## Annex 17

## **Clear records table**

<ul> <li>GB:-</li> <li>Applies to ADOC and BDOC</li> <li>No corrections are applied</li> <li>In the PRE-GRANT tab locate the Abstract or WIPOFP and APub drawings. The ABST/WIPOFP should be identified with a "P" and annotated "working copy (WC)" and the DRWGS should be identified with a "P" and annotated "Formal". These documents are then copied to the dossier and moved to the Litigation Tab.</li> <li>Once copied to Litigation, change the APublication and BPublication status to "C"</li> <li>Annotate "For Publishing Purposes"</li> <li>When clearing records, provide details of correction to Publishing.</li> <li>Request erratum for the ADOC and the BDOC in minute to Publishing.</li> </ul>
<ul> <li>GB:-</li> <li>Applies to BDOC only</li> <li>In the PRE-GRANT tab locate the DESC, DRWGS, and CLAIMS. The DESC and CLAIMS are identified with a "P" and annotated "Working Copy (WC) and the DRWGS are identified with a "P" and annotated "Formal". These documents are then copied to the dossier and then moved to the Litigation.</li> <li>Corrections are applied using replacement pages or replacement specification. In some cases where the correction is minor the corrections may be applied manually or using ENHANCE on PDAX</li> <li>Replacement pages/specification can be requested from Proprietor</li> <li>Once corrections are applied, change the BPublication status from "P" to "C"</li> <li>Annotate "For Publishing Purposes"</li> <li>Refer to Head of Examination Group to authorise signature for certificate.</li> <li>When clearing records, in minute to Publishing provide details of correction</li> <li>Request C spec (or C2 if C spec already exists</li> </ul>

NOTE:- **Specification corrections:-**Where correction is advertised for opposition and if no opposition is filed, apply the corrections and refer to back to Head of Examination Group to authorise signature for certificate.

NOTE:- **Bibliograph corrections:-** Where the correction is advertised for opposition and if no opposition is filed, refer case back to B2 to update