

APPROVED BY THE ORDER OF THE
DIRECTOR
RSE "NATIONAL INSTITUTE OF
INTELLECTUAL PROPERTY"
OF THE MINISTRY OF JUSTICE OF THE
REPUBLIC OF KAZAKHSTAN
NO. 482-NK OF '29' DECEMBER 2023

**WORK PLAN OF THE RGP 'NATIONAL INSTITUTE OF INTELLECTUAL PROPERTY'
OF THE MINISTRY OF JUSTICE OF THE REPUBLIC OF KAZAKHSTAN FOR 2024**

№ п/п	Name of the activity	Responsible units	Implementation timeframe	Resources	Form of Completion
Strand 1. PRODUCTION ACTIVITIES					
1.1	Publication of the official electronic bulletin 'Industrial Property'	DSRPEA	Weekly	Not required	Posting on the website
1.2	Updating of data on the 'Open Data' internet portal (<i>data.egov.kz</i>)	Assigned employee DSRPEA	Monthly	Not required	Motorhley data update
1.3	Updating of data on the Internet site 'Open Dialogue'	Assigned employee DICD	Monthly	Not required	Posting news and answers to questions as they become available
1.4	Sending reporting information to the Ministry of Justice of the RK on rendered state services	DSRPEA	Monthly, quarterly	Not required	Reporting information to the DDAPS of the MJ of RK <i>by the prescribed forms</i>
1.5	Sending statistical data to the Ministry of Justice of the Republic of Kazakhstan, reflecting the main performance indicators of RSE 'NIIP'.	DICD specialised structural units	Monthly	Not required	Reporting information to DIP OF THE MJ OF THE RK

1.6	Providing conditions for the introduction of accelerated examination and registration of rights to trademarks and service marks	DMDIS DTGIAOID DLS	1 half-year	In accordance with the Development Plan	Introduction of technologies for accelerated examination and registration of rights to trademarks and service marks
1.7	Studying the possibilities of introducing <i>blockchain</i> technologies in the sphere of copyright and other intellectual property rights protection (in the part of RSE 'NIIP')	IPRC DMDIS	Throughout the year	Not required	Report on the work carried out
Action 2: ANALYTICAL ACTIVITIES. WORK ON IMPROVEMENT OF LEGISLATION IN THE FIELD OF PROTECTION AND DEFENCE OF INTELLECTUAL PROPERTY RIGHTS					
2.1	Analysing by-laws in the field of intellectual property rights protection	DLS structural units	1 quarter according to a separate plan	Not required	Report on the results of the analysis with proposals to improve the NAP (submission to the MJ RK)
2.2	Analysis of the possibilities of applying the means of protection and defence of intellectual property rights to protect the national cultural heritage	IPRC structural units	1st half-year according to a separate plan	Not required	Report on the results of the analysis with recommendations
2.3	Analysis of NIIP activity on participation in court proceedings on cases related to the protection and defence of intellectual property rights for 2023.	DLS	During the year, with preparation of an interim report on the practice of litigation with the participation of NIIP	Not required	Report on the results of the analysis with recommendations. Reference for the 1st half of the year

			for the 1st half of the year		
2.4	Preparation and issue of the annual report of RSE 'NIIP' for the year 2023	DICD Structural units	By the 26th of April	In accordance with the Development Plan	Annual report of RSE 'NIIS' for 2023 in electronic form, Posting on the website of the report on the official website
2.5	Analysis of the degree of implementation of the provisions of bilateral international agreements (memoranda) concluded by NIIS with patent offices of other countries and organisations.	DICD IPRC	3 quarter	Not required	Report on the results of the analysis with recommendations
2.6	Preparation of information on the practice of appealing against expert decisions by the Board of Appeal	DTGIAOID DIUMSA DLS	Throughout the year with preparation of quarterly interim reports	Not required	Annual report. Statements for 1-3 quarters
2.7	Participation in the activity of working groups for the development of draft laws and regulations and their consideration in the Chambers of the Parliament of the Republic of Kazakhstan. (in coordination with the Ministry of Justice of the Republic of Kazakhstan)	DLS structural units	Throughout the year	Not required	Annual report on the work carried out in this area

Orientation 3. PROMOTING KNOWLEDGE AND LEGAL LITERACY IN THE FIELD OF INTELLECTUAL PROPERTY RIGHTS

3.1 Organising and holding business events in the form of forums, conferences, round tables

3.1.1	Organisation and holding of a round table on the theme: 'Franchising as a tool for the development of small and medium-sized businesses'.	DSRPEA structural units	February	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
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3.1.2	Organisation and holding of the II International Scientific Forum for schoolchildren: ‘Scientific education, innovation and youth - the basis of sustainable development’, timed to coincide with the International Day of Intellectual Property and the Day of the Worker of Science of the Republic of Kazakhstan.	DICD IPRC	April	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
3.1.3	Organisation and holding of events within the framework of the Forum on Intellectual Property organised by the DIS of the Ministry of Justice of the Republic of Kazakhstan: <i>a) Panel session on the development of green technologies;</i> <i>b) Panel session on the protection of breeding achievements;</i> <i>c) A panel session on the promotion of geographical indications;</i> <i>d) Panel Session on Brand and Design Protection;</i> <i>e) Award of certificates to active applicants in honour of IP Day celebrations</i>	DICD structural units	April	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
3.1.4	Organisation and holding of the Third Congress of Coordinators of Technology and Innovation Support Centers	DPR and TISCC	4 quarter	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
3.1.5	Organization and holding of other dialogue platforms on topical issues of intellectual property rights protection, including participation by invitation of partners	DICD structural units	Throughout the year	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
3.1.6	Holding a seminar for Kazakhstani manufacturers on the Madrid system of international registration of trademarks in order to introduce Kazakhstani products to	DTGIAOID DICD	Throughout the year in agreement with co-organisers	In accordance with the Development Plan	Organisation of the event.

	the electronic platforms of China and protect their intellectual property rights <i>Together with the MJ of the Republic of Kazakhstan, MIT of the Republic of Kazakhstan, 'QazTrade' (Roadmap for the development of electronic trade between Kazakhstan and China for 2024-2025)</i>				Coverage on information resources
3.2 Organisation and implementation of training activities (other than those envisaged by the Roadmap for further development of the intellectual property sphere for 2022-2024)					
3.2.1	Preparation of a Methodological Guide on the issues of comparative study of designations registered as trademarks jointly with the CCE <i>(for judges, experts and practitioners in the field of protection and defence of intellectual property rights)</i>	DTGIAOID DLS Bychkova	1 half-year	Not required	Preparation of the Methodological Manual
3.2.2	Organising and conducting thematic roadshows 'Geographical Indication: Regional Brand Development'	DICD IPRC Specialised departments	Quarterly	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
3.2.3	Organisation and holding of thematic roadshows 'Trademark and Design: Promotion of Domestic Products'.	DICD IPRC Specialised departments	Quarterly	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
3.2.4	Organisation and holding of training workshops 'School of Young Inventor' in online and offline formats	DICD structural units partners	Throughout the year	In accordance with the Development Plan	Organisation of the event. Coverage on information resources
3.2.5	Organisation and holding of hackathons in the field of intellectual property	DICD IPRC	Throughout the year	In accordance with the Development Plan	Organising the event. Reporting information, Coverage on

					information resources
3.2.6	<p>Organisation and holding of seminars and courses on the issues of protection and commercialisation of RSTD for scientific organisations and organisations of higher and postgraduate education.</p> <p><i>(jointly with DIP, MSHE and the Science Foundation)</i></p>	IPRC structural units	Throughout the year	In accordance with the Development Plan	<p>Organisation of the event.</p> <p>Coverage on information resources</p>
3.3 Implementation of other measures aimed at promoting knowledge and legal literacy in the field of intellectual property rights					
3.3.1	<p>Organisation and holding of the Republican contest of achievements in the field of invention ‘Shapaghat-2024’</p>	DIUMSA	April to December	In accordance with the Development Plan	<p>Organising the event.</p> <p>Reporting information, Coverage on information resources</p>
3.3.2	<p>Organisation and holding of the contest among schoolchildren for the best essay</p>	DICD structural units	September to November	In accordance with the Development Plan	<p>Organising the event.</p> <p>Reporting information, Coverage on information resources</p>
3.3.3	<p>Work in social networks to highlight the activities of RSE ‘NIIP’</p>	DICD IPRC	On a permanent basis	In accordance with the Development Plan	<p>Publications in Instagram, Facebook</p>
3.3.4	<p>Preparation and issue of the journal ‘Intellectual Property of the Republic of Kazakhstan’</p>	DICD	Quarterly	Not required	<p>Posting on the website of the journal issues in electronic form on</p>

Strand 4. INTERNATIONAL COOPERATION

4.1	Organisation of participation of experts in the training course on the basis of the Japanese Patent Office JPO on examination of industrial designs and accession to the Hague Agreement	DICD DTGIAOID	January	At the expense of the inviting party	Participation in the event. Coverage on information resources
4.2	Organisation of participation in the Kazakhstan Pharmaceutical Forum with participation of representatives of domestic international pharmaceutical companies, Almaty city	DICD DIUMSA	February	Expenses for business trips	Participation in the event. Coverage on information resources
4.3	Organisation of participation in the International Seminar on ‘Legal Protection of GIs and their Role in Promotion of National Brands’, Turkestan city	DICD DTGIAOID	March	Expenses for business trips	Participation in the event. Coverage on information resources
4.4	Organisation of participation in the Regional Seminar on licensing issues for technoparks in EAPO member states, Tashkent city.	IPRC DICD	March	Expenses for business trips	Reporting information, Coverage on information resources
4.5	Organisation of participation in the Symposium within the framework of the pilot project of the Global Mentoring Programme of the United States Patent and Trademark Office (USPTO).	DICD IPRC Project participants	March	At the expense of the inviting party	Participation in the event. Coverage on information resources
4.6	Seminar on exchange of experience between experts of Kazakhstan and Japanese patent offices on the basis of RSE ‘NIIP’.	DICD IPRC DTGIAOID DIUMSA	May	In accordance with the Development Plan	Participation in the event. Coverage on information resources
4.7	WIPO training on invention examination/online	DIUMSA	During the year as agreed with WIPO	Not required	Participation in the event. Coverage

					on information resources
4.8	Participation in the WIPO Diplomatic Conference on the conclusion of an international legal instrument on IP, genetic resources and traditional knowledge associated with genetic resources	Units concerned	May	Offline participation	Participation in the event. Coverage on information resources
4.9	Organisation and conduct of WIPO Summer Schools (<i>Third WIPO Summer School in the Republic of Kazakhstan</i>)	DICD IPRC structural units (jointly with WIPO)	June	In accordance with the Development Plan	Organisation of the event. Coverage on information resources on social networks
4.10	Organisation and holding of a Panel Session on Intellectual Property within the framework of the Astana International Forum (with the participation of representatives of WIPO, the Eurasian Patent Organisation, States Parties to the Eurasian Patent Convention, Central Asian countries, TOU and other stakeholders)	Structural units concerned	June	In accordance with the Development Plan	Organisation of the event. Coverage on information resources on social networks
4.11	Participation in the 65th series of meetings of the Assemblies of the Member States of WIPO in Geneva.	Delegation of NIIS	July	In accordance with the Development Plan	Organisation of the event. Coverage on information resources on social networks
4.12	Participation in the International Seminar on Customs Issues with the World Customs Organisation (с участием ТОЮ и иных заинтересованных субъектов)	IPRC DICD jointly with DIP of the MJ of RK	July	In accordance with the Development Plan	Organisation of the event. Coverage on information resources

					on social networks
4.13	<p>Organisation and holding of an International Seminar on the Protection of Copyright and Related Rights <i>(with the participation of Central Asian countries, TOU, rights holders, CMOs and other stakeholders).</i></p>	<p>CD DICD IPRC <i>jointly with DIP of the MJ of RK</i></p>	September	In accordance with the Development Plan	<p>Organisation of the event. Coverage on information resources on social networks</p>
4.14	Work within the framework of the EAPO-WIPO project on enhancing the capacity of technoparks to commercialise the results of intellectual activity	IPRC DICD	Throughout the year according to a separate plan	Not required	Reporting information
4.15	<p>Participation in acceleration groups to improve GII indicators <i>(within the framework of the Roadmap implementation)</i></p>	IPRC Structural units concerned	Throughout the year		Reporting information

Orientation 5. MEASURES TO IMPLEMENT THE ROADMAP FOR THE FURTHER DEVELOPMENT OF THE INTELLECTUAL PROPERTY SECTOR FOR 2022-2024

5.1	<p><i>Orientation 1: Stimulating innovation and technology transfer</i> Workshops on co-invention, including sponsored and multinational co-inventions</p>	<p>IPRC structural units <i>jointly with DIP, MDDIAI RK, MSHE RK, MoARK)</i></p>	Throughout the year	Not required	Reports on events held
5.2	<p><i>Orientation 2: Strengthening Intellectual Property Enforcement</i> Analysis of the activities of organisations for the collective management of intellectual property rights</p>	<p>IPRC <i>(jointly with DIP)</i></p>	Throughout the year	Not required	Analytical report
5.3	<p><i>Orientation 3: Strengthening intellectual property enforcement</i></p>	<p>IPRC <i>(jointly with DIP MJ RK, TBJ, MIA, MSHE RK, MCS, NPE 'Atameken.'</i></p>	Throughout the year	Not required	Organisation of events and their coverage in the media and

	Raising public awareness of intellectual property rights protection issues	<i>in consultation with patent attorneys</i>			information resources
5.4	Orientation 4: Digitalisation (digitisation) of the intellectual property system Creation of technology and innovation support centres modelled on the WIPO TISCs	TISC Coordinators (jointly with MJ RK, ICRIAP, MoSHE, MoA, supported by WIPO)	Throughout the year		Opening of TISCs based on commercialisation offices of higher education institutions
5.5	Orientation 5: Training Organisation of special courses to improve the qualifications of judges, law enforcement officers in the field of protection and enforcement of intellectual property rights, including on the Internet.	IPRC (jointly with DIP, MIA, SRC MF, FMA), <i>in coordination with c GP and SC</i>	Throughout the year		Reports on training provided
5.6	Orientation 6: Training Organise and conduct training for intellectual property experts and staff of territorial justice authorities	IPRC (jointly with DIP)	Throughout the year		Reports on training provided

Strand 6. STRENGTHENING HUMAN RESOURCES CAPACITY

6.1	Improvement of professional competencies of NIIS RSE employees in the form of educational and familiarization internships, educational training programmes, participation in distance learning, etc.	HR Compliance Officer – Ethics Officer	Throughout the year on a special schedule to be approved by the quarterly	In accordance with the Development Plan	Management information, personnel records
6.2	Conducting explanatory work with the employees of NIIS RSE aimed at combating corruption, with the participation of employees of the Agency of the Republic of Kazakhstan for Combating Corruption (<i>Anti-Corruption Service</i>).	HR Compliance Officer – Ethics Officer	Throughout the year	Not required	Coverage on information resources
6.3	Maintaining the section ‘Anti-corruption policy’ on the Internet resource of NIIP RSE	HR Compliance	Throughout the year	Not required	Up-to-date information

	on the issues of combating corruption and formation of anti-corruption culture.	Officer – Ethics Officer			
6.4	Activities aimed at strengthening the corporate spirit and promoting a healthy lifestyle	HR Compliance Officer – Ethics Officer	Throughout the year	In accordance with the Development Plan	Coverage on information resources
6.5	Organisation and holding of creative evenings, events dedicated to holidays and significant dates	HR Compliance Officer – Ethics Officer Organisational units	Throughout the year	In accordance with the Development Plan	Coverage on information resources

List of abbreviations used

RSE ‘NIIP’	RSE ‘National Institute of Intellectual Property’ of the Ministry of Justice of the Republic of Kazakhstan
MJ RK	Ministry of Justice of the Republic of Kazakhstan
IP	Intellectual property
DIP	Department of Intellectual Property Rights of the MJ of the RK
DDAPS	Department of Digitalisation and Automation of Public Services
EAPO	Eurasian Patent Office
WIPO	World Intellectual Property Organisation
DFEPPPLS	Department of Financial and Economic Planning, Public Procurement and Logistics Support
DTGIAOID	Department of Trademarks, Geographical Indications, Appellations of Origin and Industrial Designs
DIUMSA	Department on Inventions, Utility Models and Selection Achievements
DSRPEA	Department of State Registries and Publications and Examination of Agreements
CD	Copyright Division
HR	HR Division
DLS	Division of Legal Support
DICD	Development and International Cooperation Division
DMDIS	Division on Maintenance and Development of Information Systems
DTSA	Division on Technical Support and Administration
DACD	Document Accounting and Control Division

IPRC

IPR Center

DPRandTISCC

Division on Patent Research and TISC Coordination

MoA RK

Ministry of Agriculture of the Republic of Kazakhstan

CFE

Centre of Forensic Expertise

MoSHE RK

Ministry of Science and Higher Education of the Republic of Kazakhstan

TBJ

Territorial Bodies of Justice