



Circular of the General Affairs Office of the SIPO Concerning the Printing and Distribution of *Administrative Measures on National IP Training Bases*

G. ZH. B. F. R. Z. [2013] No. 57

Intellectual property offices of all provinces, autonomous regions and municipalities directly under the Central Government and Xinjiang Production and Construction Corps,

In order to strengthen the cultivation of national IP talents, give full play to the advantage of local IP training resources, and promote the building of a team of IP talents, Measures on Management of National Intellectual Property Training Bases are developed with the approval of SIPO. The measures are now issued for your implementation.

This Circular is hereby given.

August 22, 2013

Administrative Measures of National IP Training Base

Chapter 1 General Principles

Article 1 The Measures are developed in order to thoroughly implement the *Outline of the National Intellectual Property Strategy, National Planning for Building Independent Innovation Capacity during the 12th Five-year Plan Period*, and the *12th Five-year Plan for IP Talents (2011-2015)*, advance the project of building national IP training bases, regulate and strengthen the operation and management of the

national IP training bases, promote the building of the team of IP talents, and push forward continuous development of the IP undertaking.

Article 2 National IP training bases (hereinafter referred to as “training bases”) refer to the institutions that are established with the approval of the State Intellectual Property Office (SIPO), undertake the tasks of IP training and IP talents cultivation, and are platforms for cultivating and training IP talents as well.

Article 3 The training bases shall be built in batches and placed under hierarchical management according to regional characteristics and the demands for social and economic development, and following the principles of “making overall planning, giving classified instructions, highlighting characteristics, integrating resources, and focusing on the actual effect”.

Chapter 2 Responsibilities

Article 4 The project of building the training bases shall be launched under the overall organization and coordination of the SIPO, and carried out by the intellectual property offices nationwide.

Article 5 The SIPO Department of Human Resources and the SIPO IP Training Center are the managing authorities of the training bases. They are responsible for the examination and approval, establishment of and overall planning for the training bases, studying and developing important policies and measures for building the training bases, guiding the training bases to work, providing necessary support and guarantee for building the training bases, tilting to the training bases in such aspects as training programs and soft scientific studies, and organizing the summarization, examination and information exchange of the training bases.

Article 6 The intellectual property offices of provinces (autonomous regions and municipalities directly under the Central Government) where the training bases are located are the administrative departments of the local training bases, and are responsible for managing and supervising the work of IP talents cultivation and training in these training bases, giving

instructions to the training bases on developing the development planning and training plan, and providing policy and hardware guarantee for building the training bases.

Article 7 The institutions of higher education and research institutes where the training bases are located shall be the builders of the training bases, and shall be responsible for setting up and improving of the managing authority of the training bases, designating staff to develop measures for the operation and administration of the local training bases, building educational and training facilities and providing hardware guarantee for the training bases, and undertaking the daily operation and administration of the training bases.

Article 8 The SIPO IP Training Center, other IP training agencies and related departments, and industrial organizations shall display their advantage in IP training and academic studies, participate in the building of the training bases and talents cultivation, and provide services and support in aspects such as personnel training, teachings and researches, faculty training, development of textbooks and remote education.

Article 9 The training bases are mainly responsible for strengthening the cultivation of IP talents, launching IP education and training, strengthening IP publicity and training, undertaking special tasks of the IP administration sector, organizing teachings and researches, faculty cultivation and the compilation of textbooks, vigorously training professional multi-layered, complex, and internationalized IP talents of different types at different levels who meet the requirements of the times, and actively enlarging external



communication and cooperation.

Chapter 3 Setting of the Training Bases

Article 10 The following basic requirements have to be met in order to apply for building a training base:

i. Being an institution of higher education or a research institute that has a good foundation for starting the work of IP training, and enjoy certain social influences.

ii. Having an initially established IP training team, and having a faculty that has a correct view of politics, is highly professional, has rich experience in teaching practices, is able to meet the training requirements and relatively stable.

iii. Having the teaching and auxiliary equipment needed for IP training.

iv. Having a sound management mechanism, and being equipped with working staff who can meet the operational needs.

v. Actively starting the work of IP training in key fields of economic and social development and for IP talents who are badly needed.

Article 11 Application and Establishment Procedures for Training Bases

i. The applicant submits an application to the intellectual property office of the province (autonomous region and municipality directly under the Central Government) where the applicant is located.

ii. The intellectual property office of the province (autonomous region and municipality directly under the Central Government) where the applicant is located shall observe the applicant according to the application qualifications, fill National IP Training Base

Application Form after examining and approving the application, and then submit the application form to the SIPO.

iii. The SIPO examines and reviews the application, approves the qualified and awards the plaque.

Chapter 4 Operation of the Training Bases

Article 12 The training bases have to strictly abide by relevant laws, regulations and policies and, focus on the demand for economic and social development and aim at strengthening the cultivation of IP talents and meeting social demand for IP talents, vigorously start the work of IP talents cultivation and training under the supervision of the SIPO and the intellectual property offices of the provinces (autonomous regions and municipalities directly under the Central Government) where the training bases are located.

Article 13 The training bases can start the work of IP talents cultivation and training in forms such as undertaking the training programs of the IP administration department, holding training classes, seminars or refresher classes entrusted by government departments, industrial associations, enterprises and public institutions; strengthening the building of IP teaching, and starting the studies of the models of cultivating IP talents, IP academic studies and international exchanges; and holding IP publicity and trainings for the public according to social demand.

Article 14 The training bases are obliged to undertake the entrusted IP training programs of the SIPO and the intellectual property offices of the provinces (autonomous regions and municipalities directly under the Central Government) where they are located, and tilt in favor of the ethnic areas, remote areas

and poverty-stricken areas when carrying out non-profit training programs.

Article 15 The training bases shall make full use of their own resource advantages, closely combine cultivating talents with serving local economic and social development, voluntarily provide market-oriented IP services, initiate policy interpretation, academic studies and publicity trainings for specific areas and industries, support local economic development, and better display the function of providing social services.

Article 16 The training bases shall keep a foothold locally, highlight their characteristics, positively explore the mechanism for talents cultivation where production, education and studies are integrated, rely on local resource advantages to build a featured and multi-layered composite training system, gradually turn general trainings into high-end trainings, timely enhance the levels of training, and hold special trainings in an all-round manner and from multiple angles.

Article 17 The training bases shall positively publicize new teaching methods such as online training and distance education, positively develop online study platforms, build online study centers with professional characteristics, remove the limitation of talents training by time and space to achieve interaction between the teachers and the students, and constantly improve the capacity of online training and launch modernized distance education.

Article 18 The training bases shall positively launch international academic exchanges, expand the channels for external cooperation and trainings, and explore effective ways of cultivating IP talents with

quality resources abroad.

Article 19 Funds for building the training bases shall mostly be raised by the training bases independently, supplemented with government support. The nationwide IP system has to gradually build a mechanism for financing and using the funds for the training bases to support the building and development of the training bases.

Article 20 The SIPO shall give financial support to the IP training programs to be undertaken by the training bases commissioned by it.

Article 21 The SIPO organizes thematic seminars and experience exchanges on the building of the training bases on a regular basis, and pushes forward the work of the training bases in an orderly and in-depth way.

Article 22 The intellectual property offices of the provinces (autonomous regions and municipalities directly under the Central Government) where the training bases are located shall positively support the building of the training bases, give play to the role of the training bases, start IP talents cultivation projects, and give support in such aspects as training projects, textbooks, faculty, funds for work and studies of soft sciences.

Chapter 5 Administration & Supervision

Article 23 The training bases shall each develop an annual training plan based on the overall arrangements of the training of talents by the SIPO, and shall submit the summarization of the implementation of the annual plan in the current year and the training plan for the coming year to the intellectual property offices of the provinces (autonomous regions and mu-



nicipalities directly under the Central Government) where they located for examination and review. After being approved upon examination, such plans will be submitted to the SIPO prior to December 31 of the year.

Article 24 For the funds that are allocated from state finance to support the training projects, they shall be used and managed by the training bases in strict accordance with the existing financial system. The implementation of the training projects after they are concluded shall be reported to the SIPO for recording.

Article 25 The SIPO makes annual summarization of the training bases, in which it praises the outstanding and orders the unqualified to make rectification within a set time limit.

Article 26 The SIPO implements a dynamic management system for the training bases, and carries out an overall examination of them every three years. For those that are found to be qualified, they shall retain their qualifications; for those that are found to be unqualified or fail to take the examination, they shall be deprived of the training base qualifications.

Article 27 Any training base that resorts to deceit and cheat in the application process in order to gain the training base qualifications, or that conducts illegal and irregular activities by using the training

base shall be deprived of the training base qualifications.

Chapter 6 Supplementary Articles

Article 28 In case of any change in the name, way of contact and other important information on a training base, it must be timely reported to the SIPO for recording.

Article 29 The intellectual property offices of the provinces (autonomous regions and municipalities directly under the Central Government) where the training bases are located may refer to these measures to develop corresponding policies and measures for the management of the training bases in combination with local reality.

Article 30 Qualified areas shall be encouraged and supported to rely on local advantageous educational and training resources to build provincial training bases; areas in West China may make overall planning based on local realities, and centralize regional advantages or rely on external resources to build provincial training bases together.

Article 31 These Measures shall be subject to the interpretation of the SIPO Department of Human Resources.

Article 32 These Measures shall come into force as of the date of being released.