

EPO Online Filing

README file

Version 5.15 Build 5.0.15.

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1 What is the Online Filing software (OLF)?

The Online Filing software (OLF) enables you to submit patent applications and subsequently filed documents electronically over a secure Internet link. A key benefit of this service is that you receive the receipt immediately. The receipt contains the application number as well as the date and time the application was received.

With the Online Filing software you can file

- European patent applications with e-filing-enabled filing offices in the EPO member states (Form EP(1001E2K))
- Entry into the regional phase with the EPO (Form Euro-PCT(1200E2K))
- Subsequent documents with the EPO (Form EP(1038E))
- Documents relating to appeal, revocation and limitation proceedings with the EPO (Form EP(1038E))
- Documents relating to opposition proceedings with the EPO (Form EP(Oppo))
- PCT applications with the EPO and WIPO (RO/IB) and with e-filing-enabled receiving offices in the EPO member states (Form PCT/RO/101)
- Subsequent documents for all PCT procedures with the EPO, as well as payment of related fees (Form PCT-SFD)
- Demands for international preliminary examination with the EPO, as well as payment of related fees (Form PCT/IPEA/401)
- National applications with e-filing-enabled national offices in the EPO member states (optional). The required plug-ins are made available, defined and maintained by the national offices concerned. See the EPO website at [Online Filing in national offices](#) for a list of participating offices and supported procedures.
- Requests for unitary effect on granted European patents (Form UP7000)
- Subsequent documents with Unitary Patent (Form UP7038)

2 System requirements

In order to run OLF, your system should have:


- Intel Pentium 4 processor (or equivalent) 2.4 GHz (or above, depending on operating system)
- 2 to 4 GB RAM (depending on operating system)
- 4 GB hard disk free space (at least 10 GB recommended for server installation with database)
- Smart card reader connected to USB port, e.g. GemPC Twin

Supported operating systems for installing the Online Filing software (client, server or stand-alone):




- Microsoft Windows 8 / 8.1, 32-bit and 64-bit
- Microsoft Windows 10, 32-bit and 64-bit
- Microsoft Windows 11, 64-bit
- Microsoft Windows Server 2012 / 2012 R2, 64-bit
- Microsoft Windows Server 2016, 64-bit
- Microsoft Windows Server 2019, 64-bit

Arial Unicode Font

The MS Arial Unicode font is required to run the Online Filing software. This font can be installed from the Microsoft Office package (Microsoft Office 2013 or previous versions).

-  Microsoft Office 365 subscriptions, Microsoft Office 2016 and Microsoft Windows 7/11 no longer include Arial Unicode MS font. In this case, you must install this font from a different source for example from a computer using an earlier version of Microsoft Office. The font may also be obtained online.

3 Setup and configuration

-  **New EPO smart cards will no longer be issued from January 2024** and the Office intends to decommission smart cards as from 1 January 2025; please refer to Article 50, “Notice from the European Patent Office dated 3 May 2023 concerning new milestones for EPO online services”, published in the Official Journal EPO 5/2023 (www.epo.org/en/legal/official-journal/2023/05/a50.html)
-  For more information about the phasing out the use of smart cards in 2024, see the [dedicated FAQ](#).
-  When using OLF to file outside from the EPO (e.g. EP(1001E2K) with a filing office which is not the EPO) or using form PCT/RO/101, only the signature options available to that receiving or filing office or form will be shown.

Installing OLF version 5.15 from scratch

In order to install OLF version 5.15, please use the most recent full installation file **OLF515.exe** (build 5.0.15) which is available for download from the EPO website.

- ➔ Download and install Cryptovision sc/interface v 8 software and smart card driver from the EPO website (<https://www.epo.org/applying/online-services/security/reader.html>).
- You will find the download link in the welcome letter sent to you by EPO Customer Services.
- ➔ If not already installed, download and install **Adobe Reader 11.0.x** or higher (or Adobe Acrobat XI) from [Adobe](#).
- ➔ Download the latest version of the **Full package for installation of Online Filing (OLF)** from the EPO website at [Download software for filing with the EPO](#).
- ➔ To start the installation wizard, double-click the **OLF515.exe** installation file.
- ➔ Select the installation options as appropriate.

For more information, please refer to the **Installation Guide** available from the EPO website at [Download documentation](#).

- ➔ After successful installation, run **Live Update** from the Server Manager to install all available updates.

Alternatively, download all subsequent OLF patches from the EPO website and install them in the order of their release (oldest first). Updates are cumulative per area – only the latest EP, IB or

national update should be installed; previous updates are included in the latest package and will only be applied if necessary.

Starting with new patches from spring 2021, EPO online services packages, including OLF packages, will be digitally signed.

When you download, "signed" software gives you the assurance that the package is from the European Patent Office and is still valid, and that code has not been tampered with since being published, see the User Guide for more information.

Updating to OLF version 5.15 from an older version

It is not possible to update to version 5.15 directly from versions older than 5.14, build 5.0.14. Before installing the version 5.15 update, please upgrade your OLF installation either by running Live Update from the Server Manager or by downloading and installing all required updates and patches from the EPO website.

- ➔ To update OLF version 5.14 to version 5.15, run the **OLF515.exe** file.
- ➔ Proceed with the installation wizard.

Depending on your computer's performance, updating the database may take some time. You should plan at least one hour for completing the update.

- ➔ Restart the server machine, and then update the thin client on all workstations.

For information about updates, fixes and patches, you should check the EPO website at [Online Filing](#). If you have activated Live Update in OLF, you will normally be notified automatically. However, for technical reasons the EPO may not always be able to provide the files via Live Update. Users wishing to be automatically informed of OLF updates, fixes and patches should therefore sign up for the RSS feed with updates for the Online-Services.

Uninstalling the OLF software

To remove the software from your computer, proceed as follows:

- ➔ Open the Windows **Control Panel**.
- ➔ Go to **Programs > Programs and Features > Uninstall or change a program**.
- ➔ Select the OLF component to be removed from the list of applications that can be uninstalled by Windows:
 - If you have installed the stand-alone version, select **Online Filing 5.15**.
 - If you have only installed the OLF client, select **Online Filing Client 5.0**.
 - If you have only installed the OLF server, select **Online Filing 5.15**.
 - If you have installed both the OLF client and the OLF server, follow the steps for the client first and then repeat the procedure for the server.
- ➔ To uninstall the selected OLF component, click **Uninstall**.

4 Help

User documentation

The latest user documentation is available from the EPO website at [Download documentation](#).

Note: Some of the images in the documentation may differ in minor details from the user interface in the current version of the OLF software.

Contact EPO Customer Services

Please contact Customer Services for all questions about Online Filing and other EPO online services. We are open Monday to Friday, 08.00-18.00 hrs CET.

You can:

- call our freephone number **00 800 80 20 20 20** (free call for most countries worldwide)
- The freephone number for Turkey is **00 800 491 80 20 20 20**
- call Customer Services locally (normal national/international rates apply):
 - Munich: +49 89 2399-4500
 - The Hague: +31 70 340-4500
 - Berlin: +49 30 25901-4500
 - Vienna: +43 1 52126-4500
- send an e-mail to support@epo.org
- use our [contact form](#)

If you contact Customer Services, please include the following information:

- the build number of the individual component (can be found in File Manager under **Help > Info**)
- your name, address, e-mail address and telephone number
- your hardware and software configuration
- a description of the problem, and what you were trying to do when it occurred.

5 What is new in each version?

5.15 (2023)

December 2023

- New features and minor functional changes
 - PCT/RO/101:
 - Update of PCT fees, including 1 January 2024 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
 - PCT Demand
 - Update of fees to 1 January 2024 fee schedules
 - PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 January 2024 fee schedules

November 2023

The most recent version of all procedures as available on 1 November 2023.

Introduction of EPO Account with two factor authentication for EP and PCT submissions to the EPO as filing office, receiving office or in any other capacity.

5.14 (2022-2023)

September 2023

- New features and minor functional changes
- **PCT procedures**
 - Fee update PCT (SE) for September 2023 in PCT/RO/101, PCT-DEMAND, PCT-SFD

July 2023

- New features and minor functional changes
- **PCT procedures**
 - As of 15 June 2023, the Norwegian Industrial Property Office will no longer accept [PCT/RO/101 filings via OLE](#).

Applying the OLF July 2023 update will remove NO as a Receiving Office from PCT/RO/101 and all associated draft and submitted applications. Customers are advised to export any such applications for their records before this update.

June 2023

- New features and minor functional changes
 - **EP procedures:**
 - Unitary Patent: end of possibility to file a request for delayed grant, see [OJ EPO 2022, A102](#)
 - minor technical corrections and fixes
 - **PCT Procedures**
 - minor technical corrections and fixes
 - **UP procedures**
 - Unitary Patent: end of possibility to file an early request for unitary effect, see [OJ EPO 2022, A104](#)
 - minor technical corrections and fixes

April 2023 A

Correction patch EP for SP14 April 2023 (number of pages)

New features and minor functional changes

- **EP procedures:**
 - Euro-PCT: correction of number of pages on generated PDF
 - Minor technical corrections and fixes

April 2023

- New features and minor functional changes
 - **EP procedures:**
 - All forms: Amendment of Article 2 of the Rules relating to Fees, see [OJ EPO 2023, A2](#)
 - All forms: Amendment of administrative fees/expenses, see [OJ EPO 2023, A3](#)
 - minor technical corrections and fixes
 - **PCT Procedures**
 - All forms: Amendment of Article 2 of the Rules relating to Fees, see [OJ EPO 2023, A2](#)
 - All forms: Amendment of administrative fees/expenses, see [OJ EPO 2023, A3](#)
 - minor technical corrections and fixes
 - **UP procedures**
 - All forms: Amendment of administrative fees/expenses, see [OJ EPO 2023, A3](#)
 - minor technical corrections and fixes

March 2023

New features and minor functional changes

- **EP procedures**
 - Euro-PCT: correction of number of claims on generated PDF
 - Minor technical corrections and fixes

New features and minor functional changes

- **PCT procedures**
 - New PCT Contracting State: Mauritius
 - Minor technical corrections and fixes

February 2023

New features and minor functional changes

- **UP procedures:**
 - Minor technical corrections and fixes
- **EP procedures:**
 - Türkiye: change of name
 - Removal of fields requesting fax number entry
 - Minor technical corrections and fixes
- **PCT procedures**
 - Türkiye: change of name
 - PCT Demand, PCT Subsequently Filed Documents (SFD): Removal of fields requesting fax number entry
 - Minor technical corrections and fixes

January 2023

- New features and minor functional changes
 - UP procedures:
 - UP 7000: Request for unitary effect, see [OJ EPO 2022, A105](#)
 - UP 7038: European patent with unitary effect – letter accompanying subsequently filed documents
 - Minor technical corrections and fixes
 - EP procedures:
 - New document type for EP 1038: Request to delay issuing the decision to grant a European patent, see [OJ EPO 2022, A102 and A104](#)
 - Minor technical corrections and fixes
 - PCT procedures:
 - PCT/RO/101:
 - Update of PCT fees, including 1 January 2023 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
 - PCT Demand
 - Update of fees to 1 January 2023 fee schedules

- Minor technical corrections and fixes
- PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 January 2023 fee schedules
 - Minor technical corrections and fixes

October 2022

New features and minor functional changes

- EP procedures:
 - All forms: Montenegro accedes to the European Patent Convention, see [OJ EPO 2022, A78](#)
 - minor technical corrections and fixes
- PCT procedures:
 - All forms: Montenegro accedes to the European Patent Convention, see [OJ EPO 2022, A78](#)
 - minor technical corrections and fixes

August 2022

New features and minor functional changes

- EP procedures
 - All forms:
 - Correction of import/export functionality
 - Euro-PCT: correction of fee display in DE version
- PCT procedures:
 - PCT/RO/101:
 - Correction of import/export functionality
 - PCT Demand
 - Correction of import/export functionality
 - PCT Subsequently Filed Documents (SFD)
 - Correction of import/export functionality
- National procedures:
 - Correction of SK-SFD plugin

July 2022

The most recent version of all procedures as available on 1 July 2022.

- EP procedures
 - All forms:
 - Introduction of WIPO Standard ST.26, see [OJ EPO 2021, A96](#)
- PCT procedures:

- PCT/RO/101:
 - The 1 April 2022 PCT/RO/101 release (version 3.51.275 is available in eOLF Client.
 - Update of PCT fees, including 1 July 2022 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
 - Introduction of WIPO Standard ST.26, see [OJ EPO 2021, A96](#)
- PCT Demand
 - Update of fees to 1 July 2022 fee schedules
 - Introduction of WIPO Standard ST.26, see [OJ EPO 2021, A96](#)
- PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 July 2022 fee schedules
 - Introduction of WIPO Standard ST.26, see [OJ EPO 2021, A96](#)

5.13 (2021-2022)

June 2022

- UNIP DEMO procedures:
 - Unitary Patent applications and subsequently filed documents, see [OJ EPO 2022, A5](#)
- EP procedures:
 - All forms: correction of editable fees
 - minor technical corrections and fixes

April 2022

- EP procedures:
 - Euro-PCT: correction of fee discount
 - minor technical corrections and fixes
- EP procedures:
 - All forms: Amendment of Article 2 of the Rules relating to Fees, see [OJ EPO 2022, A2](#)
 - All forms: Amendment of administrative fees/expenses, see [OJ EPO 2022, A7](#)
 - minor technical corrections and fixes
- PCT Procedures
 - All forms: Amendment of Article 2 of the Rules relating to Fees, see [OJ EPO 2022, A2](#)

- All forms: Amendment of administrative fees/expenses, see [OJ EPO 2022, A7](#)
- minor technical corrections and fixes

March 2022

- PCT/RO/101:
 - The 1 January 2022 PCT/RO/101 release (version 3.51.274 is available in eOLF Client.

January 2022

- PCT/RO/101:
 - Update of PCT fees, including 1 January 2022 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
- PCT Demand
 - Update of fees to 1 January 2022 fee schedules
- PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 January 2022 fee schedules

December 2021

- The PCT updates include
 - the update of the States for which search fee reductions are applicable for ISAs EG, EP and ES
 - Fee updates for IS and PT
- There are stylesheet modifications for this update including the following:
 - Office names: AM, MT and UA
 - Country names (for the English transliteration of addresses in the non-latin alphabet languages): CI, CV, CW, FK, ME, RE, RS, SH, SX, TW, WF

October 2021

- EP procedures:
 - Form F1001, F1038, F1200, OPPO, PCT-DEMAND, PCT-SFD: textual changes on tab Fees, subtab Payment Details.
 - Form EP1200 Biological Material: check boxes Copy of Receipt and Rule31(c) were in certain circumstances incorrectly checked
 - Form EP1038: in case a non-public document was selected fee 030 was not accepted

August 2021

- New features and minor functional changes
 - PCT/RO/101:
 - The 1 July 2021 PCT/RO/101 release (version 3.51.272 is available in eOLF Client.
 - Update of PCT fees, including 1 July 2021 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
 - PCT Demand
 - Update of fees to 1 July 2021 fee schedules
 - PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 July 2021 fee schedules

For more information, see [PCT Fee Tables](#).

June 2021

- The most recent version of all procedures as available on 1 April 2021.
- PCT procedures:
 - PCT/RO/101:
 - The 1 April 2021 PCT/RO/101 release (version 3.51.271 is available in eOLF Client.
 - Update of PCT fees, including 1 April 2021 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
 - PCT Demand
 - Update of fees to 1 April 2021 fee schedules
 - PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 April 2021 fee schedules

5.12 (2020-2021)

April 2021

- EP procedures:
 - F1001, F1038: Amendment of Rule 19 EPC: when designating inventors applicants are no longer required to indicate the full addresses of the inventors, but instead only their country and place of residence; see [OJ EPO 2021, A12](#)
 - F1001, F1038: Amendment of Rule 19 EPC: removal of the option for inventors to waive their right to be notified; see [OJ EPO 2021, A12](#)
 - Minor technical corrections and fixes

March 2021

- PCT/RO/101:
 - The 1 January 2021 PCT/RO/101 release (version 3.51.270 is available in eOLF Client.
 - Update of PCT fees, including 1 January 2021 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
 - CNIPA-EPO pilot for ISA files, see [CNIPA-EPO Pilot](#)
- PCT Demand
 - Update of fees to 1 January 2021 fee schedules
- PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 January 2021 fee schedules

January 2021

- PCT/RO/101:
 - The 1 October 2020 PCT/RO/101 release (version 3.51.269 is available in eOLF Client.
 - Update of PCT fees, including 1 October 2020 and 1 January 2021 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
- PCT Demand
 - Update of fees to 1 October 2020 and 1 January 2021 fee schedules
- PCT Subsequently Filed Documents (SFD)
 - Update of fees to 1 October 2020 and 1 January 2021 fee schedules

November 2020

- EP procedures:
 - F1001, F1038, Euro-PCT: Electronic priority documents INPI, see [EPC Rule 53](#)
 - minor technical corrections and fixes

August 2020

- **PCT/RO/101:**
 - The 1 July 2020 PCT/RO/101 release (version 3.51.268) is available in eOLF Client.
 - Update of PCT fees, including 1 July 2020 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
- **PCT Demand**
 - Update of fees to 1 July 2020 fee schedules
- **PCT Subsequently Filed Documents (SFD)**
 - Update of fees to 1 July 2020 fee schedules

July 2020

- The most recent version of all procedures as available on 20 April 2020.
This updated package corrects two minor installation errors (password protection, location of fonts).
- Customers who have already installed V5.13 do not have to reinstall this package.

May 2020

- The 5.12 full package for installation of Online Filing (build 5.0.12, released on 27 May 2020) incorporates all updates up to April 20 2020.
- The 1 April 2020 PCT/RO/101 release (version 3.51.267), including updates of PCT fees to 1 April 2020, is included in this package and will not be issued separately.

5.11 (2019, 2020)

March 2020 PCT

- **PCT/RO/101:**
 - The 1 January 2020 PCT/RO/101 release (version 3.51.266) is available in eOLF Client.
 - Update of PCT fees, including 1 January 2020 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
- **PCT Demand**

- Update of fees to 1 January 2020 fee schedules
- **PCT Subsequently Filed Documents (SFD)**
 - Update of fees to 1 January 2020 fee schedules
 - Updated PCT certificates required for filings to IB, AT

March 2020 EP

- **EP procedures:**
 - Amendments to Articles **2** and **7** of the Rules relating to Fees, **OJ EPO 2020, A3**
 - Changes to the conditions for reimbursement of the appeal fee (Rule 103 EPC), **OJ EPO 2020, A5**
 - Extension of applicant's or representative's file reference: more information information [\[Extension of file reference\]](#)
 - Minor technical corrections and fixes
- **PCT procedures**
 - Amendments to Articles **2** and **7** of the Rules relating to Fees, **OJ EPO 2020, A3**
 - Extension of the reduction scheme for the fees for the international search and the international preliminary examination carried out on international applications filed by nationals of certain states, **OJ EPO 2020, A4**
 - Extension of applicant's or representative's file reference: [\[Extension of file reference\]](#)

October 2019

PCT/RO/101

- The 1 July 2019 PCT/RO/101 release (version 3.51.263) is available in eOLF Client.
- Update of PCT fees, including 1 July 2019 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau

PCT Demand

- Update of fees to 1 July 2019 fee schedules

PCT SFD

- Update of fees to 1 July 2019 fee schedules

August 2019

New features and minor functional changes

- **All procedures:**
 - Cryptovision update: **more information**
- **EP procedures:**
 - Iceland: change of office name **Icelandic Intellectual Property Office (ISIPO) name**

change

- minor technical corrections and fixes

June 2019

New features and minor functional changes

- **EP procedures:**
- North Macedonia: change of name **OJ EPO 2019, A43**
- minor technical corrections and fixes

PCT-DEMAND / Chapter II PCT:

- Indication of immediate start of Chapter II according to amended Rule 69.1(a) PCT, unless a postponed start is requested, **PCT Notification No. 214**.

May 2019

- Resolution of issues (sequence listings) with the Online Filing update released on 26 April 2019

April 2019 (3 patches)

- Resolution of issues with the Online Filing update released on 1 April 2019
- Resolution of issues (national office procedures) with the Online Filing full update released on 28 February 2019. This package will seek to apply the update to each applicable national office (NO) plugin and will notify users every time it finds an NO plugin not currently installed in Online Filing. Users are advised to click OK to close each notification. This will not affect the installation.

March 2019

PCT/RO/101

- The 1 January 2019 PCT/RO/101 release (version 3.51.262) is available in eOLF Client.
- Update of PCT fees, including 1 January 2019 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau

PCT Demand

- R The 1 October 2018 PCT/RO/101 release (version 3.51.257) is available in eOLF Client.
- Update of PCT fees, including 1 October 2018 and 1 January 2019 fee schedules, for
 - all EPC contracting states which are also PCT contracting states

PCT SFD

- Update of fees to 1 January 2019 fee schedules

February 2019

- The most recent version of all procedures as available up to 1 January 2019

5.10 (January 2018 – December 2018)

December 2018

PCT/RO/101

- R The 1 October 2018 PCT/RO/101 release (version 3.51.257) is available in eOLF Client.
- Update of PCT fees, including 1 October 2018 and 1 January 2019 fee schedules, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau

PCT Demand

- Update of fees to 1 October 2018 and 1 January 2019 fee schedules

PCT SFD

- Update of fees to 1 October 2018 and 1 January 2019 fee schedules

November 2018

- Resolution of issues (back up, live update) with the Online Filing update released on 30 October 2018

October 2018

EP Procedures

- EPO Form 1001, Euro-PCT Form 1200, Form 1038: The EPO will join the WIPO Digital Access Service (DAS) as of 1 November 2018. **OJ EPO, A78**
- EPO Form 1001, Euro-PCT Form 1200, Form 1038: Validation for Cambodia, addendum: a warning message has been implemented to inform applicants that, under Cambodia's Law on Patents, pharmaceutical products are currently excluded from patent protection. **OJ EPO 2018, A16**
- Form 1038: Now possible to attach Form 1011bis (Declaration for SMEs, natural persons, non-profit organisations, universities and public research organisations for the purpose of the reduction of the fee for appeal). **OJ EPO 2018, A5**
- minor technical corrections and fixes

September 2018

PCT/RO/101

- Update of PCT fees, including 01 July 2018 fee schedule, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau

June 2018

PCT/RO/101

- IP5 pilot project on collaborative search and examination under the PCT, see **EPO OJ 2018, A47**
- Update of PCT fees, including 01 April 2018 fee schedule, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau

PCT SFD

- Update of fees to 01 April 2018 fee schedule

PCT Demand

- Update of fees to 01 April 2018 fee schedule

May 2018

- Resolution of client/server issue with the Online Filing update released on 3 May 2018

April 2018

PCT/RO/101

- The 1 January 2018 PCT/RO/101 release (version 3.51.256) is available in eOLF Client, incorporating the PCT-SAFE releases of April, July and October 2017.
- Update of PCT fees, including 01 January 2018 fee schedule, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau
- Update of PCT fees, including 01 April 2018 fee schedule, for
 - European Patent Office and selected national patent offices for filings entering the regional phase

March 2018

EP procedures

- Euro-PCT: payment of the third year renewal fee, amended Rule 51(1) EPC see **OJ EPO 2018, A3**
- F1038: Reduction of the appeal fee for natural persons and entities referred to in **EPC Rule 6(4)**, see **OJ EPO 2018, A5**
- F1038: Increase of the appeal fee, see **OJ EPO 2018, A4**
- F1001, F1038, Euro-PCT: Electronic priority documents, see **EPC Rule 53**
- minor technical corrections and fixes
- Request for validation of European patent applications and patents in Cambodia from 1 March 2018, see **OJ EPO 2/2018**
- Payment of validation fee for Cambodia, see **Decision of the President of the European Patent Office dated 9 February 2018**

January 2018

PCT/RO/101, PCT SFD, PCT Demand:

- Update of PCT fees, for
 - all EPC contracting states which are also PCT contracting states
 - International Bureau

5.10 (December 2017)

The December 2017 update contains new features and minor functional changes.

EP procedures

- Request for validation of European patent applications and patents in the Republic of Tunisia from 1 December 2017, see **OJ EPO 10/2017, A85**
- Payment of validation fee for the Republic of Tunisia, see **Decision of the President of the European Patent Office dated 11 October 2017**
- Indication of intention to pay via credit card from 1 December 2017, see **OJ EPO 09/2017, A73**
- F1200: Early entry into the European phase, see **OJ EPO 3/2013, 156**
- Turkey as new ISA and IPEA, see **PCT Newsletter, 2/2017**
- Minor functional changes

5.10 (July 2017)

- Informal comments, see **Official Journal March 2017, A21**
- Afghanistan joins Paris Convention, see **WIPO Paris Notification No. 221**
- Minor technical corrections and fixes

5.10 (1 April 2017)

The 1 April 2017 update contains new features and minor functional changes.

EP procedures

- F1200: Selection of language of proceedings, see **EPC Rule 3**
- minor technical corrections and fixes

5.10 (SP10)

The 5.10 update (1 November 2016) contains new features and minor functional changes.

EP procedures

- F1038: request for participation in the PACE programme, see **OJ EPO 2015, A93**
- F1038: enquiries as to the processing of files, see **OJ EPO 2016, A66**
- Debit orders, see **supplementary publication 3, OJ EPO 2015, 8(6.2)**
- OPPO: time limits, see **OJ EPO 2016, A42**

PCT subsequently filed documents (SFD)

- For filing of documents relating to the international application under **Rule 89bis.2 PCT** and of the demand under PCT Chapter II, and also for indicating the payment of fees related to the demand, see **OJ EPO 2016, A78**

5.09 (SP9)

The 1 July 2016 update contains new features and minor functional changes.

EP procedures

- Visegrad recognised as new ISA and IPEA, see **Official Journal January 2016, A2**
- Ukraine recognised as new ISA, SISA and IPEA, see **WIPO PCT Newsletter 01/2016**
- Updated addresses of international depositary authorities (biomaterials), see **Official Journal March 2016, A38**
- Acceptance of new format: Italian national patent number format, see **Number format concordance - application numbers**
- Acceptance of new format: Indian national patent number format, see **Number format concordance - application numbers**
- Changes compliant with amended Rule 82, see **Official Journal March 2016, A22**
- Minor technical corrections and fixes

PCT/RO/101

- Update of PCT fees, including 01 April 2016 fee schedule

The 5.09 full package for installation of Online Filing (build 5.0.9.150, released on 15 April 2016) incorporates all updates up to April 1 2016.

- The 1 April 2016 update contains minor technical corrections and fixes as well as updated EP fees, see **EPO Official Journal 29 January 2016**.
- The 1 January 2016 update contains updated PCT fees, see **PCT Fee Tables**.

The 5.09 update released on 1 November 2015 contains new features and minor functional changes.

EP procedures

- Appeals – legal change to signatures, see **EPO Official Journal EPO 3/2009, page 183-184**
- Singapore recognised as new ISA, SISA and IPEA, see **WIPO PCT Newsletter 1/2015**
- Minor technical corrections and fixes

EP(1001E2K)

- Request for validation of European patent applications and patents in the Republic of Moldova from 1 November 2015; see **Decision of the President of the European Patent Office dated 1 October 2015**
- Payment of validation fee for the Republic of Moldova; see **Decision of the President of the European Patent Office dated 1 October 2015**
- Option of copying sequence listings from parent to divisional applications; see **Notice from the European Patent Office dated 28 April 2011**

EP(1200E2K)

- Request for validation of international applications entering into the European phase in the Republic of Moldova with an international filing date on/after 1 November 2015; see **Decision of**

the President of the European Patent Office dated 1 October 2015

- Payment of validation fee for the Republic of Moldova; see Decision of the President of the European Patent Office dated 1 October 2015

EP(1038E)

- Payment of validation fee for the Republic of Moldova; see Decision of the President of the European Patent Office dated 1 October 2015

5.08 (SP8)

The 5.08 update contains new features and minor functional changes as well as minor technical corrections and fixes.

All procedures

- OpenSSL security: Discontinuation of support for SSL, and upgrade to TLS as standard default.

Address Book

- Field **Association No.** added to the address book.

PCT/RO/101

- The 1 October 2014 PCT-SAFE release (version 3.51.064.240) is available in eOLF Client.
- Updated PCT fees valid as from 1 April 2014 for receiving office NO.
- Updated PCT fees valid as from 1 October 2014 for receiving offices GB and SE.

EP procedures

- More information about the **deferred execution date** feature (**Fee payment** tab).
- Indicated name for employee acting pursuant to Art. 133(3) EPC is added to the signature on generated PDF.

EP(1001E2K)

- Link added between the applicant's nationality/principal place of business/residence and admissible non-EPO languages in the context of the declaration under Rule 6(6) EPC.
- Form 1001, Form 1002 (designation of inventor): If there are multiple inventors, a single F1002 will be created. If appropriate, separate forms for public and non-public inventors will be created.
- New field to indicate that an inventor is deceased.

EP(1200E2K)

- New documents category added: **Amendments with annotations** (documents with handwritten amendments are no longer accepted with few exceptions; see the EPO Official Journal 2013, p. 603-604)
- The designated states have been removed from the **States** tab due to the fact that there is no requirement to select designated states. All the contracting states party to the EPC at the time of filing of the international patent application and designated in the international application are deemed to be designated (see Article 79(1) EPC).

EP(1038E)

- Documents relating to appeal proceedings must not be sent together with documents for any other proceedings.

EP(Oppo)

- Addition of non-public documents.

5.07 with updated plugins for the PCT procedures (build 5.0.7.120)

PCT-DEMAND

- Enables creation and submission to the EPO of PCT/IPEA/401, as well as payment of related fees
- GUI and Online Help available in English, German and French

PCT-SFD

- Allows submission to the EPO of PCT subsequently filed documents for all PCT procedures, as well as payment of related fees
- Includes some corrections to the version of 22 April 2014
- GUI and Online Help available in English, German and French

All forms except PCT/RO/101

- Closure of additional 13 euro bank accounts by 31 August 2014

PCT/RO/101

- Signing process improvement

Technical changes

- Up-to-date certificates
- Latest version of OpenSSL
- New thin client

5.07 (SP7)

The 5.07 update contains new features and functional changes related to amendments to the EPC's Implementing Regulations as of 1 April 2014.

All EP procedures

- update of EP fees, including 1 April 2014 fee schedule
- changes to the filing of translations and reduction of fees under Rule 6 EPC:
 - 30% reduction in all filing fees for applications filed in an admissible non-EPO language;
 - 30% reduction in the examination fee for requests for examination filed in an admissible non-EPO language;
 - both applicable only to entities or natural persons making a declaration under Rule 6(4) EPC
- introduction of a deferred execution date which allows users to have debit orders executed up to 40 days after their submission date
- updated list of biological material depository institutions
- minor technical corrections and fixes

EP(1001E2K)

- changes to the procedure for divisional applications (Rule 36 EPC)
- adapted to allow the addition of future validation states

Euro-PCT (1200E2K)

- adapted to allow the addition of future validation states

PCT/RO/101

- update of PCT fees, including 1 April 2014 fee schedule, for EPO as Receiving Office

5.06 (SP6)

New features

▪ File Manager

- A customisable password policy can now be set up when user management is activated (for more details please see section 4.10.2 in the latest version of the eOLF User Guide).

▪ PCT/RO/101

- The July 2013 PCT-SAFE maintenance patch is available in eOLF Client
- Updated list of designated states
- Latest fee schedule

Technical improvements and software updates

▪ All procedures

- Updated build for all procedures (5.0.6.111)
- Address book: number of characters allowed for legal person's company name increased from 62 to 103

▪ EP procedures

- Updated list of countries for addresses, nationality and place of residence
- Fee selection: **Initial fees** filter removed. **Selected fees only** and **All fees** filters still available
- Procedural changes regarding Rule 53(3) EPC, which took effect on 1 April 2013, added

▪ EP(1001E2K)

- New field labelled **Number of claims you intend to pay for (including first 15 claims)** inserted for the purpose of fee calculation (in addition to the existing **Number of claims** field)
- Austria and Republic of Korea added to the list of exempted states for filing a copy of the search results under Rule 141(1) EPC
- New static validation message under **States**, warning that any change made to the date of filing will disable any previous selection of designation and/or extension states
- Removal of validation message for cases where the Rule 70(2) EPC waiver and an automatic debit order are selected, i.e. no extra payment necessary

▪ EP(1200E2K)

- Optimisation of the **Document overview** section, which is needed to calculate the additional fee
- New field labelled **Number of claims you intend to pay for (including first 15 claims)** inserted for the purpose of fee calculation (in addition to the existing **Number of claims** field)
- New static validation message under **States**, warning that any change made to the international date of filing will disable any previous selection of designation and/or extension states

▪ EP(1038E)

- New document types related to the appeal procedure added
- When sending at least one document concerning the appeal procedure only an electronic enhanced (smart card) signature is allowed
- Document types added for inventor waivers under Rule 19(3) EPC (public or non-public) and Rule 20(1) EPC (non-public)

- **EP (Oppo)**
 - New mandatory field for indicating a reason in requests for accelerated processing
 - Number of characters for referencing cited documents (evidence) increased from 4 to 8

5.05 (SP5)

Server Manager:

- The database can be moved to a location other than the default (data migration)
- Stand-alone installations only: the update transforms all processes into Windows services

PCT/RO/101:

- The 1 July 2012 PCT-SAFE release (version 3.5.000.231) is available in eOLF Client
- Supports eOwnership in ePCT during signing

Technical improvements and software updates:

- All procedures
 - Updated build for all procedures (5.0.5.094)
- EP procedures:
 - Dutch Antilles (AN) is no longer valid for Country and/or Residence and/or Nationality. New territory codes are available: Curaçao (CW), Sint Maarten (SX), Bonaire, Saint Eustatius and Saba (BQ)
 - Bank details selectable for bank transfer as mode of payment are updated
 - The user reference is displayed on all forms generated by eOLF Client
- EP(1001E2K)
 - The signed "Inventor waiver - Rule 19(3) EPC" and the signed "Inventor waiver - Rule 20(1) EPC" can be attached in the **Additional Documents** tab
 - Fee code 501 can be selected only if fee code 001 is selected
 - Fee code 015e can be selected only if fee code 015 is selected
- EP(1200E2K)
 - Fee code 520 can be selected only if fee code 020 is selected
 - Fee code 015e can be selected only if fee code 015 is selected
- EP(1038)
 - New procedural categories added
- EP(OPPO)
 - When requesting an extension that brings the total time limit over six months, it is mandatory to give convincing reasons why a reply in the period previously laid down is not possible.
- DE2007
 - The number of claims in DE2007 is now mandatory
 - When "Erfinder ist/sind Arbeitnehmer;" is ticked for an inventor (Erfinder): the text "Erfinder ist/sind Arbeitnehmer" should be visible in the PDF
 - When "ist auch Erfinder" is ticked for a natural applicant: the text "Erfinder ist/sind d. Anmelder;" is added under "Das Recht auf das Patent ist auf den Anmelder übergegangen durch:..." in inventor.pdf

5.04 (SP4)

- Server Manager:
 - export and import of User Management from production server to demo server or to production server of a clean new installation
 - support for automated backup of production database when running in client/server installation.
- File Manager: possibility to create a diagnostic file to facilitate support requests.
- Tool tips introduced for displaying long labels.
- minor technical corrections and fixes.

5.00 (SP3)

EP procedures:

- Contains procedural changes concerning amended Rules 161/162 EPC, changes in the rules for the filing of sequence listings
- Minor functional changes and some defects fixed
- Austria is available as an e-filing enabled office from 1st June onwards

PCT procedure:

- The PCT procedure is updated to the level of PCT-SAFE Client version (3.51.049.225) (April 1, 2011)
- Austria is available as an e-filing enabled receiving office from 1st June onwards

National Offices:

- all procedures available as of 16th of May are been included

Technical improvements and updates of the software:

- Updated libraries (FOP 0.20.5.18, OpenSSL 1.0.0.a, Firebird 2.1.3)
- Improved loading and execution of the procedures
- Improved execution and extended functionality of PMS interface commands:
 - It is now possible to obtain the rendered request form in PDF format
 - Support for .net has been added (please check the PMS development kit for further information)
- Server manager: export of history has been added
- To increase the robustness of the update procedure, all procedures will be installed, but only the ones used are activated. Any procedure can be activated or deactivated at any time.

The procedural changes concerning amended Rules 161/162 EPC, changes in the rules for the filing of sequence listings and the minor functional changes and defects fixed are as follows:

EP(1001E2K)

- "Documents" tab - "Sequence Listings" sub tab:

For applications which contain sequence listings in the description it is no longer mandatory to file the sequence listing in PDF format. A WIPO standard 25 file is now mandatory. Layout and severity messages have been adapted to this legal change.

- "Priority" tab:

A copy of the search results required under Rule 141(1) EPC is not required if it is available to the EPO and is to be included in the file under the conditions determined by the President of the EPO. The European Patent Office shall include in the file of a European patent application a copy

of the search results referred to in Rule 141(1) EPC, thus exempting the applicant from filing said copy, where the priority of a first filing made in one of the following states is claimed: Japan, United Kingdom, United States of America.

EP(1200E2K)

- "EP Phase" tab:

Checkbox has been added to waive the right to the communication under Rules 161/162 EPC.

- "Documents" tab - "Sequence Listings" sub-tab:

For international applications which contain sequence listings in the description filed under Rule 5.2(a) PCT, or furnished to the EPO as ISA under Rule 13ter.1(a) PCT, or is otherwise available to the EPO, in computer-readable format in accordance with WIPO standard 25. In case the sequence listing is filed upon "Entry into the European Phase" the WIPO standard 25 is mandatory. Layout and severity messages have been adapted accordingly.

EP(1038)

- "Documents" tab:

Attachment of waiver document possible under category "Request".

Other changes

- EP(1001E2K):
 - The layout of the "Divisional" tab has been changed
 - When a divisional application is filed by reference to an international application it is now possible to enter the data for the international application in the "Reference" tab
 - The capture of the data regarding General Authorizations has been harmonized to EP(1200E2K)
- EP(1200E2K):
 - "Documents" tab: Attachment of new document type "Handwritten Amendments" possible under "Additional documents" screen
 - Search Fee (fee code 002) reduction is able to be entered in Euro amounts
- EP(1038):
 - Attachment of new document type in category "Non public..." possible requesting participation in the Patent Prosecution Highway scheme.
 - Attachment of new document type in category "Amendments.." possible regarding "Handwritten Amendments".
 - Attachment of new document type in new category "Third Party Observations..."
 - Search Fee (fee code 002) reduction is able to be entered in Euro amounts

5.00 (SP2)

- Updated installer
- Consolidates all previous builds and updates since V5.00 release
- Compatible with Windows 64-bit operating systems
- New improved version of PatXML 1.3.5 (optional)
- Update of PCT fees, including 1 January 2011 fee schedule
- Procedural changes following amended Rule 141 EPC and new Rule 70b EPC
- A number of defects fixed and change requests implemented

5.00

- The procedures EP(1001E) and Euro-PCT(1200E) that were replaced by EP(1001E2K) and Euro-PCT(1200E2K) in version 4.0 following the implementation of EPC 2000 are no longer available in version 5.0.
- Compatibility with Windows 7 (32 Bit)
- The export functions have been standardised in File Manager, the form and Server Manager
- A blocked (disabled) user can be re-activated by an administrator or another user with user administration authorisation.
- Problems when attaching PDF documents have been fixed: PDF files containing pages in portrait and landscape format or pages that do not exactly match A4 format can now be attached to applications without any error messages. Attaching certified US priority documents is no longer a problem either.
- Fee calculation inconsistencies that occurred when importing forms and moving forms back to Draft status have been corrected.
- When signing applications with a smart card or soft certificate, a message box appears during the signing process to advise the user that it may take a while to generate the XML files and that the process is running smoothly in the background.
- Version 5.0 features WIPO's new PCT plug-in dated 1.10.2009 as well as a new WIPO certificate.
- New improved version of PatXML 1.3.4 (optional)
- Client build 5.027
- Procedural changes and fee adjustments with effect from 1 April 2010, and with effect from 1 May 2010 in the case of Albania and various bugs fixed

6 Known problems and limitations

- If you are using customised templates from earlier versions of Online Filing, some of the new features or bug fixes may not be available. We recommend that you verify the template and use the new standard templates as a basis.
- The OLF signature viewer only supports Acrobat Reader 5.0 and 6.01 and above or 7.00 and above.
- We advise checking for validation messages after filling up a form.
- Installation on certain versions of Windows 7 and Vista generates the error "This program might not have installed correctly" a few times. We recommend selecting the option "This program installed correctly" every time in order to allow the installation to progress.
- The user-defined description for "other document" cannot be imported via the PMS/Gateway interface. This does not, however, cause any problems with regard to the processing of the document.

More information can be found in the FAQ – Online Filing:

www.epo.org/en/service-support/faq/myepo-services/online-filing-software

7 Patent management system interface

Online Filing v5 offers a Web service interface for users' patent management systems (PMS). To use this interface, your PMS must be able to

- generate applications in WIPO standard Annex F XML format
- communicate with the Online Filing Web service. For more information consult the PMS Development Kit, available from www.epo.org.

To be able to carry out production filings from your PMS via the Online Filing PMS interface, your PMS must first be approved by the EPO. Find out more about obtaining approval under www.epo.org at ***Applying for a patent > Online services > Online filing > PMS interface***.