# UNITED STATES PATENT AND TRADEMARK OFFICE



# Using petitions effectively in patent prosecution

Fenn Mathew Office of Petitions January 28, 2022



### **Office of Petitions**

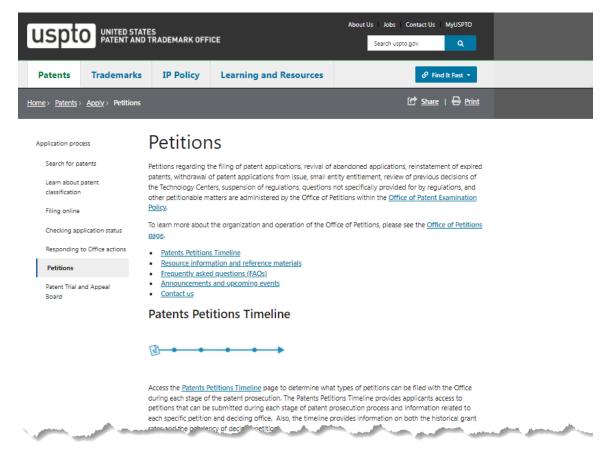
- Centralized office for deciding most petitions, including those signed by the Commissioner for Patents or other top USPTO officials
- Reviews and decides:
  - Over 40 types of petitions (see MPEP 1002.02(b))
  - Approximately 40,000 petitions per year
- Petitions Help Desk



# Petition to the Director – 37 CFR 1.181

- Petition may be taken to the Director:
  - From any action or requirement of any examiner in the ex parte prosecution of an application, or in ex parte or inter partes prosecution of a reexamination proceeding which is not subject to appeal to the Patent Trial and Appeal Board or to the court;
  - In cases in which a statute or the rules specify that the matter is to be determined directly by or reviewed by the Director; and
  - To invoke the supervisory authority of the Director in appropriate circumstances.

### Office of Petitions website





# Office of Petitions website (cont.)

#### Resource information and reference materials

- · Requirements of a petition
- · Where to file petitions, requests, and related inquiries
- ePetition Resource Page
- · Petitions data on Patents Dashboard
- Manual of Patent Examination Procedure (MPEP)
- Electronic Business Center
- Forms

#### Videos:

- . Office of Petitions overview and helpful tips
- <u>Using petitions effectively in patent prosecution</u>
- ePetition Computer Based Training (CBT)

#### Types of petitions handled by the Office of Petitions:

- . 03 Withdrawal from issue before payment of the issue fee
- 04 Withdrawal from issue after payment of the issue fee
- 05 Express abandonment after payment of the issue fee
- . 06 Withdrawal of abandonment based on failure to receive an office action
- . 07 Withdrawal of abandonment based on evidence that a reply was timely mailed or filed
- . 09 Revival based on unintentional delay
- 10 Revival based on failure to notify the office of a foreign filing after submission of a nonpublication request
- 11 Waiver or suspension of rules
- . 12 Unintentionally delayed foreign priority claims
- . 13 Unintentionally delayed domestic benefit claims
- 14 Deferment of issuance of patents
- · 15 Attorney or agent withdrawals
- . 16 Matters not specifically provided for
- 17 Acceptance of maintenance fee payments based on a refusal to accept and record
  maintenance fee payment filed prior to the expiration of the patent
- 19 Acceptance of delayed payment of a maintenance fee after expiration of the patent based on unintentional delay
- 20 General supervisory review by the Director of USPTO of a decision by a director of the technology center
- 21 Filing dates of patent applications
- 22 Converting patent applications
- 23 Make special age or health
- 24 Expungement of papers
- 25 Prioritized Examination (Track One)
- 26 Patent Prosecution Highway (PPH)
- 27 Petition for retroactive foreign filing license
- 28 Petitions for correction of patent application publications under 37 CFR 1.221 (b)
- 29 Petition requesting reconsideration of the patent term adjustment before issuance of the patent
- 30 Petition requesting reconsideration of the patent term adjustment after issuance of the patent.



## Office of Petitions website (cont.)

#### Frequently asked questions (FAQs)

· What is a petition?

A petition is a signed, written request presented to the Office.

Are all matters relating to a patent application petitionable?

No. Ordinarily, an objection is petitionable, and a rejection is appealable, but when the objection is "determinative of the rejection" the matter may be addressed by the Patent Trial and Appeal Board. See MPEP § 1201 for additional information.

Are all petitions handled by the Office of Petitions?

No. Petitions are decided in accordance with the delegation of authority as indicated in MPEP § 1002. The <u>Patents Petitions Timeline</u> provides applicants access to petitions that can be submitted during each stage of patent prosecution process and information related to each specific petition and deciding office.

• What are the ways available to file petitions?

See Where to file petitions, requests, and related inquiries.

· How long will it take before my petition is decided?

The <u>Patents Petitions Timeline</u> provides information on both the historical grant rates and the pendency of decided petitions.

· What is an ePetition?

An e-Petition is an electronically filed petition, submitted via EFS-Web that automates the petition process and allows petitioners to directly input the requisite information into a secure Web interface and immediately receive an ePetition decision if all requirements are met.

For more information about ePetitions, please see ePetition Resource Page.

 What information should be included in a petition that is not filed electronically?

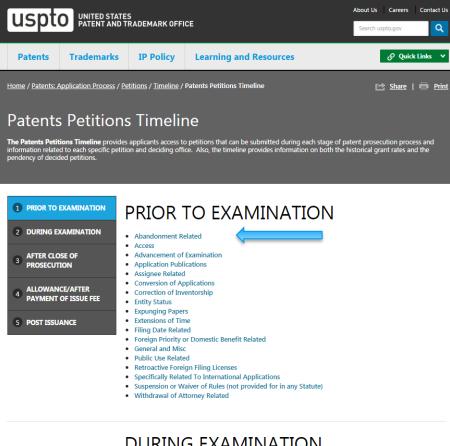
See Requirements of a petition.

 Does filing a petition pause/stop the time period for a reply required in an application?

Except for a petition filed under <u>37 CFR 41.40</u> to designate a new ground of rejection in an examiner's answer, the mere filing of a petition will not stay any period for reply that may be running against the application, nor act as a stay of other proceedings. See <u>37 CFR 1.181(f)</u>.



# Patents petitions timeline





- Abandonment Related
- Access
- Advancement of Evamination



# Patents petitions timeline (cont.)



### Abandonment Related Petitions

IPLA – International Patent Legal Administration

ODM – Office of Data Management

OPET – Office of Petitions

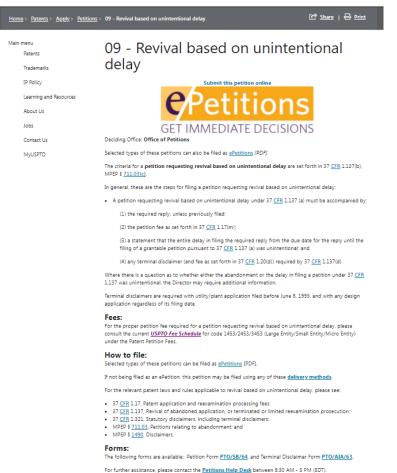
TC – Technology Center

#### **Generally Available**





# Patents petitions timeline (cont.)



uspto

### **ePetitions**



### ePetitions benefits

### **C**Petitions Benefits









### **Faster Petition Processing**

Filing an ePetition allows petitioners to directly input the requisite filing information into a secure Web interface and immediately receive an ePetition grant. Petitioners save time by avoiding delays associated with manuallyprocessed petitions.



### **Auto-Granting**

### Immediate Petition Grant upon Submission

Submitted ePetitions are autoprocessed and immediately granted upon submission if all requirements are met. The auto-granting of submitted ePetitions is advantageous for time sensitive petitions.



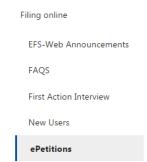
### ( Instant Feedback

### Instant Feedback on Requirements

Feedback is immediately provided throughout the ePetition filing process to assist petitioners in meeting all filing requirements necessary for compliance with petition rules and to assure that fees will not be collected by the Office until the petition is acceptable for submission and grant.



# ePetitions resource page



eTerminal Disclaimer

### ePetition Resource Page

The ePetitions Resource Page provides useful information and guidance regarding the submission, automatic processing, and immediate grant of ePetitions.



- Secure Filing with Auto-Grant. Filing an ePetition via EFS-Web automates the petition process and allows
  petitioners to directly input the requisite information into a secure Web interface and immediately receive
  an ePetition decision.
- Saves Time when Immediate Petition Decisions are Important. Time savings using ePetitions is
  especially advantageous for critical petitions where an automatic petition grant would reduce delays in
  restoration of patent rights, expedite withdrawal from representation and redirect Office correspondence to
  the new correspondence address, and initiate the revival of an abandoned application to save patent term
  adjustment time.
- Increased accuracy by providing immediate feedback to petitioners on the necessary filing requirements.
- Current statistics regarding the pendency and grant rate comparisons between filing an ePetition and nonePetition are available on our Dashboard.

For questions regarding Patent e-Filing, or to suggest improvements to the online system, please send an email to **ebc@uspto.gov**  $\boxtimes$  or call the Patent Electronic Business Center at **1-866-217-9197** (toll free) or **571-272-4100** from 6 a.m. to 12 Midnight Eastern Time, Monday - Friday.



### ePetitions Computer Based Training (CBT)

The CBT provides an overview of ePetitions and includes a step-by-step demonstration that illustrates how quick and easy it is to submit the Request for Withdrawal as Attorney or Agent of Record (37 CFR 1.36) via ePetition.

# ePetitions resource page (cont.)

**Patents** 

**Trademarks** 

**IP Policy** 

**Learning and Resources** 



Home / Patents: Application Process / Filing Online / ePetition Resource Page



Filing online

**EFS-Web Announcements** 

**FAQS** 

First Action Interview

New Users

**ePetitions** 

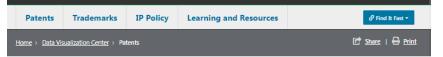
eTerminal Disclaimer

### Web-based ePetitions

The ePetition information can be entered directly into EFS-Web screens.

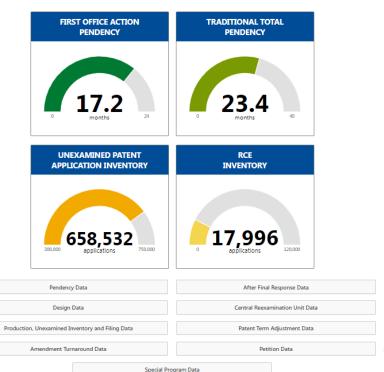
- Request for Withdrawal as Attorney or Agent of Record (37 CFR 1.36)
- Petition to Withdraw from Issue after Payment of the Issue Fee (37 CFR 1.313(c)(1) or (2))
- Petition to Withdraw from Issue after Payment of the Issue Fee 37 CFR 1.313 (c)(3))
- Petition to Withdraw from Issue after Payment of the Issue Fee (37 CFR 1.313 (c)(1) or (2) with Assigned Patent Number)
- Petition to Withdraw from Issue after Payment of the Issue Fee (37 CFR 1.313 (c)(3) with Assigned Patent Number)
- Petition to Accept Late Payment of Issue Fee Unintentional Late Payment (37 CFR 1.137(a))
- Petition for Revival of an Application based on Failure to Notify the Office of a Foreign or International
  Filing (37 CFR 1.137 (f))
- Petition for Revival of an Application for Continuity Purposes Only ((37 CFR 1.137 (a))
- Petition for Revival of an Abandoned Patent Application Abandoned Unintentionally(37 CFR 1.137 (a))(For Cases Abandoned After 1st Action and Prior to Notice of Allowance)
- Petition to Correct Assignee After Payment of Issue Fee (37 CFR 3.81(b))
- Petition to Make Special Based on Age (37 CFR 1.102)
- Petition to Accept Unintentional Delayed Payment of the Maintenance Fee (37 CFR 1.378(b))

### **Data Visualization Center**



### Patents Data, at a Glance November 2021

In response to public comment, we have redesigned the Patents Data Visualization Center. We hope you find the dashboard useful. If you have any questions, comments, or feedback, <u>please click here to send an email to the Dashboard Administrator</u> ss.



# Frequently filed petitions



### Petition Data November 2021

### Frequently Filed Petitions in the Office of Petitions

Petition Type	Avg Days Pending of Decided Petitions in the Past 12 Months	Grant Rate Percent of Total Petitions Decided in the Past 12 Months
To Make Entity Status Large from Small	118	79%
To Join Track One (Prioritized Examination)	60	94%
To Join Patent Prosecution Highway (PPH)	45	79%
To Make Application Special on Grounds of Age or Health	40	93%
Revival Based on Unintentional Delay in Abandoned Application	71	66%
To Accept Unintentionally Delayed Claim for Priority	121	53%
Withdrawal of Attorney From Application	27	44%
Issue Patent in the Name of Assignee After the Issue fee is Paid	123	78%
To Accept Unintentional Delayed Payment of the Maintenance Fee	106	54%
Patent Term Adjustment After Patent Issued	215	65%



The patent term adjustment petitions were delayed due to the Federal Circuit deciding Novartis AG v. Lee and these petitions are currently being processed.

### ePetitions and non-ePetitions data

#### **E-Petitions and Non-E-Petitions Data**

Petition Type	Total E-Petitions Decided/Filed in Past 12 Months	Average Days Pending of E-Petitions	Grant Rate Percent of Total E-Petitions Decided in the Past 12 Months	Total Non-E- Petitions Decided in the Past 12 Months	Average Days Pending of Non- E-Petitions Decided in the Past 12 Months	Grant Rate Percent of Total Non-E-Petitions Decided in the Past 12 Months
To Make Application Special on Grounds of Age or Health	2390	0	100%	1,724	40	93%
Revival based on Unintentional delay in abandoned application	892	0	100%	4,987	71	66%
Revive Abandoned Application for Failure to Notify the USPTO of Foreign Filing	119	0	100%	53	119	66%
Revive a Patent Application for Continuity Purposes Only When Abandoned Unintentionally	65	0	100%	70	74	89%
Withdrawal of Attorney From Application	982	0	100%	582	27	44%
Withdraw Application From Issue After Issue Fee is Paid	2286	0	100%	210	42	87%
Revive Patent Application for Unintentional Late Payment of the Issue Fee	794	0	100%	2087	54	67%
Withdraw From Issue Patent Application With Patent Number Assigned	4185	0	100%	182	4	89%
Withdraw Patent Application From Issue to Expressly Abandon	15	0	100%	5	4	100%
Issue Patent in the Name of Assignee After the Issue Fee is Paid	107	0	100%	372	123	78%
To Accept Unintentional Delayed Payment of the Maintenance Fee	2278	0	100%	848	106	54%



# **Petitions-related updates**

- Clarification of practice for petitions based on unintentional delay
  - Additional information about delay will be required if:
    - A petition to revive is filed more than two years after abandonment;
    - A petition to accept delayed maintenance fee is filed more than two years after patent expiration; or
    - A petition for delayed priority/benefit claim is filed more than two years after the priority/benefit claim was due.

Federal Register / Vol. 85, No. 41 / Monday, March 2, 2020 / Rules and Regulations

only when notice and comment are required by the APA or other law, are not applicable. These amendments do not contain any collection of information requirements as defined by finding the control of the control of the See 5 CFR 1320.3. Further, because the amendments impose no new burdens on private parties, the Commission does not believe that the amendments will have any impact on competition for purposes of Section 23(4)(2) of the U.S.C. 78w4(212). Act of 1934, 15

#### III. Statutory Authority

This rule is adopted pursuant to statutory authority granted to the Commission, including Section 19 of the Securities Act of 1933, 15 U.S.C. Edwards and Commission of the Securities of the Securities and Commission of the Section 24 of the Section 24 of the Investment Company Act of 1940, 15 U.S.C. 80a-37, Section 231 of the Investment Advisers Act of 1940, 15 U.S.C. 80b-11, and 2002, 19 U.S.C. 2002.

#### List of Subjects in 17 CFR Part 200

Administrative practice and procedure, Authority delegations (Government agencies).

For the reasons set out in the preamble, the Commission is amending Title 17, Chapter II of the Code of Federal Regulations as follows:

#### PART 200—ORGANIZATION; CONDUCT AND ETHICS; AND INFORMATION AND REQUESTS

#### Subpart A—Organization and Program Management

1. The general authority citation for part 200, subpart A continues to read in part as follows:

Authority: 15 U.S.C. 77c, 77o, 77s, 77z–3, 77ss, 78d, 78d–1, 78d–2, 78o–4, 78w, 78ll(d), 78mm, 80a–37, 80b–11, 7202, and 7211 et soq, unloss otherwise noted.

■ 2. Amend § 200.30–14 by: ■ a. Redesignating paragraphs (f) through (o) as paragraphs (g) through (p): and

b. Adding new paragraph (f).
 The addition reads as follows.

§ 200.30-14 Delegation of authority to the

in contravention of Section \$24(e) of the Bankruptcy Code or applicable law: (1) Object to approval of disclosure statements, including on the basis that the disclosure statement lacks adequate information under Section 1125(b) to support such release provisions; (2) Object to confirmation of bankruptcy plans; or

(3) Object to approval of settlements.

By the Commission. Dated: February 19, 2020. Vanessa A. Countryman,

Secretary. [FR Doc. 2020–03705 Filed 2–28–20; 8:45 am] BILLING CODE 8011–01–P

#### DEPARTMENT OF COMMERCE Patent and Trademark Office

#### 37 CFR Part 1

### [Docket No. PTO-P-2019-0035]

Clarification of the Practice for Requiring Additional Information in Petitions Filed in Patent Applications and Patents Based on Unintentional

AGENCY: United States Patent and Trademark Office, Department of Commerce.

ACTION: Clarification.

SUMMANY: The United States Patent and Trademark Office (USPTO) is clarifying its practice as to situations that will require additional information about whether a delay in seeking the revival of an abandoned application, acceptance of a delayed maintenance fee payment, or acceptance of a delayed priority or benefit claim was unintentional.

DATES: The clarification of practice set for his applicable to any petition decided on or after March 2, 2020.
FOR FURTHER MEPORATION CONTACT:
Christina Tartera Donnell, Altorney
Advisor, Office of Petitions, by telephone at 571–272–2711; or Douglas
L Wood, Attorney Advisor, Office of
Petitions, by telephone at 571–272–3231; or by mail addressed to: Mail Stop
Comments-Patents, Commissioner for
Patents, P.O. Box 1450, Alexandria, VA

U.S.C. 27, which expressly provides that the director of the USPTO may establish procedures to revive an unintentionally abandoned application for patent or accept an unintentionally delayed issue fee payment, upon petition by the applicant for patent or patent owner See Public Law 112-211, 201(b)(1), 126 Stat. at 1534. Section 202(b)(1)(B) of the PLTIA amended 35 U.S.C. 41(c)(1) to provide that the director may accept the payment of any maintenance fee required by 35 U.S.C. 41(b) after the sixmonth grace period if the delay is shown to the satisfaction of the director to have been unintentional. See Sec. 202(b)(1)(B), Public Law 112-211, 126 Stat. at 1535-36. The 18-month publication provisions of the America Inventors Protection Act of 1999 (AIPA) amended 35 U.S.C. 119 and 120 to provide that a priority claim for a foreign or international application and a benefit claim to an earlier domestic provisional or nonprovisional application must be filed within the period required by the USPTO, but that the USPTO may establish procedures to accept an unintentionally delayed priority or benefit claim. See Public Law 106-113, 113 Stat. 1501, 1501A-563 through 1501A-564 (1999). The USPTO revised the rules of

practice to implement the 18-month publication provisions of section 4503 of the AIPA in September 2000. This included revising the rules of practice pertaining to foreign priority and domestic benefit claims (37 CFR 1.55 and 1.78) to set a time period within which such priority and benefit claims must be filed, and to provide for the acceptance of unintentionally delayed priority or benefit claims. See Changes to Implement Eighteen-Month Publication of Patent Applications, 65 FR 57023, 57024-25, 57030-31, 57053-55 (September 20, 2000). The USPTO revised the rules of practice for consistency with the PLT and title II of the PLTIA in October 2013. This included revising the rules of practice pertaining to the revival of abandoned applications (37 CFR 1.137) and acceptance of delayed maintenance fee payments (37 CFR 1.378) to provide for the revival of abandoned applications and acceptance of delayed maintenance fee payments solely on the basis of "unintentional" delay, as well as revisions to the rules of practice

Additional information available at: <a href="https://www.govinfo.gov/content/pkg/FR-2020-03-02/pdf/2020-03715.pdf">www.govinfo.gov/content/pkg/FR-2020-03-02/pdf/2020-03715.pdf</a>

# Petitions-related updates (cont.)

- COVID-19 Prioritized Fxamination Pilot Program:
  - Prioritized examination is available for certain patent applications without payment of certain prioritized examination fees.
  - Applications must cover a product or process related to COVID-19, and such product or process must be subject to an applicable FDA approval for COVID-19 use.
  - Available for small and micro entity applicants
  - Requests will be accepted until midnight on March 31, 2022.

#### Federal Register/Vol. 85, No. 94/Thursday, May 14, 2020/Notices

#### Notification Regarding Administrative

This notice serves as the only reminder to parties subject to administrative protective order (APO) of their responsibility concerning the disposition of proprietary information disclosed under APO in accordance with 19 CFR 351.305(a)(3). Timely written notification of the return or destruction of APO materials or conversion to judicial protective order is Eastern Time. All sessions will be open hereby requested. Failure to comply with the regulations and the terms of an APO is a sanctionable violation. Note that Commerce has temporarily modified certain of its requirements for serving documents containing business proprietary information, until May 19, 2020, unless extended.11

This notice is published in accordance with sections 751(a)(1) and 777(i)(1) of the Act, and 19 CFR 351.213(d)(4).

Dated: May 8, 2020. James Maeder,

Deputy Assistant Secretary for Antidumping and Countervailing Duty Operations. FR Doc. 2020-10350 Filed 5-13-20; 8:45 am] BILLING CODE 3510-DS-P

#### DEPARTMENT OF COMMERCE

National Institute of Standards and Technology

#### Open Meeting of the Information Security and Privacy Advisory Board

AGENCY: National Institute of Standards and Technology, Department of

ACTION: Notice of open meeting.

SUMMARY: The Information Security and Privacy Advisory Board (ISPAB) will meet Wednesday, June 24, 2020 from 9:00 a.m. until 5:00 p.m., Eastern Time, and Thursday, June 25, 2020 from 9:00 a.m. until 4:30 p.m., Eastern Time. All sessions will be open to the public. DATES: The meeting will be held on

Standards and Technology, Telephone: (301) 975-2489, Email address:

ieffrey.brewer@nist.gov. SUPPLEMENTARY INFORMATION: Pursuant to the Federal Advisory Committee Act. as amended, 5 U.S.C. App., notice is hereby given that the ISPAB will hold an open meeting Wednesday, June 24, 2020 from 9:00 a.m. until 5:00 p.m., Eastern Time, and Thursday, June 25, 2020 from 9:00 a.m. until 4:30 p.m.

to the public. The ISPAB is authorized by 15 U.S.C. 278g-4, as amended, and advises the National Institute of Standards and Technology (NIST), the Secretary of Homeland Security, and the Events/2020/ispab-june-meeting by 5 Director of the Office of Management and Budget (OMB) on information security and privacy issues pertaining to Federal government information systems, including through review of

proposed standards and guidelines developed by NIST. Details regarding the ISPAB's activities are available at https://csrc.nist.gov/projects/ispab. The agenda is expected to include the

following items:

- -Discussion of the United States Methods of Product Testing and Standards Conformance, -Presentation from the United States Government Testing Programs, -Discussion of International Testing requirements and conformance
- —Discussion of Executive Order 13905—Strengthening National Resilience Through Use of Positioning, Navigation, and Timing (PNT) Services.
- Discussion on telework cybersecurity and privacy, and potential lessons

Note that agenda items may change without notice. The final agenda will be posted on the ISPAB event page at: https://cms.csrc.nist.gov/Events/2020/ ispab-june-meeting.

Public Participation: Written questions or comments from the public are invited and may be submitted electronically by email to leff Brewer at

submit a question or comment but could not be accommodated on the agenda, and those who were unable to attend the meeting via webinar are invited to submit written statements. In addition, written statements are invited and may be submitted to the ISPAB at any time. All written statements should be

Information Technology Laboratory by email to: jeffrey.brewer@nist.gov. Admittance Instructions: All participants will be attending via webinar and must register on ISPAB's event page at: https://cms.csrc.nist.gov/

directed to the ISPAB Secretariat

Kevin A. Kimball, Chief of Staff.

[FR Doc. 2020-10375 Filed 5-13-20; 8:45 am] BILLING CODE 3510-13-P

p.m. Eastern Time, June 22, 2020.

#### DEPARTMENT OF COMMERCE

Patent and Trademark Office

[Docket No.: PTO-P-2020-0026] COVID-19 Prioritized Examination Pilot

AGENCY: United States Patent and Trademark Office, Department of

Program

SUMMARY: The United States Patent and Trademark Office (USPTO or Office) is implementing a pilot program to provide prioritized examination of certain patent applications. To qualify, the claim(s) of an application must cover a product or process related to COVID-19, and such product or process must be subject to an applicable FDA approval for COVID-19 use.

Under this pilot program, the USPTO will grant qualified requests for prioritized examination without payment of certain fees associated with prioritized examination for applicants

Accessible via the COVID-19 Response Resource Center, available at <a href="https://www.uspto.gov/coronavirus/uspto-covid-19-response-resource-center">www.uspto.gov/coronavirus/uspto-covid-19-response-resource-center</a>

# Helpful petitions practice tips

## Helpful tips: Document codes

- Petitions that are filed without the proper document code can result in delays in processing the petition.
  - Use of "letter" or "miscellaneous" codes can cause delays unless someone reviews and identifies these papers as a petition and notifies the appropriate office of the petition.
  - "PET.OP" is the most frequently used document code for most petitions handled by the Office of Petitions.

### Helpful tips: Petitions are NOT a response

- Reminder: Petitions are not a response to an Office action.
- Petitions do not stop the time running against an applicant for filing a response to an Office action.
- Even if applicant is asking for review of the decision by the Office of Petitions, a response must be filed before the period for reply expires or the application will become abandoned.

### Helpful tips: To avoid abandonment

### Terminal disclaimers including eTerminal disclaimers:

- If the only remaining rejection in an Office action is an obviousness-type rejection, a complete response is either a reply by the applicant showing that the claims subject to the rejection are patentably distinct from the reference claims or filing of a terminal disclaimer in accordance with 37 CFR 1.321 in the pending application(s) with a reply to the Office action.
- Filing a terminal disclaimer by itself does not obviate the need to respond under 37 CFR 1.111.

### Notice of Allowance:

- Should be reviewed carefully to ensure there are no outstanding requirements
- For example, if the box is checked on the Notice of Allowance form indicating that corrected drawings (as "replacement sheets") must be submitted, the applicant needs to send in a response.

### Request for Continued Examination (RCE) in National Stage applications:

 An RCE filed in a National Stage (35 U.S.C. 371) application is improper if a compliant oath or declaration for each originally named inventor has not been filed.

# Helpful tips: To avoid abandonment (cont.)

### Interview summaries:

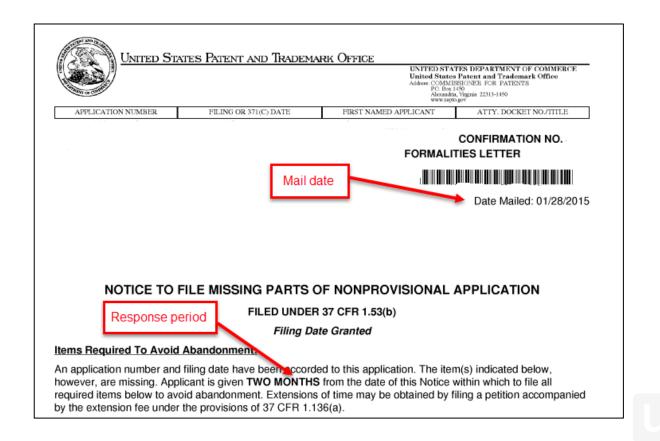
- All business with the U.S. Patent and Trademark Office should be transacted in writing under 37 CFR 1.2.
- Verbal agreements do not constitute a formal response.
- For example, if an examiner indicates a new Office action will be mailed out or that the replacement drawings satisfy a previously raised objection in an interview, this needs to be indicated in writing in the record.

### Notice to File Missing Parts:

- Common mistakes that lead to Notice to File Missing Parts:
  - Specification Format 37 CFR 1.52, 37 CFR 1.71-1.75, 1.77, and 1.121(b) & (c)
  - Drawing Format 37 CFR 1.84 and 1.121(d)
  - Application Data Sheet (ADS) 37 CFR 1.76
  - Signatures 37 CFR 1.4
  - Micro Entity Certification 37 CFR 1.29



### Helpful tips: Notice to File Missing Parts





# Helpful tips: Last-minute filings

### Oath/declaration

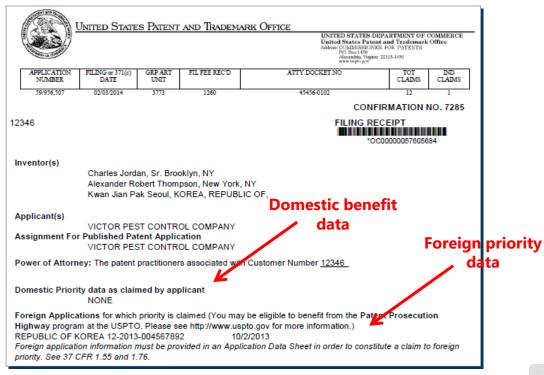
- Applicant can now defer filing oath/declaration until the Notice of Allowance is issued. However, an application is abandoned by law if an oath/declaration is not filed by the time the issue fee is paid.
  - It may become difficult to obtain all the necessary signatures (e.g., inventor may refuse to sign).
  - May need to file a substitute statement
- An RCE filed in a National Stage (35 U.S.C. 371) application is improper if a compliant oath or declaration for each originally named inventor has not been filed.

### Helpful tips: Last-minute filings (cont.)

### Benefit/priority claims:

- Ensure benefit/priority information is properly listed in the application data sheet (ADS).
- Using web-based/corrected web-based ADS can help ensure that benefit/priority information is correctly entered into the ADS and changes are properly marked-up.
- Promptly review the filing receipt to verify accuracy of benefit/priority information.
- Avoid petitions for unintentionally delayed benefit/priority claims, which can be costly and can cause prosecution delays.

# Helpful tips: Filing receipt example



# Helpful tips: Petition submission

- Getting your petition to the Office of Petitions:
  - ePetition ePetitions
  - EFS-Web
  - Mail to: Mail Stop Petition, Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450
  - Central fax (571) 273-8300
  - Deliver to Customer Service Window at Randolph Building
  - ONLY FOR PETITIONS TO WITHDRAW FROM ISSUE (in addition to the options listed above):
    - Fax to the Office of Petitions (571) 273-0025



# Helpful tips: Call centers

- Office of Petitions Help Desk
  - **–** (571) 272-3282
- Inventor Assistance Center (IAC)
  - 1-800-786-9199 or (571) 272-1000
- IPLA (PCT Legal) Help Desk
  - **-** (571) 272-4300
- Pro Se Assistance
  - **–** 1-866-767-3848
- Fee Assistance
  - **–** 1-800-786-9199
- Other support numbers
  - www.uspto.gov/patent/contact-patents



# Helpful tips: Online resources

- ePetition resource page:
  - www.uspto.gov/patents-application-process/applying-online/epetition-resource-page
- Petitions timeline:
  - www.uspto.gov/patents-application-process/petitions/timeline/patents-petitions-timeline
- Patents dashboard:
  - www.uspto.gov/dashboards/patents/main.dashxml
- Web-based ADS:
  - www.uspto.gov/patents/process/file/efs/guidance/WebADS\_QSG.pdf
- Corrected web-based ADS:
  - www.uspto.gov/sites/default/files/documents/Corrected-WebADS-QSG.pdf
- ADS information page:
  - <u>www.uspto.gov/patent/forms/important-information-completing-application-data-sheet-ads</u>
- Patent form finder:
  - https://my.uspto.gov/patent-form-finder



# **Questions?**

