. Enter the verification characters that appear in the text box in the Characters field below.

7. Once all required fields have been completed click on ‘Create account’.

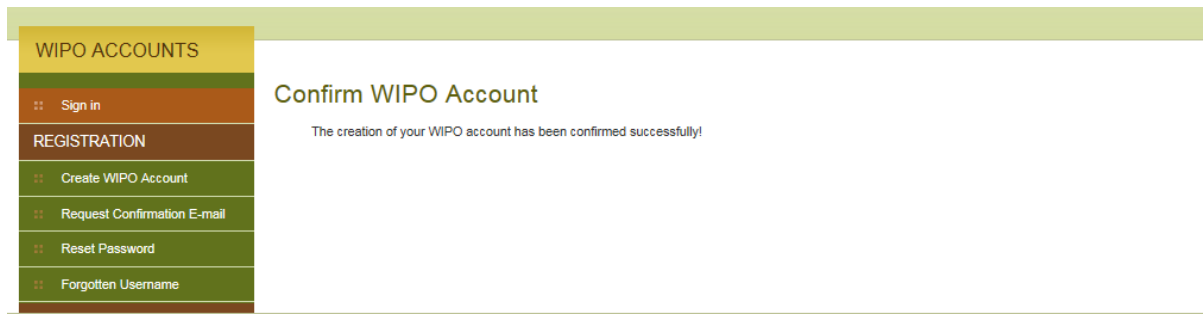
8. The ‘Validate user account’ screen is displayed.



9. In order to validate the creation of your user account, an e-mail will be instantly sent from 'noreply@wipo.int' containing a web link. This e-mail will be sent to the e-mail address provided during the account creation process; therefore it is important to indicate a valid e-mail address. The account will be validated once you have clicked on the URL.



10. Click the link in the e-mail to validate the creation of your user account.



11. Your account has now been activated.

12. Enter your username and password. The following screen indicates that you are correctly authenticated but you are not authorized to access UPOV PRISMA.



**Unknown user**

**Step 1: Request User authorization**

Which role is the most appropriate for you?

**BREEDER** - you are making applications for your own varieties

Has your company/organization registered an administrator for UPOV PRISMA?

- If yes, you must request your administrator to assign you a specific role (drafter, authorized signatory, co-breeder admin)
- If no, please prepare a scanned copy of an official signed letter from your company/organization ([see model](#))

**AGENT** - you, or your company, are acting on behalf of breeders either by assisting them in parts of their application or completing the application on their behalf

Have you, or your company, registered an AGENT ADMINISTRATOR in UPOV PRISMA?

- If yes, you must request your administrator to assign you a specific role (drafter, authorized signatory, co-agent)
- If no, please prepare a scanned copy of an official signed letter from your company/organization ([see model](#))

**Step 2: [Upload your authorization letter](#)**

13. In order to be authorized to access UPOV PRISMA, you need to communicate your username to:

- If your company already has an AGENT ACCOUNT in UPOV PRISMA, contact the colleague responsible for the company/organization agent account.
- If your company does NOT have an AGENT ACCOUNT in UPOV PRISMA, contact UPOV PRISMA admin and complete the contact form in order to request access as an agent. You need to attach a signed document from an appropriate person within your company/organization.

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- If no, please prepare a scanned copy of an official signed letter from your company/organization ([see model](#))

**Step 2: [Upload your authorization letter](#)**

**Upload your authorization letter**

Username:

Role:

Authenticated authorization:

14. Once you receive a confirmation message from UPOV PRISMA, re- access the UPOV PRISMA. The home page will be displayed.

## 4.2 Forgotten username

If you have forgotten your username:

1. Click on the 'Forgotten username?' link

**WIPO ACCOUNTS**

**Sign in**

Username:

Password:

**Why create a WIPO Account?**

Using just one user name and password, you can access your profiles for any of the following services:

- [UPOV Electronic Application Form](#)
- [UPOV Distance learning courses](#)
- [UPOV Photo Database](#)

2. You will be redirected to the 'Forgotten username' screen

The screenshot shows the 'WIPO ACCOUNTS' sidebar on the left with a menu containing 'WIPO online services', 'My profile', and a 'REGISTRATION' section with options: 'Create an account', 'Request confirmation code', 'Reset password', and 'Forgotten username'. The main content area is titled 'Forgotten username' and contains the text: 'If you have forgotten your username, please enter the e-mail address indicated in your account profile in the field below. You will receive your username by e-mail.' Below this is an 'E-mail \*' input field. To the right, there is a 'Verification \*' section with the text 'Type the characters displayed below.' and a box showing the characters '10 sk e r'. Below the box is a 'Characters:' input field and a 'Resend username' button.

3. Enter your e-mail address in the corresponding field, making sure to type the e-mail address correctly.

4. Enter the 'Verification' characters in the text box displayed below the characters.

5. Click 'Resend Username'. An e-mail will be sent to you with your username.

### 4.3 Recovery of a forgotten password

If you have forgotten your password you can recover it by clicking on 'Forgotten password?'

The screenshot shows the 'WIPO ACCOUNTS' sidebar on the left with a menu containing 'Create account', 'Manage account', 'Reset password', and 'Retrieve username'. The main content area is titled 'Sign in' and contains 'Username' and 'Password' input fields. Below the 'Password' field is a link that says 'Forgot your password?' which is circled in red. Below the fields is a 'Sign in' button. On the right side, there is a section titled 'Why create a WIPO Account?' with the text 'Using just one user name and password, you can access your profiles for any of the following services:' and a list of links: 'UPOV Electronic Application Form', 'UPOV Distance learning courses', and 'UPOV Photo Database'.

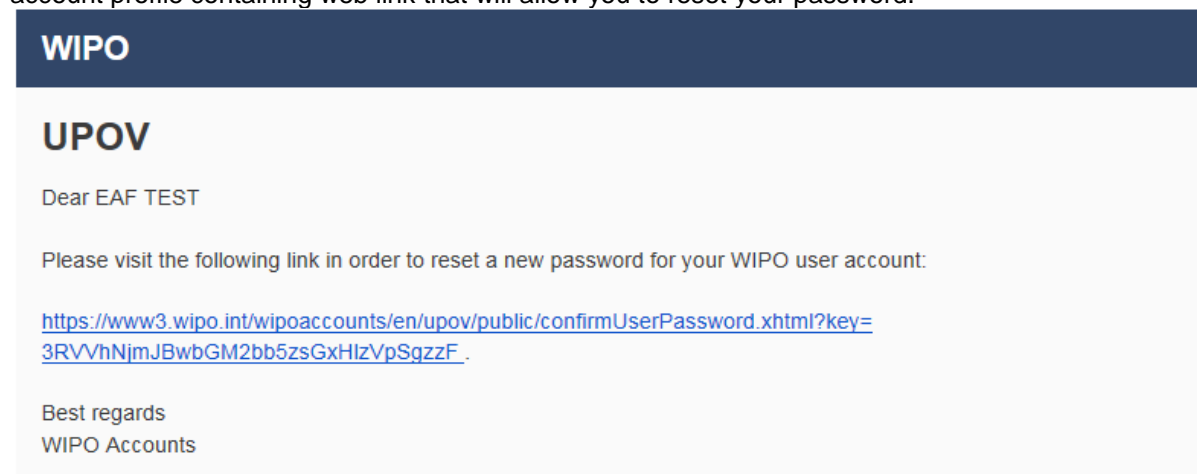
1. Enter your Username, e-mail address and the verification characters in the corresponding fields.

The screenshot shows the 'WIPO ACCOUNTS' sidebar on the left with a menu containing 'WIPO online services', 'My profile', and a 'REGISTRATION' section with options: 'Create an account', 'Request confirmation code', 'Reset password', and 'Forgotten username'. The main content area is titled 'Reset password' and contains the text: 'If you have forgotten your password, please enter your username below to receive instructions by e-mail how to reset your password.' Below this are 'Username \*' and 'E-mail \*' input fields. To the right, there is a 'Verification \*' section with the text 'Type the characters displayed below.' and a box showing the characters 'co m \* o i s'. Below the box is a 'Characters:' input field and a 'Reset password' button.

2. Click on 'Reset Password.'

The screenshot shows the 'WIPO ACCOUNTS' sidebar on the left with a menu containing 'WIPO online services', 'My profile', and a 'REGISTRATION' section with options: 'Create an account', 'Request confirmation code', 'Reset password', and 'Forgotten username'. The main content area is titled 'Reset password' and contains a green checkmark icon followed by the text: 'Please follow the instructions you received by e-mail in order to reset your password.'

3. An automatic e-mail from noreply@wipo.int is instantly sent to the e-mail address indicated in your account profile containing web link that will allow you to reset your password.



4. Click the link in the e-mail to go to the Reset password screen.

5. Type and confirm the new password and click on 'Reset password'.

6. A message is displayed to confirm that the password has been reset successfully.

## 5 UPOV PRISMA - Assigning and Managing Access Rights

If you are an agent/co-agent, you can assign roles. In order to assign roles, click on "User Role Management" button




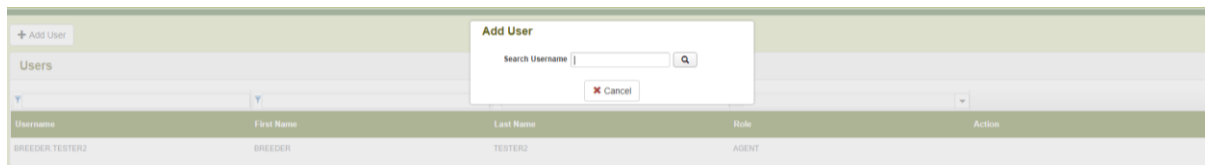
For an agent/co-agent the list of existing authorized users is displayed. The list is restricted to the persons of the same company/organization.

## 5.1 Add a new user

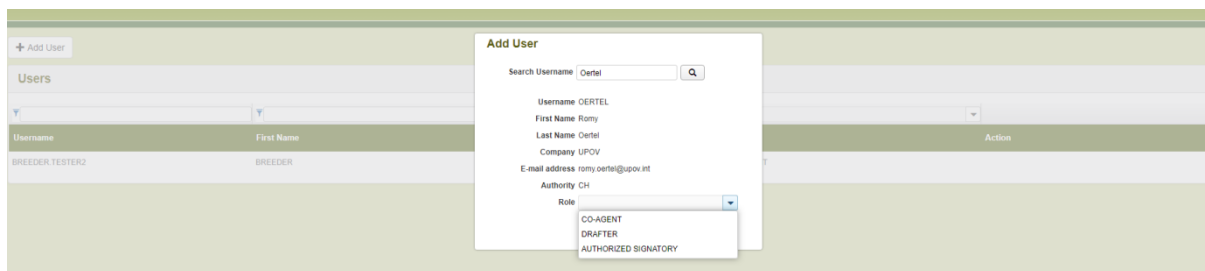
1. If you would like to add a new user to the system, click on “Add User” button



2. Enter the username and click on  icon

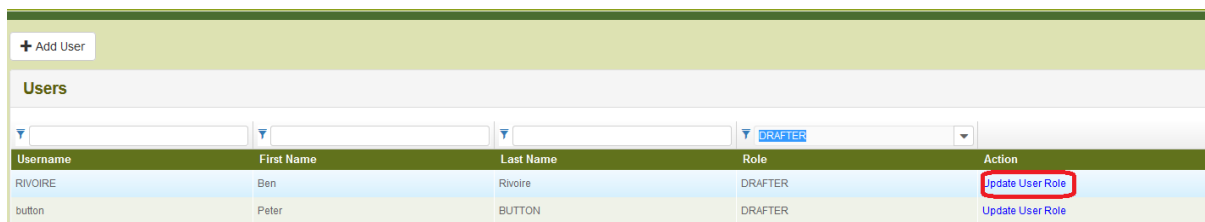


3. User details are displayed. Select the role you would like to assign: Co-agent (only if you are an agent), Drafter or Authorized signatory.

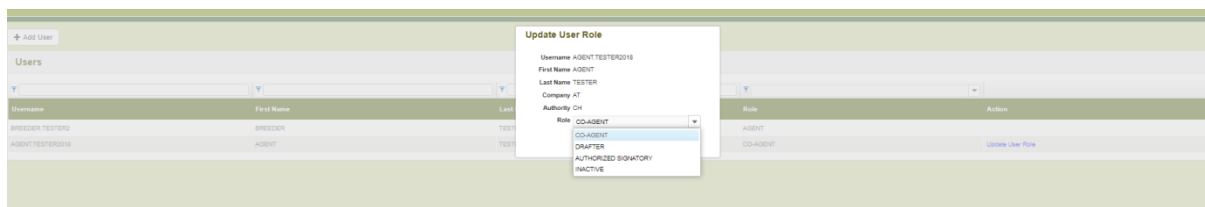


## 5.2 Update User Role

In order to update user role, click on “Update User Role” link.



User details are displayed. Select the role you would like to assign. Depending on your role, the list of possible roles is different (see table above).



## 5.3 Inactivate User

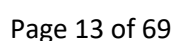
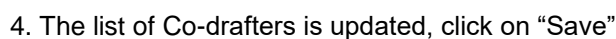
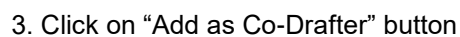
If a user has no longer the need to access the system, the admin can inactivate him. For that,

1. Click on “Update User Role” link
2. Choose “Inactive” in the list of available roles



- Note:** The “Co-Drafter” role is assigned per application data. It can only be assigned for pending applications’ data.

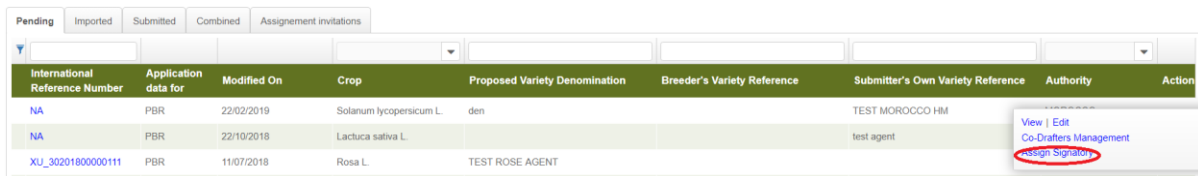
2. Select an existing person either from a list of the persons already authorized in the system with Drafter/Co-breeder Admin/ Breeder Admin role.



## 5.5 Assign “Application Data Signatory” role

1. In order to assign “Application Data Signatory” role, go to the dashboard and click on “Assign Signatory” link.

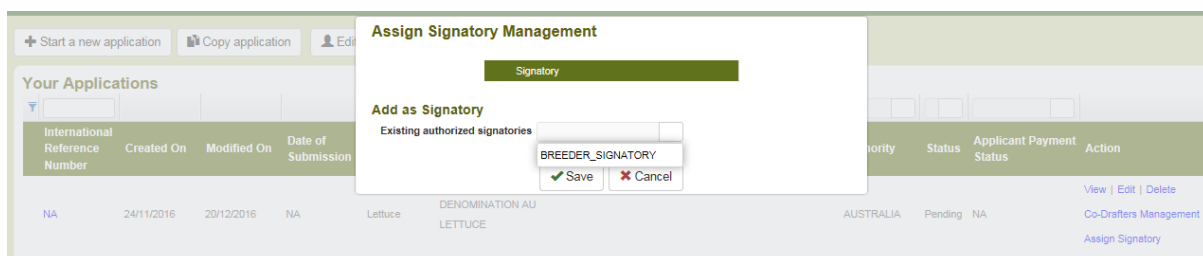
**Note:** The “Application Data Signatory” role is assigned per application data. It can only be assigned for pending applications’ data.



The screenshot shows a table of pending applications with columns: International Reference Number, Application data for, Modified On, Crop, Proposed Variety Denomination, Breeder's Variety Reference, Submitter's Own Variety Reference, Authority, and Action. A dropdown menu is open for the 'Action' column of the first row, showing options: View, Edit, Co-Drafters Management, and Assign Signatory (highlighted with a red circle).

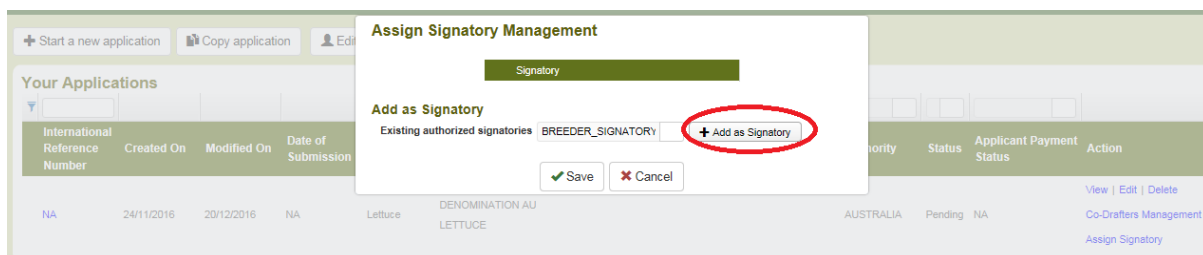
International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
NA	PBR	22/02/2019	Solanum lycopersicum L.	den		TEST MOROCCO HM		View   Edit   Co-Drafters Management   <b>Assign Signatory</b>
NA	PBR	22/10/2018	Lactuca sativa L.			test agent		
XU_30201800000111	PBR	11/07/2018	Rosa L.	TEST ROSE AGENT				

2. Select an existing person either from a list of the persons already authorized in the system with “Authorized signatory” role.



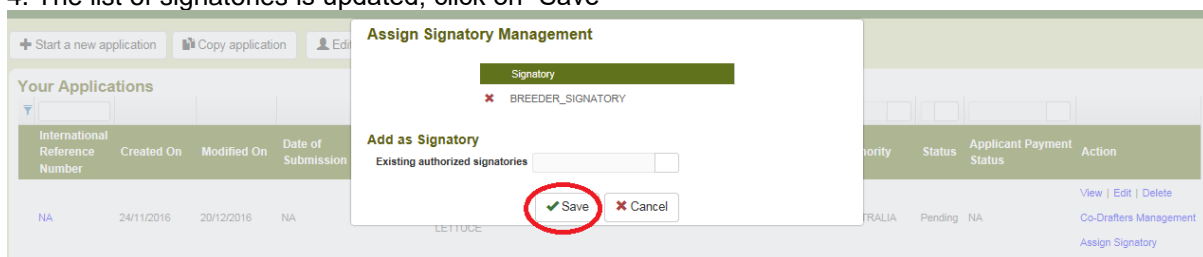
The screenshot shows the 'Assign Signatory Management' modal. It has a 'Signatory' dropdown menu. Below it, the 'Add as Signatory' section shows 'Existing authorized signatories' with a dropdown menu containing 'BREEDER\_SIGNATORY'. A red circle highlights the '+ Add as Signatory' button.

3. Click on “Add as Signatory” button



This screenshot is identical to the previous one, showing the 'Assign Signatory Management' modal with the '+ Add as Signatory' button highlighted by a red circle.

4. The list of signatories is updated, click on “Save”



The screenshot shows the 'Assign Signatory Management' modal. The 'Signatory' dropdown menu now shows 'BREEDER\_SIGNATORY' with a red 'x' icon. The 'Add as Signatory' section shows 'Existing authorized signatories' with an empty dropdown menu. A red circle highlights the 'Save' button.

## 5.6 Assignment invitations

1. When the breeder chooses you to invite you to accept an assignment at application data level, you receive an email.

Subject: UPOV PRISMA : Agent Assignment

Please be informed that the following UPOV PRISMA user:

- Customer ID: **MADHOUR**
- Name: **Hend Madhour**
- Address: **Chemin des colombettes, 34 1211 Geneve Geneve SWITZERLAND**
- E-mail: [hend.madhour@upov.int](mailto:hend.madhour@upov.int)

wishes to assign you the role of Agent for the following application data:

- **IRN: XU\_30201900000128 (Oats; red oat; side oat; tree oat, MOLDOVA)**

**IMPORTANT:** This is an invitation from a UPOV PRISMA user to accept access rights to confidential information through UPOV PRISMA. You are strongly advised to decline this invitation if you do not know the user. UPOV declines any responsibility concerning relationships between UPOV PRISMA users and agents.

In order to ACCEPT or DECLINE the assignment, please log into UPOV PRISMA using your WIPO User Account.

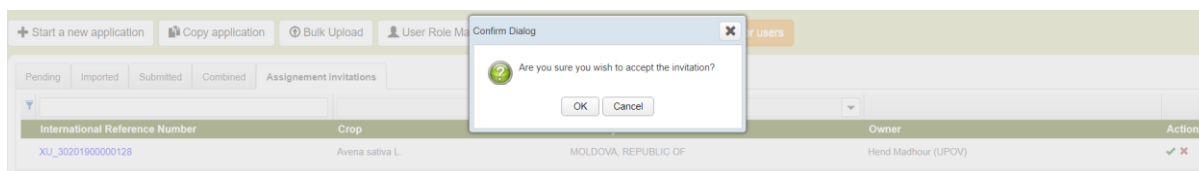
If you do not yet have access to UPOV PRISMA, please create your UPOV PRISMA account [here](#)

UPOV PRISMA TEAM

2. In the dashboard, click on “Assignment invitations” tab. The application data will appear.

Pending	Imported	Submitted	Combined	Assignment invitations
International Reference Number	Crop	Authority	Owner	Action
XU_30201900000128	Avena sativa L.	MOLDOVA, REPUBLIC OF	Hend Madhour (UPOV)	✓ ✕

3. Click on the green check to accept or on the cross red to decline. Click on OK to confirm your choice.



4. An email will be sent to the breeder.

Dear Madam, Sir,

Please be informed that the following agent:

- Customer ID: **BREEDER.TESTER2**
- Name: **BREEDER TESTER2**
- Address: **CHEMIN DES COLOMBETTES 1200 GENEVA CH**
- E-mail: [BREEDER.TESTER2@gmail.com](mailto:BREEDER.TESTER2@gmail.com)

Has accepted your invitation to act as agent for the following application data:

- **IRN: XU\_30201900000128 (Oats; red oat; side oat; tree oat, MOLDOVA)**

Best Regards,  
UPOV PRISMA TEAM

5. Once the breeder specifies the permissions (Draft, Sign, Pay and Submit) he/she would like to delegate, you will be able to access the application data.

## 6 UPOV PRISMA - Overview of Features and Functionalities

Now, you've created your WIPO Account (§4) and your administrator has assigned to you the appropriate role (§5). You can now access UPOV PRISMA.

### 6.1 User Profile

1. The first time you access UPOV PRISMA, you should complete your user profile. Some information are captured from the information you have already provided when you created your WIPO Account (§4).

## Agent Profile

In which authorities are you working  
as agent? \*

<input type="checkbox"/>	CZ	CZECH REPUBLIC
<input type="checkbox"/>	QZ	EUROPEAN UNION
<input type="checkbox"/>	FR	FRANCE
<input type="checkbox"/>	GE	GEORGIA
<input type="checkbox"/>	JP	JAPAN
<input type="checkbox"/>	KE	KENYA
<input type="checkbox"/>	MX	MEXICO
<input type="checkbox"/>	MD	MOLDOVA, REPUBLIC OF
<input type="checkbox"/>	NL	NETHERLANDS
<input type="checkbox"/>	NZ	NEW ZEALAND

« < 2 / 4 > » [ 11 - 20 / 33 ]

Name \*

BREEDER TESTER2

Street Address \*

CHEMIN DES COLOMBETTES

(a second line)

(a second line)

Postal Code \*

1200

City \*

GENEVA

State

State

Country \*

Telephone

Telephone

Mobile

Mobile

Fax

Fax

E-mail address \*

BREEDER.TESTER2@gmail.com

You are: \*

☐ A natural person

☐ A legal entity

✓ Save

✗ Cancel

✓ Link your WIPO account with your CPVO Account

🕒 Priority/Novelty notifications management



## Agent Profile

In which authorities are you working  
as agent? \*

<input type="checkbox"/>	CZ	CZECH REPUBLIC
<input type="checkbox"/>	QZ	EUROPEAN UNION
<input type="checkbox"/>	FR	FRANCE
<input type="checkbox"/>	GE	GEORGIA
<input type="checkbox"/>	JP	JAPAN
<input type="checkbox"/>	KE	KENYA
<input type="checkbox"/>	MX	MEXICO
<input checked="" type="checkbox"/>	MD	MOLDOVA, REPUBLIC OF
<input checked="" type="checkbox"/>	NL	NETHERLANDS
<input type="checkbox"/>	NZ	NEW ZEALAND

« < 2 / 4 > » [ 11 - 20 / 33 ]

Name \* BREEDER TESTER2

Street Address \* CHEMIN DES COLOMBETTES

(a second line) (a second line)

Postal Code \* 1200

City \* GENEVA

State State

Country \* ▼

Telephone Telephone

Mobile Mobile

Fax Fax

E-mail address \* BREEDER.TESTER2@gmail.com

You are: \*

☒ A natural person

☐ A legal entity

✓ Save

✗ Cancel

✓ Link your WIPO account with your CPVO Account

🕒 Priority/Novelty notifications management

2. Complete the required information and indicate in which Authority(ies) you operate. Your contact details will then appear in the list of agents associated with that Authority(ies) and will enable breeders to find your contact details if they are seeking an agent. Click on “Save”

## Agent Profile

In which authorities are you working as agent? \*

<input type="checkbox"/>	CZ	CZECH REPUBLIC
<input type="checkbox"/>	QZ	EUROPEAN UNION
<input type="checkbox"/>	FR	FRANCE
<input type="checkbox"/>	GE	GEORGIA
<input type="checkbox"/>	JP	JAPAN
<input type="checkbox"/>	KE	KENYA
<input type="checkbox"/>	MX	MEXICO
<input checked="" type="checkbox"/>	MD	MOLDOVA, REPUBLIC OF
<input checked="" type="checkbox"/>	NL	NETHERLANDS
<input type="checkbox"/>	NZ	NEW ZEALAND

« < 2 / 4 > » [ 11 - 20 / 33 ]

Name \* BREEDER TESTER2

Street Address \* CHEMIN DES COLOMBETTES

(a second line) (a second line)

Postal Code \* 1200

City \* GENEVA

State State

Country \*

Telephone Telephone

Mobile Mobile

Fax Fax

E-mail address \* BREEDER.TESTER2@gmail.com

You are: \*

☐ A natural person

☐ A legal entity

3. The Home page is displayed depending on your role (§6.2).

Start a new application Copy application User Role Management Edit Agent Profile Information for users

Pending Imported Submitted Combined Assignment invitations

International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
NA	PBR	22/02/2019	Solanum lycopersicum L.	den		TEST MOROCCO HM	MOROCCO	...

4. In order to update your user profile, click on "Edit User Profile"

Start a new application Copy application User Role Management Edit Agent Profile Information for users

Pending Imported Submitted Combined Assignment invitations

International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
NA	PBR	22/02/2019	Solanum lycopersicum L.	den		TEST MOROCCO HM	MOROCCO	...

5. Update the required information and click on Save

6. If you would like to use UPOV PRISMA to transfer your application data to the Community Plant Variety Office of the European Union (CPVO), it is mandatory to link your WIPO account with your CPVO account. To do that click on “Link your WIPO account with your CPVO account”

### Agent Profile

In which authorities are you working as agent? \*

<input type="checkbox"/>	CZ	CZECH REPUBLIC
<input type="checkbox"/>	QZ	EUROPEAN UNION
<input type="checkbox"/>	FR	FRANCE
<input type="checkbox"/>	GE	GEORGIA
<input type="checkbox"/>	JP	JAPAN
<input type="checkbox"/>	KE	KENYA
<input type="checkbox"/>	MX	MEXICO
<input checked="" type="checkbox"/>	MD	MOLDOVA, REPUBLIC OF
<input checked="" type="checkbox"/>	NL	NETHERLANDS
<input type="checkbox"/>	NZ	NEW ZEALAND

« < 2 / 4 > » [ 11 - 20 / 33 ]

Name \* BREEDER TESTER2

Street Address \* CHEMIN DES COLOMBETTES

(a second line) (a second line)

Postal Code \* 1200

City \* GENEVA

State State

Country \* ▼

Telephone Telephone

Mobile Mobile

Fax Fax

E-mail address \* BREEDER.TESTER2@gmail.com

You are: \*

☐ A natural person

☐ A legal entity

7. Enter your CPVO username and password and click on “Authenticate and Link”

**Agent Profile**

In which authorities are you working as agent? \*

- ☐ CZ CZECH REPUBLIC
- ☐ QZ EUROPEAN UNION
- ☐ FR FRANCE
- ☐ GE GEORGIA
- ☐ JP JAPAN
- ☐ KE KENYA
- ☐ MX MEXICO
- ☒ MD MOLDOVA, REPUBLIC OF
- ☒ NL NETHERLANDS
- ☐ NZ NEW ZEALAND

Navigation: < 2 / 4 > [ 11 - 20 / 33 ]

Name \* BREEDER TESTER2

Street Address \* CHEMIN DES COLOMBETTES

(a second line) (a second line)

Postal Code \* 1200

City \* GENEVA

State State

Country \* ▼

Telephone Telephone

Mobile Mobile

Fax Fax

CPVO Username: \* BreederTester2

CPVO Password: \* .....

Authenticate and Link
Close

8. A popup message that indicates you have successfully linked your WIPO account with your CPVO account appears.

9. If you are an agent, you can set reminders for priority and novelty alerts. For that, click on "Priority/Novelty notifications management"

10. A popup window is displayed. In order remove existing reminders, click on ✖.

### Priority/Novelty notifications management

#### Priority

##### Existing reminders

- ✖

10

month(s)

before deadline to claim priority
- +

▼

before deadline to claim priority

#### Novelty in the territory of first commercialization

##### Existing reminders

- ✖

3

month(s)

before expiry of 1 year grace period for novelty
- +

▼

before expiry of 1 year grace period for novelty

#### Novelty outside the territory of first commercialization

##### Existing reminders

- ✖

3

month(s)

before expiry of 4/6 years grace period for novelty
- +

▼

before expiry of 4/6 years grace period for novelty

✔ Save

✖ Close

11. In order to add a new reminder, insert a number and choose day(s), month(s) or year(s) from the drop down list and click on “+”. Three types of reminders are available:

- Priority:
- Novelty in the territory of first commercialization
- Novelty outside the territory of first commercialization

**Note:** Year(s) option is only available for novelty outside the territory of first commercialization

### Priority/Novelty notifications management

#### Priority

Existing reminders

✖

10

month(s)

before deadline to claim priority

+

month(s)

day(s)

month(s)

before deadline to claim priority

#### Novelty in the territory of first commercialization

Existing reminders

✖

3

month(s)

before expiry of 1 year grace period for novelty

+

before expiry of 1 year grace period for novelty

#### Novelty outside the territory of first commercialization

Existing reminders

✖

3

month(s)

before expiry of 4/6 years grace period for novelty

+

before expiry of 4/6 years grace period for novelty

✓ Save

✖ Close

12. Click on Save to save your reminders.

## Priority/Novelty notifications management

### Priority

#### Existing reminders

✗ 10 month(s) before deadline to claim priority

✗ 3 month(s) before deadline to claim priority

+   before deadline to claim priority

### Novelty in the territory of first commercialization

#### Existing reminders

✗ 3 month(s) before expiry of 1 year grace period for novelty

✗ 6 month(s) before expiry of 1 year grace period for novelty

+   before expiry of 1 year grace period for novelty

### Novelty outside the territory of first commercialization

#### Existing reminders

✗ 3 month(s) before expiry of 4/6 years grace period for novelty

✗ 2 year(s) before expiry of 4/6 years grace period for novelty

+   before expiry of 4/6 years grace period for novelty




✓ Save

✗ Close

## 6.2 Home Page

### 6.2.1 Header

The header includes:

1.  Welcome User : specifies the username you are using for logging in ;
2.  English : to select one of the supported languages;
3.  : to load the Home page from any page of UPOV PRISMA.

### 6.2.2 Dashboard

The “Drafter”, “Authorized signatory”, “Co-agent” and “Agent” are able to view the list of the applications they have started and/or submitted. In addition, the list also includes the applications for which the person is a “Co-drafter”, “Application data signatory” or “Application data agent”.

Applications are divided into four tabs depending on their status:

- a. Pending: includes Pending and Pending copy.
  - i. Pending: The application data is drafted from scratch, saved but not yet submitted;
  - ii. Pending Copy: The application data is drafted based on an existing application data provided for the same variety but for other authorities, saved but not yet submitted;
- b. Imported : The data is imported (by user) to UPOV PRISMA from PVP office system.
- c. Submitted: The application data is transferred/made available to the designated PBR authority;

- d. Combined: The “combined application data” combines all the provided answers per variety as identified by the breeder’s reference

The following information is displayed and could not be modified:

1. **International Reference Number (IRN):** Identifier assigned by the UPOV PRISMA system. It follows WIPO ST.13 standard for application numbers. It identifies a variety. When the same variety is submitted for different authorities, all corresponding application data will be assigned the same IRN. However, the IRN is unique per PBR authority. Therefore, for the same PBR authority, it is not possible to get more than one application data assigned the same IRN;
2. Application data for: PBR or National Listing
3. **Modified On:** Date when the application data is updated;
4. **Only for “Submitted” Tab: Date of Submission:** Date when the application data is submitted ;
5. **Crop:** The crop to which the candidate variety belongs;
6. **Proposed Variety Denomination:** The denomination proposed by the submitter for the candidate variety;
7. **Breeder’s Variety Reference:** This reference is provided by the submitter if required by the PBR authority. In this case, it is included in the application data transferred to the PBR authority. If provided, the variety breeder’s reference should match the submitter’s own reference;
8. **Submitter’s Own Variety Reference:** This reference is provided by the submitter and IS NOT transferred to the PBR authority. It is used by the UPOV PRISMA system in order to identify a variety and assign a unique IRN;
9. **PBR Authority:** The PVP Office to which the application data is transferred;
10. **Only for “Submitted” Tab: Applicant Payment Status :**
  - a. **NA:** The application data has not been submitted.
  - b. **Pending Applicant’s Payment:** The application data is submitted but the payment transaction failed;
  - c. **Pending Payment Confirmation:** the application data is submitted, the payment transaction succeeded but the payment has not been received yet by the PBR authority;
  - d. **Received:** the payment is received by the PBR authority;
11. **Action:** the list of possible links depends on the person’s role. It is summarized in the table below.

	Edit	Pay	Delete	View	Sign	Co-Drafters Management	Assign Application Signatory
Agent/ Co-agent	X	X	X	X	X	X	X
Drafter	X		X	X		X	X
Co-Drafter	X			X			
Signatory		X		X	X		

### 6.2.2.1 Search

It is possible to search by International Reference Number (IRN), Proposed Variety Denomination, Breeder’s Variety reference and Submitter’s Own Variety Reference. For that,

1. Enter the text in the box above the column.
2. The results are displayed on the fly.

				test	x			
International Reference Number	Application for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
XU_30201900000123	PBR	07/05/2019	Solanum muricatum Aiton	TEST PEPINO			CHILE	...
XU_30201800000202	PBR	01/05/2019	Lactuca sativa L.	TEST CR LETTUCE	TEST CR LETTUCE		COSTA RICA	...
NA	PBR	24/04/2019	Vitis vulpina L.	TEST KO			AFRICAN INTELLECTUAL PROPERTY ORGANIZATION	...

### 6.2.2.2 Filter

It is possible to filter by Crop, PBR Authority and Applicant Payment Status.

1. The list of available values is displayed in the drop down list above the column.

#### Crop

Pending Imported Submitted Combined Assignment invitations									
International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action	
NA	PBR	22/02/2019	Actinidia deliciosa (A. Chev.) C. F. Liang & A. R. Ferguson			TEST MOROCCO HM	MOROCCO	...	
NA	PBR	22/10/2018	Glycine max (L.) Merr.			test agent	CANADA	...	
XU_30201800000111	PBR	11/07/2018	Lactuca sativa L.				CHILE	...	
XU_30201800000075	PBR	25/04/2018	Rosa L.				AUSTRALIA	...	

**Note:** In the example above, the list contains only 5 crops. In the example, the submitter did not submit application data for other crops.

#### PBR Authority

Pending Imported Submitted Combined Assignment invitations									
International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action	
NA	PBR	22/02/2019	Solanum lycopersicum L.	den		TEST MOROCCO HM	AUSTRALIA	...	
NA	PBR	22/10/2018	Lactuca sativa L.			test agent	CANADA	...	
XU_30201800000111	PBR	11/07/2018	Rosa L.	TEST ROSE AGENT			CHILE	...	
XU_30201800000075	PBR	25/04/2018	Actinidia deliciosa (A. Chev.) C. F. Liang & A. R. Ferguson	TEST AU AGENT			MOROCCO	...	

#### Applicant Payment Status

International Reference Number	Created On	Modified On	Date of Submission	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Status	Applicant Payment Status	Action
NA	NA	15/05/2017	NA	Lettuce		123	123	EUROPEAN UNION	Pending	NA	...
XU_30201600007001	30/09/2016	22/11/2016	22/11/2016	Rose	PROPOSED NAME ROSE AUSTRALIA			AUSTRALIA	Submitted	Pending Payment Confirmation	View

2. Select a value in one or many drop down lists

3. The results are displayed on instantly.

International Reference Number	Created On	Modified On	Date of Submission	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Status	Applicant Payment Status	Action
XU_30201799999998	NA	30/05/2017	NA	Rose	TEST RELEASE 1.1 HM AR Rose		TEST SYNGENTA	ARGENTINA	Pending	NA	View   Edit
XU_30201600002442	NA	NA	20/06/2016	Rose	proposed denomination		TEST SUBMISSION	ARGENTINA	Submitted	Received	View

### 6.2.2.3 Sort

It is possible to sort by all the columns in the dashboard (except action column)

1. Click on the column name (Date of Submission)

2. The dashboard is sorted in ascendant order



International Reference Number	Created On	Modified On	Date of Submission	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Status	Applicant Payment Status	Action
XU_30201700016601	13/06/2017	16/06/2017	16/06/2017	Potato	US - Potato - Erika EN (Variety Name)	US - Potato - Erika EN (Temporary designation)		UNITED STATES OF AMERICA	Submitted	Pending Payment Confirmation	<a href="#">View</a>
XU_30201700016602	13/06/2017	16/06/2017	16/06/2017	Rose	CO - Rose - Erika EN (proposed denomination)	CO - Rose - Erika EN (Breeder's reference)	CO - Rose - Erika EN	COLOMBIA	Submitted	Pending Payment Confirmation	<a href="#">View</a>
XU_30201700016621	19/06/2017	19/06/2017	19/06/2017	Lettuce	MD - Lettuce - Erika EN/Multilanguage (proposed denomination)		MD - Lettuce - Erika EN/Multilanguage	MOLDOVA, REPUBLIC OF	Submitted	Pending Payment Confirmation	<a href="#">View</a>
XU_30201700016624	13/06/2017	19/06/2017	19/06/2017	Apple (Fruit Varieties)	MD - Apple - Erika EN/Multilanguage (proposed denomination)		MD - Apple - Erika EN	MOLDOVA, REPUBLIC OF	Submitted	Pending Payment Confirmation	<a href="#">View</a>

3. Click again on the column name (Date of Submission).

4. The dashboard is sorted in descending order

International Reference Number	Created On	Modified On	Date of Submission	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Status	Applicant Payment Status	Action
XU_30201700016509	02/06/2017	23/06/2017	23/06/2017	Lettuce	mingsheng			AUSTRALIA	Submitted	Pending Payment Confirmation	<a href="#">View</a>
XU_30201700016649	23/06/2017	23/06/2017	23/06/2017	Lettuce		生菜		NETHERLANDS	Submitted	Pending Payment Confirmation	<a href="#">View</a>
XU_30201700016650	23/06/2017	23/06/2017	23/06/2017	Lettuce		生菜1		NETHERLANDS	Submitted	Pending Applicant's Payment	<a href="#">View</a>   <a href="#">Pay</a>
XU_30201700016647	22/06/2017	22/06/2017	22/06/2017	Rose	CO - Rose - Hend	CO - Rose -Hend		COLOMBIA	Submitted	Pending Applicant's Payment	<a href="#">View</a>   <a href="#">Pay</a>
XU_30201700016646	16/06/2017	21/06/2017	21/06/2017	Rose	CO - Rose - Erika Multi-language (proposed denomination) - New	CO - Rose - Erika Multi-language - New	CO - Rose - Erika Multi-language	COLOMBIA	Submitted	Pending Payment Confirmation	<a href="#">View</a>

### 6.2.3 Drafter Screen

If you are a "Drafter", you can click on one the following buttons:

1. [+ Start a new application](#) : to start a new application from scratch (§6.3)
2. [Copy application](#) : to start an application based on existing application data (§6.9)
3. [Edit User profile](#) : to update user profile (§6.1)

In the dashboard, you can click on:



1. **View:** View Pending and Submitted application data (§6.10)
2. **Edit:** Edit Pending application data (§6.11)
3. **Delete:** Delete Pending application data (§6.14)
4. **Co-Drafters Management:** Assign Co-drafter(s) to your pending application data (§5.4)
5. **Assign Signatory:** Assign an authorized signatory to your pending application data (§5.5)

**Note:** Your pending applications' data are the applications' data you created. The Co-drafter of an application data is not the owner. Therefore, they cannot assign other co-drafters to that application data.

### 6.2.4 Agent/Co-agent Admin Screen

If you are an "Agent" or a "Co-agent Admin", you can click on one the following buttons:

1. [+ Start a new application](#) : to start a new application data from scratch (§6.3)
2. [Copy application](#) : to start an application based on existing application data (§6.4)

3.  **User Role Management** : to assign roles to the persons of the same company/organization (§5)
4.  **Edit Agent Profile** : to update user profile (§6.1)


In the dashboard, you can click on:

1. **View:** View Pending and Submitted application data (§6.10);
2. **Edit:** Edit Pending application data (§6.11);
3. **Delete:** Delete Pending application data (§6.14);
4. **Co-Drafters Management:** Assign Co-drafter(s) to your pending application data (§5.4);
5. **Assign Signatory:** Assign an authorized signatory to your pending application data (§5.5)
6. **Pay:** If the Applicant Payment Status is “Pending Applicant’s Payment”, pay the due amount (§6.13)

Pending Imported Submitted Combined Assignment invitations								
International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
NA	PBR	22/02/2019	Solanum lycopersicum L.	den		TEST MOROCCO HM		<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Co-Drafters Management</a>   <a href="#">Assign Signatory</a>
NA	PBR	22/10/2018	Lactuca sativa L.			test agent		
XU_30201800000111	PBR	11/07/2018	Rosa L.	TEST ROSE AGENT				

### 6.2.5 Authorized Signatory Screen

If you are a “Signatory”, you can click on:

-  **Edit User profile** : to update user profile (§6.1)

In the dashboard, you can click on:

1. **View:** View Pending and Submitted application data (§6.10);
2. **Sign:** Sign Pending application data (§6.12);
3. **Pay:** If the Applicant Payment Status is “Pending Applicant’s Payment”, pay the due amount (§6.13)

Pending Imported Submitted								
International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
XU_30201800013422	PBR	16/07/2018	Lactuca sativa L.	TEST MD LETTUCE		test	MOLDOVA, REPUBLIC OF	<a href="#">View</a>   <a href="#">Sign</a>
NA	PBR	19/01/2018	Lactuca sativa L.	DENOMINATION AU LETTUCE				

## 6.3 Start New Application

### 6.3.1 Start a new application from scratch


As an “Agent”, in order to start a new application from scratch:

1. Click on “Start a new application” button




2. The settings screen is displayed:

**New Application Settings**

Crop/Species \* 

Select Authority \*


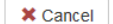
Submitter's Own Reference

Upload Existing Data (ZIP)  Browse

Select Language for answers

Application Form \*

Technical Questionnaire \*



3. Complete the following information:

a. **Select Crop/Species:**

i. Click on .

ii. Enter botanical name, common name or UPOV code and click on Search button.


**New Application Settings**

Search for: \*   Search 

Crop/Species \*

Select Authority \*



Submitter's Own Reference

Upload Existing Data (ZIP)  Browse

Select Language for answers

Application Form \*

Technical Questionnaire \*

iii. The list of results is displayed. Each row includes information about UPOV Code, Botanical name(s), Common Name(s) in the selected navigation language and whether the species has an adopted technical questionnaire form or not. Choose one of the UPOV codes.

Search for: \*

rose

Search

UPOV Code	BOTANICAL NAMES	COMMON NAMES	Has UPOV TQ Form	Has National TQ Form	TQ Information
<a href="#">RHODD_MAC</a>	Rhododendron macrosepalum Maxim.		✓	✗	TG/42
<a href="#">PAEON_ROC</a>	Paeonia rockii (S. G. Haw & Lauener) T. Hong & J. J. Li ex D. Y. Hong		✓	✗	TG/297
<a href="#">PAEON_DEL</a>	Paeonia delavayi Franch.	tree peony, yellow tree peony	✓	✗	TG/297
<a href="#">HYLOC_GUN</a>	hybrids between Hylocereus guatemalensis (Eichlam) Britton & Rose and Hylocereus undatus (Haw.) Britton et Rose		✗	✗	
<a href="#">ECHEV_ELE</a>	Echeveria elegans Rose	Mexican snowball, Mexican-gem, pearl echeveria, white Mexican-rose	✗	✗	
<a href="#">DEUTZ_ROS</a>	Deutzia xrosea (Lemoine) Rehder		✗	✗	
<a href="#">GOMPH_PUL</a>	Gomphrena pulchella Mart.		✗	✗	
<a href="#">RHODD_CAT</a>	Rhododendron catawbiense Michx.	catawba rhododendron, mountain rose bay, purple-laurel	✓	✗	
<a href="#">ECHEV_RUN</a>	Echeveria runyonii Rose ex E. Walther		✗	✗	
<a href="#">ECHEV_ARU</a>	Echeveria affinis E. Walther x Echeveria runyonii Rose ex E. Walther		✗	✗	

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Close

**Note:** If a crop does not have a TQ form, the generic form will be used which does not include any guidance about characteristics and corresponding states of expression.

If necessary, the user can add or update the common name. This could be useful especially when a common name is not defined in the [GENIE database](#).

### New Application Settings

Crop/Species \*

Oenothera rosea L'Hér. ex Aiton

Select Authority \*

Submitter's Own Reference

Upload Existing Data (ZIP)

Browse

Select Language for answers

Application Form \*

English

Technical Questionnaire \*

English

Start
Cancel

- Select PBR Authority:** When you choose a crop, the list of PBR authorities supporting that crop is updated automatically. Choose one the supporting PBR authorities;
- Submitters' Own Variety Reference:** If the designated PBR authority requests Breeder's reference, this field is optional. If not it becomes mandatory;

**New Application Settings**

Select Crop/Species \*

Select Authority \*

**Submitter's Own Reference \***

Upload Existing Data (ZIP)

Select Language for answers

Application Form \*

Technical Questionnaire \*

- d. **Upload Existing Data (ZIP):** Keep this field empty if you want to start the application data from scratch.
- e. **Select Language for answers** (Application Form, Technical Questionnaire): Choose one of the accepted languages if more than one language is accepted by the PBR authority. The list of questions is updated based on the chosen PBR authority and the required language for answers will be indicated.

4. Click on “Start” ;

**New Application Settings**

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference \*

Upload Existing Data (ZIP)

Select Language for answers

Application Form \*

Technical Questionnaire \*

5. A pop up message (Please complete the Submitter's Own Reference) appears:

**New Application Settings**

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference \*


Upload Existing Data (ZIP)

Select Language for answers

Application Form \*

Technical Questionnaire \*

**Information Message**

 Please fill the Submitter's Own Reference

6. Complete the Submitter's own reference and click on “Start”

**New Application Settings**

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference \*

Upload Existing Data (ZIP)

Select Language for answers

Application Form \*

Technical Questionnaire \*

7. The forms (application form and technical questionnaire) are generated (§6.4).

**New Application Settings**

Please wait  
Forms are being generated...

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference \*

Upload Existing Data (ZIP)

Select Language for answers

Application Form \*

Technical Questionnaire \*

8. An email notification with information about application procedure in the selected authority and crop is sent to the application data owner.

### 6.3.2 Start a new application from existing data

As a “Drafter” or an “Agent” or “Co-agent”, in order to start a new application from existing data:

1. Click on “Start a new application data” button

2. The settings screen is displayed:

**New Application Settings**

Crop/Species \*

Select Authority \*

Submitter's Own Reference

Upload Existing Data (ZIP)

Select Language for answers

Application Form \*

Technical Questionnaire \*

3. Complete the following information:

- a. **Select Crop/Species:** Choose one of the supported crops as explained above.
- b. **Select PBR Authority:** When you choose a crop, the list of PBR authorities supporting that crop is updated automatically. Choose one the supporting PBR authorities;
- c. **Submitters' Own Reference:** If the designated PBR authority requests the Breeder's reference, this field is mandatory. If not it becomes optional;

**New Application Settings**

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference \*

Upload Existing Data (ZIP)

Select Language for answers

Application Form \*

Technical Questionnaire \*

- d. **Upload Existing Data (ZIP):** Only ZIP file is accepted. It should include at least one XML file (Application Form and/or Technical Questionnaire) and/or a set of attachments. The accepted file formats are restricted to PDF, JPEG and PNG. If other formats are inserted, an error message should be displayed. The XML data should be valid against the PVP-XML schema (Application Form and/or Technical Questionnaire).
- e. **Select Language for answers** (Application Form, Technical Questionnaire): Choose one of the accepted languages if more than one language is accepted by the PBR authority. The list of questions is updated based on the chosen PBR authority and the required language for answers will be indicated.

#### 4. Complete the Submitter's own reference and click on "Start"

**New Application Settings**

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference

Upload Existing Data (ZIP)  AU\_Lact\_XU\_30201600007842.zip ❌

Select Language for answers

Application Form \*

Technical Questionnaire \*

#### 5. The result of data validation is displayed

- a. Zip is valid" means that the XML data is valid against PVP-XML schemas and the attachments are declared in the XML

**New Application Settings**

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference

Upload Existing Data (ZIP)

Select Language for answers

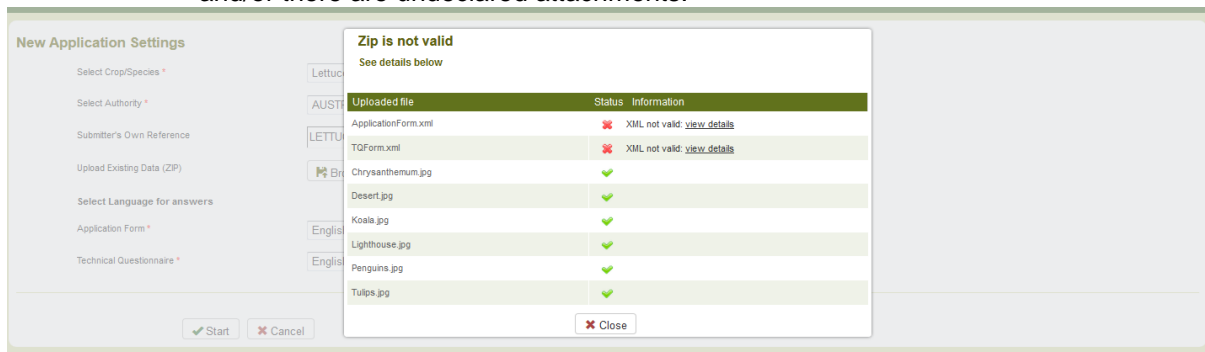
Application Form \*

Technical Questionnaire \*

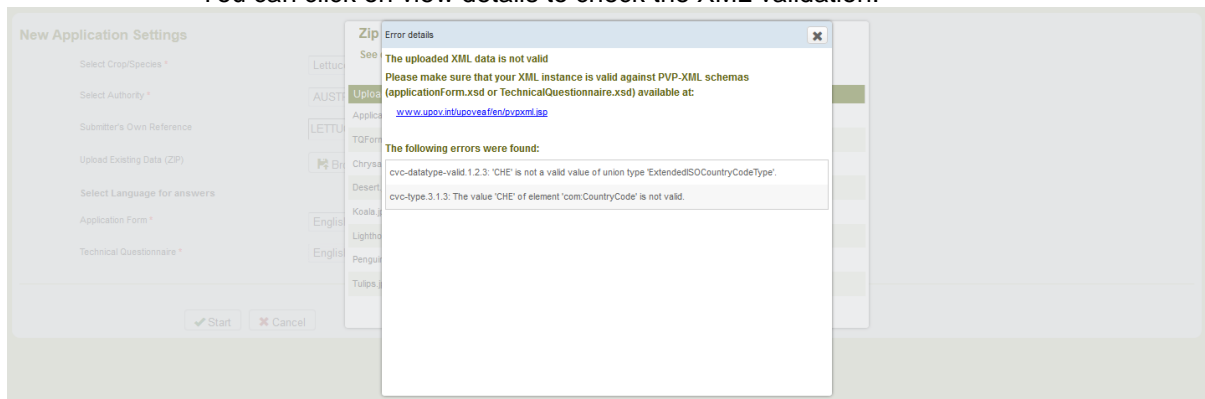
**Zip is valid**

Uploaded file	Status	Information
ApplicationForm.xml	✓	
TQForm.xml	✓	
Koala.jpg	✓	

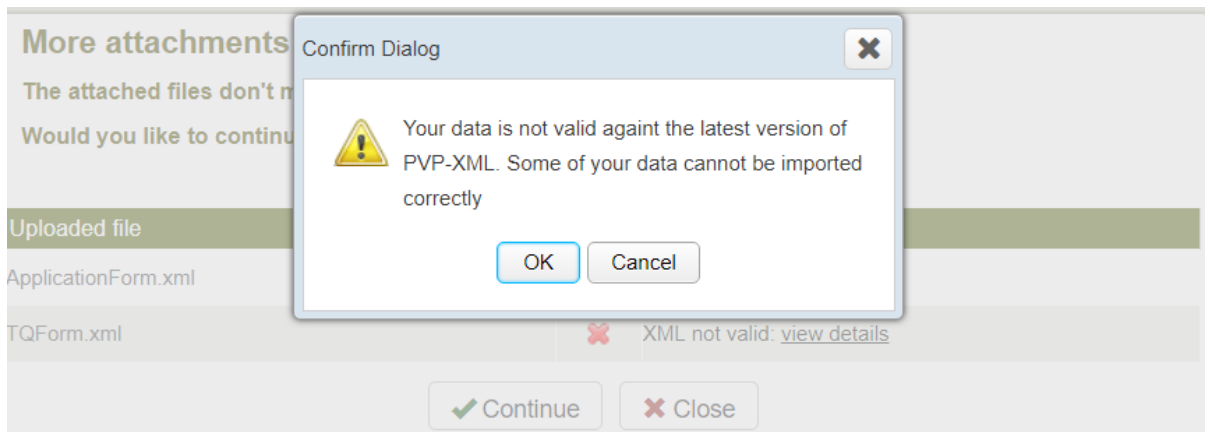
- b. “Zip is not valid” means that the XML data is not valid against PVP-XML schemas and/or there are undeclared attachments.



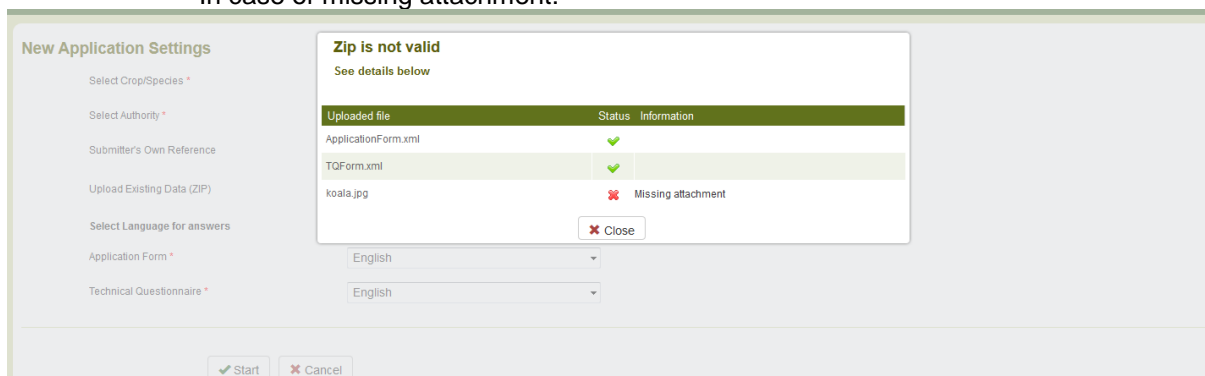
You can click on view details to check the XML validation:



Even if the data is not valid against the last version of PVP-XML schema, it is possible to continue. Some of your data cannot be imported correctly. Click on OK to continue.



In case of missing attachment:





In case of more attachments than expected, you can choose to continue and ignore the non-declared attachments.

6. Click on Continue

7. The forms (application form and technical questionnaire) are generated.

8. Some questions are prefilled based on the uploaded data. The others should be answered.

**Note: A green tick signifies that all mandatory questions have been answered.**



### 6.3.3 Start a new application for National listing

As an “Agent”, in order to start a new application for National listing:

1. Click on “Start a new application data” button

2. The settings screen is displayed:



## New Application Settings

Crop/Species *	<input type="text"/>	
Select Authority *	<input type="text"/>	
Submitter's Own Reference	<input type="text"/>	
Upload Existing Data (ZIP)	 Browse	
<b>Select Language for answers</b>		
Application Form *	<input type="text"/>	
Technical Questionnaire *	<input type="text"/>	

 Start  Cancel

3. Complete the following information:
- Select Crop/Species:** Choose one of the supported crops as explained above.
  - Select National Listing Authority:** When you choose a crop, the list of National Listing authorities supporting that crop is updated automatically. Choose one the supporting National Listing authorities;
  - Submitters' Own Reference:** If the designated National listing authority requests the Breeder's reference, this field is mandatory. If not it becomes optional;
  - Select National Listing and/or PBR**

## New Application Settings

Crop/Species *	<input type="text"/>	Avena sativa L.	
Select Authority *	<input type="text"/>	NETHERLANDS	
Submitter's Own Reference	<input type="text"/>		
Application data for	<input type="checkbox"/> PBR	<input checked="" type="checkbox"/> National Listing	
Upload Existing Data (ZIP)	 Browse		
<b>Select Language for answers</b>			
Application Form *	<input type="text"/>	Dutch	
Technical Questionnaire *	<input type="text"/>	Dutch	

 Start  Cancel

- e. **Select Language for answers** (Application Form, Technical Questionnaire): Choose one of the accepted languages if more than one language is accepted by the authority. The list of questions is updated based on the chosen authority and the required language for answers will be indicated.

- Complete the Submitter's own reference and click on "Start". The National Listing chapter contains all national listing specific questions.

## 6.4 Complete the form

The generated form page is composed of:


### 6.4.1 Header

The header includes information provided in the Settings page


### 6.4.2 Chapters

The original form questions are split into standard chapters for all PBR authorities.

#### 6.4.2.1 Mandatory questions

If the mandatory questions of a specific chapter are not answered, the  is displayed next to the chapter name. The submitter should click on the chapter name in order to complete the questions of that specific chapter.

#### 6.4.2.2 Translation alert

If the output form language is different from the selected navigation language, the translation icon  is displayed next to each chapter to indicate whether breeder should check or not the answers.

Once checked, the user can turn the red icon to green. They should right click on the chapter and select Check translation.

### 6.4.3 Buttons

The available buttons depends on the person's role.

#### 6.4.3.1 Drafter Screen

A drafter can choose to:

- Export: It allows saving in a local drive all the filled information (§6.5)
- Save: The filled information is captured in XML and stored in the database in an encrypted format (§6.6)
- Cancel: The information will not be saved. You will be redirected to the home page (§6.7)

### 6.4.3.2 Authorized Signatory, Co-agent and agent Screen

An “agent” or a “Co-agent” or an “Authorized signatory” can choose to:

- Export: allows saving in a local drive of all the filled information (§6.5)
- Save: The filled information is captured in XML and stored in the database in an encrypted format (§6.6)
- Cancel: The information will not be saved. You will be redirected to the home page (§6.7)
- Submit: The application data is transferred to the designated PBR authority (§6.8)

### 6.4.4 Legend

### 6.4.5 Questions

#### 6.4.5.1 Application Form

##### 6.4.5.1.1 APPLICANT(S)

The information completed in the user profile (§6.1) is retrieved and used to complete the corresponding questions in APPLICANT(S) chapter.

1. Complete at least the mandatory fields.

**Note:** Mandatory fields (\*) are marked in Red. They become unmarked when completed.

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

Technical Questionnaire

GENERAL

BREEDING SCHEME

VARIETY COMPARISON

ADDITIONAL INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

APPLICANT(S)

Name of Applicant 1(x)(i) \*

Contact Name 1(x)(i)

Street Address 1(x)(i) \*\*

(a second line) 1(x)(i) \*\*

Postal Code \*\*

State \*\*

Country \*

Telephone (include area code) 1(x)(i)(i)

Mobile (include area code)

Fax (include area code) 1(x)(i)(i)

E-mail address 1(x)(i) \*\*

ACN/ARB (if applicable)

Add Applicant

Hend Madhour

Chemin des colomбетtes 34

1211

SWITZERLAND

(41-22) 733 0336

hend.madhour@upov.int

2. Some specific rules are provided for information. Click on “\*\*” link in order to see details.

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

TECHNICAL EXAMINATION

Technical Questionnaire

BREEDING SCHEME

VARIETY CHARACTERISTICS

VARIETY COMPARISON

PLANT MATERIAL INFORMATION

ADDITIONAL INFORMATION

GMO INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

ENCLOSURES TO THE APPLICATION

The following documents are attached to the application form: 10.0

Transfer Document or other documentation of the applicant's right to the cultivar, ref. section 1 10.0

Power of attorney, ref. section 2 10.0

Documentation of permission to release and/or sale of a genetically modified variety, ref. section 4 10.0

Priority claim, ref. section 7 10.0

Receipt for paid application fee 10.0 \*\*

Other 10.0

Specify 10.0

Browse

Browse

Browse

Browse

Browse

Browse

Constraint Details

You should pay the application fees directly to: Norwegian Food Safety Authority, Postbox 363, 2383 Brumunddal, Norway

Account number: NO9047141001066

SpareBank 1 North-Norways

BIC-SWIFT: SNOWNO22

3. In case of multiple applicants, click on “Add Applicant”

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

Technical Questionnaire

GENERAL

BREEDING SCHEME

VARIETY COMPARISON

ADDITIONAL INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

APPLICANT(S)

Name of Applicant 1(x)(i) \*

Contact Name 1(x)(i)

Street Address 1(x)(i) \*\*

(a second line) 1(x)(i) \*\*

Postal Code \*\*

State \*\*

Country \*

Telephone (include area code) 1(x)(i)(i)

Mobile (include area code)

Fax (include area code) 1(x)(i)(i)

E-mail address 1(x)(i) \*\*

ACN/ARB (if applicable)

Name of Applicant 1(x)(i) \*

Contact Name 1(x)(i)

Street Address 1(x)(i) \*\*

(a second line) 1(x)(i) \*\*

Postal Code \*\*

State \*\*

Country \*

Telephone (include area code) 1(x)(i)(i)

Mobile (include area code)

Fax (include area code) 1(x)(i)(i)

E-mail address 1(x)(i) \*\*

ACN/ARB (if applicable)

Remove

Add Applicant

Hend Madhour

Chemin des colomбетtes 34

1211

SWITZERLAND

(41-22) 733 0336

hend.madhour@upov.int

Ben Rivore

34, chemin des colomбетtes

1211

Geneva

SWITZERLAND

4. If you want to remove the added applicant, click on “Remove”

#### 6.4.5.1.2 REPRESENTATIVE(S)/AGENT(S)

1. In case of multiple representatives, click on “Add Representative”

**Application Form**

- APPLICANTS
- REPRESENTATIVE(S)/AGENT(S)
- BREEDER(S)
- CORRESPONDENCE ADDRESS
- DENOMINATION
- OTHER APPLICATIONS
- PRIORITY CLAIM
- VARIETY SALE

**Technical Questionnaire**

- GENERAL
- BREEDING SCHEME
- VARIETY COMPARISON
- ADDITIONAL INFORMATION

**Declaration And Signature**

- DECLARATION AND SIGNATURE
- ATTACHMENTS

Export Save

Submit Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in gray next to each question denotes the corresponding standard UPOV reference as defined in TGP-6-Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

**REPRESENTATIVE(S)/AGENT(S)**

Agent appointed to act on behalf of the applicant 2 (0) (0)

Yes No

Name of Agent (if applicable) 2 (0) (0)

Street Address 2 (0) (0)

(a second line) 2 (0) (0)

State

Postal Code

Country \*

Contact Name 2 (0) (0)

Telephone (include area code) 2 (0) (0)

Mobile (include area code) 2 (0) (0)

Fax (include area code) 2 (0) (0)

E-mail address 2 (0) (0)

ACNUAREN (if applicable)

Remove

REPRESENTATIVE NAME

REPRESENTATIVE ADDRESS

NORWAY

hans.machour@uovint

Remove

Add Representative

2. If you want to remove the added representative, click on “Remove”

**Application Form**

- APPLICANTS
- REPRESENTATIVE(S)/AGENT(S)
- BREEDER(S)
- CORRESPONDENCE ADDRESS
- DENOMINATION
- OTHER APPLICATIONS
- PRIORITY CLAIM
- VARIETY SALE

**Technical Questionnaire**

- GENERAL
- BREEDING SCHEME
- VARIETY COMPARISON
- ADDITIONAL INFORMATION

**Declaration And Signature**

- DECLARATION AND SIGNATURE
- ATTACHMENTS

Export Save

Submit Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in gray next to each question denotes the corresponding standard UPOV reference as defined in TGP-6-Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

**REPRESENTATIVE(S)/AGENT(S)**

Agent appointed to act on behalf of the applicant 2 (0) (0)

Yes No

Name of Agent (if applicable) 2 (0) (0)

Street Address 2 (0) (0)

(a second line) 2 (0) (0)

State

Postal Code

Country \*

Contact Name 2 (0) (0)

Telephone (include area code) 2 (0) (0)

Mobile (include area code) 2 (0) (0)

Fax (include area code) 2 (0) (0)

E-mail address 2 (0) (0)

ACNUAREN (if applicable)

Remove

REPRESENTATIVE NAME

REPRESENTATIVE ADDRESS

NORWAY

hans.machour@uovint

Remove

Add Representative

#### 6.4.5.1.3 CORRESPONDENCE ADDRESS

Some UPOV members have questions related to the “Correspondence Address” chapter

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

Technical Questionnaire

GENERAL

BREEDING SCHEME

VARIETY COMPARISON

ADDITIONAL INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

CORRESPONDENCE ADDRESS

Is the correspondence address different to applicant's address or is applicant's address not in Australia or New Zealand? \*

Yes

No

Postal address for service of notices on the applicant if different to applicant's address or if applicant's address is not in Australia or New Zealand 3(a)(i)

Street Address 3(a)(ii)

(a second line) 3(a)(iii)

State

Postal Code

Country (must be Australia or New Zealand) \*

AUSTRALIA

Contact Name 3(a)(iv)

Telephone (include area code) 3(a)(v)

Mobile (include area code)

Fax (include area code) 3(a)(vi)

E-mail address 3(a)(vii)

### 6.4.5.1.4 BREEDER(S)

In case the breeder is the applicant, for some PBR authorities, it is possible to link them to the corresponding applicant. For that:

#### 1. Click on Browse applicants

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

Technical Questionnaire

GENERAL

BREEDING SCHEME

VARIETY COMPARISON

ADDITIONAL INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

BREEDER(S)

Breeder is the applicant 3(b)(i)

Relationship of the breeder to the applicant detailed in APPLICANT(S) chapter 3.0 \*

Browse applicants

Breeder is an employee or member of an organisation which is the applicant

Breeder is not the applicant.

Add Breeder

#### 2. The list of previous applicants is displayed

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

Technical Questionnaire

GENERAL

BREEDING SCHEME

VARIETY COMPARISON

ADDITIONAL INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

BREEDER(S)

Breeder is the applicant 3(b)(i)

Relationship of the breeder to the applicant detailed in APPLICANT(S) chapter 3.0 \*

Browse applicants

Breeder is an employee or member of an organisation which is the applicant

Breeder is not the applicant.

Add Breeder

List of available applicants

Applicant name

Hend Madhour

Ben Rivoli

Continue

Close



## 3. Select an applicant and click on Continue

The screenshot shows the 'BREEDER(S)' section of the application form. A modal window titled 'List of available applicants' is open, displaying a list of applicants: 'Hend Madhour' and 'Ben Rivoire'. The 'Continue' button is highlighted with a red circle.

## 4. The breeder is now linked to the chosen applicant

The screenshot shows the 'BREEDER(S)' section of the application form. The 'Breeder is the applicant' option is selected, and 'Ben Rivoire' is linked to the applicant.

## 5. In the case of multiple breeders, click on Add Breeder

The screenshot shows the 'BREEDER(S)' section of the application form. The 'Add Breeder' button is visible at the bottom.

## 6. If you want to remove the added breeder, click on "Remove"

#### 6.4.5.1.5 DENOMINATION

**Note:** In UPOV PRISMA, the breeder's reference identifies a variety. Application data for the same variety can be used with different PBR authorities with different denominations, although the same denomination should be proposed for all PBR authorities in the first instance. In order to reuse answers of existing application data for the same variety, the “combined application data” combines all the provided answers per variety as identified by the breeder's reference. For this reason, it is recommended to provide the same breeder's reference for all application data of the same variety.

##### 1. Provide an existing breeder's reference for the same authority and crop

The screenshot shows the 'DENOMINATION' section of the UPOV Electronic Application Form. On the left is a sidebar with a list of sections: Application Form (with sub-sections: APPLICANTS, REPRESENTATIVE(S)/AGENT(S), BREEDER(S), CORRESPONDENCE ADDRESS, DENOMINATION, OTHER APPLICATIONS, PRIORITY CLAIM, VARIETY SALE), Technical Questionnaire (GENERAL, BREEDING SCHEME, VARIETY COMPARISON, ADDITIONAL INFORMATION), and Declaration And Signature (DECLARATION AND SIGNATURE, ATTACHMENTS). Below the sidebar are buttons for Export, Save, Submit, and Cancel. A status box indicates that all mandatory fields in this chapter have been answered. The main content area is titled 'DENOMINATION' and contains the following text: 'Proposed name for the variety (1) \*', 'Synonym- a synonym is an alternative name for a variety. Please note that once accepted, the synonym along with the name is also protected. A synonym must also conform with section 27 of the PBR Act.', 'Breeder's code (2)', 'Trade name', and 'Other name'. To the right of this text are input fields for 'DENOMINATION' and 'LETUCE\_VAR'.

##### 2. Click on “Save”, an error message is displayed. It invites you to provide another breeder's reference

In some PBR authorities, the breeder's reference is not requested. For this reason, the submitter's own variety reference is requested at Settings page (§6.3).

In case you provide the submitter's own variety reference for PBR authorities requesting the breeder's reference, the data provided is filled in automatically in the form and it is not editable.

#### 6.4.5.1.6 OTHER APPLICATIONS

In order to add multiple applications, click on “Add”

The screenshot shows the 'OTHER APPLICATIONS' section of the UPOV Electronic Application Form. The sidebar and status box are identical to the previous screenshot. The main content area is titled 'OTHER APPLICATIONS' and contains the question: 'Has an application for PBR in this variety been lodged in a country other than Australia?'. Below this question are radio buttons for 'Yes' and 'No'. Below the radio buttons is a table with the following columns: 'Country filed (3) (i)', 'Date of Lodgement dd/mm/yyyy (4) (i)', 'Application No. (5) (i)', 'Current Status (6) (i)', and 'Variety Name (7) (i)'. The table has one row with a red 'X' in the first column and an 'Add' button below it.

## 6.4.5.1.7 PRIORITY CLAIM

If no other application data is inserted in OTHER APPLICATIONS chapter, it is not possible to select yes as answer to the question related to Priority claim.

The screenshot displays the 'PRIORITY' section of the application form. On the left, a sidebar lists various sections: Application Form (with sub-items: APPLICANTS, REPRESENTATIVE(S)/AGENT(S), BREEDER(S), CORRESPONDENCE ADDRESS, DENOMINATION, OTHER APPLICATIONS, PRIORITY CLAIM, and VARIETY SALE), Technical Questionnaire (with sub-items: GENERAL, BREEDING SCHEME, VARIETY COMPARISON, and ADDITIONAL INFORMATION), and Declaration And Signature (with sub-items: DECLARATION AND SIGNATURE and ATTACHMENTS). Below the sidebar are buttons for 'Export', 'Save', and 'Cancel'. A status box indicates that all mandatory fields in this chapter have been answered. The main content area is titled 'PRIORITY' and contains the question: 'Is priority claimed in respect of the earliest overseas application lodged with a UPOV member state? 7.9 \*'. To the right of the question are radio buttons for 'Yes' and 'No', with 'No' being selected.

## 6.4.5.1.8 NOVELTY

In the designated PBR authority, the date of first commercialization should not be more than one year after the filing date or priority date, if applicable. If you select a date out of this range, the system displays a warning message.

The screenshot displays the 'NOVELTY' section of the application form. The sidebar on the left is similar to the previous section but includes 'NOVELTY' under the Application Form section. The main content area is titled 'VARIETY SALE' and contains two questions. The first question is 'Has the variety been sold in Australia with the breeder's consent? 8 (b1) c(i) \*', with radio buttons for 'Yes' and 'No'. Below this is a form for 'Date of first sale 8 (b1) c(ii)' with a date picker set to '14/12/2014'. To the right of the date picker is a warning message: 'Out of range 20161220 - 20161219: see \*\*'. The second question is 'Has the variety been sold overseas with the breeder's consent? 8 (b1) d(i) \*', with radio buttons for 'Yes' and 'No'. Below this is a form for 'Date of first sale 8 (b1) d(ii)' with a date picker set to '14/12/2014'. To the right of the date picker is a warning message: 'Out of range 20161220 - 20161219: see \*\*'. The form also includes a dropdown for 'Under what variety name 8 (b1) d(iii)' with the value 'MY VARIETY' and a dropdown for 'Which country 8 (b1) d(iv)' with the value 'Angola'. At the bottom of the sidebar are buttons for 'Export', 'Save', 'Submit', and 'Cancel'.

Outside the designated PBR authority, the date of first commercialization should not be earlier than four years before the filing date, or priority date, if applicable (except for trees and vines, for which the date should not be earlier than six years before the filing date. It is necessary to check with each PBR authority as to which crops are considered as trees and vines).

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

✓ BREEDER(S)

✓ CORRESPONDENCE ADDRESS

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

NOVELTY

Technical Questionnaire

! GENERAL

! BREEDING SCHEME

! VARIETY COMPARISON

! ADDITIONAL INFORMATION

Declaration And Signature

! DECLARATION AND SIGNATURE

! ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

VARIETY SALE

Has the variety been sold in Australia with the breeder's consent? § (91) d(i) \*

Yes

No

Date of first sale § (91) d(i) \*

Under what variety name § (91) d(i) \*

14/12/2014

MY VARIETY

Has the variety been sold overseas with the breeder's consent? § (91) d(i) \*

Yes

No

Date of first sale § (91) d(i) \*

Country § (91) d(i) \*

30/11/2010

Constraint Details

Outside the designated authority, the date of first commercialization should not be earlier than four years before the filing date, or priority date, if applicable (except for trees and vines, for which the date should not be earlier than six years before the filing date. It is necessary to check with each authority as to which crops are considered as trees and vines).

## 6.4.5.1.9 TECHNICAL EXAMINATION

### 1. Click on Technical Examination chapter

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

✓ BREEDERS

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

✓ VARIETY SALE

TECHNICAL EXAMINATION

Technical Questionnaire

! BREEDING SCHEME

! VARIETY CHARACTERISTICS

! VARIETY COMPARISON

! PLANT MATERIAL INFORMATION

! ADDITIONAL INFORMATION

! GMO INFORMATION

Declaration And Signature

! DECLARATION AND SIGNATURE

! ATTACHMENTS

Export

Save

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

DUS-TEST (NOVELTY EXAMINATION) OF THE VARIETY

Available §(a)(i)(1)

Ongoing §(a)(i)(1)

since (year) §(a)(i)(3)

2015

(institution, address) §(a)(i)(2)

institution, address1

Will start/desired started §(a)(i)

Add Technical Examination

### 2. In order to add other technical examinations for parent lines of hybrids, click on Add Technical Examination

Page 44 of 69

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

✓ BREEDER(S)

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

✓ VARIETY SALE

✓ TECHNICAL EXAMINATION

Technical Questionnaire

! BREEDING SCHEME

! VARIETY CHARACTERISTICS

! VARIETY COMPARISON

! PLANT MATERIAL INFORMATION

! ADDITIONAL INFORMATION

! GMO INFORMATION

Declaration And Signature

! DECLARATION AND SIGNATURE

! ATTACHMENTS

Export

Save

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/IS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

DUS-TEST (NOVELTY EXAMINATION) OF THE VARIETY

Available 9(a)(i)(1)

Ongoing 9(a)(i)(1)

since (year) 9(a)(ii)(3) 2015

(institution, address): 9(a)(ii)(2) institution\_address1

Will start/ended started 9(a)(ii)

Available 9(a)(i)(1)

From (year) 9(a)(ii)(3)

(institution, address): 9(a)(ii)(2)

Ongoing 9(a)(i)(1)

Will start/ended started 9(a)(ii)

Remove

Add Technical Examination

3. In order to remove already inserted Technical Examination, click on Remove.

6.4.5.2 Technical Questionnaire

6.4.5.2.1 BREEDING SCHEME

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

! BREEDER(S)

! CORRESPONDENCE ADDRESS

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

✓ VARIETY SALE

✓ TECHNICAL EXAMINATION

Technical Questionnaire

✓ BREEDING SCHEME

! VARIETY CHARACTERISTICS

! VARIETY COMPARISON

! PLANT MATERIAL INFORMATION

! ADDITIONAL INFORMATION

Declaration And Signature

! DECLARATION AND SIGNATURE

! ATTACHMENTS

Export

Save

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/IS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

Information on the breeding scheme and propagation of the variety

Variety resulting from crossing 4.1

controlled cross 4.1.1 (a)

(please state parent varieties) \*

mother

father

partially known cross 4.1.1 (b)

unknown cross 4.1.1 (c)

Variety resulting from mutation 4.1.2

Variety resulting from discovery and development 4.1.3

Variety resulting from other 4.1.4

Method of propagating the variety

grafting 4.2 (a)

(please specify rootstock) \*

rootstock

cuttings 4.2 (b)

in vitro propagation 4.2 (c)

other 4.2 (d)

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6.4.5.2.2 VARIETY CHARACTERISTICS

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

TECHNICAL EXAMINATION

Technical Questionnaire

BREEDING SCHEME

VARIETY CHARACTERISTICS

VARIETY COMPARISON

PLANT MATERIAL INFORMATION

ADDITIONAL INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding in for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/IS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

Characteristics of the variety to be indicated

Characteristics of the variety to be indicated (the number in brackets refers to the corresponding characteristic in Test Guidelines; please mark the note which best corresponds).

(1) Plant: growth type 5.1 \*

1\_miniature

2\_dwarf

3\_bed

4\_shrub

5\_climber

6\_ground cover

(2) Flower: type 5.2 \*

1\_single

2\_semi-double

3\_double

(23) Flower: color group 5.3 \*

1\_white or near white

2\_white\_blend

3\_green

4\_yellow

5\_yellow blend

6\_orange

7\_orange blend

8\_pink

9\_pink blend

10\_red

6.4.5.2.3 VARIETY COMPARISON

1. Select a characteristic among the list of characteristics.

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

TECHNICAL EXAMINATION

Technical Questionnaire

BREEDING SCHEME

VARIETY CHARACTERISTICS

VARIETY COMPARISON

PLANT MATERIAL INFORMATION

ADDITIONAL INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding in for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/IS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

Similar varieties and differences from these varieties

Please use the following table and box for comments to provide information on how your candidate variety differs from the variety (or varieties) which, to the best of your knowledge, is (or are) most similar. This information may help the examination authority to conduct its examination of distinctness in a more efficient way.

Denomination(s) of variety(ies) similar to your candidate variety s.o	Characteristic(s) in which your candidate variety differs from the similar variety(ies) s.o	Describe the expression of the characteristic(s) for the similar variety(ies) s.o	Describe the expression of the characteristic(s) for your candidate variety s.o
similar variety			

+ Add

Comments: 0.0

UPOV 01: Plant: growth type

UPOV 02: Excluding varieties with growth type climber: Plant: growth habit

UPOV 03: Plant: height (during second flush)

UPOV 04: Young shoot: anthocyanin coloration

UPOV 05: Young shoot: intensity of anthocyanin coloration

UPOV 06: Stem: number of prickles (excluding very small and hair-like prickles)

UPOV 07: Prickles: pre-dominant color

UPOV 08: Leaf: size

UPOV 09: Leaf: intensity of green color (upper side)

UPOV 10: Leaf: anthocyanin coloration

UPOV 11: Leaf: glossiness of upper side

UPOV 12: Leaflet: undulation of margin

UPOV 13: Terminal leaflet: shape of blade

UPOV 14: Terminal leaflet: shape of base of blade

UPOV 15: Terminal leaflet: shape of apex of blade

2. The drop down list for the state of expression of the candidate variety and the most similar variety is automatically populated.

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**Similar varieties and differences from these varieties**

Please use the following table and box for comments to provide information on how your candidate variety differs from the variety (or varieties) which, to the best of your knowledge, is (or are) most similar. This information may help the examination authority to conduct its examination of distinctness in a more efficient way.

Denomination(s) of variety(ies) similar to your candidate variety s.o.	Characteristic(s) in which your candidate variety differs from the similar variety(ies) s.o.	Describe the expression of the characteristic(s) for the similar variety(ies) s.o.	Describe the expression of the characteristic(s) for your candidate variety s.o.
similar variety	UPOV 01: Plant: growth type		

Comments: 0.0

1\_miniaature  
2\_dwarf  
3\_bed  
4\_shrub  
5\_climber  
6\_ground cover

3. If you select the same value for the candidate variety and most similar variety, a pop up window informs you that this action is forbidden.

**Warning**

You have selected same value as in similar variety. Please select different value.

OK

4. Choose another value and complete the denomination of the most similar variety.

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

✗ BREEDER(S)

✗ CORRESPONDENCE ADDRESS

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

✓ VARIETY SALE

✗ TECHNICAL EXAMINATION

Technical Questionnaire

✓ BREEDING SCHEME

✓ VARIETY CHARACTERISTICS

✓ VARIETY COMPARISON

✗ PLANT MATERIAL INFORMATION

✗ ADDITIONAL INFORMATION

Declaration And Signature

✗ DECLARATION AND SIGNATURE

✗ ATTACHMENTS

Export

Save

Cancel

✓ All mandatory fields in this chapter have been answered

✗ All mandatory fields in this chapter have not been answered

Mandatory

\*\* Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGPIS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

Similar varieties and differences from these varieties

Please use the following table and box for comments to provide information on how your candidate variety differs from the variety (or varieties) which, to the best of your knowledge, is (or are) most similar. This information may help the examination authority to conduct its examination of distinctness in a more efficient way.

Denomination(s) of variety(ies) similar to your candidate variety s.o	Characteristic(s) in which your candidate variety differs from the similar variety(ies) s.o	Describe the expression of the characteristic(s) for the similar variety(ies) s.o	Describe the expression of the characteristic(s) for your candidate variety s.o
✗ similar variety	UPOV 01: Plant: growth type	1_miniaature	2_dwarf

Add

Comments: 0/0

5. In order to add a new comparison, click on “Add”

6. You can complete the characteristic as well as the different state of expression using free text information

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

✗ BREEDER(S)

✗ CORRESPONDENCE ADDRESS

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

✓ VARIETY SALE

✗ TECHNICAL EXAMINATION

Technical Questionnaire

✓ BREEDING SCHEME

✓ VARIETY CHARACTERISTICS

✓ VARIETY COMPARISON

✗ PLANT MATERIAL INFORMATION

✗ ADDITIONAL INFORMATION

Declaration And Signature

✗ DECLARATION AND SIGNATURE

✗ ATTACHMENTS

Export

Save

Cancel

✓ All mandatory fields in this chapter have been answered

✗ All mandatory fields in this chapter have not been answered

Mandatory

\*\* Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGPIS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

Similar varieties and differences from these varieties

Please use the following table and box for comments to provide information on how your candidate variety differs from the variety (or varieties) which, to the best of your knowledge, is (or are) most similar. This information may help the examination authority to conduct its examination of distinctness in a more efficient way.

Denomination(s) of variety(ies) similar to your candidate variety s.o	Characteristic(s) in which your candidate variety differs from the similar variety(ies) s.o	Describe the expression of the characteristic(s) for the similar variety(ies) s.o	Describe the expression of the characteristic(s) for your candidate variety s.o
✗ similar variety	UPOV 01: Plant: growth type	1_miniaature	2_dwarf
✗ similar variety	characteristic text	soe1	soe2

Add

Comments: 0/0

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6.4.5.2.4 PLANT MATERIAL INFORMATION

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

✗ BREEDER(S)

✗ CORRESPONDENCE ADDRESS

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

✓ VARIETY SALE

✗ TECHNICAL EXAMINATION

Technical Questionnaire

✓ BREEDING SCHEME

✓ VARIETY CHARACTERISTICS

✓ VARIETY COMPARISON

✓ PLANT MATERIAL INFORMATION

✗ ADDITIONAL INFORMATION

Declaration And Signature

✗ DECLARATION AND SIGNATURE

✗ ATTACHMENTS

Export

Save

Cancel

✓ All mandatory fields in this chapter have been answered

✗ All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TPPIS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

Information on plant material to be examined or submitted for examination

The expression of a characteristic or several characteristics of a variety may be affected by factors, such as pests and disease, chemical treatment (e.g. growth retardants or pesticides), effects of tissue culture, different rootstocks, scions taken from different growth phases of a tree, etc. 9.1

The plant material should not have undergone any treatment which would affect the expression of the characteristics of the variety, unless the competent authorities allow or request such treatment. If the plant material has undergone such treatment, full details of the treatment must be given. In this respect, please indicate below, to the best of your knowledge, if the plant material to be examined has been subjected to: 9.2

Microorganisms (e.g. virus, bacteria, phytoplasma). Yes/No 9.2 (a) \*

Chemical treatment (e.g. growth retardant, pesticide). Yes/No 9.2 (b) \*

Tissue culture. Yes/No 9.2 (c) \*

Other factors. Yes/No 9.2 (d) \*

Please provide details for where you have indicated "yes".

Microorganisms

Yes

No

Yes

No

Yes

No

Yes

No

6.4.5.2.5 ADDITIONAL INFORMATION

Application Form

✓ APPLICANTS

✓ REPRESENTATIVE(S)/AGENT(S)

✗ BREEDER(S)

✗ CORRESPONDENCE ADDRESS

✓ DENOMINATION

✓ OTHER APPLICATIONS

✓ PRIORITY CLAIM

✓ VARIETY SALE

✗ TECHNICAL EXAMINATION

Technical Questionnaire

✓ BREEDING SCHEME

✓ VARIETY CHARACTERISTICS

✓ VARIETY COMPARISON

✓ PLANT MATERIAL INFORMATION

✗ ADDITIONAL INFORMATION

Declaration And Signature

✗ DECLARATION AND SIGNATURE

✗ ATTACHMENTS

Export

Save

Cancel

✓ All mandatory fields in this chapter have been answered

✗ All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TPPIS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

Additional information which may help in the examination of the variety

In addition to the information provided in sections 5 and 6, are there any additional characteristics which may help to distinguish the variety? Yes/No 7.1 \*

Are there any special conditions for growing the variety or conducting the examination? Yes/No 7.2 \*

Main use 7.3

grown in the open 7.3 (a)

grown under glass or other protection 7.3 (b)

A representative color photograph of the variety should accompany the Technical Questionnaire

Authorization for release

Does the variety require prior authorization for release under legislation concerning the protection of the environment, human and animal health? Yes/No 8(a) \*

Yes

No

Yes

No

grown in the open 7.3 (a)

grown under glass or other protection 7.3 (b)

Yes

No

Yes

No

Page 49 of 69

### 6.4.5.2.6 GMO INFORMATION

The screenshot shows the 'GMO INFORMATION' section of the application form. On the left is a sidebar with a list of sections: Application Form, Technical Questionnaire, Declaration And Signature, and Attachments. The 'GMO INFORMATION' section is currently selected. The main content area contains three questions with radio button answers: 'Is the variety a genetically modified organism cf. definition in the Gene Technology Act of 2 April 1993 no. 38? Yes/No', 'If yes, has the Ministry of Environment in Norway approved the cultivar for release in field trials Yes/No', and 'If yes, has the Ministry of Environment in Norway approved the cultivar for trading Yes/No'. Below these questions is a text box for 'Permits for release or sale of a genetically modified variety, must be documented'. At the bottom left, there are buttons for 'Export', 'Save', 'Submit', and 'Cancel', along with a status indicator showing 'All mandatory fields in this chapter have been answered'.

**Note:** If you answer “Yes” to the question related to GMO, please provide the required file in the attachments chapter.

### 6.4.5.3 Declaration and Signature

#### 6.4.5.3.1 DECLARATION AND SIGNATURE

Only if you are the owner (the one who started the application), or if you are authorized by a breeder, can you complete this chapter.

The screenshot shows the 'DECLARATION AND SIGNATURE' section of the application form. The sidebar on the left is the same as in the previous section, with 'DECLARATION AND SIGNATURE' now selected. The main content area contains a declaration statement: 'The undersigned hereby request for plant breeders rights of the above mentioned plant variety and declare that the above information is correct and that it is not withheld information which may affect the assessment of the application. The Norwegian Plant Variety Board is granted the right to obtain information about the claimed plant variety from other than the variety owner.' Below this are fields for 'Place', 'Date', 'Name of applicant/agent (company, individual)', and 'Signature'. The 'Place' field is filled with 'GENEVA', the 'Date' field with '24/11/2016', and the 'Name' field with 'HEND MADHOUR'. The 'Signature' field has a 'Browse' button and a file name 'BRW0C84DC79441F\_000413.jpg'. At the bottom left, there are buttons for 'Export', 'Save', 'Submit', and 'Cancel', along with a status indicator showing 'All mandatory fields in this chapter have been answered'.

#### 6.4.5.3.2 ATTACHMENTS

1. Upload the required attachments.
2. If the attached file type is different from JPG, PNG, PDF, a pop up window appears.

Application Form

- ✓ APPLICANTS
- ✓ REPRESENTATIVE(S)/AGENT(S)
- ✗ BREEDER(S)
- ✓ DENOMINATION
- ✓ OTHER APPLICATIONS
- ✓ PRIORITY CLAIM
- ✓ VARIETY SALE
- ✓ TECHNICAL EXAMINATION

Technical Questionnaire

- ✓ BREEDING SCHEME
- ✓ VARIETY CHARACTERISTICS
- ✗ VARIETY COMPARISON
- ✗ PLANT MATERIAL INFORMATION
- ✗ ADDITIONAL INFORMATION
- ✓ GMO INFORMATION

Declaration And Signature

- ✓ DECLARATION AND SIGNATURE
- ✗ ATTACHMENTS

Export Save

Submit Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

\*\* Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TPPIS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

ENCLOSURES TO THE APPLICATION

The following documents are attached to the application:

- Transfer Document or other documentation of the
- Power of attorney, ref. section 2 10.0
- Documentation of permission to release and/or sale of a genetically modified variety, ref. section 4 10.0
- Priority claim, ref. section 7 10.0
- Receipt for paid application fee 10.0 \*\*
- Other 10.0
- Specify 10.0

Browse

Browse

Browse

Browse

Browse

Browse

**Note:** It is also allowed to attach a zip file composed of multiple files (JPG, PNG, and PDF)

3. If you attach the same file twice:

Application Form

- ✓ APPLICANTS
- ✓ REPRESENTATIVE(S)/AGENT(S)
- ✗ BREEDER(S)
- ✓ DENOMINATION
- ✓ OTHER APPLICATIONS
- ✓ PRIORITY CLAIM
- ✓ VARIETY SALE
- ✓ TECHNICAL EXAMINATION

Technical Questionnaire

- ✓ BREEDING SCHEME
- ✓ VARIETY CHARACTERISTICS
- ✗ VARIETY COMPARISON
- ✗ PLANT MATERIAL INFORMATION
- ✗ ADDITIONAL INFORMATION
- ✓ GMO INFORMATION

Declaration And Signature

- ✓ DECLARATION AND SIGNATURE
- ✗ ATTACHMENTS

Export Save

Submit Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

\*\* Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TPPIS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

ENCLOSURES TO THE APPLICATION

The following documents are attached to the application:

- Transfer Document or other documentation of the
- Power of attorney, ref. section 2 10.0
- Documentation of permission to release and/or sale of a genetically modified variety, ref. section 4 10.0
- Priority claim, ref. section 7 10.0
- Receipt for paid application fee 10.0 \*\*
- Other 10.0
- Specify 10.0

Browse

Browse

Browse

Browse

Browse

Browse

IMG\_7706.JPG

4. Attach the correct format

Application Form

APPLICANTS

REPRESENTATIVE(S)/AGENT(S)

BREEDER(S)

DENOMINATION

OTHER APPLICATIONS

PRIORITY CLAIM

VARIETY SALE

TECHNICAL EXAMINATION

Technical Questionnaire

BREEDING SCHEME

VARIETY CHARACTERISTICS

VARIETY COMPARISON

PLANT MATERIAL INFORMATION

ADDITIONAL INFORMATION

GMO INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/IS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

ENCLOSURES TO THE APPLICATION

The following documents are attached to the application form: 10.0

Transfer Document or other documentation of the applicant's right to the cultivar, ref. section 1 10.0

Power of attorney, ref. section 2 10.0

Documentation of permission to release and/or sale of a genetically modified variety, ref. section 4 10.0

Priority claim, ref. section 7 10.0

Receipt for paid application fee: 10.0 \*\*

Other 10.0

Specify 10.0

Browse

Browse

Browse IMG\_7633.JPG ✖

Browse IMG\_7706.JPG ✖

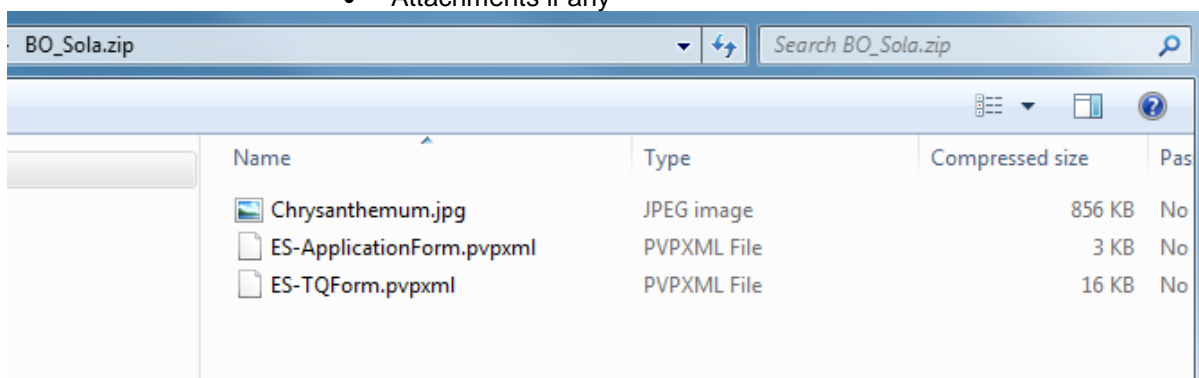
Browse IMG\_7706\_1.JPG ✖

Browse

## 6.5 Export

In order to download and store the information in a local drive:

1. Click on Export
2. Open the downloaded file: It is a zip file that contains:
  - Encrypted XML Application Form data
  - Encrypted XML Technical Questionnaire data
  - Attachments if any



**Note:** File name conventions are used for the zip file and XML files:

1. The zip file name is a concatenation of the PBR Authority Code (e.g. BO), “\_” and the four first letters of the UPOV code for the chosen crop.
2. The application form file name is a concatenation of the language code used for answers (e.g. ES), “-”, “ApplicationForm”
3. The technical questionnaire file name is a concatenation of the language code used for answers (e.g. ES), “-”, “TQForm”

## 6.6 Save

In order to save the information in the database in an encrypted format:

1. Click on Save
2. A Warning message will pop up to invite to include if you wish the information in the combined application data of the candidate variety.

The screenshot shows the 'Application Form' interface with a 'Warning' dialog box. The dialog box contains the text: 'Would you like to include the provided data in the combined application data in order to be able to reuse it in other applications?' with 'Yes' and 'No' buttons. The background form is partially visible, showing sections like 'ADDITIONAL INFORMATION' and 'Technical Questionnaire'.

### 3. A confirmation message will confirm that the application data has been successfully saved.

The screenshot shows the 'Application Form' interface with an 'Information Message' dialog box. The dialog box contains the text: 'You have successfully saved your application' with an 'OK' button. The background form is partially visible, showing sections like 'ADDITIONAL INFORMATION' and 'Technical Questionnaire'.

### 4. Click on Home in the header

### 5. The saved application data will appear in the dashboard as "Pending".

<a href="#">+ Start a new application</a> <a href="#">Copy application</a> <a href="#">User Role Management</a> <a href="#">Edit User profile</a>											
Your Applications											
International Reference Number	Created On	Modified On	Date of Submission	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Status	Applicant Payment Status	Action
NA	24/11/2016	20/12/2016	NA	Soya Bean	DENOMINATION SOYABEAN			NORWAY	Pending	NA	<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Delete</a> <a href="#">Co-Drafters Management</a>

## 6.7 Cancel

The information will be lost. A dialog will pop up in order to confirm that.

**Confirm Dialog**

Are you sure you wish to cancel? All unsaved changes will be lost

OK Cancel

**APPLICANT(OWNER)**

Name 1(a)(i) \*

Address 1(a)(ii) \*

Postal code

Country \*

E-mail 1(a)(iv) \*

Phone 1(a)(vi)

Fax 1(a)(vii)

+ Add Applicant

Hend Madhour

Chemin de Folieu, 12

1020

SWITZERLAND

hend.madhour@upov.int

(41-22) 733 0336

**Application Form**

- APPLICANTS
- REPRESENTATIVE(S) AGENT(S)
- BREEDER(S)
- DENOMINATION
- OTHER APPLICATIONS
- PRIORITY CLAIM
- VARIETY SALE
- TECHNICAL EXAMINATION
- TECHNICAL QUESTIONNAIRE
- BREEDING SCHEME
- VARIETY CHARACTERISTICS
- VARIETY COMPARISON
- PLANT MATERIAL INFORMATION
- ADDITIONAL INFORMATION
- GMO INFORMATION
- DECLARATION AND SIGNATURE
- DECLARATION AND SIGNATURE
- ATTACHMENTS

Export Save

Submit Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered


Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

UPOV/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

## 6.8 Submit

When all mandatory questions are completed, the green check  appears next to the corresponding chapter. You can submit your application data only when all the chapters get the green check.

In order to submit your application data:

1. Click on Submit, you are invited to review your application data in the output format and language required by the authority.

**Review your application data**

Förelägg:	Hend Madhour
Adress:	Chemin de Folieu, 12
Land:	Switzerland
Nationalitet:	Chile
Ingen annan person är delaktig i förklaringen.	
Annan sökande än förklaren grunder sin rätt till sorten på:	
<input checked="" type="checkbox"/>	Överklaga
<input type="checkbox"/>	Av 2 (c)(ii)
<input type="checkbox"/>	Anställningsort 2 (c)(ii)

Preliminär sortbeteckning eller förordningsnummer:

Förslag till sortbeteckning: 4 (a)	sortbeteckning
<input checked="" type="checkbox"/>	Sortbeteckningen är ett varumärke
<input type="checkbox"/>	Sortbeteckningen är en sort
Har sortbeteckningen föregåtts av en i varumärkesområdet eller av en annan sortbeteckning?	
Nej	Ja
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Andra anmärkningar

Next Cancel

2. Click on Next, the UPOV PRISMA disclaimer is displayed. You need to click on "I agree" in order to submit your application data.

**Disclaimer**

The user of the UPOV PRISMA agrees to the [terms of use](#) for the data transmitted using the UPOV PRISMA. The user of the UPOV PRISMA retains full responsibility in relation to the completeness and accuracy of the data transmitted using the UPOV PRISMA, including the sending of data before without completing "mandatory fields".

The data transmitted using the UPOV PRISMA does not constitute the official application for a breeder's right. The authority entrusted with the task of granting breeders' rights retains full responsibility in relation to the requirements concerning the filing of applications and grants of breeders' rights in accordance with the legislation of the member of the Union concerned.

For matters concerning those requirements, users of the UPOV PRISMA should contact the relevant authority, contact details for which are provided at [http://www.upov.int/members/en/ppv\\_offices.html](http://www.upov.int/members/en/ppv_offices.html)

I agree Cancel

3. A pop up message indicates that you have successfully submitted your application data.

**Submit**

You have successfully submitted your application

OK

**ATTACHMENTS**

denomination  
[prev](#)

photographs

certified copies  
[copy of transfer of ownership](#)

Copy of authorisation 8.0

other:  
Specify

Browse

Browse

Browse

Browse

Browse

Browse

Browse

4. Click on OK. The payment details will appear:

In the above case, the application fees should be paid directly to the designated PBR authority. Only the UPOV PRISMA payment is requested.

You can choose to pay by bank transfer or by credit card.

In the context of promotional campaigns, UPOV may distribute voucher codes that could be used to apply discounts on UPOV PRISMA Fees. If the discount is 100%, you will not be redirected to WIPO payment gateway.

### Payment Details

You are applying for Soya Bean, Soybean in AUSTRALIA

Please note that only UPOV PRISMA Fees are requested at UPOV PRISMA level.  
You should pay the application fees directly to AUSTRALIA

Please add the international Reference Number (IRN) for the application as the Reference when making the payment through [e-services](#)

Fees	Currency	Amount
UPOV PRISMA Fees	CHF	150.0
Discount	CHF	150.0
<b>Total Amount</b>	<b>CHF</b>	<b>0.0</b>

**Promotional code 123456789 (100%)**

5. In case the total amount is different from 0 , click on “Continue”

The screenshot shows a payment gateway interface. A confirmation dialog box is displayed in the center, asking: "You will be redirected to WIPO payment gateway. Would you like to continue ?" with "OK" and "Cancel" buttons. The background interface includes a sidebar with application form sections (Application Form, Technical Questionnaire, Declaration And Signature), a main area with application details and a fee table, and a right sidebar with file upload buttons. The fee table shows UPOV PRISMA Fees of 150.0 CHF and a Total Amount of 150.0 CHF. Below the table, there is a dropdown for "Choose your payment method" set to "Bank Transfer".

6. You will be redirected to the WIPO payment gateway. Click on OK



WIPO  
WORLD INTELLECTUAL PROPERTY ORGANIZATION

Contact Us | My Account | English

Home | IP Services | Payment | External Acceptance

### Invoice

Amount	150.00 CHF
Payment number	EPAY-R956W7WppA7qSg
Reference	XU_30201600004982_BO
Payment subject	Fee for UPOV electronic application form
Payment method	Bank transfer
Beneficiary	WIPO/OMPI
IBAN	CH51 CHF0 0000 0000 0000 0
Swift/BIC	CRESCHZZ80A
Bank	Credit Suisse, 1211 Geneva 70, Switzerland

Please click Send to receive by email the details of the payment.

[Send](#) [Go back](#)

7. Click on “Send” in order to receive the payment details.

WIPO  
WORLD INTELLECTUAL PROPERTY ORGANIZATION

Contact Us | My Account | English

Home | IP Services | Payment | External Acceptance

### Invoice

You will shortly receive the invoice by e-mail.

Amount	150.00 CHF
Payment number	EPAY-R956W7WppA7qSg
Reference	XU_30201600004982_BO
Payment subject	Fee for UPOV electronic application form
Payment method	Bank transfer
Beneficiary	WIPO/OMPI
IBAN	CH51 CHF0 0000 0000 0000 0
Swift/BIC	CRESCHZZ80A
Bank	Credit Suisse, 1211 Geneva 70, Switzerland

Please click Send to receive by email the details of the payment.

[Send](#) [Go back](#)

8. Check your mailbox

From: [Redacted]  
To: [Redacted]  
Cc:  
Subject: A new invoice XU\_30201700016599\_TR is attached

Message XU\_30201700016599\_TR.pdf (9 KB)

Please find attached invoice XU\_30201700016599\_TR  
For any query concerning this invoice, please send an e-mail to [Finance.infoline@upov.int](mailto:Finance.infoline@upov.int)  
An overview of the payment status of all invoices is provided on the EAF dashboard

International Union for the Protection of New Varieties of Plants

Income Section  
34, chemin des colombettes  
1211 Geneva, Switzerland  
T. +41 22 338 77 44 (10h-12h / 14h-16h GMT +1)  
F. +41 22 338 89 10

The received email contains also the invoice with the bank details information.



#### FACTURE / INVOICE

Invoice No.: XU\_30201700016599\_TR UPOV  
Our reference: EPAY-X7edE126RGUKxQ Hend Madhour  
Your reference: TR-Potato - Erika EN (Potato) (TR) Chemin des colombettes, 34  
Geneve 1211

Client No: U000030 Genève / Geneva 16 Jun 2017

Description	Qté Qty	Devise Currency	Px Unitaire Unit Amt	Montant Amount
PBR Application Fees	1.00	EUR	500.00	500.00
UPOV EAF Fees	1.00	EUR	140.00	140.00
Application data (TR-Potato - Erika EN) for Potato in TURKEY submitted on 15/06/2017				
Sous total / Subtotal (EUR):				640.00
Payment Ref: UVPMTFI-500001141				
Déjà payé / Paid Amount (EUR):				-640.00
Total à payer / Total amount due (EUR):				0.00

Credit Suisse, CH-1211 Geneva 70, UPOV account - IBAN N° CH98 0483 5243 6828 4200 2 - SWIFT/BIC: CRESCHZZ80A

When making your bank transfer please include the following :  
Invoice No.: XU 30201700016599 TR

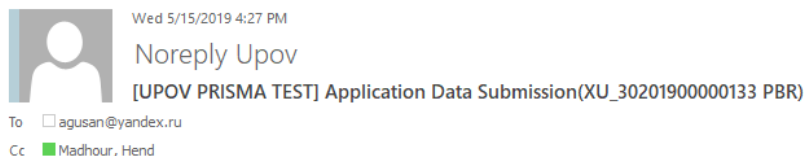
9. Click on Go back to go back to the UPOV PRISMA Web application data

10. In the dashboard, you can see that your application data has been submitted.

+ Start a new application   Copy application   User Role Management											
Your Applications											
International Reference Number	Created On	Modified On	Date of Submission	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Status	Applicant Payment Status	Action
XU_3020160001 1846	24/11/2016	24/11/2016	24/11/2016	Lettuce	NL Lettuce application data			NETHERLANDS	Submitted	Pending Payment Confirmation	<a href="#">View</a>

**Note:** It is not possible to remove or edit submitted application data.

## 11. Check your mailbox.



Madam,  
Sir,

Please be notified that the applicant has submitted an application for **Blackberry,Boysenberry,Loganberry** to **MOLDOVA** as following:

International Reference Number	XU_30201900000133
Proposed Denomination	DEN TEST MD
Breeder's reference (if applicable)	
Date of Submission	15/05/2019

Please find the application data at: <https://webaccess.wipo.int/eaf/getApplication.zul?ApplicationId=21373>

Best Regards,

UPOV PRISMA Team

The email notification is sent to the PBR authority if requested. If not, it will only be sent to the “submitter” of that application data. In the provided link, only the PBR authority and the applicant(s) can download the application data in a secure way after authentication.

**Note:** The “submitter” is the person who submitted the application data. It should have either the role of “authorized signatory”, “co-agent” or “agent”.

Another email notification with information about next steps in the selected authority and crop is sent to all users involved in drafting the application data.

The provided PDF contains questions in the accepted language for answers set by the Breeder in the Settings page (§6.3).

## Søknad (XU\_30201600007845)

Art: Salat  
Land / myndighet: NO

Teksten i grått bak hvert spørsmål angir korresponderende standard UPOV referanse slik den er definert i: [TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights](#)

## Søknadsskjema

Søker (sortseier)

Navn 1(a)(i)	Hend Madhour
Adresse 1(a)(ii)	Chemin de Folleu, 12
Postnummer	1020
Land	SWITZERLAND
E-post 1(a)(v)	hend.madhour@upov.int
Telefon 1(a)(iii)	
Fax 1(a)(iv)	(41-22) 733 0336

Fullmektig

Navn	REPRESENTATIVE NAME
Adresse	REPRESENTATIVE ADDRESS
E-post	hend.madhour@upov.int
Telefon	
Fax	

Foredler

I hvilket land er sorten foredlet 5(d)	ARGENTINA		
Sorteier(ne) er foredler: Ja/Nei 5(a)(i), 5(a)(ii)	Ja		Nei <input checked="" type="checkbox"/>
<i>Hvis nei, oppgi hvem som er foredler</i>			
Navn 5(a)(iii)			
Adresse			
Postnummer			
Land			

Sorten

Betegnelse på foredlingen/foredlingsnummer 4(b)	TEST NO LETTUCE
Forslag til sortenavn 4(a)	DENOMINATION

Tidligere søknader i land utenom Norge

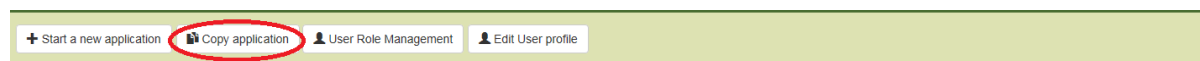
Har sorten tidligere vært søkt rettsbeskyttet eller tatt opp på offisiell sortliste? Ja/Nei	Ja		Nei <input checked="" type="checkbox"/>
---	----	--	---

## 6.9 Copy Application

As a “Drafter”, a “co-agent” or an “agent”, in order to copy an application,

### 6.9.1 Using “Copy Application” button

#### 1. Click on “Copy Application”



#### 2. Complete the new application data parameters.

- Crop/species with previous applications: The drop down list is limited to the crops in which you have already related application data.

### Copy Application Settings

Crop/Species \*

☒ Crop/species with previous applications  
☐ Search all crop/species

Select Authority \*

Submitter's Own Reference

Select Language for answers

Application Form \*

Technical Questionnaire \*

See Recommendations

- Search all crops/species: You can choose other crops if necessary.

#### 3. Click on “See Recommendations”:

**Copy Application Settings**

Select Crop/Species \*

Select Authority \*

Submitter's Own Reference

Select Language for answers

Application Form \*

Technical Questionnaire \*

**Our Recommendations**

"Combined" denotes the Combined Application Data (Application Form and Technical Questionnaire). It cumulates all answers (to common and country specific questions) you provided for a specific variety. For each question, the latest answer should overwrite any previous answers.

International Reference Number	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
<a href="#">XU_30201600010461</a>	Lettuce	NEW TEST AF	New TEST NL Lettuce		Combined	<a href="#">Copy</a>   <a href="#">Delete</a>
<a href="#">XU_30201600011503</a>	Lettuce	DENOMINATION 2	TEST NO LETTUCE 2		Combined	<a href="#">Copy</a>   <a href="#">Delete</a>
<a href="#">XU_30201600011542</a>	Lettuce	DENOMINATION	TEST TN LETTUCE		Combined	<a href="#">Copy</a>   <a href="#">Delete</a>
<a href="#">XU_30201600011702</a>	Lettuce	DENOMINATION 2	TEST TN LETTUCE 2		Combined	<a href="#">Copy</a>   <a href="#">Delete</a>
<a href="#">XU_30201600011846</a>	Lettuce		NL Lettuce application data		Combined	<a href="#">Copy</a>   <a href="#">Delete</a>

**Note:** Only applications in which the agent is the owner are displayed. It is not allowed to copy applications in which the agent has application data agent role.

#### 4. Click on “Copy”

If the original application and the new application have:

- **Same PBR Authority/ Same Crop/ Same application type (PBR or National Listing):** A pop up window will be displayed inviting the user to choose if they wish to keep the same breeder's reference (and therefore override the original application data) or not. The user should be informed that if the same breeder's reference is used, the original application data will be removed from the database. The same IRN is used for the new application data.

**Our Recommendations**

\*"Generic" denotes the generic instance (Application form and Technical Questionnaire). It cumulates all answers (to common and country specific questions) you provided for a specific variety. For each question, the latest answer should overwrite any previous answers.

International Reference Number	Crop	Variety Proposed Denomination	Application Form Reusability	Technical Questionnaire Reusability	Action
XU_30201500000131	Lettuce	n	100%	100%	Copy
<a href="#">XU_30201500000189</a>	Lettuce	LETTITA	100%	100%	Copy
<a href="#">XU_30201500000191</a>	Lettuce	LATUE	100%	100%	Copy
<a href="#">XU_30201500000193</a>	Lettuce	AU; DENOMINATION; PROPOSED NAME; RZ	100%	100%	Copy

**Warning**

You are about to copy an application to the same authority and the same crop. Be informed that if the same breeder's reference is used, the original application data will be removed from the database. Do you want to keep the same breeder's reference ?

- **Different PBR authorities/Same Crop:** A pop up window will be displayed inviting the user to choose if he/she wants to keep the same breeder's reference (and therefore keep the same IRN) or not. If a different breeder's reference is used, a new IRN is assigned to the new application data.

Select Authority \* NETHERLANDS

Submitter's Own Reference

Select Language for answers

Application Form \* English

Technical Questionnaire \* English

**Our Recommendations**

\*Combined" denotes the Combined Application Data (Application Form and Technical Questionnaire) you provided for a specific variety. For each question, the latest answer should overwrite any previous answers.

International Reference Number	Crop	Proposed Variety Denomination	Authority	Action
XU_30201600009324	Lettuce	Variété Tunisie	TUNISIA	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600010461	Lettuce	NEW TEST AF	NETHERLANDS	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600011503	Lettuce	DENOMINATION 2	NORWAY	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600011542	Lettuce	DENOMINATION	TUNISIA	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600011702	Lettuce	DENOMINATION 2	TUNISIA	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600011846	Lettuce	NL Lettuce application data	NETHERLANDS	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600001703	Rose	DENOMINATION FOR CHILE	Combined	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600002442	Rose	proposed denomination	Combined	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600002544	Rose	denoim	Combined	<a href="#">Copy</a>   <a href="#">Delete</a>
XU_30201600006444	Rose	mexrose	Combined	<a href="#">Copy</a>   <a href="#">Delete</a>

**Warning**

You are about to copy an application for the same crop. Please note that if the same breeder's reference and/or submitter's own reference is used, the same International Reference Number will be used for the new application. It is highly recommended to use the same breeder's reference and/or submitter's own reference per variety in order to easily process the information by keeping the same IRN. Do you want to keep the same breeder's reference and/or submitter's own reference ?

[ 21 - 30 / 52 ]

- **Same PBR authority/ different crops:** the new application data will have a different IRN.
- **Different PBR authorities/different crops:** the new application data will have a different IRN.

#### 5. Click on Yes, the form will be generated including prefilled questions

Application Form

APPLICANTS

BREEDER(S)

CORRESPONDENCE ADDRESS

DENOMINATION

OTHER APPLICATIONS

VARIETY SALE

TECHNICAL EXAMINATION

Technical Questionnaire

BREEDING SCHEME

VARIETY CHARACTERISTICS

VARIETY COMPARISON

ADDITIONAL INFORMATION

GMO INFORMATION

Declaration And Signature

DECLARATION AND SIGNATURE

ATTACHMENTS

Export

Save

Submit

Cancel

All mandatory fields in this chapter have been answered

All mandatory fields in this chapter have not been answered

Mandatory

Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined

SIMILAR VARIETIES AND DIFFERENCES FROM THESE VARIETIES

Similar variety s.o	Characteristic(s) in which the similar the variety is different s.o	State of expression of similar variety s.o	State of expression of candidate variety s.o
sim	UPOV 01: Seed:colour	1_white	2_yellow
+ Add			

6. It is possible to edit, save and submit a copied application data in the same way as for new application data.

### 6.9.2 Using the “Copy” link in the dashboard

1. It is possible to copy any application data which fullfills the following requirements:

- You are the owner of this application data;

This application data should be imported, submitted or combined

This application data should be imported, submitted or combined

Pending

Imported

Submitted

Combined

Assignment invitations

▼

▼

▼

▼

International Reference Number	Application data for	Modified On	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Action
XU_30201800000075	PBR	25/04/2018	Actinidia deliciosa (A. Chev.) C. F. Liang & A. R. Ferguson	TEST AU AGENT				Copy

2. Click on Copy

3. The crop information is prefilled.

### Copy Application Settings

You are copying the following application: IRN: XU\_30201800000075, for Actinidia deliciosa (A. Chev.) C. F. Liang & A. R. Ferguson in Combined

Crop/Species \*

☒ Crop/species with previous applications

☐ Search all crop/species

Chinese-gooseberry,Kiwi,Kiwifruit,Strawberry-peach

Actinidia deliciosa (A. Chev.) C. F. Liang & A. R. Ferguson

Select Authority \*

AFRICAN INTELLECTUAL PROPERTY OF

Submitter's Own Reference

Select Language for answers

Application Form \*

English

Technical Questionnaire \*

English

Copy

Cancel

4. Select the authority, complete the other fields if necessary and click on “Copy”

## 6.10 View

The PDF questions are generated in the language of answers for submitted application data and in the language of questions for pending application data.

Información de solicitud (XU\_30201600003261)

Cultivo: Glycine max (L.)  
Merrill

Autoridad: AR

El texto en gris junto a cada pregunta indica la correspondiente referencia estándar de la UPOV, tal como se define en el documento TGP/5/Sección 2 [TGP/5/Sección: Formulario tipo de la UPOV para la solicitud de derecho de obtentor](#)

**Formulario de solicitud**

**DATOS DEL SOLICITANTE**

Número de inscripción en el RNCyFS del INASE (sólo para RNC):	0123456
Nombre completo: 1(a)(i)	Titus T. de Vries
CUIT/CUIL/CDI:	0123456
Domicilio: 1(a)(ii)	adress applicant
C.P.: 1(a)(iii)	zip applicant
Localidad: 1(a)(iv)	city applicant
Provincia: 1(a)(v)	province applicant
TE: 1(a)(vi)	tel-applicant
Correo electrónico: 1(a)(vii)	Titus-de.Vries@Limagrain.com

Número de inscripción en el RNCyFS del INASE (sólo para RNC):	123456
Nombre completo: 1(a)(i)	second app
CUIT/CUIL/CDI:	123456
Domicilio: 1(a)(ii)	adress 2nd app
zip 2nd app:	zip 2nd app.

For security reasons, the generated PDF for pending application data contains a watermark (UNAUTHORIZED).



APPLICATION DATA (XU\_30201600007722)  
PBR/00/001 (0714)

Crop/Species: Lactuca sativa L.  
Authority: AU

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in [TGP/5/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights](#)

### Application Form

#### APPLICANT(S)

Name of Applicant 1(a)(i)	Entity Name
Contact Name 1(a)(i)	Hend Madhour
Street Address 1(a)(ii)	Chemin de Follieu
(a second line) 1(a)(ii)	12
Postal Code	1020
State	Vaud
Country	SWITZERLAND
Telephone (include area code) 1(a)(iii)	(41-21) 635 02 02
Mobile (include area code)	(41-78) 445 45 42
Fax (include area code) 1(a)(iv)	(41-22) 733 0336
E-mail address 1(a)(v)	hend.madhour@upov.int
ACN/ARBN (if applicable)	124547878-ACN

#### REPRESENTATIVE(S)/AGENT(S)

Agent appointed to act on behalf of the applicant 2 (b) (ii)	Yes		No	<input checked="" type="checkbox"/>
--	-----	--	----	-------------------------------------

#### BREEDER(S)

	Breeder is the applicant 5(a)(i)
	Breeder is an employee or member of an organisation which is the applicant
<input checked="" type="checkbox"/>	Breeder is not the applicant.
Name of original breeder(s) who conducted or directed the work 5 (a) (iii)	BREEDER NAME
Employer (if applicable)	BREEDER EMPLOYER

## 6.11 Edit

In the dashboard, an application data with a PENDING status has an "Edit" link in the action column.

**Note:** After saving, the application data appears as "PENDING" in your dashboard. If you are assigned the "Co-Drafter" role on this application data, you will see it also in your dashboard even if you have not started that application.

In order to resume drafting that application data:

1. Click on Edit Link
2. The form will be loaded and contains already provided answers.
3. Depending on your role, you can edit all or a part of the questions:

a. If you are an application agent, you can edit “Declaration and Signature” chapter only if the breeder has authorized you to sign the application.

The screenshot shows the 'Declaration and Signature' chapter of the application form. On the left, a sidebar lists the chapters: Application Form, Technical Questionnaire, Declaration And Signature, and Attachments. The 'Declaration And Signature' chapter is selected. Below the sidebar, there are buttons for 'Export', 'Save', and 'Cancel'. A green checkmark indicates that all mandatory fields in this chapter have been answered. The main content area is titled 'DECLARATION AND SIGNATURE' and contains the following text:

Application for PBR, declaration that all information is true and correct.

I (we)

- apply for Plant Breeder's Rights to the variety described in this application, and • authorise the Plant Breeder's Rights Office, for the purposes of examination, to exchange with the Plant Breeder's Rights Authorities of other countries all necessary information and material related to the variety, provided that the rights of the Applicant are safeguarded, and
- agree to the release of propagative material prior to the granting of PBR if required for comparative testing or scientific purposes, providing the material is used for no other purpose and all material relating to the variety is returned when the trials are complete, and
- declare that the information given in all parts of and attachments to this application is true and correct.

"The penalty under section 75(1) for intentionally or recklessly making a false statement in support of an application is six months imprisonment."

Declaration of Agreement

I \*

am the applicant/agent or am a signatory thereof and declare that all parties involved have agreed to the terms and conditions outlined above.

Position in Company/Department

Name of Company/Department

Date 11 (d) \*

25/11/2016

b. if you are the application owner (the one who started the application), you can edit all chapters.

The screenshot shows the 'Declaration and Signature' chapter of the application form for the application owner. The sidebar on the left is the same as in the previous screenshot, but the 'DECLARATION AND SIGNATURE' chapter is now marked with a green checkmark, indicating it has been completed. Below the sidebar, there are buttons for 'Export', 'Save', 'Submit', and 'Cancel'. The main content area is titled 'DECLARATION AND SIGNATURE' and contains the same text as in the previous screenshot. However, the 'Declaration of Agreement' section now includes a text input field with the name 'Hend MADHOUR' entered. The 'Date' field is also filled with '25/11/2016'.

## 6.12 Sign

Sign allows the authorized agent to complete “Declaration and Signature” chapter.

When the Authorized agent clicks on Sign they are not able to edit other chapters unless they have been granted edit permission by the breeder.

**Application Form**

- ✓ APPLICANTS
- ✓ REPRESENTATIVE(S)/AGENT(S)
- ✓ BREEDER(S)
- ✓ CORRESPONDENCE ADDRESS
- ✓ DENOMINATION
- ✓ OTHER APPLICATIONS
- ✓ PRIORITY CLAIM
- ✓ VARIETY SALE

**Technical Questionnaire**

- ✓ GENERAL
- ✓ BREEDING SCHEME
- ✓ VARIETY COMPARISON
- ✓ ADDITIONAL INFORMATION

**Declaration And Signature**

- ✓ DECLARATION AND SIGNATURE
- ✓ ATTACHMENTS

**APPLICANT(S)**

Name of Applicant 1(a)(i) \*

Contact Name 1(a)(ii)

Street Address 1(a)(iii) \*\*

(a second line) 1(a)(iii) \*\*

Postal Code \*\*

State \*\*

Country \*

Telephone (include area code) 1(a)(iv)

Mobile (include area code)

Fax (include area code) 1(a)(v)

E-mail address 1(a)(vi) \*\*

ACN/ARBN (if applicable)

+ Add Applicant

**BREEDER DRAFTER**

BREEDER DRAFTER

chemin des colonnelles

1200

SWITZERLAND

BREEDER.DRAFTER@gmail.com

Export Save

Submit Cancel

✓ All mandatory fields in this chapter have been answered

! All mandatory fields in this chapter have not been answered

\* Mandatory

\*\* Specific rules: Please click on the corresponding link for details

The text in grey next to each question denotes the corresponding standard UPOV reference as defined in

TGP/IS/Section 2: UPOV Model Form for the Application for Plant Breeder's Rights

## 6.13 Pay

In principle, the payment is done directly after submission. It is also possible to pay later by clicking on the link in the dashboard, for example if there is a problem in the payment procedure.

### 1. Click on Pay

**Your Applications**

International Reference Number	Created On	Modified On	Date of Submission	Crop	Proposed Variety Denomination	Breeder's Variety Reference	Submitter's Own Variety Reference	Authority	Status	Applicant Payment Status	Action
XU_30201600007483	05/10/2016	21/12/2016	21/12/2016	Soya Bean	PROPOSED DENOMINATION	Soya Bean - Tunisia	Soya Bean - Tunisia	TUNISIA	Submitted	Pending Applicant's Payment	View   Pay
XU_30201600011542	22/11/2016	22/11/2016	22/11/2016	Lettuce	DENOMINATION	TEST TN LETTUCE		TUNISIA	Submitted	Pending Applicant's Payment	View   Pay
XU_30201600011702	23/11/2016	23/11/2016	23/11/2016	Lettuce	DENOMINATION 2	TEST TN LETTUCE 2		TUNISIA	Submitted	Pending Applicant's Payment	View   Pay

2. The payment Details window is displayed. It shows the amount to be paid. Choose your payment method and click on Continue

**Payment Details**

You are applying for Glycine max (L.) Merrill in TUNISIA

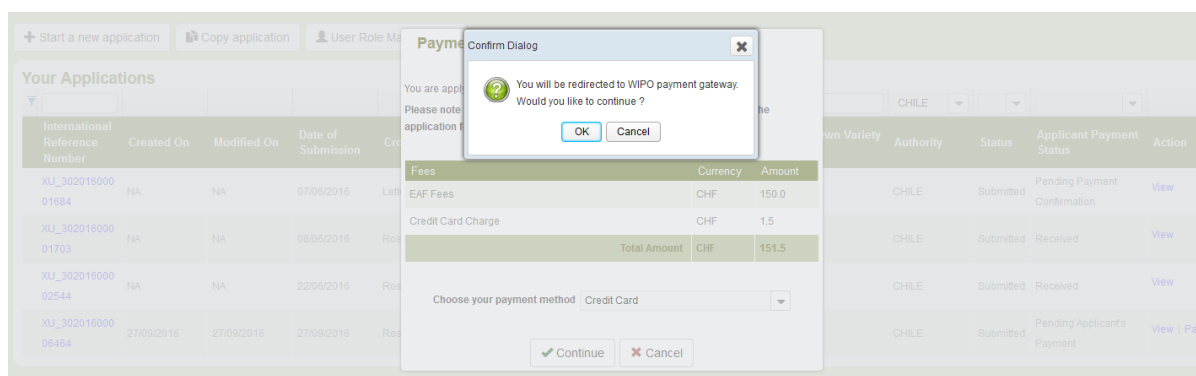
Please note that only EAF Fees are requested at EAF level. You should pay the application fees directly to TUNISIA

Fees	Currency	Amount
EAF Fees	CHF	150.0
<b>Total Amount</b>	<b>CHF</b>	<b>150.0</b>

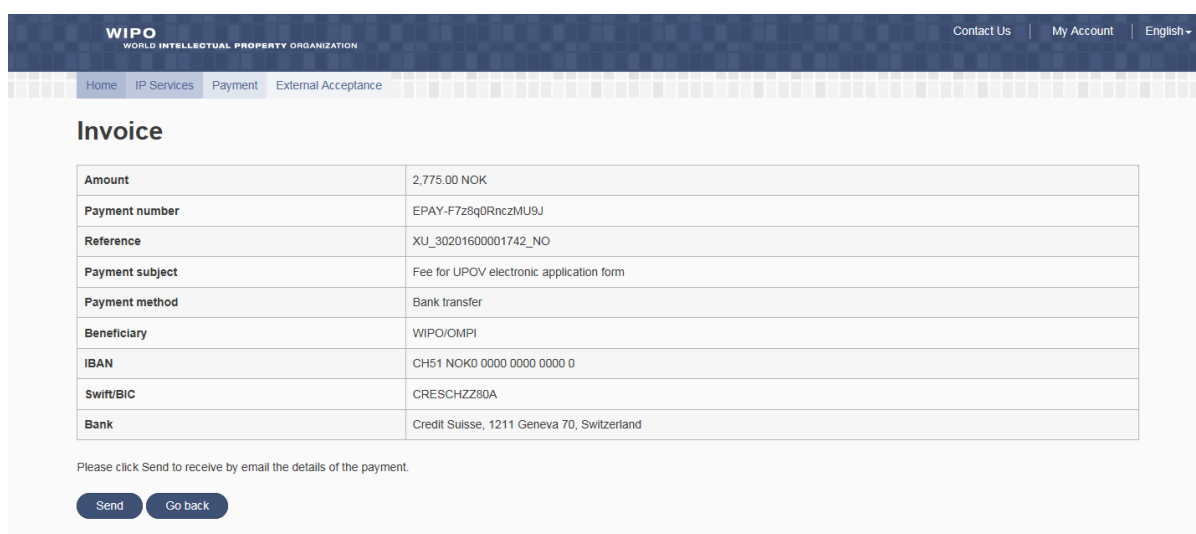
Choose your payment method Credit Card

Continue Cancel

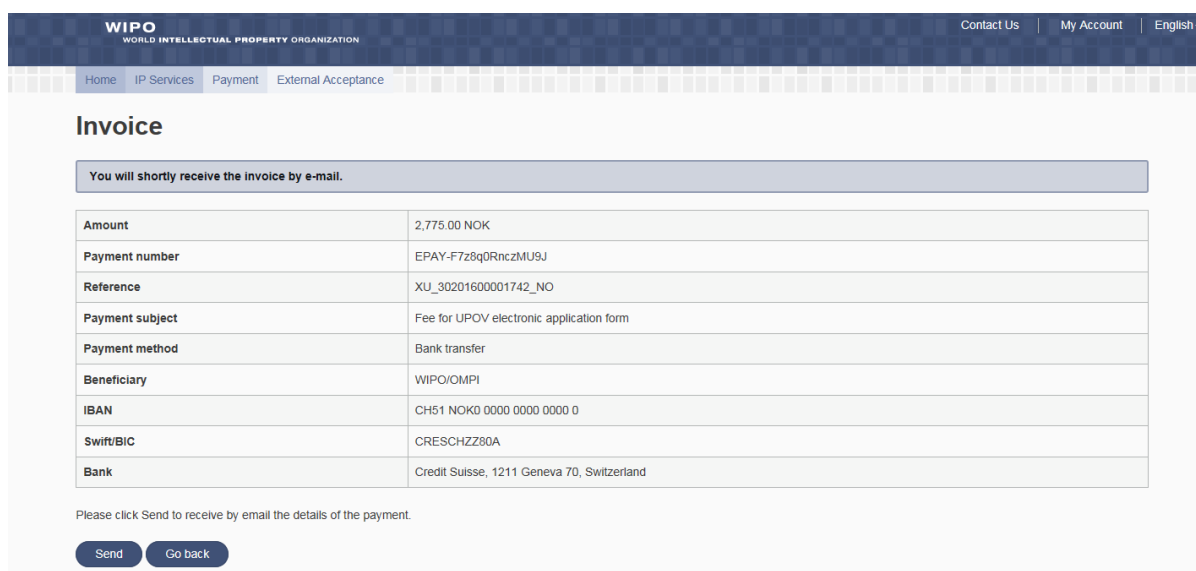
3. A popup window is displayed to invite to go the WIPO payment gateway.



4. Click on OK, the invoice details will be displayed



5. Click on send in order to receive it by email



6. Click on Go back in order to go back to the UPOV PRISMA dashboard. The Applicant Payment Status is updated to "Pending Payment Confirmation"

