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 **STANDING COUNSEL FOR THE COMPTROLLER GENERAL OF PATENTS, DESIGNS AND TRADE MARKS – REFERENCE PRO FORMA**

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| FULL NAME OF APPLICANT:       |
| FULL NAME OF REFEREE:      POSITION:       |

Thank you for agreeing to be a referee for the above named (please complete box) application for appointment as Standing Counsel for the Comptroller General of Patents, Designs and Trade Marks. The Attorney General is looking for high calibre advocates who have specialised in intellectual property and who have well-developed advocacy (demonstrated by a number of appearances in courts and before the Comptroller) and drafting ability.

Please give your view on the strengths and weaknesses of the candidate against each attribute specified below, bearing in mind the criteria specified above. **Give as full an analysis as you can; if you wish to give more information than the space provided allows, please do so on a separate sheet.** Please also tell us what experience you have had of the candidate e.g. seeing her/him in Court or appearing before you. Those considering the papers will be greatly helped by your view, supported where possible by concrete examples of what special abilities and qualities distinguish this candidate from the rest in what is likely to be a very strong field. Single word responses to the questions in the pro forma are unfortunately not as helpful to the selection board as a more detailed explanation with examples as to why you consider the applicant to be “good” or “excellent”.

Please use **black ink** or **typescript** as this form will be photocopied and **return the form, by 17:00 on Tuesday 30 April 2019.** If you have anything you wish to discuss with us, please telephone Raoul Colombo 01633 811407 or e-mail him on raoul.colombo@ipo.gov.uk. You may e-mail this form, but we would appreciate it if it was **followed up by a hard copy**.

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| **1. What is the extent of your knowledge of the applicant’s work?** – *your professional relationship with the applicant, frequency and circumstance of contact*      |
| **2. Analytical Ability** – e.g. *analysis of information and ability to grasp essentials*      |
| **3. Judgement** – e.g. *awareness of the important and the practicable, keeping a sense of proportion and knowing when to seek instructions*      |
| **4. Written expression** – e.g. *clarity and concision*      |
| **5. Advocacy** – e.g. *clarity, fluency and delivery in Court* |

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| **6. Oral Expression** – e.g. *clarity, fluency and delivery*      |
| **7. Interpersonal Skills** – e.g. *relations with clients, colleagues*      |
| **8. Drive and Determination** – e.g. *commitment, energy, perseverance, finishing the job*      |
| **9. Is there anything else you would like to add?** – *please mention any special abilities or qualities, not covered above, which have bearing on the candidate’s suitability for the position specified in the first paragraph of this form.*      |
| I have known the applicant for:       (years)       (months) |
| Signature:  |
| Name in block capitals:       |
| Status/Position:       |
| Contact Telephone Number:       |

Please return the completed form by **17:00 on Tuesday 30 April 2019** to: **Comptroller’s Counsel Recruitment, Raoul Colombo, PDTMD, Intellectual Property Office, Room 2G33, Concept House, Cardiff Road, Newport, South Wales, NP10 8QQ.**