

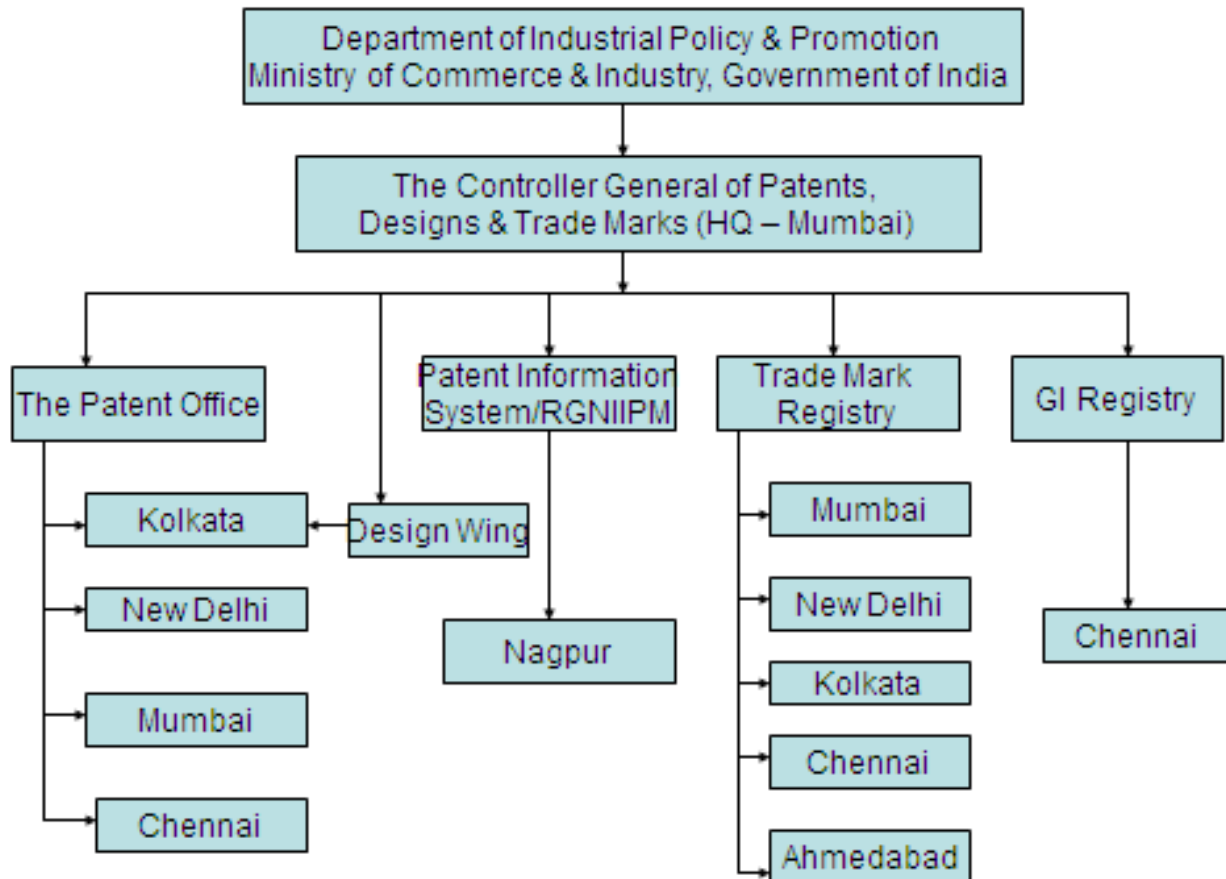
TRADE MARKS REGISTRY
Information booklet under
Right to Information Act, 2005 [Section-4 (1) (b)]

(i) PARTICULARS OF ITS ORGANIZATION, FUNCTIONS AND DUTIES

The Trade Marks Registry (TMR) functions under the superintendence and control of the Controller General of Patents, Designs and Trade Marks (CGPDTM), Mumbai. The Office of CGPDTM is a sub-ordinate office under the Department of Industrial Policy and Promotion (DIPP), Ministry of Commerce & Industry, Government of India. Trade Marks Registry discharges its statutory functions in accordance with the provisions of the Trade Marks Act, 1999 and corresponding Trade Marks Rules, 2002 (as amended).

The Trade Marks Registry is established for the purpose of registration of trade marks in India. The Controller General of Patents, Designs and Trade Marks is the Registrar of Trade Marks, who is also assisted by officers designated such as Sr. Joint Registrar of Trade Marks & GI, Joint Registrar of Trade Marks & GI, Deputy Registrar of Trade Marks & GI, Assistant Registrar of Trade Marks & GI, Senior Examiner of Trade Marks & GI and Examiners of Trade Marks & GI. These officers discharge the functions of the Registrar under his superintendence and direction. Ordinarily, the Sr. Joint Registrar, Joint Registrar, Deputy Registrar and Assistant Registrar are authorized to hear and decide cases in respect of all proceedings under the Trade Marks Act, 1999. The Senior Examiner and Examiner of Trade Marks examine applications for registration of Trade Marks to see whether they qualify for registration under the provisions of Trade Marks Act, 1999 and Trade Marks Rules, 2002 (as amended). They also assist the Registrar in all procedural, administrative and supervisory functions connected with various proceedings under the said Act and the Rules.

Organization chart of the office of the CGPDTM



Office of the Trade Marks Registry and their Jurisdiction

Mumbai is the head office of Trade Marks Registry. There are four branch offices of Trade Marks Registry situated at Delhi, Kolkata, Chennai and Ahmedabad as enumerated below.

Mumbai : Trade Marks Registry, Boudhik Sampada Bhavan, S. M. Road, Antop Hill, Mumbai-400 037. Phone: 022-24137701, Fax: 022-24140808.

Jurisdiction: The State of Maharashtra, Madhya Pradesh, Chhattisgarh and Goa.

Ahmedabad: Trade Marks Registry,. Near Chankyapuri Overbridge, Besides AMC City Civic Centre, GHATLODIA, AHMEDABAD -380061. Tel.: 079-26580527/26587193. Fax: 079-26586763 ,

E-mail : ahmedabad.tmr@nic.in

Jurisdiction: The States of Gujarat and Rajasthan and the Union Territories of Daman, Diu, Dadra and Nagar Haveli.

Kolkata: Trade Marks Registry, Baudhik Sampada Bhavan, C.P.2., Sector V, Salt Lake, Kolkata-91. Tel.: 033-3677311/23675975/23672848, Fax: 033-23675974

Jurisdiction: Arunachal Pradesh, Assam, Bihar, Jharkhand, Orissa, West Bengal, Manipur, Mizoram, Meghalaya, Sikkim, Tripura and Union Territories of Nagaland, Andaman & Nikobar Islands.

New Delhi: Trade Marks Registry, Boudhik Sampada Bhavan, Plot No. 32, Sector 14, Dwarka, New Delhi-110 075. Tel. : 011-28082915/28082916/. Fax: 28082917

Jurisdiction: The States of Jammu & Kashmir, Punjab, Haryana, Uttar Pradesh, Uttarakhand, Himachal Pradesh, Delhi and the Union Territories of Chandigarh.

Chennai: Trade Marks Registry, Chennai, Intellectual Property Office Building, G.S.T Road, Guindy, Chennai-600 032. Tel: 044-22322441/42, Fax: 044-4902787.

Jurisdiction: The States of Andhra Pradesh, Kerala, Tamil Nadu, Karnataka and the Union Territories of Pondichery and Lakshadweep Island.

(ii) **THE POWERS AND DUTIES OF ITS OFFICERS AND EMPLOYEES**

Sl. No.	Name of the Post	Duties
	Group 'A' Gazetted	
1.	Controller General of Patents, Designs, and	The Controller General of Patents, Designs, and Trade Marks administers the laws relating to Patents, Designs,

	Trade Marks (CGPDTM)	Trade Marks & Geographical Indications of Goods in India. CGPDTM heads the Patent Office, Trade Marks Registry, Geographical Indications Registry, the Patent Information System (PIS) & the Rajiv Gandhi National Institute of Intellectual Property Management (RGNIPM).
2.	Sr. Joint Registrar of Trade Marks and GI	Senior Joint Registrar of Trade Marks and Geographical Indications is the senior most technical officer having supervisory powers relating to administration of the Trade Marks Act, 1999 and Geographical Indications of Goods (Registration & Protection) Act, 1999 and the Rules there under. He/She may also have to act as Tribunal in the Trade Marks and Geographical Indications Registry. He/She may also have to discharge the functions of Registrar as delegated by the Registrar. He/She advises the Registrar on Trade Marks and Geographical Indications matters and may represent the Government in International forum like the WIPO and act as speaker/resource person at international seminars and meetings on Trade Marks and Geographical Indications matters. He/She can be assigned any other work relating to the subject by the Registrar as per the exigency of workload.
3.	Joint Registrar of Trade Marks and GI	He is in charge of day to day functioning of the office where posted. He functions as a Tribunal under the Act and Rules. He adjudicates contested matters, rectifications and any other matter connected thereto. He delivers the judgments. He also guides Deputy/Assistant Registrar on various Trade Mark litigation matters. He can be assigned any other work relating to the subject by the Registrar/Senior Joint Registrar as per the exigency of workload.

4.	Deputy Registrar of Trade Marks and GI	He functions as a Tribunal under the Act and Rules. He takes hearings of contested matters. He adjudicates and issues speaking Order and Decision. He also attends Court Cases and briefs Central Government Counsel on Trade Mark matters, service matters, Litigation in CAT, High Court and Law Ministry under supervision of Joint Registrar, Senior Joint Registrar and Registrar. He can be assigned any other work relating to the subject by the Registrar and other senior officers as per the exigency of workload.
5.	Assistant Registrar of Trade Marks and GI	He functions as a Tribunal under the Act and Rules. He is assigned to hear Show Cause Matters and authorized to accept trade Marks applications for registration. He also takes hearings of contested matters. He adjudicates and issues speaking Order and Decision. He attends Court Cases and briefs Central Government Counsel on Trade Mark matters, service matters, Litigation in CAT, High Court and Law Ministry under supervision of Joint Registrar, Senior Joint Registrar and Registrar. He can be assigned any other work relating to the subject by the Registrar and other senior officers as per the exigency of workload.
6.	Senior Examiner of Trade Marks and GI	Senior Examiner of Trade Marks is the officer in charge of specific section/units at TMR. He oversees examined applications for registration of trademarks and other work concerned thereto. He supervises the work of the Examiner of Trade Marks. He is also assigned to hear Show Cause Matters and authorized to accept trademarks applications for registration. He is answerable to the Controlling Officer (Registrar/Sr. Joint Registrar/Joint Registrar/Deputy

		Registrar/Assistant Registrar of Trade Marks) regarding functions of the Sections/Units. He can be assigned any other work relating to the subject by the Registrar and other senior officers as per the exigency of workload.
7.	Hindi Officer	To ensure accurate translation from English to Hindi and vice versa of various rules and regulations etc., and ensuring the implementation of the Official Language Policy of the Government of India and other instructions issued from time to time related thereto.
	Group 'B' Gazetted	
8.	Examiner of Trade Marks and GI	The primary duty of Examiner of Trade Marks is to examine new trademarks applications in accordance with the Act and Rules. He also reviews the response to Examination Report. He is also responsible to put up noting and correspondence to senior officers. He is also required to guide applicants/stakeholders on procedure relating to registration and act as a nodal officer between various sections at TMR and the applicants. He can be assigned any other work relating to the subject by the Registrar and other senior officers as per the exigency of workload.
9.	Administrative Officer	He is entrusted the responsibility for handling matters relating to establishment including maintenance of service records of officers and staff and looking after general administration and any other work assigned in this regard.
10.	Assistant Library and Information Officer	Duties of Assistant Library and Information Officer include maintenance of Records, important Law books, journals both Foreign and Indian in the Library, Supplying of books for reference to the Officers / Staff and Public.

		He/she is in-charge of Library and is responsible for maintenance of books, records etc. and supervision over the work of Library & Information Assistant.
11.	Private Secretary	The duties of PS include maintenance of confidential papers of Head of Department/Head of Office, Maintenance of telephone registers, engagement diary with Sr. Joint/Joint Registrar of Trade Marks apart from typing decisions/orders of the Sr. Joint/Joint Registrar under the trademarks acts and rules, Marking letters addressed to Sr. Joint/Joint Registrar of Trade Marks to the concerned officers for necessary action and attending to such other matters as are assigned to him.
12.	Public Relation Officer	The duties of the Public Relation Officer include attending to public enquiries related to procedure for filing of trademarks application etc, the matters relating to registration of the trade marks agents and other connected works; supervising the work of diarizing and dispatch section including the work of telephone operator; Marking of letters received in the office to different section; Preparation and submission of all types of reports, including annual report of trademarks registry, annual administration report, WIPO report, weekly, fortnightly, monthly, quarterly, half yearly and other yearly reports; and to collect and maintain statistics regarding the functions of different sections of the trade marks registry.
	Group 'B' Non-Gazetted	
13.	Superintendent	Superintendent is the head of the establishment/accounts and general sections. Their duties include supervision of the work of Assistant Superintendents, Upper Division

		Clerks and Lower Division Clerk and their sections like maintenance of service records of officers and staff, preparations of all kind of bills, preparation of budget, pay bills, purchase land maintenance of records of stationery, purchase of furniture, promotions, recruitments, maintenance of rosters, preparations of confidential reports forms, housekeeping etc.
14.	Library and Information Assistant	Duties of the Library and Information Assistant include Maintenance of Records, important Law books, journals both Foreign and Indian in the Library, Supplying of books for reference to the Officers / Staff and Public.
15.	Stenographer Grade-I	Duties of Stenographer Grade-I are to carry-out the dictation and typing work given by the officer in charge.
16.	Assistant Examiner of Trade Marks & GI	Assistant Examiner of Trade Marks is the first level junior official who puts up notings, brief summary of the case in the file for orders/directions of Examiner/Senior Examiner of Trade Marks. He also supervises the work of ministerial staff working in the concerned section. He can be assigned any other work relating to the subject by the Registrar and other senior officers as per the exigency of workload.
17.	Junior Hindi Translator	The Junior Hindi Translator carries out the translation work from Hindi to English and vice-versa.
	Group ‘C’	
18.	Assistant Superintendent	The Assistant Superintendents are posted in different sections like Accounts, Administrations, Record, New Application section etc. Their duties includes supervision of work of Upper Division Clerks land Lower Division Clerks, maintenance of data of applications, regulating the numbering, record management and movement of files

		between head office and branch office and Public inspection of documents etc.
19.	Photography Assistant	To carry out the work of photocopying of documents and maintenance of machines.
20.	Cashier	Receive fees payable in connection with the Trade Marks applications and other incidental thereto and keep records of it. He deals with all financial matters relation to the office.
21.	Upper Division Clerk	Upper Division Clerks are posted in different section like Accounts, Administrations, Records, New Applications and other Section of Trade Marks Registry. Their duties include preparing pay bills, maintaining of all type of bills, GPF of Class IV employees and other clerical work and putting the case to their Section in charge.
22.	Lower Division Clerk	Lower Division Clerks are posted in different section of Trade Marks Registry and their duties are reporting to Upper Division Clerk/ Assistant Superintendent and Section in charge. Further their duties are to do the dispatch work and other clerical works. Lower Division Clerks also do the job of the Telephone Operator.
23.	Stenographers Grade II	Stenographers carry out the dictation and typing work given by the senior officers
24.	Hindi Typist	To carry out the typing work of Hindi Section and report to Hindi Officer/Jr. Hindi Translator.
25.	Data Entry Operator	Data Entry Operators attend to various typing and other data entry and processing related jobs, to attend any other work assigned to them by the Head of Office/Officers in

		this regard.
26.	Multi-Tasking Staff	Duties of Multi-Tasking Staffs include storage and maintenance of paper records of the Section, general cleanliness & upkeep of the Section/Unit, carrying of files & other papers within the building, photocopying, sending of FAX etc, other non-clerical works in the Section/Unit, assisting in routine office work like diary, dispatch etc. including on computer, delivering of dak (outside the building), watch & ward duties, opening and closing of rooms, cleaning of rooms, dusting of furniture etc., cleaning of building, fixtures etc, work related to his ITI qualifications, if exits, upkeep of parks, lawns, potted plants etc, any other work assigned by the superior authority.

(iii) THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY

Applications for registration of trademarks submitted at different offices of the Registry are serially numbered with the help of computer system at the same time. The examination of the application is carried out and objections, if any, communicated to party. After dealing with replies to the objections, when hearing becomes necessary then the application is sent to the appropriate office where the designated Hearing Officers hear the case and give a decision. Examination, considering reply to examination reports, advertisement of accepted applications in the Trade Marks Journal and registration of the marks are done at Head Office.

Applications are received and digitized, show cause and opposition hearings are conducted, and other functions under the Trade Marks Act and Rules are conducted in branch offices. The Head Office also functions as branch offices in respect of cases pertaining to its local jurisdiction.

All records of registered trademarks are entered in the Register which is kept at the Head Office of the Trade marks Registry at Mumbai. The provisions relating to the entries to be made in the Register are contained in Section 6 of Trade Marks Act 1999.

For the convenience, the Register is divided into 45 classes following the International Classification of Goods and Services for the purpose of Registration of Marks and the registered marks relating to each class arranged serially according to official serial numbers allotted to the corresponding application for registration. The entries in respect of each mark are made and maintained through a computer system. Under the Trade Marks Act 1999, the Registrar is authorized to keep the records wholly or partly in computer floppies, diskettes or in other electronic form subject to such safeguards as may be prescribed.

The procedure for Registration of Trade Marks - The applicant/proprietor of trademarks or the agent/attorney appointed by him shall fill application for registration of a trade mark for goods or services along with supported documents and prescribed fees as defined in Trade Marks Act, 1999. He has to apply for the registration in the appropriate office of the Registry under whose jurisdiction principal business address is given. A foreign applicant/proprietor has to apply in the appropriate office under whose jurisdiction the service address is given.

If the trade mark application is distinctive it may be accepted directly by the examiner during examination of the application. Otherwise the proprietor or his agent has to submit supportive documents as evidence (i.e. affidavit, invoices, newspaper cutting etc.) to prove the user date or well-known brand at the time of post examination or hearing for the acceptance of his mark. Once the mark is accepted it goes to Trade Mark Journal for Publication. In case there is no opposition the registration certificate is issued to the proprietor within the prescribed period as defined by the Trade Marks Act, 1999.

NORMS SET BY IT FOR DISCHARGE OF ITS FUNCTIONS

The mission of the Registrar is to administer the Trade Marks Act by providing quick and efficient service. The Registrar of Trade Marks is accountable for registration of the trade mark. He has

discretionary power to withdraw any mark from the register after opportunity of being heard to the applicants, if he finds it is a prohibited mark as per Central Govt. directions.

When an application is received for registration its EDP entry is made. After verification and digitization it is sent for examination and the examination report is sent to the applicant, if any queries are raised by the examiner according to the provisions of the Trade Marks Act, 1999. In clear cases the application is accepted and forwarded for publication in Trade Marks Journal. After statutory waiting period if no opposition is received then registration certificate is issued without further delay.

Norms of Comprehensive e-Filing Services for Trade Marks

Trade Marks Registry has developed the e-filing system so as to cover comprehensive e-filing for Trade Marks. For further details about e-filing services please see [User Manual](#).

Norms of Transparency

(i) Dynamic Utility

In order to enhance the transparency in the trade marks registration system a dynamic utility has been launched to allow the public to see on real time basis the detail of (month-wise and date-wise):

- Examination
- Show cause hearing
- Publications
- Registrations
- Other disposals
- Notices generated

Norms of Quality Policy of TMR

- The office aims at providing qualitative services related to search, examination, e-publication and post-registration activities.
- The office adopts a fair, impartial, responsive, prompt and same day disposal of cases approach (wherever possible) in the handling of complaint received by it.
- The office has implemented a transparent and user-friendly automation system, which responds positively to the needs of users.
- The Trade Marks Registry provides professional guidance to applicants/users shorn of all legal jargons.
- The office adheres to a time bound processes in the handling of cases. It channelizes its internal synergy to deliver results with promptitude.
- Feedback on the working of the office will be welcomed where it is made in a constructive manner and efforts made to incorporate suggestions in improving the functioning of the office.

(iv) THE RULES, REGULATIONS, INSTRUCTION MANUALS AND RECORDS HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS

Trade Marks Registry is administered by CCS (Conduct) Rules and other regulations framed by Central Government. TMR possesses copies of relevant Rules, Regulations, Instruction Manuals, & other record required by it and also maintains the same for its regular activities. These are also distributed to the employees for regular use for discharging its function. Officers of the office can also access to the official website (www.ipindia.nic.in) which contains, *interalia*, the relevant Act and Rules, office annuals etc.

Trade Mark Registry regularly publishes Trade Marks Journal. This journal is officially published by the Registrar of Trade Marks on weekly basis on every Monday. It contains the following particulars:

- Particulars relating to applications for registration of trademarks accepted or before acceptance.
- Notification under Section 20(2) of corrections and amendments made in applications after advertisement.
- Applications refused after opposition.
- Applications advertised but not proceeding.
- Notifications of corrections and amendments in applications after opposition.
- Trade Marks Registered.
- Registered users of registered trademarks entered in the register with limit of period.
- Variation of condition or restrictions in the entry of the registered user under Section 58(2)(a).
- Subsequent proprietors registered.
- Names, addresses, and descriptions of the registered users altered in the registrar.
- Rectification of the register.
- Registration renewed.
- Trade Marks removed from the Registrar for non-payment of renewal fees.
- Clerical error corrected in the Registrar.
- Notification relating to amendment of the Act and Rules.
- Miscellaneous notices relating to trade marks.

(v) A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL

The Registry maintains indexes of registered trademarks and the trade marks in respect of which the registration is pending in electronic format which is available to public for inspection. In addition to the indexes the following categories of documents are held by Trade Marks Registry.

- Files of application for registration, evidence, if any filed in connection therewith and all correspondence relating thereto.
- Notice of opposition, application for rectification, counter statement thereto and affidavits and affidavits and documents filed by the parties in any proceedings before the registrar.
- All regulations deposited under Section 74 and applications for varying such regulations.
- Indexes of registered trademarks and trademarks in respects of which applications for registration are pending.

(vi) THE PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH OR REPRESENTATION BY, THE MEMBERS OF PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR IMPLEMENTATION THEREOF

Public Relation Officer is appointed in Head Office as well as all Branch Offices to coordinate between members of public and the authority with regards to any issues raised in the process of registration of trade marks. Seminars, workshops, etc are conducted from time to time in connected with registration of trade marks.

(vii) A STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR FOR THE PURPOSE OF ITS ADVICE AND AS TO WHETHER MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC OR THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE TO PUBLIC

Meetings of the senior level officers take place in the office whenever necessary to settle any dispute/question relating to administration of Trade Marks law to bring uniformity in practice. The members of the public are also informed of the same whenever necessary. Revised draft Manual of Trademarks Practice and Procedure has also been put on the official website for general information & in order to bring harmony in the procedure.

(viii) DIRECTORY OF ITS OFFICERS AND EMPLOYEES AND

(ix) MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS

Complete record of officers and employees, date of joining, years of service rendered, date of superannuating etc. are available in the respective offices.

However, the numbers of officers/employees working in various categories and their salary structures are as follows:

Details of officers and employees presently working in all five TMR offices & their salary structure.

Sl. No.	Name of the Officer/Employee	Designation	Pay Band (Rs.)	Grade Pay (Rs.)
1.	Shri Chaitanya Prasad, IAS	Controller General of Patents, Designs & Trade Marks	37,400- 67,000	10000
2.	Shri V. Natarajan	Deputy Registrar of Trade Marks & GI	15,600-39,100	7600
3.	Shri S. K. Pandey	Deputy Registrar of Trade Marks & GI	15,600-39,100	7600
4.	Dr. B. C. Rathore	Deputy Registrar of Trade Marks & GI	15,600-39,100	7600
5.	Smt. Prem Lata	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
6.	Shri R. A. Tiwari	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
7.	Smt. Ratan Shalya	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
8.	Shri S. B. Palo	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
9.	Shri P. K. Pandey	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
10.	Shri Sachin Sharma	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
11.	Shri Shakti Dhar Ojha	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
12.	Smt. Rema S. Iyengar	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
13.	Dr. Prithpal Kaur	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600
14.	Shri Chinnaraja G. Naidu	Assistant Registrar of Trade Marks & GI	15,600-39,100	6600

15.	Shri S. M. Togrikar	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
16.	Shri I. S. Juneja	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
17.	Shri N. Babu	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
18.	Shri M. M. Wakodikar	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
19.	Shri Jai Prakash	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
20.	Shri J. T. Anthony	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
21.	Shri D. A. Vardam	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
22.	Shri Y. K. Bali	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
23.	Shri C. S. Uchil	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
24.	Shri M. Md. Habibulla	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
25.	Shri S. B. Kale	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
26.	Ms. Nikitaa Awasthi	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
27.	Smt. A. S. V. Manoharan	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
28.	Shri P. Sathish Murugan	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
29.	Smt. M. Mahalakshmi	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
30.	Smt. B. Lakshmi	Senior Examiner of Trade Marks & GI	15,600-39,100	5400
31.	Shri V. D. Abhyankar	Hindi Officer	15,600-39,100	5400
32.	Shri M. B. Sadare	Examiner of Trade Marks & GI	9,300-34,800	4800
33.	Smt. D. D. Prabhu	Examiner of Trade Marks & GI	9,300-34,800	4600
34.	Smt. P. S. Dabholkar	Examiner of Trade Marks & GI	9,300-34,800	4600
35.	Shri S. U. Bore	Examiner of Trade Marks & GI	9,300-34,800	4600
36.	Smt. M. M. Kadam	Examiner of Trade Marks & GI	9,300-34,800	4600
37.	Shri R. D. Kamtekar	Examiner of Trade Marks & GI	9,300-34,800	4600
38.	Shri V. B. Anjarlekar	Examiner of Trade Marks & GI	9,300-34,800	4600
39.	Shri Sikandar Singh	Examiner of Trade Marks & GI	9,300-34,800	4600
40.	Smt. Archana Singh	Examiner of Trade Marks & GI	9,300-34,800	4600
41.	Shri M. J. Bhatwadekar	Examiner of Trade Marks & GI	9,300-34,800	4600
42.	Shri Beo Joseph	Examiner of Trade Marks & GI	9,300-34,800	4600
43.	Shri B. U. Nanavati	Examiner of Trade Marks & GI	9,300-34,800	4600
44.	Shri V. Rajamani	Examiner of Trade Marks & GI	9,300-34,800	4600
45.	Smt. Rajnish Sharma	Examiner of Trade Marks & GI	9,300-34,800	4600
46.	Shri Prakalpa Sharma	Examiner of Trade Marks & GI	9,300-34,800	4600

47.	Smt. Dipmala Mathapati	Examiner of Trade Marks & GI	9,300-34,800	4600
48.	Shri Birendra Jaishwal	Examiner of Trade Marks & GI	9,300-34,800	4600
49.	Shri Arun Kumar	Examiner of Trade Marks & GI	9,300-34,800	4600
50.	Shri Devender Kumar	Examiner of Trade Marks & GI	9,300-34,800	4600
51.	Smt. Vijay Shree	Examiner of Trade Marks & GI	9,300-34,800	4600
52.	Shri Hemant Khosla	Examiner of Trade Marks & GI	9,300-34,800	4600
53.	Shri Prashanth K. S. B.	Examiner of Trade Marks & GI	9,300-34,800	4600
54.	Shri Dinesh Kumar	Examiner of Trade Marks & GI	9,300-34,800	4600
55.	Shri Atul Kumar Singh	Examiner of Trade Marks & GI	9,300-34,800	4600
56.	Shri Nagendra P. Yadav	Examiner of Trade Marks & GI	9,300-34,800	4600
57.	Shri Anil L. Chavan	Examiner of Trade Marks & GI	9,300-34,800	4600
58.	Smt. V. U. Gokarna	Examiner of Trade Marks & GI	9,300-34,800	4600
59.	Ms. Yakshi J. Chauhan	Examiner of Trade Marks & GI	9,300-34,800	4600
60.	Shri Susheel K. Pandey	Examiner of Trade Marks & GI	9,300-34,800	4600
61.	Shri Ashish K. Pandey	Examiner of Trade Marks & GI	9,300-34,800	4600
62.	Shri Parag R. Bhendarkar	Examiner of Trade Marks & GI	9,300-34,800	4600
63.	Shri Abhishek K. Pandey	Examiner of Trade Marks & GI	9,300-34,800	4600
64.	Shri Rohit Kumar Shukla	Examiner of Trade Marks & GI	9,300-34,800	4600
65.	Ms. Ruchika Samantaray	Examiner of Trade Marks & GI	9,300-34,800	4600
66.	Shri D. Chakraborty	Examiner of Trade Marks & GI	9,300-34,800	4600
67.	Shri Amit Kumar	Examiner of Trade Marks & GI	9,300-34,800	4600
68.	Ms. Sarika S. Kadam	Examiner of Trade Marks & GI	9,300-34,800	4600
69.	Smt. Rajani S. Singh	Examiner of Trade Marks & GI	9,300-34,800	4600
70.	Shri Mahendra K. Yadav	Examiner of Trade Marks & GI	9,300-34,800	4600
71.	Smt. K. A. Bhatia	Examiner of Trade Marks & GI	9,300-34,800	4600
72.	Ms. Neha H. Vakharia	Examiner of Trade Marks & GI	9,300-34,800	4600
73.	Shri Anand Kumar	Examiner of Trade Marks & GI	9,300-34,800	4600
74.	Shri S. Balaji	Examiner of Trade Marks & GI	9,300-34,800	4600
75.	Ms. Shikha Dewan	Examiner of Trade Marks & GI	9,300-34,800	4600

76.	Ms. Hima P. Manoharan	Examiner of Trade Marks & GI	9,300-34,800	4600
77.	Ms. Subasani P.	Examiner of Trade Marks & GI	9,300-34,800	4600
78.	Shri Dinesh Khurana	Examiner of Trade Marks & GI	9,300-34,800	4600
79.	Ms. Manjusha V. Bobade	Examiner of Trade Marks & GI	9,300-34,800	4600
80.	Shri Arun K. V.	Examiner of Trade Marks & GI	9,300-34,800	4600
81.	Shri Jeevan Kumar	Examiner of Trade Marks & GI	9,300-34,800	4600
82.	Shri B. Rajamanickam	Examiner of Trade Marks & GI	9,300-34,800	4600
83.	Shri Atul A. Mahajan	Examiner of Trade Marks & GI	9,300-34,800	4600
84.	Smt. Rama Devi Verma	Examiner of Trade Marks & GI	9,300-34,800	4600
85.	Shri Fuljence Minj	Administrative Officer	9,300-34,800	4600
86.	Shri K. Mahapatra	Assistant Library & Information Officer	9,300-34,800	4800
87.	Smt. Neha M. Raghani	Private Secretary	9,300-34,800	4600
88.	Smt. S. M. Karkera	Private Secretary	9,300-34,800	4600
89.	Smt. Lavina Pareira	Private Secretary	9,300-34,800	4600
90.	Shri Madan Lal Sharma	Private Secretary	9,300-34,800	4800
91.	Smt. P. Vedavalli	Private Secretary	9,300-34,800	4600
92.	Shri Justine Ekka	Office Superintendent	9,300-34,800	4200
93.	Smt. A. A. Hate	Office Superintendent	9,300-34,800	4200
94.	Shri S. K. Nandy	Office Superintendent	9,300-34,800	4200
95.	Smt. V. J. Karkera	Stenographer Grade I	9,300-34,800	4200
96.	Shri S. K. Ghosh	Stenographer Grade I	9,300-34,800	4600
97.	Shri K. Saravanan	Stenographer Grade I	9,300-34,800	4600
98.	Smt. S. S. Iyer	Stenographer Grade I	9,300-34,800	4200
99.	Shri Hariharan K.	Stenographer Grade I	9,300-34,800	4200
100.	Shri Sanjay Kumar	Stenographer Grade I	9,300-34,800	4200
101.	Shri T. S. Gautam	Stenographer Grade I	9,300-34,800	4200
102.	Smt. S. Vasanthi	Stenographer Grade I	9,300-34,800	4200
103.	Shri Kehari Singh	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
104.	Smt. A. D. Barve	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
105.	Shri Rajesh Oberoi	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
106.	Shri H. A. Mhatre	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
107.	Smt. Kapila Makwana	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200

108.	Smt. Lalitha Rajaraman	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
109.	Shri K. R. Raval	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
110.	Shri Ravinder Kumar	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
111.	Shri Shatrunjay Sahay	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
112.	Shri D. T. Kamble	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
113.	Shri N. K. Verma	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
114.	Smt. Uma Srinivasan	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
115.	Shri Akram Ali	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
116.	Shri Amit Chakraborty	Asstt. Examiner of Trade Marks & GI	9,300-34,800	4200
117.	Ms. U. S. Chavan	Asstt. Superintendent	5,200-20,200	4200
118.	Shri S. K. Sarkar	Asstt. Superintendent	5,200-20,200	4200
119.	Shri B. N. Das	Asstt. Superintendent	5,200-20,200	4200
120.	Smt. S. D. Sawalkar	Asstt. Superintendent	5,200-20,200	4200
121.	Shri N. T. Divekar	Asstt. Superintendent	5,200-20,200	2800
122.	Shri S. G. Naik	Asstt. Superintendent	5,200-20,200	4200
123.	Smt. Amita Patra	Asstt. Superintendent	5,200-20,200	2800
124.	Shri M. Moorty	Asstt. Superintendent	5,200-20,200	2800
125.	Shri S. A. Khandare	Asstt. Superintendent	5,200-20,200	2800
126.	Shri B. S. Rane	Cashier	5,200-20,200	4200
127.	Shri Sanjeev Sharma	Cashier	5,200-20,200	2800
128.	Shri V. K. Date	Upper Division Clerk	5,200-20,200	4200
129.	Smt. R. K. Sheela	Upper Division Clerk	5,200-20,200	4200
130.	Smt. R. R. Wartak	Upper Division Clerk	5,200-20,200	2800
131.	Smt. M. S. Manjrekar	Upper Division Clerk	5,200-20,200	2800
132.	Smt. S. B. Belwarkar	Upper Division Clerk	5,200-20,200	2800
133.	Shri V. S. Sawant	Upper Division Clerk	5,200-20,200	4200
134.	Shri B. R. Pawaskar	Upper Division Clerk	5,200-20,200	2800
135.	Shri M. J. Faroz	Upper Division Clerk	5,200-20,200	2400
136.	Shri D. H. Bane	Upper Division Clerk	5,200-20,200	2800
137.	Shri D. T. Jiwanapurkar	Upper Division Clerk	5,200-20,200	2800
138.	Shri S. G. Sawant	Upper Division Clerk	5,200-20,200	2800
139.	Shri C. Manoj Kumar	Upper Division Clerk	5,200-20,200	2400
140.	Shri S. P. Gherde	Upper Division Clerk	5,200-20,200	2400
141.	Shri V. B. Chendwankar	Upper Division Clerk	5,200-20,200	2400
142.	Shri M. N. Parmar	Upper Division Clerk	5,200-20,200	2400
143.	Shri S. Sridhar	Upper Division Clerk	5,200-20,200	2800

144.	Shri S. Chatterjee	Upper Division Clerk	5,200-20,200	2800
145.	Shri P. S. Ambre	Upper Division Clerk	5,200-20,200	2400
146.	Shri Satbir	Upper Division Clerk	5,200-20,200	2400
147.	Shri S. R. Paddar	Upper Division Clerk	5,200-20,200	2800
148.	Shri D. Mukherjee	Upper Division Clerk	5,200-20,200	2800
149.	Shri. R. Parthasarathy	Upper Division Clerk	5,200-20,200	2800
150.	Shri S. K. Mukherjee	Upper Division Clerk	5,200-20,200	2400
151.	Smt. R. Priya	Upper Division Clerk	5,200-20,200	2800
152.	Shri K.K. Rajan	Upper Division Clerk	5,200-20,200	2400
153.	Shri T. D. Kosambia	Upper Division Clerk	5,200-20,200	2400
154.	Shri T. G. Chavan	Upper Division Clerk	5,200-20,200	2400
155.	Shri J. S. Mane	Upper Division Clerk	5,200-20,200	1900
156.	Shri Radhe Shyam	Stenographer Grade II	5,200-20,200	2400
157.	Ms. S. Saranya	Stenographer Grade II	5,200-20,200	2400
158.	Shri J. P. Poojari	Lower Division Clerk	5,200-20,200	2000
159.	Shri J. Rajasekaran	Lower Division Clerk	5,200-20,200	2000
160.	Shri K. Majumdar	Lower Division Clerk	5,200-20,200	2000
161.	Shri Ramamoorthy	Lower Division Clerk	5,200-20,200	2000
162.	Shri N. L. Khatick	Lower Division Clerk	5,200-20,200	1900
163.	Shri R. P. Dharak	Lower Division Clerk	5,200-20,200	1900
164.	Shri Deepak R. Gorule	Lower Division Clerk	5,200-20,200	1900
165.	Shri M. D. Lakhamje	Lower Division Clerk	5,200-20,200	1900
166.	Shri A. S. Narkar	Lower Division Clerk	5,200-20,200	1900
167.	Shri R. Mohankumar	Lower Division Clerk	5,200-20,200	1900
168.	Smt. Sunita Y. Verma	Lower Division Clerk	5,200-20,200	1900
169.	Shri B. Babu	Lower Division Clerk	5,200-20,200	1900
170.	Shri P. S. Sawant	Lower Division Clerk	5,200-20,200	1900
171.	Shri Chunnu Kumar	Lower Division Clerk	5,200-20,200	1900
172.	Shri Shailendra Kumar	Lower Division Clerk	5,200-20,200	1900
173.	Shri Md. Ale Rasul	Lower Division Clerk	5,200-20,200	1900
174.	Shri Nishant Raj	Data Entry Operator	5,200-20,200	1900
175.	Shir D. K. Sinha	Data Entry Operator	5,200-20,200	1900
176.	Shri Ankit Garg	Data Entry Operator	5,200-20,200	1900
177.	Shri Guddu K. Choudhary	Data Entry Operator	5,200-20,200	1900
178.	Shri Binay Kumar	Data Entry Operator	5,200-20,200	1900
179.	Shri Vinay Kumar	Data Entry Operator	5,200-20,200	1900

180.	Shri Ramesh Kumar	Data Entry Operator	5,200-20,200	1900
181.	Shri S. P. Pednekar	Staff Car Driver	5,200-20,200	2400
182.	Shri Jaya Suvarna	Multi-Tasking Staff	5,200-20,200	1800
183.	Shri A. Sayed Kafoor	Multi-Tasking Staff	5,200-20,200	2400
184.	Shri M. S. Parmar	Multi-Tasking Staff	5,200-20,200	1800
185.	Shri H. B. Kakade	Multi-Tasking Staff	5,200-20,200	2400
186.	Shri K. B. Ghogale	Multi-Tasking Staff	5,200-20,200	2400
187.	Shri S. R. Khamkar	Multi-Tasking Staff	5,200-20,200	2400
188.	Shri S. M. Jadhav	Multi-Tasking Staff	5,200-20,200	2400
189.	Shri B. N. Rajak	Multi-Tasking Staff	5,200-20,200	2800
190.	Shri A. K. Paul	Multi-Tasking Staff	5,200-20,200	2800
191.	Shri N. B. Jadhav	Multi-Tasking Staff	5,200-20,200	2000
192.	Shri R. G. Waghela	Multi-Tasking Staff	5,200-20,200	2400
193.	Shri V. V. Rane	Multi-Tasking Staff	5,200-20,200	2000
194.	Smt. S. Mallika	Multi-Tasking Staff	5,200-20,200	2000
195.	Shri D. Jayaraman	Multi-Tasking Staff	5,200-20,200	2000
196.	Shri S. S. Ghorpade	Multi-Tasking Staff	5,200-20,200	2000
197.	Shri Yogesh Kumar	Multi-Tasking Staff	5,200-20,200	2000
198.	Shri Munshi Ram	Multi-Tasking Staff	5,200-20,200	2000
199.	Shri D. C. Chauhan	Multi-Tasking Staff	5,200-20,200	1800
200.	Shri M. D. Naik	Multi-Tasking Staff	5,200-20,200	2400
201.	Shri K. A. Dakare	Multi-Tasking Staff	5,200-20,200	2400
202.	Shri V. B. Sawant	Multi-Tasking Staff	5,200-20,200	2400
203.	Shri S. K. Sawant	Multi-Tasking Staff	5,200-20,200	2000
204.	Shri C. R. Salve	Multi-Tasking Staff	5,200-20,200	2400
205.	Shri G. D. Vaje	Multi-Tasking Staff	5,200-20,200	2000
206.	Shri M. G. Jadyar	Multi-Tasking Staff	5,200-20,200	1900
207.	Shri S. N. Patne	Multi-Tasking Staff	5,200-20,200	1900
208.	Shri N. H. Bhagit	Multi-Tasking Staff	5,200-20,200	1900
209.	Shri S. L. Jadhav	Multi-Tasking Staff	5,200-20,200	2000
210.	Shri V. K. Lokhande	Multi-Tasking Staff	5,200-20,200	2000
211.	Shri A. K. Rauth	Multi-Tasking Staff	5,200-20,200	1900
212.	Shri R. S. Kadam	Multi-Tasking Staff	5,200-20,200	2000
213.	Shri S. Jayakumar	Multi-Tasking Staff	5,200-20,200	1800
214.	Smt. N. Menaka	Multi-Tasking Staff	5,200-20,200	1800
215.	Shri N. Murugan	Multi-Tasking Staff	5,200-20,200	1800

216.	Shri D.A. Rathod	Multi-Tasking Staff	5,200-20,200	1800
217.	Shri Manoj Kumar	Multi-Tasking Staff	5,200-20,200	1900
218.	Shri Sanjay Kumar	Multi-Tasking Staff	5,200-20,200	1900
219.	Shri Prabhakar Poojari	Multi-Tasking Staff	5,200-20,200	1800
220.	Shri Sharad D. Hate	Multi-Tasking Staff	5,200-20,200	1800
221.	Shri S. D. Narvekar	Multi-Tasking Staff	5,200-20,200	1900
222.	Shri S. Kulandaivel	Multi-Tasking Staff	5,200-20,200	1800
223.	Shri Girraj	Multi-Tasking Staff	5,200-20,200	1900
224.	Smt. K. Shanti	Multi-Tasking Staff	5,200-20,200	1800
225.	Shri Jagdish S. Barve	Multi-Tasking Staff	5,200-20,200	1800
226.	Shri A. Hossain Halder	Multi-Tasking Staff	5,200-20,200	2400
227.	Shri B. G. Vyavahare	Multi-Tasking Staff	5,200-20,200	1900
228.	Shri D. Venkataramanaiah	Multi-Tasking Staff	5,200-20,200	1800
229.	Shri R. A. Tambe	Group D (Absent w. e. f. 01/01/2009)	--	--

(xi) THE BUDGET ALLOCATED TO EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE

This is as per the budget sanctioned by the Government of India, Ministry of Commerce and Industry, Department of Industrial Policy and Promotion (DIPP), New Delhi.

Budget Estimates 2013-2014

3475 Other General Economic Services (Major Head)		(In Thousands of Rupees)	
01	Controller General of Patents, Designs and Trade Marks (Subhead)	Plan	Non-Plan
01.01	General		
01.01.01	Salaries	--	271800
01.01.03	Overtime Allowance (OTA)	--	100
01.01.06	Medical Treatment	--	3000

01.01.11	Domestic Travel Expenses	--	7500
01.01.12	Foreign Travel Expenses	--	3500
01.01.13	Office Expenses	--	75000
01.01.14	Rents, Rates and Taxes	--	2000
01.01.16	Publications	--	2000
01.01.17	Banking Cash Transaction Tax	--	--
01.01.28	Professional Services	--	1000
01.99	Information Technology		
01.99.13	Office Expenses	--	--
01.99.50	Other charges	--	2000
	Total		367900
03	Modernization of Trade Marks Registry		
03.00	Modernization of Trade Marks Registry		
03.00.50	Other Charges	--	2000
	Total	--	2000
08	Modernization & Strengthening of Intellectual Property Office (Subhead)		
08.00	Dummy		
08.00.01	Salaries	160000	--
08.00.13	Office Expenses	60000	--
08.00.20	Other Administrative Expenses	60000	--

08.00.50	Other Charges	30000	--
08.99	Information Technology		
08.99.13	Office Expenses	160000	--
	Total	470000	--

Budget Estimates 2013-2014

4059 Capital Outlay on Public Works (Major Head)		(In Thousands of Rupees)	
08	Modernization & Strengthening of Intellectual Property Office (Subhead)	Plan	Non-Plan
08.00	Nil		
008.00.53	Major Works	10000	--
	Total	10000	--

(xii) THE MANNER OF EXECUTION OF SUBSIDY PROGRAMME, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES

NIL

(xiii) PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATIONS GRANTED BY IT

NIL

(xiv) DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM

Information to the maximum possible extent has been made available online to the public viz. information relating to Trade Marks applications, status of the applications, examination reports

and other documents. Processing of a trade mark application is a multi-stage process, involving filing of an application, electronic data processing; verification, classification, examination, publication, opposition etc. (*see www.ipindia.nic.in*). Some key information available in electronic form has been noted as under:

- Trade Marks Application & Related Documents
- Trade Mark Journal
- IP Acts & Rules
- Annual Reports
- Revised Draft Manual of Trade Marks Practice and Procedure
- International Non Proprietary Names (INN)
- Work flow chart
- Reservation Rosters of Group A, B & C employees
- Classification of Goods & Services
- Hearing Board
- Office Circulars
- Returned Registration Certificate
- List of Removed Trade Marks
- Hearing & Adjournment Details
- Opposition & Renewal Details

(xv) THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF LIBRARY OR READING ROOM, IF MAINTAINED FOR PUBLIC USE:

Public Search Interface

An easy & powerful search interface has been developed to conduct a search for trademarks.

The said interface is divided in 3 Parts

(a) Categories

You can select from three different Categories

- Wordmark
- Vienna Code
- Phonetic

(b) Criteria, Keyword & Condition

Criteria refine your search. It changes on the selection of Categories.

- For WORDMARK you have {'WORDMARK', 'CLASS', 'GOODS-SERIVCE', 'DESCRIPTION'}
- For VIENNA MARK you have {'VIENNA CODE', 'CLASS'}
- For PHONETIC you have {'WORDMARK', 'CLASS'}

(c) Search Button

After entering keywords & selecting your conditions click on 'Start Search' button.

WIPO Depository Library

WIPO Depository Library serves as reference sources for the general public. WIPO is the world's most comprehensive source of data on the intellectual property (IP) system, as well as of empirical studies, reports and factual information on IP. Those wishing to consult WIPO publications may visit to library located in the Patent Office at all four locations.

Other Information

For the purpose of knowledge to general public for filing trademark applications free information booklets are distributed on request (also available on official website www.ipindia.nic.in). This booklet contains relevant information whatever necessary for filing & further processing of trademark applications directly.

Additionally members of the public may obtain direct preliminary information on the necessary formalities for filing trademark applications and/or other details by visiting any of the Trade Marks Registry. Above services including library facilities are available in the office on working days (Monday to Friday) during 9:30 AM to 6:00 PM. The complete information about Department is available in the official website (www.ipindia.nic.in).

THE FIRST SCHEDULE

[See Rule 11]

FORMS AND FEES

Entry No.	On what payable	Amount Rs.	Corresponding Form Number
1.	On application to register a trade mark for a specification of goods or services included in one class [Section 18(1)]	3500.00	TM-1
2.	On application to register a trade mark for goods or services included in a class from a convention country under section 18(1) & 154(2)	3500.00	TM-2
3.	On a single application under section 18(2) for the registration of a trade mark for different classes of goods or services from a convention country under section 154(2)	3500.00 for each class	TM-52
4.	On a single application under section 18(2) for the registration of a trade mark for different classes of goods or services.	3500.00 for each class	TM-51
5.	On application to register a series trade mark under section 15 for a specification of goods or services included in a class or different classes	3500.00 for each trade mark and for each separate class thereof	TM-8
6.	On application to register a series of trade mark from a convention country under section 154(2) for a specification of goods or services included in a class or classes	3500.00 for each trade mark and for each separate class thereof	TM-37
7.	On application under section 63(1) to register a collective mark for a specification of goods or services included in a class	10,000.00	TM-3
8.	On application under section 71(1) to register a certification trade mark for a specification of goods or services included in a class.	10,000.00	TM-4
9.	On a request under rule 40(1) to state grounds of	1000.00	TM-15

	decision.		
10.	On a notice of opposition under section 21 (1), 64, 66 or 73 for each class opposed.	2500.00	TM-5
11.	On a counter statement in answer to a notice of opposition under section 21, for each application opposed, or in answer to an application under any of the section 47 or 57 in respect of each trade mark or in answer to a notice of opposition under section 59 or rule 101 for each application or conversion opposed.	1000.00	TM-6
12.	On notice of intention to oppose hearing under any of the section 21, 47, 57 and 59 by each party to the proceeding concerned.	500.00	TM-7
13.	On application under section 16(5) to dissolve the association between registered trademarks.	500.00 for each dissolution	TM-14
14.	For renewal under section 25 of the registration of a trade mark at the expiration of the last registration not otherwise charged.	5,000.00	TM-12
15.	For renewal under section 25 of the registration of a series trade mark at the expiration of the last registration- For the first two marks of the series of each separate class: For every additional mark of the series of each separate class.	5,000.00 2500.00	TM-12
16.	For renewal under section 25 of a single application of a trade mark for goods or services in more than one class-in respect of every class.	5,000.00 for each class	TM-12
17.	For renewal under section 25 of the registration of a collective mark/certification trade mark.	10,000.00	TM-12
18.	On application under section 25(4) for restoration of a trade mark removed from the register.	3000.00	TM-13
19.	On application for renewal under proviso to section 25(3) within six months from the expiration of last registration of the trade mark.	3000.00 as surcharge.	TM-10
20.	On application for certificate of the Registrar under	2500.00	TM-17

	<p>section 40(2) :</p> <p>For the first mark proposed to be assigned.</p> <p>For every additional mark of the same proprietor included in that assignment .</p>	500.00	
21.	<p>On application for approval of the Registrar under section 41-</p> <p>For the first trade mark .</p> <p>For every additional mark of the same proprietor included in the same transfer.</p>	2500.00 500.00	TM-19
22.	<p>On application under section 42 for direction of a Registrar for advertisement of assignment without goodwill of a trade mark in use-</p> <p>For the first mark assigned.</p> <p>For every additional mark assigned with the same devolution of title.</p>	2500.00 2500.00 500.00	TM-20
23.	<p>On application for extension of time for applying for directions under section 42 for advertisement of assignment without goodwill of trade mark in use in respect of devolution of title-</p> <p>Not exceeding one month</p> <p>Not exceeding two months</p> <p>Not exceeding three months</p>	500.00 1000.00 1500.00	TM-21
24.	<p>On application under section 45 to register a subsequent proprietor in a case of assignment or transfer of a single trade mark:</p> <p>If made within six months from the date of acquisition of proprietorship.</p> <p>If made after expiration of six months but before 12 months from the date of acquisition of proprietorship.</p> <p>If made after 12 months from date of acquisition of proprietorship.</p>	5000.00 7500.00 10,000.00	TM-23 OR TM -24 TM-23 OR TM-24. TM-23 OR TM-24. TM-23 OR TM-24.

25.	On application under section 45 to register a subsequent proprietor of more than one trade mark registered in the same name, the devolution of title being the same in each case:-	5000.00	TM-23 OR TM-24.
		1000.00	TM-23 OR TM-24.
	If made within six months from the date of acquisition of proprietorship-		
	For the first mark	7500.00	TM-23 OR TM-24.
	For every additional mark		
		1500.00	TM-23 OR TM-24.
	If made after the expiration of six months but before twelve months from the date of acquisition of proprietorship:-	10,000.00	
		2000.00	TM-23 OR TM-24.
26.	On application under section 46(4) for extension of time for registering a company as subsequent proprietor of trade marks on one assignment :-	500.00	TM-25
	Not exceeding two months	1000.00	
	Not exceeding four months	1500.00	
	Not exceeding six months		
27.	On application under any of the sections 47 or 57 for rectification of the register or removal of a trade mark from the register or cancellation of a registered collective mark or a certification trade mark	3000.00	TM-26
28.	On application under rule 94 for leave to intervene in proceeding under any of the sections 47 or 57 for rectification of the register or removal of trade mark from the register or under rule 133 or 139 in respect of a collective mark or certification trade mark.	500.00	TM-27

29.	On application under section 49 to register a registered user of a registered trade mark in respect of goods or services within the specification thereof.	5000.00	TM-28
30.	On application under section 49 to register the same registered user of more than one registered trade mark of the same registered proprietor, where all the trade marks are covered by the same registered user agreement in respect of goods or services within the respective specification thereof and subject to the same conditions and restrictions in each case:- For the first mark For every additional mark of the proprietor included in the application, and in the registered user agreement	5000.00 3000.00	TM-28
31.	On application under clause (a) of sub-section 1 of section 50 to vary the entry of a registered user of one trade mark where the trademarks are covered by the same registered user in respect of each of them:- For the first mark For every additional mark included in the application	5000.00 2500.00	TM-29
32.	On application under clause (b) of sub-section (1) of section 50 for cancellation of the entry of a registered user of one trade mark- Where the application includes more than one trade mark- For the first mark For every additional mark included in the application	2500.00 2500.00 500.00	TM-30
33.	On application under clause (c) or (d) of sub-section (1) of section 50 to cancel the entry of a registered user of one trade mark:- Where the application includes more than one trade mark:- For the first mark For every additional mark included in the application	5000.00 5000.00 2000.00	TM-31

34.	On notice under rule 90(2) of intention to intervene in one proceeding for the variation or cancellation of entries of a registered user of a trade mark	500.00	TM-32
35.	On application under section 58 to change the name or description of a registered proprietor or a registered user of a trade mark where there has been no change. In the proprietorship or in the identity of the registered user (except where the application is made as a result of an order of a public authority or in consequence of a statutory requirement as per law in India where the application includes more than one trade mark - For the first trade mark For every additional mark included in the application	1000.00 1000.00 1000.00 500.00	TM-33
36.	On application under section 58 to alter an entry of the address of a registered proprietor or of a registered user of a trade mark unless exempted from fee under rule 96(3): Where the application include more than one trade mark - and where the address in each case is the same and is altered in the same way- For the first entry For every other entry included in the application	500.00 500.00 200.00	TM-34
37.	On application to make an entry of an address for service in India of a registered proprietor or a registered user of a trade mark- where the application include more than one trade mark and the address for service to be entered is the same in each case- For the first entry For every other entry included in the application.	500.00 500.00 200.00	TM-50

38.	<p>On application to alter or substitute an entry of an address for service in India in the register unless exempted from fee under rule 96(3) .</p> <p>Where the application includes more than one trade mark and the address in each case is the same and is altered or substituted in the same way-</p> <p>For the first entry</p> <p>For every other entry included in the application</p>	<p>500.00</p> <p>500.00</p> <p>200.00</p>	<p>TM-50</p>
39.	<p>On application under clause (c) of sub-section (1) of section 58 for canceling the entry or part thereof from the register or under clause (d) to strike out goods or services from the register.</p>	<p>200.00</p>	<p>TM-35 OR TM-36</p>
40.	<p>On application under section 59(1) for leave to add or alter a registered trade mark (except where the application is made as a result of an order of a public authority or in consequence of statutory requirement)-</p> <p>Where the application includes more than one trade mark and the addition or alteration to be made in each case being the same-</p> <p>For the first mark</p> <p>For every other mark included in the application.</p>	<p>2500.00</p> <p>2500.00</p> <p>1000.00</p>	<p>TM-38</p>
41.	<p>On notice of opposition under sub-section (2) of section 59 to an application for leave to add or to alter a registered trade mark for each application opposed</p>	<p>1500.00</p>	<p>TM-39</p>
42.	<p>On application under section 60 for conversion of specification.</p>	<p>1000.00</p>	<p>TM-40</p>
43.	<p>On notice of opposition in each separate class under sub-section 2 of section 60 to a conversion of the specification or specifications of a registered trade mark:</p> <p>For the first mark</p> <p>For every additional mark included in the notice of opposition.</p>	<p>1500.00</p> <p>1500.00</p> <p>700.00</p>	<p>TM-41</p>

44.	<p>On application under section 66 for amendment of the deposited regulations of a collective mark or alteration under section 74(2) for the regulation of a certification trade mark-</p> <p>Where the marks are entered in the register as associated trademarks-</p> <p>For the regulation of one registration.</p> <p>For the same or substantially same regulation of each additional registration proposed to be altered in the same way and included in the same application.</p>	<p>1000.00</p> <p>1000.00</p> <p>200.00</p>	TM-42
45	On application under section 68 to remove the registration of a collective mark or cancel or vary the registration of a certification trade mark under section 77	1000.00	TM-43
46.	Deleted		
47.	On request for the Registrar's preliminary advice under section 133(1) for a trade mark in respect of one class.	1000.00	TM-55
48.	On request for certificate of the Registrar under section 137(other than a certificate under section 23(2)).	500.00	TM-46
49.	On request for certificate of the Registrar [other than certificate under section 23(2)] of the registration of a series of the trade mark under section 15 for each class.	500.00	TM-46
50.	On request for a certified copy of any entry in the register or of any document under section 148(2).	500.00	TM-46
51.	On request to enter in the register and advertise a note of certificate of validity, under rule 124 in respect of one mark in a class	200.00	TM-47
52.	On request, not otherwise charged for correction of a clerical error or for amendment under section 18(4), 22 and 58, except where the request is made as a result of an order of a public authority or in consequence of a statutory requirement as per law in India.	500.00	TM-16

53.	On application for extension of time for a month or part thereof under section 131 [not being a time expressly provided in the Act or prescribed by rule 79 or by rule 80(4)]	500.00	TM-56
54.	On application for review of the Registrar's decision under section 127 (c)	2000.00	TM-57
55.	On petition (not otherwise charged) for obtaining Registrar's order on any interlocutory matter in a contested proceeding.	2500.00	
56.	On request to Registrar for particulars of advertisement of a mark under rule 46.	250.00	TM-58
57	For inspecting the documents mentioned in section 148(1):- relating to any particular trade mark for every hour or part thereof. search of index mentioned in section 148 for every hour or part thereof	200.00 200.00	
58	For copying of documents, (photocopy or typed) for every page of part thereof in excess of one page.	5.00 per page(subject to a minimum of Rs. 5.00)	
59.	On request for a duplicate or further copy of certificate rule 62(3)	500.00	TM-59
60.	On a counter statement in answer to a notice of opposition in respect of a collective trade mark or a certification trade mark under sec. 64, 66,73 or 77.	1500.00	TM-9
61.	For search and issue of certificate under rule 24(3).	5000.00	TM-60
62.	On application under sub-section (b) of section 25 of Geographical Indications of Goods (Registration and Protection)Act, 1999 to refuse or invalidate the registration of a trade mark which conflicts with or which contains or consists of a geographical indication identifying goods or class or classes of goods notified under sub-section (2) of section 22 of the said Act.	3000.00	TM-74
63.	On application under sub-section (a) of section 25 of Geographical Indications of Goods (Registration and	3000.00	TM-73

	Protection)Act, 1999 to refuse or invalidate the registration of a trade mark containing or consisting of a geographical indicating not originating in the territory of a country or a region or locality in that territory which the geographical indication indicates.		
64.	Notice of intention to attend hearing under section 64, 66, 73 or 77 in respect of a collective mark or in respect of a certification trade mark, as the case may be.	500.00	TM-7
65.	On a request to divide an application or to divide a single application under proviso to section 22.	1000.00 plus appropriate class fee	TM-53
66.	On application under sub-rule 16 of rule 25 towards inclusion of specification of goods or services in excess of five hundred characters at the time of filing of application as excess space fee.	10.00 per character	TM-61
67.	On application under section 43, rule 140(2) for consent of Registrar to the assignment or transmission of certification trade mark.	1000.00	TM-62
68.	On application under rule 38(1) for the expedited examination of an application for the registration of a trade mark.	12,500.00	TM-63
69.	On application under section 63(1) to register a collective mark of a specification of goods or services included in a class from a convention country under section 154(2).	10,000.00	TM-64
70.	On application under section 71 to register a certification trade mark for a specification of goods or services included in class from a convention country under section 154(2).	10,000.00	TM-65
71.	On request for an expedited certificate of the Registrar (other than a certificate under section 23(2) of the Act) or certified copies of documents under proviso to rule 119.	2500.00	TM-7
72.	Deleted		
73.	On request for an expedited search and issuance of a certificate under rule 24(5).	25000.00	TM-72

74.	On application for registration as a trade mark agent under 152.	1000.00	TMA-1
75.	For registration of a person as a trade mark agent under rule 154.	1000.00	
76.	For continuance of the name of a person in the Register of Trade Marks Agents under rule 156:- For every year (excluding the first year) to be paid on the 1 st April, in each year. For the first year to be paid along with the fee or registration, in the case of a person registered at any time between the 1 st April, and 30th September. N.B. A year for this purpose will commence on the 1 st day of April, and end on the 31 st day of March following.	1000.00 1000.00	
77.	On application for restoration of the name of a person to the Register of trademarks agents under rule 159.	1000.00 plus continuance fee under entry no. 79.	TMA-2
78.	On application for an alteration of any entry in the Register of Trade Marks Agent under rule 160.	200.00	TMA-3
79.	For each addition to the registered entry of a trade mark that may be associated with a newly registered mark under section 16(1).	500.00	
80.	On a single application under section 18(2) for the registration of a collective mark for different classes of goods or services.	10,000.00 for each class.	TM-66
81.	On a single application under section 18(2) for the registration of a collective mark for different class of goods or services from a convention country.	10,000.00 for each class.	TM-67
82.	On a single application under section 18(2) for the registration of a certification trade mark for different class of goods or services.	10,000.00 for each class.	TM-68
83.	On a single application under section 18(2) for the registration of a certification trade mark for different class of goods or services from a convention country under section 154(2).	10,000.00 for each class.	TM-69

84.	On request for search and issuance of a certificate pursuant to clause (ii) of sub-section (2) of section 20 of the Companies Act, 1956.	5000.00	TM-75
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(xvi) **THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE APPELLATE AUTHORITY AND THE PUBLIC INFORMATION OFFICERS**

Appellate Authority

Address of the Office	Designated Officer under RTI	Name and Designation	Phone No., Fax No. and e-mail id
Trade Marks Registry Intellectual Property Office Building, G.S.T. Road, Guindy, Chennai-600 032	Appellate Authority	Shri V. Natarajan, Deputy Registrar of Trade Marks and GI, Trade Marks Registry, Chennai	Ph. No. 044-22502044 Fax No. 044-22502046 Email: v.natarajan@nic.in

Public Information Officers

Address of the Office	Designated Officer under RTI	Name and Designation	Phone No., Fax No. and e-mail id
Trade Marks Registry Boudhik Sampada Bhawan, S. M. Road, Antop Hill, Mumbai – 400 037	Central Public Information Officer	Shri S. U. Bore, Examiner of Trade Marks & GI	Ph. No. 022-24123377 Fax No. 022-24140808 mumbai.tmr@nic.in Email: su.bore@nic.in
	Central Assistant Public Information Officer	Shri H. A. Mhatre, Assistant Examiner of Trade Marks & GI	
Trade Marks Registry Boudhik Sampada Bhawan, Dwarka, Plot No. 32, Sector-14, New Delhi-110075	Central Public Information Officer	Uj tK'KULwpglc Cuv0Examiner of Trade Marks and GI	Ph. No. 233/4: 2546; 6 ksdcentmr@nic.in
Trade Marks Registry Boudhik Sampada Bhawan, CP-2, Sector	Central Public Information Officer	Smt. Ratan Shalya, Assistant Registrar of Trade Marks and GI	Ph. No. 033-23675103 Fax No. 033-23677311 ratan.shalya@nic.in

V, Salt Lake City, Kolkata-700 091	Central Assistant Public Information Officer	Shri S. K. Nandy, Assistant Superintendent	
Trade Marks Registry Intellectual Property Office Building, G.S.T. Road, Guindy, Chennai-600 032	Central Public Information Officer	Shri M. M. Habibulla, Senior Examiner of Trade Marks and GI	Ph. No. 044-22502081 Fax No. 044-22502046 Email: mm.habibulla@nic.in
	Central Assistant Public Information Officer	Shri K. Saravanan, Stenographer Grade I	
Trade Marks Registry Near Chankyapuri Overbridge, Besides AMC City Civic Centre, GHATLODIA, AHMEDABAD - 380061.	Central Public Information Officer	Shri S. B. Palo, Assistant Registrar of Trade Marks and GI	Tel.: 079- 26580527/26587193. Fax: 079-26586763 , E-mail : ahmedabad.tmr@nic.in sb.palo@nic.in
	Central Assistant Public Information Officer	Shri K. R. Raval, Assistant Examiner of Trade Marks and GI	

(xvii) SUCH OTHER INFORMATION AS MAY BE PRESCRIBED

Annual Report

An information which is a part or full of the Annual Report of the Controller General of Patents, Designs and Trade Marks under preparation and yet to be placed before the Parliament is not open to public. The Report can only be available on the approval of the Publication by the Parliament.

**Application for seeking information
(The Right to Information Act, 2005)**

To,
The Central Public Information Officer,

The trade Marks Registry

Name of the applicant	
Address of the applicant	
Details of Information Required	

The requisite fee of Rs.10/- by way of Cash/DD

Cheque No.-----Dated-----is enclosed + Postal charges, if any

Name of the applicant

Address:

E-Mail address

Tele. No

Dated

Signature & Name of the Applicant