

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Ministry:** Foreign Affairs, Regional Integration and International Trade
(International Trade Division)
- Post:** Senior Industrial Property Officer
- Salary:** Rs 21,400 x 600 – 23,200 x 800 – 28,000 x 1,000 – 30,000 (18 48 59)
- Effective Date:** 19 July 2011
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Industrial Property Officer who reckon at least three years' service in a substantive capacity in the grade and who –
- (i) are fully conversant with the provisions of the Industrial Property Enactments; and
 - (ii) possess good organising and supervisory skills.
- Duties:**
1. To be responsible to the Principal Industrial Property Officer for –
 - (a) the enforcement of the Industrial Property Enactments;
 - (b) the supervision of the registration procedures and the grant of patents under the Industrial Property Enactments;
 - (c) the drafting of forms of defence in opposition cases;
 - (d) the compliance with the provisions of international/regional agreements in relation to Industrial Property Rights; and
 - (e) the effective and efficient operation of the Industrial Property Office.
 2. To advise applicants on the correct procedures under the Industrial Property Enactments.
 3. To use ICT in the performance of his duties.
 4. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Senior Industrial Property Officer in the roles ascribed to him.



CERTIFIED CORRECT


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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

Date..... **19 JUL 2011**