




# 2023 Annual REPORT







## ARIPO IN BRIEF

The African Regional Intellectual Property Organization (ARIPO) is an Inter-Governmental Organization (IGO) established, *inter alia*, to promote, harmonize and develop intellectual property systems in Africa. ● ● ●





**Vision**

To be Africa's leading intellectual property Organization that promotes socio-economic development.



**Mission**

To foster creativity and innovation for socio-economic growth of our Member States through an effective intellectual property system.



**Our Core Values**

- Integrity
- Engagement
- Client-focus
- Agility
- Diversity
- Accountability.



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## ABBREVIATIONS

<b>AfriPI</b>	Intellectual Property Rights and Innovation in Africa
<b>ARIPO</b>	African Regional Intellectual Property Organization
<b>ARPET</b>	ARIPO Regional Patent Examination Training
<b>AU</b>	Africa University
<b>CIPA</b>	Companies and Intellectual Property Authority
<b>CISAC</b>	International Confederation of Societies of Authors and Composers
<b>CMOs</b>	Collective Management Organizations
<b>EPO</b>	European Patent Office
<b>EUIPO</b>	European Union Intellectual Property Office
<b>GI</b>	Geographical Indication
<b>ICT</b>	Information Communication Technologies
<b>IFPI</b>	International Federation of the Phonographic Industries
<b>IFRRO</b>	International Federation of Reproduction Rights Organizations
<b>IGO</b>	Inter-governmental organization
<b>INTA</b>	International Trademark Association
<b>INTERPO</b>	International Criminal Police Organization
<b>IP</b>	Intellectual Property
<b>IPAS</b>	Intellectual Property Automation System
<b>IPDL</b>	Intellectual Property Digital Library
<b>IPR</b>	Intellectual Property Rights
<b>JPO</b>	Japan Patent Office
<b>KOICA</b>	Korean International Cooperation Agency
<b>KNUST</b>	Kwame Nkrumah University of Science and Technology
<b>MIP</b>	Master in Intellectual Property
<b>NORCODE</b>	Norwegian Copyright Development Association
<b>OAPI</b>	<i>Organisation Africaine de la Propriété Intellectuelle</i>
<b>SME</b>	Small and Medium-sized Enterprises
<b>UDSM</b>	University of Dar es Salaam
<b>USDoJ</b>	United States Department of Justice
<b>USPTO</b>	United States Patent and Trademark Office
<b>WIPO</b>	World Intellectual Property Organization



## FOREWORD

“ We continue to treasure the partnerships that ensure that we register remarkable progress by way of tangible benefits ”

ARIPO Director General  
**Bemanya Twebaze**



As we present the 2023 Annual Report, we reflect on a year of profound and remarkable achievements. Last year was a testament to our team’s resilience, innovation, and unwavering commitment across all levels of our Organization. Amidst the evolving global Intellectual Property (IP) landscape, we have sustained our growth and capitalised on opportunities to expand our impact and reach.

We had another successful year, and our intentional plans, policies, initiatives, and strategies produced demonstrable results. The year started with the continued implementation of our core mandate as guided by the Lusaka Agreement, prioritising the assignments that came as outcomes of the 46th Session of the Administrative Council.

This Report is based on the Strategic Plan 2022-2026. The Plan seeks to achieve impact in various areas under our four strategic pillars: a strengthened legal framework, growth and sustainability, intellectual property promotion and human capital development.

In earnest, the highlighted achievements reflect our collective determination and work ethic.

Our financial performance has remained strong, demonstrating the soundness of our strategic planning and execution. The Organization continues on the right trajectory as we actively seek out new and better ways of doing things. In 2023, we maintained a secure financial footing, mainly attributable to internal rationalization and policy stimuli.

The Secretariat launched a revamped organizational structure to foster enhanced staff complement and drive employment initiatives to increase geography and diversity. We strengthened the protocols, ramped up capacity-building and awareness-raising activities, and delivered efficient and quality intellectual property rights. In addition, we continued with optimal use of ICT, enhanced copyright assistance to the Member States and improved governance, risk and control effectiveness.

From high-level engagements to awareness creation and capacity-building initiatives, we remain upbeat about the uptake of the Kampala Protocol on Voluntary Registration of Copyright and Related Rights and the Arusha Protocol for the

Protection of New Varieties of Plants. A significant milestone was the ratification of the Arusha Protocol for the Protection of New Varieties of Plants by the Republic of Ghana on 24th November 2023 on the sidelines of the 19th Session of the Council of Ministers held in Gaborone, Botswana. The Arusha Protocol will come into effect on 24th November 2024. The future is indeed promising to be more exciting.

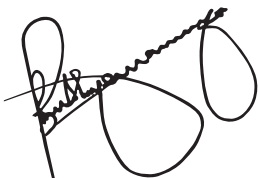
We continue to treasure the partnerships that ensure that we register remarkable progress by way of tangible benefits. We continue to derive value from the World Intellectual Property Organization (WIPO), the Japan Patent Office (JPO), the European Patent Office (EPO), and the AfrIPI project under the European Union Intellectual Property Office (EUIPO).

In partnership with WIPO, we delivered several impactful initiatives, including the second edition of the Conference of Heads of IP Offices (HIPOC) held in Kigali, Rwanda, in June 2023. HIPOC continues to act as a platform to discuss the imperatives of leadership in the 21st Century and for the leaders to share experiences candidly.

In keeping with our quest to serve Africa, we continued to engage the Observer States to consider joining the Organization. This led us to a highly successful engagement with Ambassadors of some of the potential Member States based in Zimbabwe. We further engaged the Republic of Burundi through a high-level mission.

As we look to the future, we remain committed to innovation, sustainability, and delivering exceptional value to our stakeholders. We are confident that the foundation we have built will enable us to achieve even greater success in the years to come.

I sincerely thank our stakeholders for their continued trust and support. Through our collective efforts, we continue to be focused on delivering on Africa's strategic agenda and meeting Member States needs, with the necessary agility to create value consistently, responsively and sustainably. While I am cognizant of the need for strengthened efforts to face the everchanging landscape, I am confident that we are poised to drive positive change in the IP ecosystem in Africa.



**Bemanya Twebaze**  
Director General



# Section 1:

## THE ORGANIZATION

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# SECTION 1: THE ORGANIZATION

## MEMBERSHIP AND THE LEGAL FRAMEWORK

ARIPO was established by the Lusaka Agreement, adopted by a Diplomatic Conference held in Lusaka, Zambia, on 9 December 1976. The Lusaka Agreement spells out the mandate of the Organization. ARIPO was mainly created to pool together resources of its Member States for the promotion, development and harmonisation of intellectual property (IP) laws and policies.

Since its signing, aspirations of the Lusaka Agreement have been put into practical implementation by protocols, each focusing on a specific subject of intellectual property.

These protocols are:

1. the Harare Protocol on Patents and Industrial Designs,
2. the Banjul Protocol on Marks,
3. the Swakopmund Protocol on the Protection of Traditional Knowledge and Expressions of Folklore,
4. the Arusha Protocol for the Protection of New Varieties of Plants, and
5. the Kampala Protocol on Voluntary Registration of Copyright and Related Rights

Figure 1: ARIPO Member States Map



### Member States



**BOTSWANA**  
Republic of



**CABO VERDE**  
Republic of



**ESWATINI**  
Kingdom of



**THE GAMBIA**  
Republic of



**GHANA**  
Republic of



**KENYA**  
Republic of



**LESOTHO**  
Kingdom of



**LIBERIA**  
Republic of



**MALAWI**  
Republic of



**MAURITIUS**  
Republic of



**MOZAMBIQUE**  
Republic of



**NAMIBIA**  
Republic of



**RWANDA**  
Republic of



**SÃO TOMÉ  
And PRÍNCIPE**  
Democratic Republic of



**SEYCHELLES**  
Republic of



**SIERRA LEONE**  
Republic of



**SOMALIA**  
Federal Republic of



**SUDAN**  
Republic of



**UGANDA**  
Republic of



**TANZANIA**  
United Republic of



**ZAMBIA**  
Republic of



**ZIMBABWE**  
Republic of





## Protocols and their Status

The table below shows the status of Member States of ARIPO, when they joined the Organization, and the dates when they became Contracting States to the Protocols that are in force or when they signed those that are yet to be in force (Arusha and Kampala Protocols). The Arusha Protocol will enter into force in November 2024.

*Table 1: ARIPO Member States and the dates when they became Contracting States to the ARIPO Protocols*

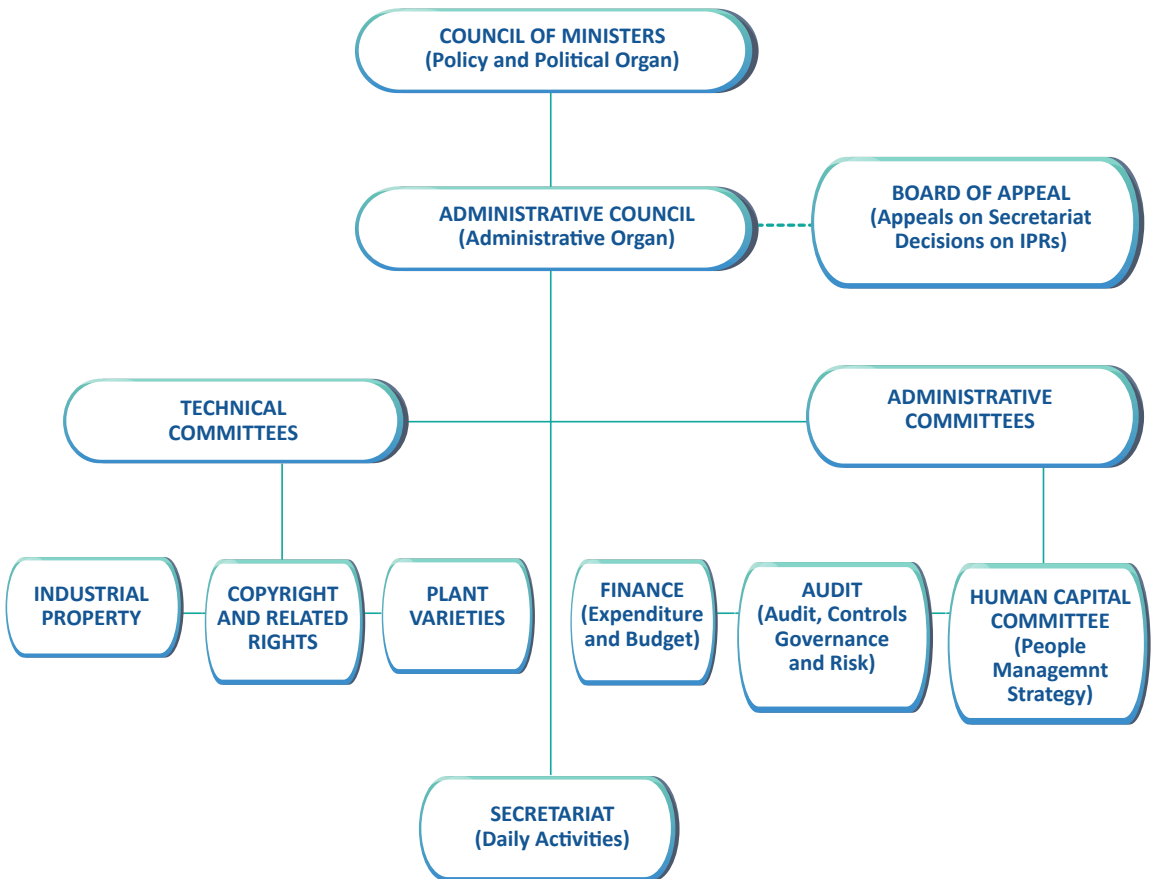
Country	Lusaka Agreement	Harare Protocol	Banjul Protocol	Swakopmund Protocol	Arusha Protocol	Kampala Protocol
Botswana	6 February 1985	6 May 1985	29 October 2003	28 March 2012		
Cabo Verde	14 July 2022	14 July 2022	14 July 2022	14 July 2022	14 July 2022	
Kingdom of Eswatini	17 December 1987	17 March 1988	17 March 1988			
The Gambia	15 February 1978	16 January 1986	3 August 2021	11 February 2015		04 December 2021
Ghana	15 February 1978	25 April 1984			24 November 2023	28 August 2021
Kenya	15 February 1978	24 October 1984				
Kingdom of Lesotho	23 July 1987	23 October 1987	12 February 1999			
Liberia	24 December 2009	24 March 2010	24 March 2010	25 October 2016		28 August 2021
Malawi	15 February 1978	25 April 1984	6 March 1997	20 December 2012		28 August 2021
Mozambique	8 February 2000	8 May 2000	15 August 2020			28 August 2021
Mauritius	25 September 2020					
Namibia	14 October 2003	23 April 2004	14 January 2004	11 February 2015		04 December 2021
Rwanda	24 June 2011	24 September 2011		16 July 2012	7 June 2019	
São Tomé & Príncipe	19 May 2014	19 August 2014	27 November 2015		29 September 2020	28 August 2021
Seychelles	1 October 2021	1 October 2021				
Sierra Leone	5 December 1980	25 February 1999				28 August 2021
Somalia	10 December 1981					
Sudan	2 May 1978	25 April 1984				28 August 2021
Tanzania	12 October 1983	1 September 1999	1 September 1999			28 August 2021
Uganda	8 August 1978	25 April 1984	21 November 2000			28 August 2021
Zambia	15 February 1978	26 February 1986		28 August 2015		04 December 2021
Zimbabwe	11 November 1980	25 April 1984	6 March 1997	22 April 2013		

# ORGANS OF ARIPO

## Overview

ARIPO is governed by the Council of Ministers, Administrative Council, Board of Appeal, and the Secretariat. The Administrative Council has subsidiary committees that come under two broad categories: Administrative Committees and Technical Committees.

Figure 2: Organs of ARIPO



### **Council of Ministers**

The Council of Ministers comprises Ministers of governments of the ARIPO Member States responsible for the administration of IP laws in their respective countries. It is the supreme organ of the Organization. The Republic of Botswana is the current Chairperson of the Council of Ministers.

### **Administrative Council and its Subsidiary Committees**

The Administrative Council is composed of heads of offices responsible for industrial property and copyright in the Member States and is subordinate to the Council of Ministers. The Republic of Botswana is the current Chairperson of the Administrative Council.

### **Subsidiary Committees of the Administrative Council**

The subsidiary committees of the Administrative Council, namely the Technical Committees and the Administrative Committees are in place to consider technical and administrative matters of ARIPO for consideration by the Administrative Council. Under the former, there are three committees: Technical Committee on Industrial Property, Technical Committee on Copyright & Related Rights, and Technical Committee on Plant Varieties Protection.

Similarly, under Administrative Committees, ARIPO has three Committees: Audit Committee, Finance Committee and Human Capital Committee.

### **Board of Appeal**

The Board of Appeal is established to hear, and review appeals against the administrative decisions of the Office in the implementation of the ARIPO protocols. It is independent of any organ of the Organization.

### **The Secretariat**

The Secretariat is responsible for the Organization's day-to-day activities and the implementation of policies issued by the Administrative Council and the Council of Ministers.

It is headed by a Director General, who is the Organization's principal executive officer.

## ARIPO'S LEGAL INSTRUMENTS



### The Lusaka Agreement

ARIPO was established under the Lusaka Agreement, signed in Lusaka, Zambia, on 9 December 1976. The objectives are, inter alia, to promote, harmonize and develop IP systems in Africa. To carry out its functions, ARIPO administers five Protocols.



### The Harare Protocol

The Harare Protocol on Patents and Industrial Designs was adopted on 25 April 1984, empowering ARIPO to grant patents and register industrial designs and utility models on behalf of the Protocol's Contracting States.

Currently, the Protocol is in force in all the Member States except Somalia and Mauritius.

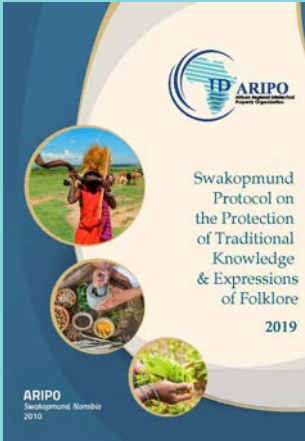


### The Banjul Protocol

Adopted in 1993, this Protocol empowers ARIPO to register marks on behalf of the Contracting States. Thirteen Member States are currently party to the Protocol. These are Botswana, Cabo Verde, Kingdom of Eswatini, The Gambia, Kingdom of Lesotho, Liberia, Malawi, Mozambique, Namibia, São Tomé and Príncipe, United Republic of Tanzania, Uganda and Zimbabwe.

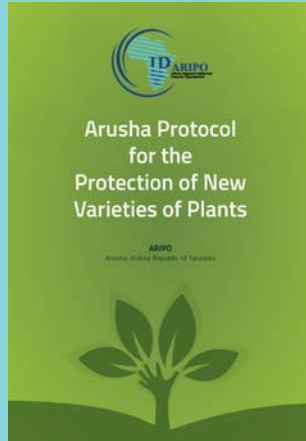


## ARIPO'S LEGAL INSTRUMENTS *(continued)*



### The Swakopmund Protocol

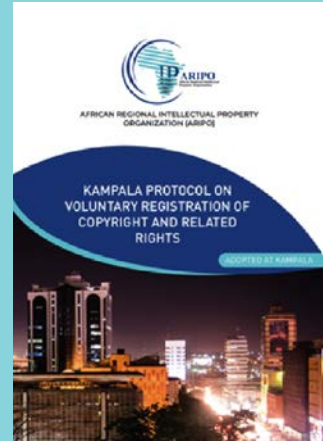
The Swakopmund Protocol on the Protection of Traditional Knowledge and Expressions of Folklore was adopted in 2010 and entered into force on 25 May 2015. The Protocol aims to protect the traditional knowledge and expressions of folklore of Africa and to ensure that it is properly utilized for the welfare of her people. Nine Member States have ratified the Protocol. These are Botswana, Cabo Verde, The Gambia, Liberia, Malawi, Namibia, Rwanda, Zambia and Zimbabwe.



### The Arusha Protocol

The Arusha Protocol for the Protection of New Varieties of Plants was adopted in Arusha, Tanzania on 6 July 2015. The Protocol aims to provide the Member States with a regional plant variety protection system that recognizes the need to provide growers and farmers with improved varieties of plants to ensure sustainable agricultural production.

The Protocol will come into force on 24 November 2024 following the ratification by the Republic of Ghana on 24 November 2023, becoming the fourth Member State to ratify after Rwanda in 2019, São Tomé and Príncipe in 2020 and Cabo Verde in 2022. Other States signatories to the Protocol are The Gambia, Mozambique and the United Republic of Tanzania.



### The Kampala Protocol

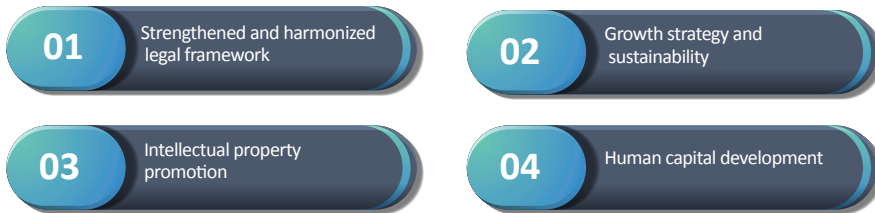
The Kampala Protocol on Voluntary Registration of Copyright and Related Rights was adopted on 28 August 2021 in Kampala, Uganda. The Protocol will establish a regional system for voluntary registration of copyright and related rights as well as create and maintain a regional database for copyright and related rights. It will enhance the protection of the ARIPO Member States and Africa's creative industry by ensuring that the creators benefit from their works.



## Section 2: STRATEGIC PILLARS

## SECTION 2: STRATEGIC PILLARS

This Annual Report highlights the implementation of the 2022-2026 ARIPO Strategic Plan, which is anchored on four key pillars as follows:



There are nine strategic goals that fall under the pillars.

Strategic Pillar	Strategic Goals
<b>Strengthened and harmonized legal framework</b>	<ul style="list-style-type: none"> <li>▪ <b>Strategic Goal 2:</b> Promote the development of IP policies, laws and systems appropriate to the needs of the Organization’s Stakeholders.</li> </ul>
<b>Growth strategy and sustainability</b>	<ul style="list-style-type: none"> <li>▪ <b>Strategic Goal 3:</b> Strengthen stakeholder engagement, membership drive, strategic partnerships, regional and international cooperation.</li> <li>▪ <b>Strategic Goal 6:</b> Enhance service delivery through optimal use of digital tools.</li> <li>▪ <b>Strategic Goal 7:</b> Effective and efficient communication and marketing.</li> <li>▪ <b>Strategic Goal 8:</b> Achieve greater financial sustainability.</li> <li>▪ <b>Strategic Goal 9:</b> Enhance governance, risk and control effectiveness.</li> </ul>
<b>Intellectual property promotion</b>	<ul style="list-style-type: none"> <li>▪ <b>Strategic Goal 1:</b> Efficient delivery of quality IP rights</li> <li>▪ <b>Strategic Goal 4:</b> Strengthen the regional IP information hub and capacity building.</li> </ul>
<b>Human capital development</b>	<ul style="list-style-type: none"> <li>▪ <b>Strategic Goal 5:</b> Build a diverse, inclusive, agile and high-performing Organization.</li> </ul>



# STRENGTHENED AND HARMONIZED LEGAL FRAMEWORK

## STRATEGIC GOAL 2

### PROMOTE THE DEVELOPMENT OF IP POLICIES, LAWS, AND SYSTEMS APPROPRIATE TO THE NEEDS OF THE ORGANIZATION'S STAKEHOLDERS

#### Development of a Regional Strategy for Private Copy Remuneration (PCR)

ARIPO commenced the development of a Regional Strategy on Private Copying Remuneration (PCR). The initiative was a resolution of the 46th Session of the Administrative Council. Botswana, Cabo Verde, Ghana, Malawi, and Kenya worked with the Secretariat in developing the PCR Strategy together with some of the ARIPO Cooperating Partners (International Confederation of Societies of Authors and Composers (CISAC) and International Federation of Reproduction Rights Organizations (IFRRO) in a workshop that was held at ARIPO from 12 to 13 April 2023.

The PCR Strategy aims to assist Member States to have an effective and functional PCR system that will facilitate easy and lawful access to copyrighted works, compensate rights holders for the use of their works, and mitigate infringement. Further, the PCR strategy is envisaged to bring impactful change in the copyright landscape and act as a benchmarking initiative for the Member States.

## Supporting Copyright Offices and Collective Management Organizations on the Administration and Management of Copyright and Related Rights

A regional training for Collective Management Organizations (CMO) Board Chairpersons and Chief Executive Officers on governance was held from 29 to 30 May 2023 at ARIPO in Harare, Zimbabwe. The training was attended by thirty-five (35) participants from fifteen (15) ARIPO Member States and partners like the International Federation of the Phonographic Industries (IFPI), Fundación AISGE, the Societies' Council for the Collective Management of Performers' Rights (SCAPR), the Norwegian Copyright Development Association (NORCODE), and the WIPO joined virtually. Participants recommended the development of a curriculum for all stakeholders, including regulators, rights holders, law enforcement agencies, ministries, and IP departments.

In addition, the Secretariat facilitated the induction training for the newly established CMOs in Tanzania (Tanzania Music Rights Society (TAMRISO) and Eswatini (Eswatini Copyright & Related Rights Society (ESWACOS). The trainings were organised by the Copyright Office of Tanzania (C©SOTA) and the IP Office of Eswatini, respectively.



*Director General Bemanya Twebaze with Collective Management Organizations (CMOs) Board Chairpersons, and Chief Executive Officers from ARIPO Member States at the CMO Governance training in Harare*



*Resource persons from Fundación AISGE and Member States representatives following proceedings during the CMO Governance training*

ARIPO, in cooperation with Fundación AISGE and Kenya Copyright Board (KECOBO), held a follow-up Regional Seminar on Copyright and Related Rights in the Audio-visual CMOs and Copyright Offices in Nairobi, Kenya, from 3-5 October 2023. ARIPO also offered technical support in reviewing the Copyright Law in Kenya and the IP Bills of The Gambia and Seychelles.



*Attendees at the Regional Seminar on Copyright and Related Rights in the Audio-visual CMOs and Copyright Offices in Nairobi*

ARIPO, in collaboration with the CIPZ and ZIMURA, organised the Africa Copyright and Collective Management Day celebrations held on 14th September 2023.



*ARIPO Administrative Council Chairman, Mr. Willie Mushayi and Mr. Pierre Runiga – ARIPO Head Legal and International Cooperation led the commemorations of the Africa Copyright and Collective Management Day in Harare. Members of the creative economy attended in their numbers.*

## **ARIPO-WIPO Seminar on Alternative Dispute Resolution (ADR) for IP and Technology Dispute**

The inaugural seminar on Alternative Dispute Resolution Mechanisms for Intellectual Property and Technology Disputes was held on 7th March 2023 and virtually attended by ninety (90) participants from sixteen (16) ARIPO Member States. Participants were drawn from IP Offices, Copyright Offices, CMOs, and other government institutions. The seminar covered mediation and arbitration of IP and technology disputes and the operations of the WIPO Arbitration and Mediation Centre. Participants requested capacity-building programs on ADR issues and assistance in establishing ADR Centres.





*Director General Bemanya Twebaze and Ms. Maureen Fondo – Head Copyright and Related Rights welcomed the WIPO Resource Persons during the opening ceremony of the ADR Seminar*

## Copyright and Related Rights publications

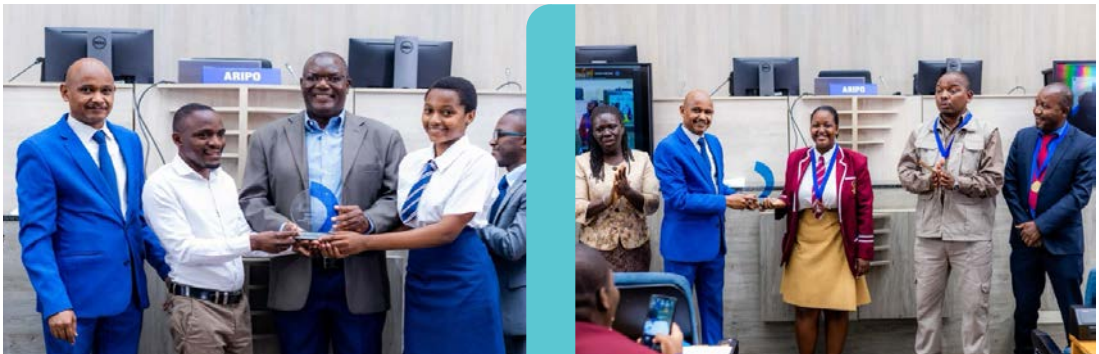
To increase access of IP rights information, ARIPO published the Regulations for Implementing the Kampala Protocol on Voluntary Registration of Copyright and Related Rights and developed the Reputation Management Guide to assist CMOs on enhancing visibility in the market, extending repertoire and increasing royalty collections and distributions.

## Promoting IP Education and Awareness for Youth



*Harare-based schools participating in the 2nd Regional IP Schools Club Competition & Awards Ceremony were hosted at the ARIPO Secretariat*

ARIPO, with support from WIPO through the Korea Funds-in-Trust, continued implementing the IP School Club project in Malawi and Zimbabwe. The project is aimed at creating IP awareness, building respect for IP among the school-going youth (13-18 years), and cultivating an innovative and creative culture. The IP Club's membership comprised of 276 students and 36 teachers across eighteen (18) schools in Malawi and Zimbabwe. This translates to a 52% increase in students and 80% teachers from the previous year, respectively, compared to the previous year. Further, the two countries undertook national IP competitions, and the winning school clubs competed at the regional level. The second regional competition and awards ceremony was held in a hybrid format at ARIPO on 6 December 2023.



*Congratulations to the 2023 winners: 1st place - Dzivaresekwa 1 High School (Zimbabwe) and 2nd place - Dzenza Secondary School (Malawi)*

## GROWTH STRATEGY AND SUSTAINABILITY

### STRATEGIC GOAL 3:

#### STAKEHOLDER ENGAGEMENT, MEMBERSHIP DRIVE, STRATEGIC PARTNERSHIPS, REGIONAL AND INTERNATIONAL COOPERATION

#### The 2023 Governing Bodies' Sessions

The 47th Session of the ARIPO Administrative Council and the 19th Session of the Council of Ministers of the ARIPO Council were held from the 20th to 23rd and the 24th to 25th of November 2023, respectively, in Gaborone, Botswana.



*Members of the ARIPO Administrative Council during the 47th Session in Gaborone*

His Excellency, the President of the Republic of Botswana, Dr. Mokgweetsi Eric Keabetswe Masi, the Guest of Honour, officially opened the 19th Session of the Council of Ministers.

The Council of Ministers was preceded by the Administrative Council, which was officially opened by Honourable Mmusi Kgafela, Minister of Trade and Industry of the Republic of Botswana.



*His Excellency, the President of the Republic of Botswana, Dr. Mokgweetsi Eric Keabetswe Masi posed for a picture with Member States Cabinet Ministers, WIPO DG Mr. Daren Tang and ARIPO DG Mr. Bemanya Twebaze*



The Republic of Botswana, represented by the Minister of Trade and Industry, took over as Chairperson of the Council of Ministers. At the same time, the Caretaker Registrar General of the Companies and Intellectual Property Authority (CIPA), Botswana, Mr. Joel Duke Ramaphoi, became the Chairperson of the Administrative Council of ARIPO for a two-year term starting in 2024.



*The Republic of Zimbabwe represented by Chief Registrar Mr. Willie Mushayi handed over Chairmanship to the Republic of Botswana represented by Caretaker CEO Mr. Joel Duke Ramaphoi*

The Administrative Council Session, in addition to considering technical and administrative matters, approved the proposed budget and programme of activities for the year 2024. The ARIPO Director General, Mr. Bemanya Twebaze, reported on the main achievements of the Organization in 2023 and the statistics on Industrial Property applications received and IP titles granted or registered by the Organization.

## Communique of the Nineteenth Session of the Council of Ministers of ARIPO held in Gaborone, Republic of Botswana, from 24 to 25 November 2023

The Council of Ministers of the African Regional Intellectual Property Organization (ARIPO) held its Nineteenth Session in Gaborone, Botswana, from 24th to 25th November 2023.

His Excellency Dr. Mokgweetsi Eric Keabetswe Masisi, President of The Republic of Botswana, officially opened the Session. In his speech, His Excellency Masisi celebrated the successes of ARIPO, ranging from adopting and implementing regional IP protocols to collaborating with universities and other cooperating partners in Member States to train on IP at a master's degree level and other capacity building in general.

The President of the Republic of Botswana called upon ARIPO Member States to introspect and identify what is hindering African innovations from impacting and transforming the world. He noted that this assessment and corrective measures should begin with IP Offices and ministries and then come together at the ARIPO level to strategize and unblock bottlenecks. He was emphatic that "It can no longer be business as usual."

The following were elected as Officers of the Council of Ministers for the 2024/2025 biennium:

- Chairman: Botswana
- First Vice-Chairman: The Gambia
- Second Vice-Chairman: Ghana

The delegations of Botswana, Ghana, The Gambia, the Kingdom of Lesotho, Namibia, Seychelles, Sierra Leone, Uganda, Zambia, and Zimbabwe presented statements to the Council commending ARIPO for its contribution to the development of the national and regional Intellectual Property systems. They highlighted the efforts that their respective Governments have made towards the advancement of the Intellectual Property agenda at the national level. The Delegations reiterated the commitment of their Governments to support the Organization's work.

The Council of Ministers considered and took note of the following documents that the Secretariat presented:

Report of the Director General on the Activities Undertaken in 2022 and 2023; and Report of the Chairman of the Administrative Council.

The Council of Ministers expressed gratitude to the Government of the Republic of Botswana for the warm hospitality and excellent arrangements made for the Nineteenth Session of the Council of Ministers as well as the Forty-Seventh Session of the Administrative Council.

The Council of Ministers expressed appreciation and gratitude to the cooperating partners of ARIPO for their continued support and participation in the Nineteenth Session of the Council of Ministers.

The Council endorsed the offer by the Delegation of Ghana to host the Twentieth Session of the Council of Ministers at a date which will be communicated in due course.

During the Nineteenth Session of the Council of Ministers, the Republic of Ghana deposited its Instrument of Ratification of the Arusha Protocol for the Protection of New Plant Varieties on 24th November 2023. Ghana became the fourth ARIPO Member State to deposit their instrument of ratification or accession to the Arusha Protocol. The other Member States that have ratified or acceded are the Republic of Rwanda in June 2019, the Republic of São Tomé and Príncipe in September 2020, and the Republic of Cabo Verde in July 2022. Therefore, the Protocol is set to come into force in November 2024.



## International Cooperation

ARIPO undertook several initiatives with the support of cooperating partners including the World Intellectual Property Organization (WIPO), the European Union-funded project, known as the IP Rights & Innovation in Africa project (AfrIPI).

Among other initiatives, in partnership with WIPO, ARIPO organized the second edition of the Conference of Heads of IP Offices (HIPOC) held in Kigali, Rwanda, in June 2023. The event provided a platform for Heads of Offices to promote cooperation and dialogue amongst Member States to share best practices and experiences in IP administration in the region. HIPOC continues to act as a platform to discuss the imperatives of leadership in the 21st Century and for the leaders to share experiences candidly.



*Member States Heads of IP Offices in Kigali for the 2nd edition of the (HIPOC). Mrs. Nelly Mukazayire - Deputy Chief Executive Officer, Rwanda Development Board (RDB) officially opened the session*

In collaboration with the European Patent Office (EPO) and the AfrIPI project, ARIPO continued delivering the ARIPO Regional Patent Examiner Training (ARPET) program, in Harare in October 2023.



*ARIPO, AfRIPI and EPO Officials (seated) and delegates during the ARPET Program in Harare*

Furthermore, several workshops were organized for the benefit of ARIPO Member States in collaboration with the AfRIPI project.

Other cooperating partners that collaborated with ARIPO in carrying out its 2023 activities include the USDoJ, the United States Patent and Trademark Office (USPTO), the Japan Patent Office (JPO), the China National Intellectual Property Administration (CNIPA), the International Federation of Reproduction Rights Organisations (IFRRO), INTERPOL, the Directorate of Intellectual Property of Indonesia (DGIP), the Performing Artists' Intellectual Property Rights Management Entity (Fundación AISGE), the Norwegian Copyright Development Association (NORCODE), and the International Federation of the Phonographic Industry (IFPI).

### High-level Engagements

The Director General conducted high-level missions to Member States to engage policymakers at various levels in Cabo Verde, Ghana, and Mauritius.



*The ARIPO Director General met with Cabo Verde's Prime Minister, His Excellency (H.E.) Jose Ulisses de Pina Correia e Silva to discuss Cabo Verde's socio-economic scope from an intellectual property perspective.*



The DG also held talks with key Government stakeholders including H.E Alexandre Dias Monteiro- Minister of Industry, Trade & Energy, H.E Dr. Rui Alberto Figueiredo Soares - The Minister of Foreign Affairs, Cooperation & Regional Integration, H.E Abraão Vicente - The Minister of Culture and Creative Industries, H.E. Adalgisa Barbosa Vaz-Secretary of State for Business Development and the Secretary of State for Digital Economy - H.E. Pedro Lopes from the Ministry of Finance.



*The Director General Bemanya Twebaze and HE Dr. Rui Alberto Figueiredo Soares - The Minister of Foreign Affairs, Cooperation & Regional Integration*



*Director General Bemanya Twebaze and the ARIPO delegation with H.E Abraão Vicente - Minister of Culture and Creative Industries and Mrs. Ana Paula Spencer - Presidente do Conselho Diretivo do IGQPI Instituto de Gestão da Qualidade e da Propriedade Intelectual (far right)*

On the sidelines of the official opening ceremony for the Workshop on the Accession to ARIPO Protocols, Director General held talks with Honourable Soomilduth Bholah, Mauritius' Acting Minister of Foreign Affairs, Regional Integration, and International Trade.



*The Director General met with Honourable Soomilduth Bholah Mauritius' Acting Minister of Foreign Affairs, Regional Integration, and International Trade*

The Director General also met with some leaders from the Mauritian Cabinet; the Minister of Arts and Cultural Heritage, Honourable Avinash Teeluck, and the Foreign Affairs Secretary, Mr. Joyker Nayeck.



*The Director General with Honourable Avinash Teeluck Minister of Arts and Cultural Heritage accompanied by Mr Ranjive Beergaunot Acting Controller Industrial Property Office (IPO)*



*The Director General with Mr Joyker Nayeck Foreign Affairs Secretary accompanied by Mr Ranjive Beergaunot Acting Controller Industrial Property Office (IPO)*



The Director General continued to engage the Observer States to encourage them to consider joining the Organization. This led to a highly successful engagement with Ambassadors of some of the potential Member States based in Zimbabwe. ARIPO further engaged the Republic of Burundi through a high-level mission.



*Ambassadors from Member and Observer States accredited to Zimbabwe attended the DG's meeting at the Secretariat*

On the margins of the 64th series of meetings of the WIPO Assemblies, the Director General had engagements with several stakeholders, including the Director General of WIPO and members of the WIPO's Senior Management Team. Other Cooperating Partners that the Director General engaged are European Union Intellectual Property Office (EUIPO), EPO, JPO, the Canadian Intellectual Property Office (CIPO), INTA, and DGIP.



*Director General Bemanya Twebaze and ARIPO delegation with WIPO Director General Mr. Daren Tang, Ms. Loretta Asiedu – Acting Director WIPO Division for Africa and the WIPO delegation*



### Study Visit of Heads of IP offices from ARIPO Member States to EUIPO

The Director General of ARIPO led a delegation of the Heads of Intellectual Property Offices from the ARIPO Member States on a three-day inaugural Study Visit to the EUIPO Headquarters in Alicante, Spain, from 12 to 14 December 2023.

The purpose of this visit was to enhance cooperation between ARIPO and EUIPO, providing Member States with valuable insights and best practices. Strategies were explored to strengthen African IP systems and promote an environment conducive to economic development and innovation. The primary focus included trademarks, industrial designs, and geographical indications, emphasizing delivering high-quality, efficient, and cost-effective services to the region's small and medium-sized enterprises (SMEs).

The Study visit was organized within the framework of the AfRIPI project and was part of the Activities under the 2023 Annual Work Plan. Through collaborative stakeholder engagements, AfRIPI planned to strengthen cooperation in Intellectual Property matters between ARIPO Member States, AfRIPI and the EUIPO. It aimed to explore avenues for expanding and strengthening the office partnership. Eleven ARIPO Member States participated in the Study Visit.



*ARIPO Member States Heads of National IP Offices and EUIPO representatives at the EUIPO Head Office in Alicante*

## STRATEGIC GOAL 6

### ENHANCE SERVICE DELIVERY THROUGH OPTIMAL USE OF DIGITAL TOOLS

#### ARIPO Online Services

Through the online service platform, ARIPO provides convenient IP information services to its stakeholders. The platform allows applicants to submit their IP applications without physically visiting the ARIPO offices. The platform allows e-filing, e-payment, file inspection, filing of follow-up documents, access to the Intellectual Property Digital Library (IPDL), journal search and download of forms and fees information.

There was a high uptake of the online services with 85% of all new applications received in 2023 filed online. Individually, patents recorded the highest percentage with 97% of the applications filed online.

Workshops to promote the effective use of the ARIPO online service platform were held in Ghana, Namibia and São Tomé and Príncipe.

#### ARIPO Member States Module

The ARIPO Member States (MS) module allows for online data exchange between the IP administration system being used by the ARIPO Secretariat (POLite+) and IP Administration System (IPAS) being used in the Member States. The module allows for paperless exchange of information and through it, ARIPO and its Member States can exchange all types of notifications, forms and documents online.

In line with the current trends of utilizing cloud computing whose advantages include cost savings, security, flexibility, data loss prevention and disaster recovery, a new cloud based version of the MS module has been developed.

#### Upgrade of the POLite+ System

The organization has embarked on a project to upgrade its IP Administration system, POLite+ and the eService platform which were launched in March 2015 supported by the Korean International Cooperation Agency (KOICA). This is in line with new technological trends and to meet the user requirements. A phased approach has been adopted with the most critical and urgent issues being addressed first. The first phase was completed in December 2021, with the second phase being completed in December 2022 and the third phase in December 2023.

#### ARIPO Sub-Regional Technology and Innovation Support Centre (TISC) Network

The Sub-Regional TISC network encourages Member States to use TISC resources concretely to promote innovation and entrepreneurship in the region.

ARIPO and WIPO jointly organized a Regional Meeting on Developing the Regional TISC Network in February 2023. The purpose of the meeting was to discuss the current situation of TISC networks in ARIPO Member States, share experiences and best practices, highlight the good examples of actions taken by TISC networks in promoting and raising awareness of TISC services, and get updates on the recent developments in WIPO activities and resources related to TISCs.

#### Enterprise Resource Planning (ERP) System

The Secretariat is automating and integrating the management of its core processes, namely, Finance, Procurement, Human Capital, Reporting, and other operations, through an ERP System. The project commenced in September 2023 and is expected to go live in 2024. The ERP system will facilitate improved accuracy and productivity, increased efficiency and collaboration, and improved reporting and client relationships, among other benefits in line with best practices.

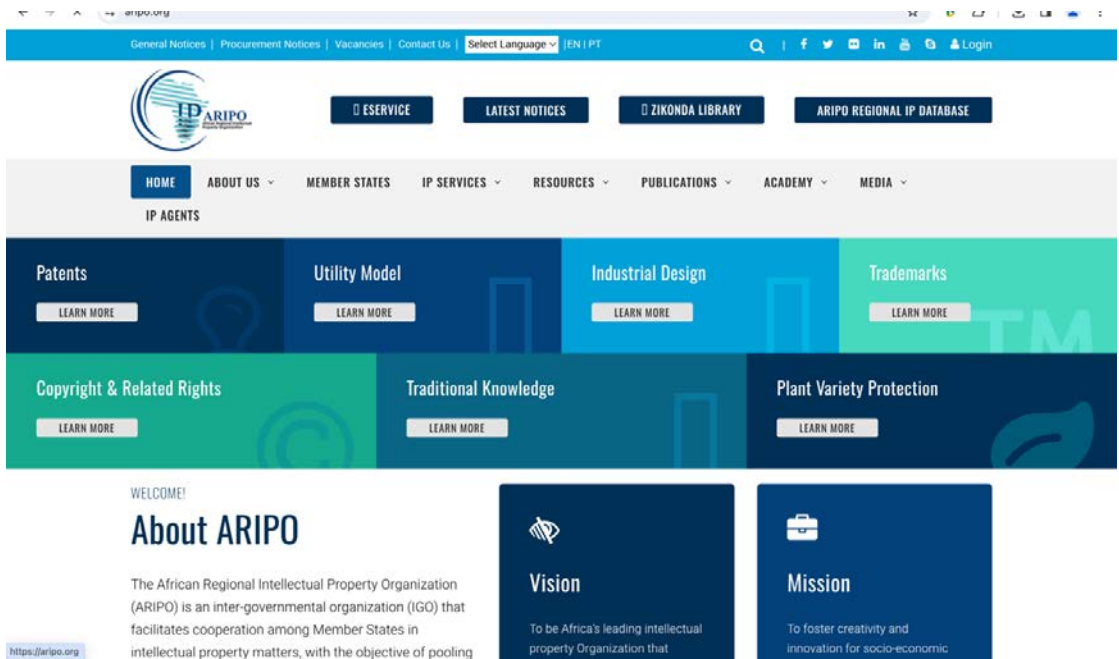
## STRATEGIC GOAL 7

### EFFECTIVE AND EFFICIENT COMMUNICATION AND MARKETING

#### Enhancing Communication for Efficient Service Delivery

In May 2023, ARIPO launched a new website, becoming our central digital platform. This new website efficiently caters to our stakeholders against a backdrop of a technologically advanced and competitive global arena. The site's functionality has been streamlined to facilitate easier access to IP core business, databases, and the online application platform. Visitors to the site can now readily follow ARIPO activity updates, and access articles and videos that promote innovation and IP.

Figure 3: The refreshed look and feel of the ARIPO website, curated for improved user experience.



In 2023, ARIPO, in collaboration with AfriPI, organised multiple virtual training sessions for Communicators from the national IP offices and Ministries responsible for IP from our Member and Observer States. The aim was to develop a practical Communications Toolbox. Post-training, an appreciable increase in the active social media engagement of IP Offices was noted.



*Representatives from Member States National IP Offices at the 2nd Communications Training in Harare*

## **Enhancing Conversation and Inclusiveness of ARIPO in the IP Ecosystem**

### **International Exhibitions and Fora**

The 2023 World IP Day, under the theme “Women and IP: Accelerating Innovation and Creativity,” was celebrated on 26 April 2023. The day acknowledged the crucial role women play in driving scientific breakthroughs, setting new creative trends, building successful businesses, and transforming livelihoods. The Director General conveyed a video message on this occasion, celebrating women leaders and innovators within ARIPO Member States. Moreover, an article by the DG commemorating this day was published in 15 Member States in English, Portuguese, and French.

The Companies and Intellectual Property Office of Zimbabwe (CIPZ), ARIPO, and AfriPI marked the day with a walk and event in Bulawayo, on the sidelines of the Zimbabwe International Trade Fair (ZITF).



*The march was led by ARIPO administrative Council Chairperson Mr. Willie Mushayi; Director General Mr. Bemanya Twebaze and AfriPI Team Leader, Ms. Aida Galindo*

The 145th Annual Meeting of the International Trademark Association (INTA) took place from 16 to 20 May 2023 at the Sands Expo & Convention Centre, Singapore, facilitating an in-person gathering. The theme for the 2023 Annual Meeting centred on the Business of Innovation, with educational tracks covering the spectrum of IP legal issues and the commercialisation of intangible assets. ARIPO hosted a double booth in the Brand Marketplace Exhibition Hall, co-exhibiting with six IP Agents from across the region.

The 63rd Edition of the Zimbabwe International Trade Fair (ZITF) unfolded from 25 to 29 April 2023 in Bulawayo under the theme “Continuous Innovation, Global Competitiveness.” This event fostered multisectoral engagement and networking, with ARIPO participating as an exhibitor and contributor. According to ZITF reports, the event attracted 74,294 attendees over five days.

ARIPO also participated in the 2023 AIPPI World Congress from 22 to 25 October 2023 in Istanbul, Turkey, attracting over 2,000 IP practitioners from 69 countries. ARIPO co-exhibited with nine IP Agents, furthering the dissemination of informational material on IP.





*The ARIPO team and Janet Tomkow-Coetzer, IP Attorney at Galloway & Co. at the AIPPI World Congress*



*The inaugural Ambassadors Engagement saw the participation of 12 Embassies accredited to Zimbabwe, with Hon. David Musabayana (front centre) as the guest of honour*

## STRATEGIC GOAL 8

### ACHIEVE GREATER FINANCIAL SUSTAINABILITY

#### Review of the 2022 Audited Financial Statements

The Organization recorded a surplus of US\$3,305,249 for the 2022 financial year compared to a surplus of US\$2,222,521 for 2021, representing a 49% year-on-year increase. The improvement is predominantly attributed to enhanced revenue generation.

#### Revenue

- The Member States share of fees for the year totalled US\$4,891,917 compared to US\$4,686,808 in 2021, translating to an increase of 4%.
- After the sharing of fees between ARIPO and its Member States, the total revenue from Protocols due to ARIPO for the year was US\$8,862,244, compared to US\$7,374,335 in 2021, representing an increase of 20%.
- Total Secretariat revenue grew by US\$1,505,013 (19%) from US\$8,074,845 in 2021 to US\$9,579,858 in 2022.
- Table 2 and Figure 4 below highlight the 2022 revenue composition for the Secretariat. The largest source of revenue was fees from the Harare Protocol and Banjul Protocols, which accounted for 92%.

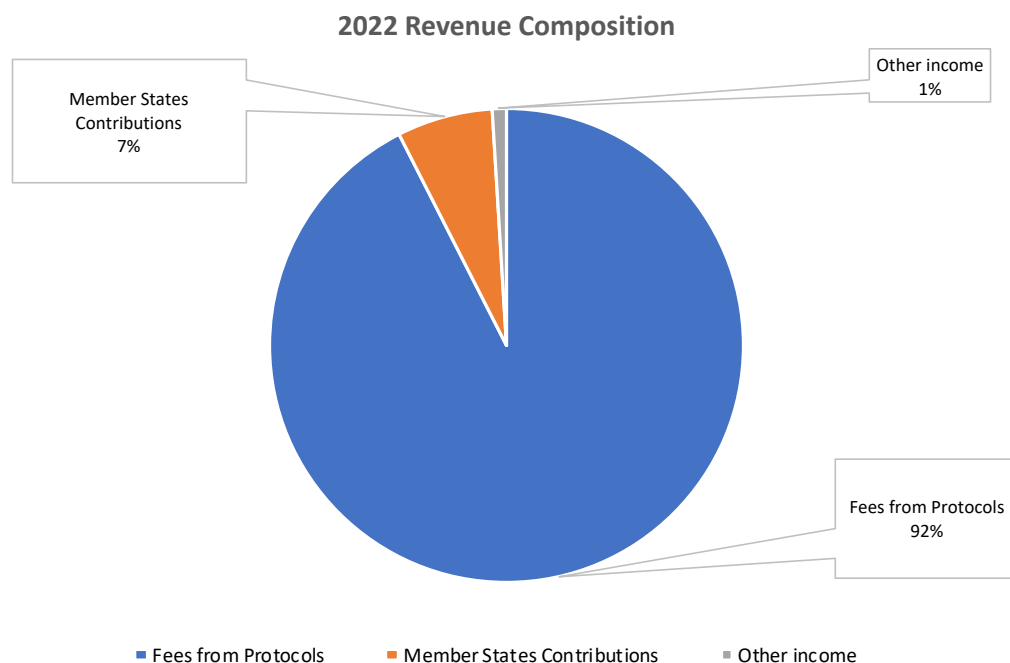
**Table 2: 2022 Secretariat Revenue Performance**

	2022	2021	Net Change	% Change
	US\$	US\$	US\$	
Fees from Protocols	8,862,244	7,374,335	1,487,909	20%
Member States Contributions	625,100	592,200	32,900	6%
Other income	92,514	108,310	(15,796)	-15%
<b>Total revenue</b>	<b>9,579,858</b>	<b>8,074,845</b>	<b>1,505,013</b>	<b>19%</b>





Figure 4: 2022 Revenue Composition



### Expenditure

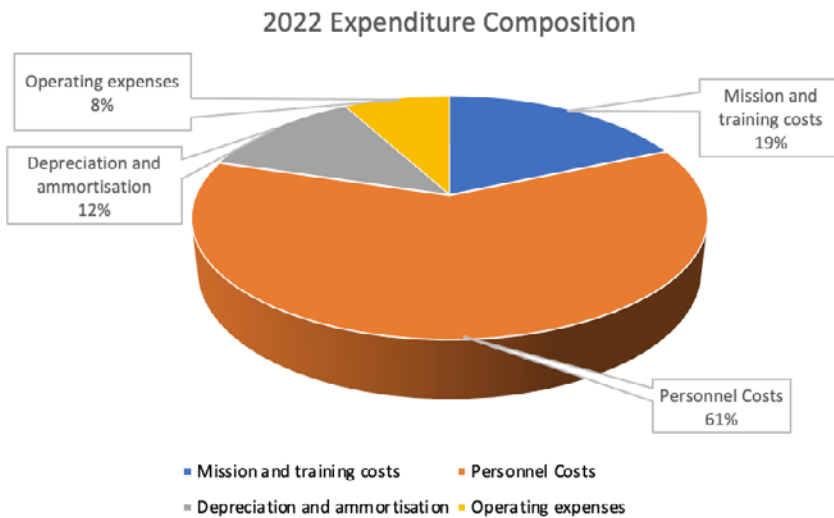
Total expenditure for the 2022 financial year was US\$6,274,609 compared to US\$5,852,324 in 2021, representing a 7% increase. The expenditure included depreciation and amortisation of US\$775,841 (2020: US\$699,452).

Table 3 and Figure 5 below highlight the composition of the 2022 expenditure.

Table 3: 2022 Expenditure Analysis

	2022	2021	Net Change	% Change
Mission and training costs	1,157,615	689,485	468,130	68%
Personnel Costs	3,842,480	3,903,155	(60,675)	-2%
Depreciation & amortisation	775,841	699,452	76,389	11%
Operating expenses	498,674	560,232	(61,558)	-11%
<b>Total expenditure</b>	<b>6,274,609</b>	<b>5,852,324</b>	<b>422,285</b>	<b>7%</b>

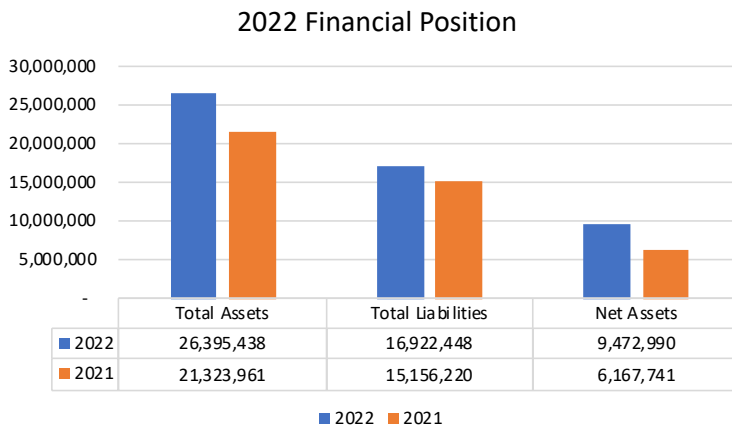
Figure 5: 2022 Expenditure Composition



### Financial Position

- As at 31 December 2022, the Organization’s total assets were US\$26,395,438 while the total liabilities were US\$16,922,448, resulting in net assets of US\$9,472,990. As at 31 December 2021, the Organization’s assets totalled US\$21,323,961 while total liabilities were US\$15,156,220, which resulted in net assets of US\$6,167,741. There has been an overall net asset improvement of 54%, mainly attributed to the increased bank balances due to enhanced revenue performance.
- Figure 6 and Table 4 below highlight the Organization’s assets and liabilities. The non-current assets increased by US\$1,575,009 (17%), while current assets recorded an improvement of US\$3,496,468 (29%).

Figure 6: 2022 Financial Position



**Table 4: 2022 Financial Position**

	2022	2021	Change	%
	US\$	US\$	US\$	
Current Assets	15,755,960	12,259,492	3,496,468	29%
Non-Current Assets	10,639,478	9,064,469	1,575,009	17%
<b>Total Assets</b>	<b>26,395,438</b>	<b>21,323,961</b>	<b>5,071,477</b>	<b>24%</b>
Current Liabilities	15,153,251	15,131,567	21,684	0%
Non-Current Liabilities	1,769,197	24,653	1,744,544	7076%
<b>Total Liabilities</b>	<b>16,922,448</b>	<b>15,156,220</b>	<b>1,766,228</b>	<b>12%</b>
<b>Net Assets</b>	<b>9,472,990</b>	<b>6,167,741</b>	<b>3,305,249</b>	<b>54%</b>
<b>Current Ratio</b>	<b>1.04</b>	<b>0.81</b>	<b>0.23</b>	<b>28%</b>

**Cash Flow**

- The net cash outflow from investing activities was US\$2,384,906 in 2022 compared to US\$26,441 in 2021, mainly attributed to Member States investments.
- During the period under review, the overall net cash position improved by US\$3,553,488 (30%) from US\$11,869,697 in 2021 to US\$15,423,185 as at 31 December 2022. The bank balances include Member States Trust Fund bank balance of US\$10,180,773.

**Budget Performance**

- The projected revenue for the 2022 financial year amounted to US\$12,197,090, while the actual revenue amounted to US\$14,471,775, surpassing the projection by US\$2,274,685 (19%). Of the total revenue realised, US\$4,891,917 (2021: US\$4,686,808) pertained to the share of fees earned by the Member States.
- The total budgeted expenditure for the year, including capital expenditure, totalled US\$6,783,393, while the actual expenditure was US\$5,746,537, translating to 86% budget utilisation. The 14% unutilised expenditure is attributed mainly to savings from personnel costs due to vacancies in the structure.

**External Audit**

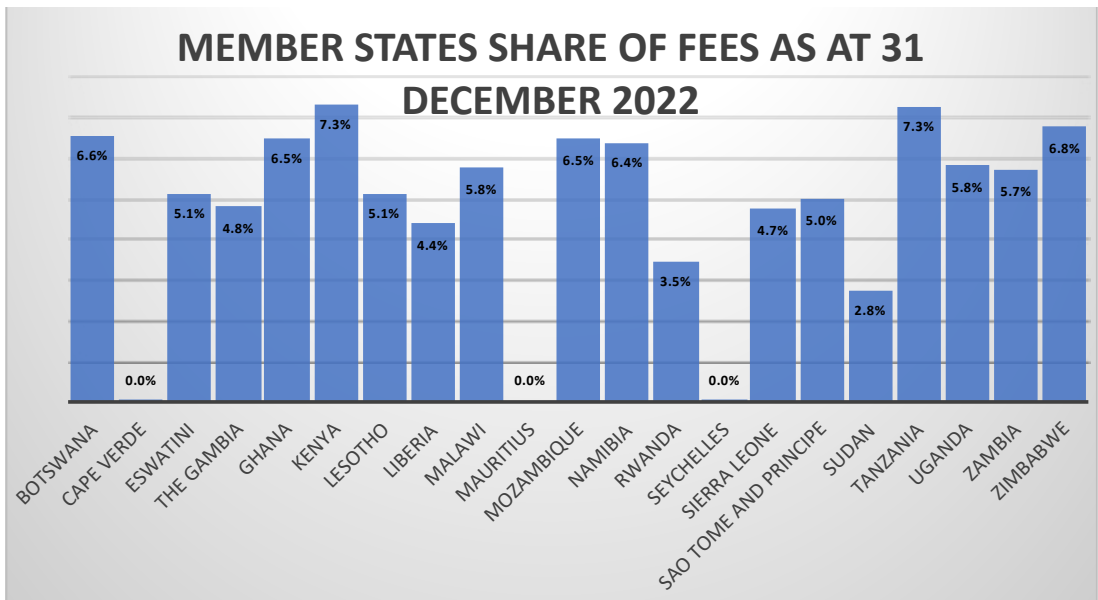
BDO Zimbabwe independently audited these financial statements, and their independent report on the audit of the 2022 financial statements, together with their opinion, has been annexed to this document.

## REPORT ON THE ARIPO TRUST FUNDS FOR THE PERIOD ENDING 31 DECEMBER 2022

The Organization currently administers the Member States Trust Fund to keep the Member States’ share of fees until the respective Member States recall such fees, and the Reserve Fund is established for infrastructural development at the ARIPO Secretariat.

### Member States Trust Fund

Member States’ earnings grew by 4% from US\$4,686,808 in 2021 to US\$4,891,917 in 2022. The chart below highlights the percentage share for each Member State from the total share of fees generated as at 31 December 2022. The peak allotment is 7.3% for Member States with the most designations. The more designations a Member State receives, the higher the allotment percentage.



### Reserve Fund

The Reserve Fund’s annual contribution per Member State is US\$5,000. The Fund balance as of 31 December 2022 stood at US\$1,757, following the investment of US\$360,000 in real estate and United States of America government bonds.



## STRATEGIC GOAL 9

### ENHANCE GOVERNANCE, RISK AND CONTROL EFFECTIVENESS

#### INTERNAL AUDITING AND RISK MANAGEMENT

The Internal Audit and Risk Management Department is committed to supporting ARIPO's vision and Strategic Plan for 2022-2026 by ensuring the Governance, Risk and Control environment is well-assured. This is done through assurance and consulting services. ARIPO has put in place policies and procedures that outline how governance, risk, and compliance issues are managed to mitigate potential risks. These policies and procedures were updated and approved by the Administrative Council in November 2023. The main objective is to ensure that the following strategic goals are achieved:

- i. Enhance ARIPO Corporate Governance,
- ii. Effective Enterprise Risk Management, and
- iii. Strategic Plan performance management.

In 2023, several comprehensive audits were conducted, including IT security, procurement, revenue, fixed asset management, and enterprise risk management review. Following the IT security audit, a 3-year cybersecurity strategy was recommended to enhance and strengthen ARIPO's cybersecurity posture. The purpose of these audits was to review compliance with policies, procedures, and all applicable standards and frameworks, and to assess the effectiveness of controls in achieving the set targets. The assurance of controls and compliance from these engagements was deemed reasonable. The Organization is continually enhancing its processes and systems by implementing improvements.

In 2023, the Audit Committee held its 4th Extraordinary session, 30th, 31st, and 32nd ordinary sessions, where various reports were deliberated upon. The committee also submitted the External Auditor's Report and the Audited Financial Statements for the year ended 31 December 2022, to the Administrative Council, and the External Auditors gave an unqualified opinion.

ARIPO is presently implementing enterprise risk management. During the year, a comprehensive risk assessment was conducted to identify and mitigate the risks ARIPO is exposed to. This assessment resulted in a risk map covering all identified risks and a 3-year Risk Maturity Improvement Plan. The plan was presented and approved by the Administrative Council in November 2023. There have been significant improvements in the organization's risk landscape, and with continuous engagements, risk management will be fully embedded in every area of operation.

The Internal Audit department continued to facilitate staff training on governance, risk, and ethics. These awareness trainings are considered a critical risk-mitigating action in this regard.

# INTELLECTUAL PROPERTY PROMOTION

## STRATEGIC GOAL 1



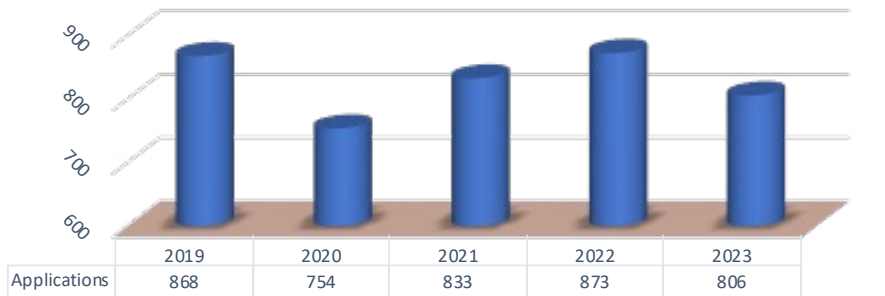
Under Strategic Goal 1 on efficient delivery of quality IP rights, the following was achieved:

### PATENTS

#### 1. Applications Filed

A total of 806 patent applications were filed in 2023 compared to 873 filed in 2022, representing a -8% decrease. The monthly average was 67 applications per month. The minimal drop in patent application filings may be attributed to economic headwinds in the global West. The economic downturns and uncertainties in these regions may have led businesses and inventors to reduce their patent filings abroad. The Secretariat has put in place measures to attract more filings from the Asian market, especially China and India, to remedy the situation.

Figure 7: Patent applications filed in 2023.



In 2023, the Office attained 88% of the projected 917 applications.

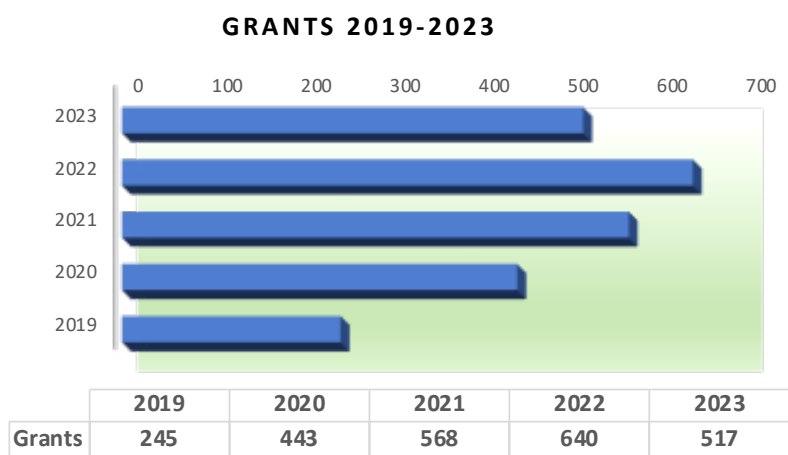
**Table 5: Patent applications received in 2023.**

APPLICATIONS RECEIVED			
Domain	Target	Actual	Achievement
Patents	917	806	88%

## 2. Patent Grants

The number of patents granted declined from 640 in 2022 to 517 in 2023, reflecting a -19% decrease. On average, 43 patents were granted monthly in 2023, down from 53 in 2022.

*Figure 8: Patents granted in 2023.*



The target set for patent grants in 2023 was 672 patents. Five hundred and seventeen (517) patents were granted, a 77% of the projected target.

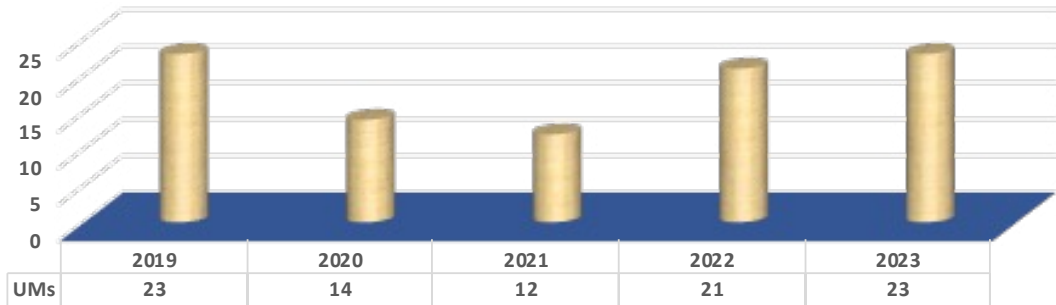
**Table 6: Patents granted in 2023.**

PATENT GRANTS - 2023			
Domain	Target	Actual	Achievement
Patents	672	517	77%

### 3. Utility Models Applications Filed

A total of 23 utility model applications were filed in 2023. This reflects an increase of 9.5% compared to applications filed in 2022. The increase in the number of utility model applications is due to the IP awareness campaigns which the Secretariat has implemented as part of its strategic plan.

Figure 9: Utility model applications filed in 2023.



The target set for Utility Model applications in 2023 was 22 and 23 were received, reflecting an achievement of 104%.

Table 7: Utility model applications filed in 2023.

APPLICATIONS RECEIVED			
Domain	Target	Actual	Achievement
Utility models	22	23	104%

### 4. Utility Model Registrations

The number of utility models registered by the Office increased from two in 2022 to ten in 2023, realizing an additional eight registrations. This surpassed the 2023 target set at three registrations in the year.





Figure 10: Utility models registered in 2023.

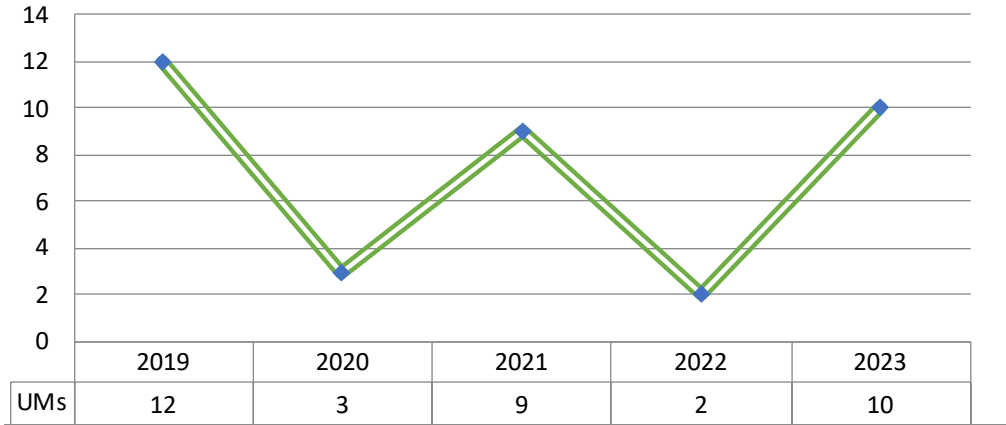


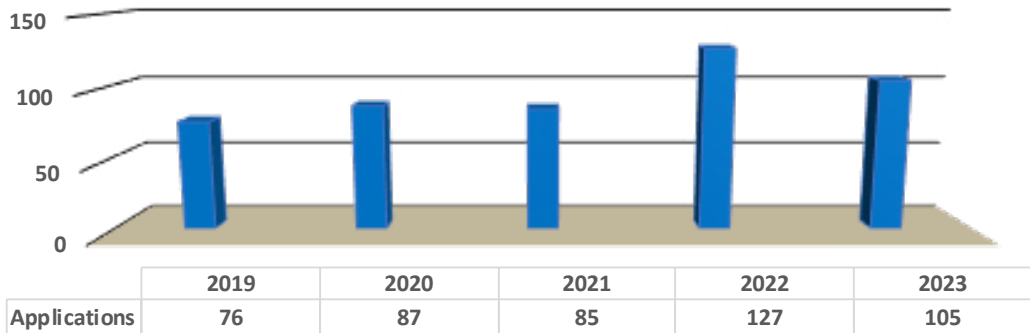
Table 8: Utility models registered in 2023.

Utility Model Registrations			
Domain	Target	Actual	Achievement
Utility models	3	10	333%

### 5. Industrial Designs Filed

A total of 105 industrial design applications were filed in 2023 compared to 127 in 2022, representing a -17.3% decrease from the previous year. Top filers of industrial designs at ARIPO are Samsung and Small and Medium Enterprises (SMEs) from ARIPO Member States.

Figure 11: Industrial design applications filed in 2023.



The target set for 2023 was 133 applications, and 105 applications were received representing 79% of the projected target.

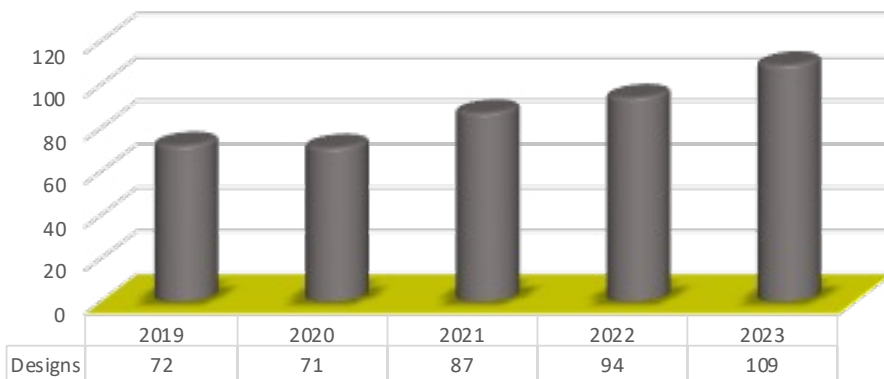
**Table 9: Industrial design applications filed in 2023.**

Applications received			
Domain	Target	Actual	Achievement
Industrial designs	133	105	79%

## 6. Industrial Design Registrations

A total of 109 industrial designs were registered in 2023 compared to 94 in 2022, reflecting an increase of 16%. The registrations have steadily increased in the last 5 years.

*Figure 12: Industrial designs registered in 2023.*



The target set for industrial design registrations in 2023 was 100, and this was surpassed by nine additional registrations, reflecting an achievement of 109%.

**Table 10: Industrial designs registered in 2023.**

REGISTRATIONS			
Domain	Target	Actual	Achievement
Industrial Designs	100	109	109%

### Mark Applications Filed

Mark applications filed in 2023 rose to 765 from 672 in 2022, an increase of 13.8%. The average monthly filing was 64 applications. The filed applications comprised a total of 1390 classes compared to 1185 in 2022, reflecting an increase of 17.2%.

**Table 11: Mark applications and their classes filed in 2023.**

Applications received			
Domain	Target	Actual	Achievement
Mark applications	706	765	108.4%
Mark classes	1300	1390	106.9%

*Figure 13: Mark applications and their classes filed in the past five years.*



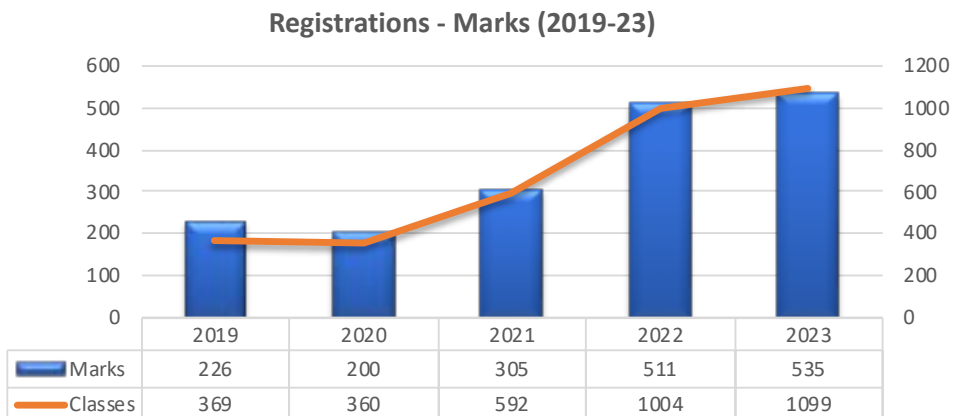
The target set for mark applications and classes in 2023 was 706 and 1300 respectively. A total of 765 applications and 1390 classes were received, reflecting an increase of 8.3% and 6.9% respectively.

The increase in trademark filings can be attributed to awareness campaigns and exhibitions, that the Secretariat undertook to market the ARIPO trademark filing system.

### 8. Mark Registrations

The number of marks registered during the reporting period increased from 511 in 2022 to 535 in 2023, an increase of 4.7%. The average registration rate was 45 marks per month.

*Figure 14: Marks and their classes registered in 2023.*



The mark registrations target for 2023 was 672 with a total of 1244 classes. A total of 535 marks were registered, with 1099 classes.

**Table 12: Marks and their classes registered in 2023.**

Registrations			
DOMAIN	Target	Actual	Achievement
Mark registrations	672	535	79.61%
Mark classes	1244	1090	88.34%

### 9. Designation of States in Applications Filed.

#### a. Patents

A total of 8340 designations were made in 2023 for patent applications filed. The top five designated states were: Kenya 640 (7.7%), Ghana 575 (6.9%), Tanzania 547 (6.6%), Namibia 495 (5.9%) and Botswana 490 (5.9%).

**Table 13: Contracting States designations for patent applications**

State	BW	CV	GH	GM	KE	LR	LS	MW	MZ	NA	RW	SC	SD	SL	ST	SZ	TZ	UG	ZM	ZW
2023	490	14	575	388	640	395	386	415	470	495	403	160	430	394	373	380	547	448	488	449
Designation %	5.9	0.2	6.9	4.7	7.7	4.7	4.6	5.0	5.6	5.9	4.8	1.9	5.2	4.7	4.5	4.6	6.6	5.4	5.9	5.4

#### b. Utility Models

A total of 208 designations were made during the reporting period for utility model applications filed. The top five designated states were: Tanzania 17 (8.2%), Zimbabwe 17 (8.2%), Kenya 13 (6.3%), Ghana 12 (5.8%) and Rwanda 12 (5.8%).

**Table 14: Contracting States designations for utility model applications**

State	BW	CV	GH	GM	KE	LR	LS	MW	MZ	NA	RW	SC	SD	SL	ST	SZ	TZ	UG	ZM	ZW
2023	8	2	12	9	13	9	9	11	9	9	12	6	9	9	9	9	17	14	15	17
Designation %	3.8	1.0	5.8	4.3	6.3	4.3	4.3	5.3	4.3	4.3	5.8	2.9	4.3	4.3	4.3	4.3	8.2	6.7	7.2	8.2

#### c. Industrial Designs

A total of 1095 designations for industrial design applications were made in 2023. The five most designated states were: Kenya 80 (7.3%), Zimbabwe 70 (6.4%), Tanzania 66 (6.0%), Ghana 65 (5.9%) and Uganda 62 (5.7%).

**Table 15: Contracting States designations for industrial design applications**

State	BW	CV	GH	GM	KE	LR	LS	MW	MZ	NA	RW	SD	SC	SL	ST	SZ	TZ	UG	ZM	ZW
2023	58	38	65	47	80	51	50	52	53	57	52	43	51	50	45	46	66	62	59	70
Designation %	5.3	3.5	5.9	4.3	7.3	4.7	4.6	4.7	4.8	5.2	4.7	3.9	4.7	4.6	4.1	4.2	6.0	5.7	5.4	6.4



**d. Marks**

4899 designations were made in 2023 for the 765 mark applications received. The top five designated states for mark applications filed during 2023 were Zimbabwe 643 (13.1%), Botswana 467 (9.5%), Malawi 464 (9.5%), Namibia 461 (9.4%) and Mozambique 439 (9.0%).

**Table 16: Member States designations for mark applications**

State	BW	CV	GM	LR	LS	MW	MZ	NA	ST	SZ	TZ	UG	ZW
2023	467	239	266	280	303	464	439	461	278	325	403	331	643
Designation %	9.5	4.9	5.4	5.7	6.2	9.5	9.0	9.4	5.7	6.6	8.2	6.8	13.1

**10. Requests for Examination**

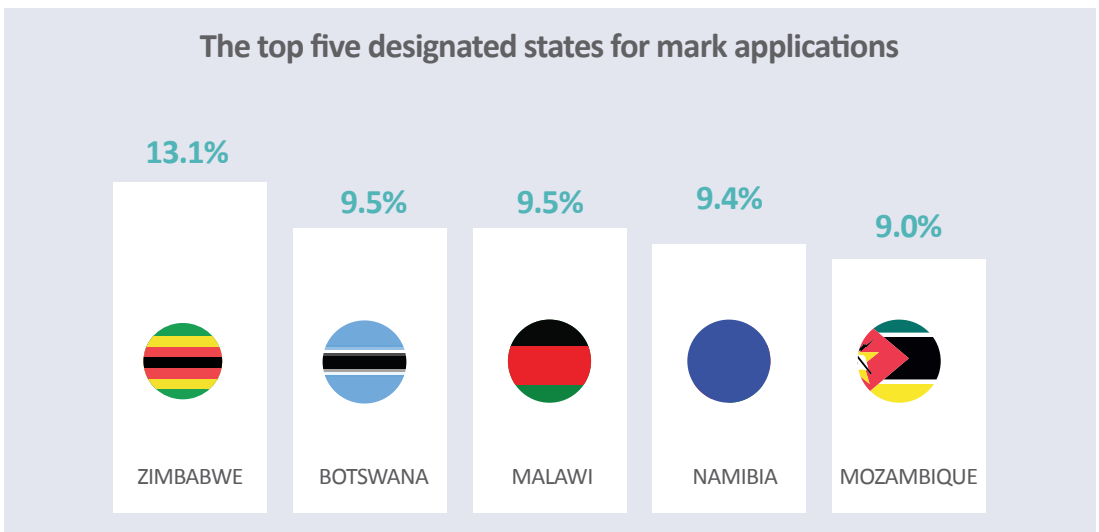
Since the introduction of this requirement, requests for examination have been increasing steadily annually except in 2023 where 1007 requests for examination were received compared to 1020 in 2022, marking a drop of 1.3%.

**11. Search and substantive examination conducted in 2023**

**Table 17: Searches and substantive examinations conducted in 2023.**

Examinations conducted	Form 18	Form 21	Search Requests	Total number of Files Undertaken
	546	509	55	1110

ARIPO examiners conduct search and substantive examination which informs the grant and refusal of patent applications. A total of 1110 patent applications were examined against a target of 1188 applications in 2023. This represents 93% of the projected target.



## STRATEGIC GOAL 4

### STRENGTHEN THE REGIONAL IP INFORMATION HUB AND CAPACITY BUILDING

#### REGIONAL IP INFORMATION HUB AND CAPACITY BUILDING FUNCTIONS OF THE ARIPO ACADEMY

The ARIPO Academy was established to undertake the following functions:

- Promote IP knowledge and development in Africa.
- Promote the development of human resources in IP.
- Develop training courses on intellectual property.
- Conduct research and studies and make available information on IP for the public.
- Foster partnerships and cooperation with relevant institutions.

#### Academic Programs

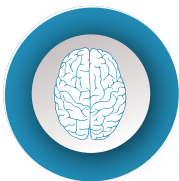
To develop the much-needed human resources in the field of IP for the African continent, the ARIPO Academy partnered with three universities in its Member States to offer academic programs in IP at master's level. The three Masters in Intellectual Property (MIP) programs are offered in partnership with Africa University in Mutare, Zimbabwe; Kwame Nkrumah University of Science and Technology in Kumasi, Ghana; and the University of Dar es Salaam in the United Republic of Tanzania.

#### (1) Master's Degree in Intellectual Property (MIP) at Africa University

The MIP degree at Africa University is offered in partnership with the WIPO and the African Regional Intellectual Property Organization.

In 2023, the Academy continued to strengthen its partnership with Africa University by offering a master's program in IP through scholarships and providing human resources for teaching. ARIPO provided scholarships to five students from five Member States who were accepted into the 16th Cohort. The cohort has 32 students. WIPO sponsors 23 students and four are self-sponsored. Since the MIP program started in 2008 at Africa University, ARIPO has sponsored 103 students at Africa University from the Member States of the Organization.

#### The ARIPO Academy functions



Promote IP knowledge and development in Africa



Promote the development of human resources in IP



Develop training courses on intellectual property



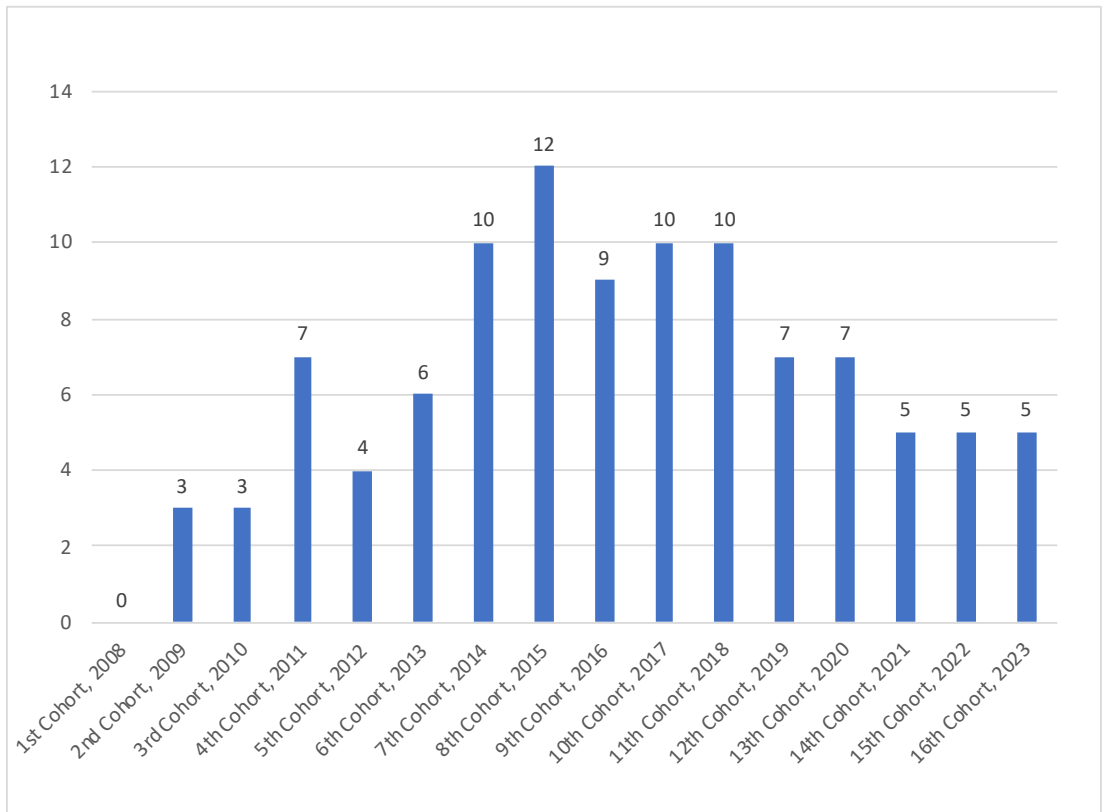
Conduct research and studies and make available information on IP for the public



Foster partnerships and cooperation with relevant institutions



Figure 15: MIP Scholarships at Africa University by cohort from 2008 to 2023



The 2023 Africa University MIP graduation ceremony of the 15th Cohort was held on 10 June 2023 during which 32 students were awarded degrees. The total number of graduates of the MIP program at Africa University now stands at 435 since the inception of the program. The MIP graduates were from 28 countries across Africa.



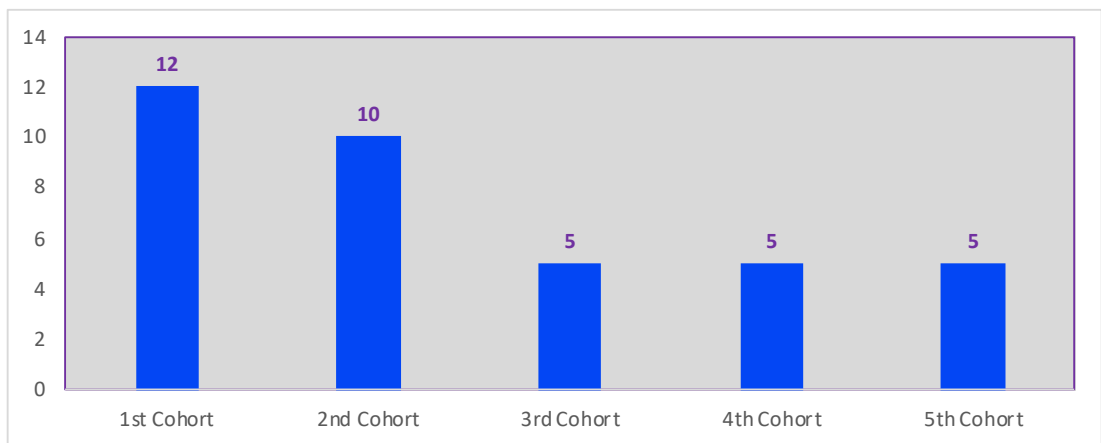
*MIP graduates of the Africa University 15<sup>th</sup> Cohort*

**(2) Master of Philosophy (MPhil) Degree in Intellectual Property at Kwame Nkrumah University of Science and Technology (KNUST)**

Kwame Nkrumah University of Science and Technology (KNUST) offers the Master of Philosophy (MPhil) Degree in Intellectual Property in partnership with ARIPO and the Intellectual Property Office of Ghana. It commenced in August 2018. The program has produced 30 graduates since its commencement.

In 2023, the Program enrolled its 5th cohort of 6 students, of which ARIPO sponsored 5 students from its Member States.

*Figure 16: MIP Scholarships at KNUST for the first five cohorts*



Since the program was launched to the 5th cohort, ARIPO has provided 37 scholarships to students from its Member States.

### (3) Master's Degree in Intellectual Property at the University of Dar es Salaam (UDSM)

The master's degree, which commenced in 2019, is offered by UDSM in partnership with ARIPO and the Business Registrations and Licensing Agency (BRELA). The University admitted its 5th Cohort in September 2023. Since its inception, ARIPO has awarded 25 scholarships to students from its Member States offering five scholarships each year.

## PROFESSIONAL DEVELOPMENT PROGRAMS

The Academy offers Professional Development Programs (PDP) that are aimed at enhancing the IP skills of the participants. The PDPs are offered in collaboration with partners. In 2023, the following Professional Development Programs were undertaken:

### (1) ARIPO Regional Patent Examination Training (ARPET)

ARPET is part of ARIPO's initiatives to build the much-needed IP human capital in the field of patent examination. It is a competency-based 18-month programme focused on consistent application of knowledge and skills that meet the standard of performance required for patent examination.



*Graduates of the ARPET training*

The European Patent Office (EPO), through the Reinforced Partnership with ARIPO, supported and augmented the ARPET training with expert trainers who acted as coaches and mentors for the trainees, working with two ARIPO Examiners who graduated from the same program in 2020.

In 2023, 30 participants graduated from the ARPET Program after 18 months of intensive training. The program had an added component of 'training of trainers', which ensured continuity by equipping the participants with the capacity to pass the knowledge on to other colleagues back in their respective offices or countries.



## (2) Patent Drafting Course for ARIPO Member and Observer States

The patent-drafting course, organized by ARIPO and WIPO was held at ARIPO Headquarters from 11 to 15 September 2023. It was undertaken to enhance patent drafting skills in African countries with the aim of increasing patenting in the region. Participants from universities, research institutions, and national IP Offices in 21 African countries attended the training. Resource persons came from ARIPO, WIPO, the United Kingdom (UK) and Japan.

## (3) ARIPO-WIPO Training of Trainers

The Training of Trainers project is a joint effort by ARIPO and WIPO to strengthen human resource capacity in IP. It was relaunched and conducted in Harare from 23 to 28 October 2023. The project is part of efforts to transform ARIPO Academy into a Regional Center of Excellence with a view to making it more capable of meeting regional priorities and goals as well as the increasing demand from IP specialists, professionals, government officials and other stakeholders. The training will be replicated in West and East Africa in 2024.

## (4) The Judges' Colloquium

The Judges' Colloquium on Enforcement of Intellectual Property Rights in Africa was held in Swakopmund, Namibia, in May 2023. It was organised by the ARIPO Secretariat in collaboration with Intellectual Property Rights and Innovation in Africa (AfrIPI), the USDOJ, the Government of the Republic of Namibia and the Business and Intellectual Property Authority (BIPA).



*Judges' Colloquium held in Swakopmund, Namibia*

The initiative was aimed at strengthening IP jurisprudence in Africa; enhancing the understanding of intellectual property concepts and principles among the Judges; creating a Network of Judges (NoJ) on IP rights matters in Africa as well as developing a compendium of IP case law. Participants were drawn from the judiciaries, IP firms and national IP Offices of ARIPO Member States and Observer States. Following the successful delivery of the Colloquium, a roadmap was developed to harness the gains from the Colloquium.

## (5) Annual Conference for MIP students and Alumni

Every year, a conference is held for MIP students and Alumni on a specific topic. The conference is organised by WIPO and ARIPO with financial support from the Government of Japan. In 2023, the Conference was held from 6 to 7 December in Harare, Zimbabwe on the topic, **“Artificial Intelligence (AI) and New Technology Trends in Business”**.



*Group picture of the MIP Conference participants*

### **Promoting the Development and Use of National and Institutional IP Policies**

ARIPO organized IP awareness seminars for universities and research institutions in São Tomé and Príncipe from 29 August to 1 September 2023 and in Kenya from 31 October to 2 November 2023. The seminars were intended to enhance IP awareness among researchers, staff and students from academic and research institutions with a view to promoting the creation, protection and utilization of research results for socio-economic and technological development.

### **Promoting Creativity, Innovation and Technology Transfer**

ARIPO in collaboration with the national IP offices organized workshops for technical and vocational institutions to promote IP protection and technology transfer in two Member States. The workshops took place in Mozambique from 17 to 19 October 2023 and in Sierra Leone from 13 to 15 November 2023.

ARIPO also collaborated with the Registrar General’s Department of Ghana Ministry of Justice and AfrIPI to undertake a Regional Workshop on Intellectual Property Rights and Innovation from 3 to 5 October 2023. The workshop was attended by representatives from 19 ARIPO Member States. It offered opportunities for experience sharing to the Member States on national and IP office initiatives to support innovation. SMEs support pathways and inventors’ experiences were also covered.

### **Partnerships and Cooperation with other Institutions**

ARIPO continued to collaborate with the Southern African Development Community (SADC) to undertake a national workshop on IP awareness for selected sectors as part of the program titled Support to Industrialization and Productive Sector (SIPS). The focus in 2023 was on Zambia’s pharmaceutical industry stakeholders and government officials. Patents and Companies Registration Agency (PACRA) teamed up with ARIPO to support the IP aspects of the program for SADC.

## IV. HUMAN CAPITAL DEVELOPMENT

### STRATEGIC GOAL 5

#### BUILD A DIVERSE, INCLUSIVE, AGILE AND HIGH-PERFORMING ORGANIZATION

##### STRATEGIC REALIGNMENT OF THE ORGANIZATIONAL STRUCTURE

Following a comprehensive organizational review exercise, the Administrative Council at its Fourteenth Extra-ordinary Session held from 22 to 23 May 2023 approved a substantially reorganized and strengthened organizational structure to strategically position the Organization deliver on its vision to be Africa's leading IP Organization that promotes socio-economic development.

The structure comprises Intellectual Property; Business Transformation and Development; Legal Affairs and International Cooperation; Finance; Human Capital and Administration; and Internal Audit and Risk Management. Consequently, four new directors were appointed.

##### LAUNCH OF THE ARIPO YOUNG PROFESSIONALS PROGRAM

The ARIPO Young Professionals Programme was launched in 2023 as an opportunity for qualified young professionals from ARIPO Member States who have high potential for development regarding intellectual property matters and other technical fields.

The programme aims to particularly attract professionals from unrepresented and under-represented Member States who can consequently improve their chances of being recruited by ARIPO and other regional and International Organizations. The programme is part of the Organization's efforts to increase diversity and broaden the representation of its membership at the Secretariat. The first cohort comprises the following: -

### Meet our Young Professionals



*Muhamed Ceesay*



*Janet Rungo*

## PERFORMANCE MANAGEMENT AUTOMATION

The Organization is committed to building a high-performance culture through a seamless and systematic performance management process to support the overall strategy. Following consultations and research and industry best practices, the Organization has embraced an online performance management system called “Performance Manager®” that is capable of capturing, tracking, and reporting on your goals, performance indicators and strategic initiatives to give a balanced picture of the progress that the Organization is making towards achieving the Strategic Plan.

The Performance Manager® enables managers to regularly check-in and provide feedback to employees to ensure alignment on the work that’s most important to ensure that the Organization delivers significant value to our stakeholders.

## RETIREMENT

The Organization bid farewell to one of its long serving employees Lewis Zaina, who retired on 31 August 2023 after serving the Organization since 5 May 1993.



Mr Lewis Zaina  
Administrative Associate



## MANPOWER STRENGTH

### Staff Compliment

The Organization’s staff complement comprises twenty-two (22) professional staff and thirty-two (32) intermediary general service staff and an overall 50:50 gender distribution. Policy initiatives are in place to further improve the representation of women in managerial roles.

### Member State Representation

The Organization continues to strive towards enhancing Member State representation at the Secretariat in the professional category. Currently 14 out of the 22 Member States are represented in the Secretariat.

## EMPLOYEE ENGAGEMENT

### Annual Staff Retreat and Team Building Workshop

The ARIPO Retreat and Team Building Workshop was held at Elephant Hills Resort in Victoria Falls from 24th to 26 March 2023 under the theme: *“Stronger Together: Moving to Greater Heights, Creating and Co-creating Value”*.



*ARIPO staff members at Elephant Hills Hotel at the 2023 staff retreat*



### ARIPO Annual Dinner

The ARIPO Annual Dinner was held on 8th December 2023 to celebrate the year’s achievements together with our key stakeholders including the Diplomatic community, cooperating partners, IP Agents and Attorneys and key service providers.



*Seven staff members received long service awards during the Annual Dinner*

### EMPLOYEE WELLBEING

Employee health, safety, and wellbeing are critical for increased employee engagement, productivity, and performance. The major highlight for the year was the wellness month which focused on equipping staff members with knowledge and practical strategies to enable them to make informed choices about issues that affect their health and wellbeing.



# Section 3:

## ANNEXES

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## SECTION 3: ANNEXES

### FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

#### AFRICAN REGIONAL INTELLECTUAL PROPERTY ORGANIZATION

##### **NATURE OF BUSINESS:**

The African Regional Intellectual Property Organization (“ARIPO”) functions are, the modernization, harmonization and development of the Intellectual Property Laws of Member States; fostering the establishment of a close relationship between the Member States in Intellectual Property Matters; the establishment of common services and organs for the modernization, harmonization and development of Intellectual Property activities affecting the Member States; and promotion and evolving of a common view and approach to Intellectual Property matters and assisting the Member States in the acquisition and development of Intellectual Property related technology.

##### **GOVERNING ORGANS:**

###### **Council of Ministers**

The Council of Ministers consists of Ministers of the Governments of Member States who are responsible for the administration of Intellectual Property.

###### **Administrative Council**

The Administrative Council consists of the Heads of Offices dealing with the administration of Intellectual Property in the Member States.

##### **SENIOR MANAGEMENT TEAM (SECRETARIAT):**

Mr. Bemanya Twebaze (Director General)  
Mr. Grey Njowola (Acting Corporate Services Executive)  
Mr. John Kabare (IP Operations Executive) - (Deceased November 2022)

##### **ADDRESS:**

11 Natal Road.  
Belgravia,

##### **MAIN BANKERS:**

Swiss Bank Corporation  
UBS SA, Castle Postale  
CHI121, Geneva 2  
Geneva 2, Switzerland

Stanbic Bank Zimbabwe Limited  
Belgravia branch  
Harare  
Zimbabwe

##### **INDEPENDENT AUDITORS:**

BDO Zimbabwe Chartered Accountants  
3 Baines Avenue  
Harare  
Zimbabwe

##### **ATTORNEYS:**

Honey & Blackenburg  
200 Herbert Chitepo Avenue  
Harare

## INDEX TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

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Statement of cashflows	71
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Statement of comparison of budget and actual amounts	87

# AFRICAN REGIONAL INTELLECTUAL PROPERTY ORGANISATION

## ADMINISTRATIVE COUNCIL'S RESPONSIBILITY STATEMENT

The Administrative Council is required to maintain adequate accounting records and is responsible for the content and integrity of the financial statements and related financial information included in this report. It is its responsibility to ensure that the financial statements fairly present the state of affairs of the Organisation as at the end of the financial year and the results of its operations and cash flows for the year then ended, in conformity with International Public Sector Accounting Standards.

The Administrative Council acknowledges that it is ultimately responsible for the system of internal financial control established by the Organisation and places considerable importance on maintaining a strong control environment. To enable it to meet these responsibilities, the Administrative Council sets standards for internal control aimed at reducing the risk of fraud or error in a cost-effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the Organisation and all employees are required to maintain the highest ethical standards in ensuring the Organisation's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the Organisation is on identifying, assessing, managing and monitoring all known forms of risk across the Organisation. While operating risk cannot be fully eliminated, the Organisation endeavors to minimize it by ensuring that appropriate infrastructure, controls, systems and ethical behavior are applied and managed within predetermined procedures and constraints.

The Administrative Council is of the opinion, based on the information and explanations given by management that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the financial statements. However, any system of internal financial control can provide only reasonable, but not absolute, assurance against material misstatement or loss.

In preparing the financial statements, the Administrative Council is responsible for assessing the Organisation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it either intends to liquidate the Organisation or to cease operations, or has no realistic alternative but to do so. The Administrative Council has assessed the ability of the Organisation to continue operating as a going concern and believes that the preparation of the financial statements on a going concern basis is appropriate.

The external auditors are responsible for independently auditing and reporting on the Organisation's financial statements. The financial statements and related notes have been audited by the Organisation's external auditors and their report is presented on pages 3 to 5.

The audited annual financial statements set out on pages 6 to 24 were approved by the Administrative Council on 23 November 2023 were signed on its behalf by:



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Bemanya Twebaze  
**DIRECTOR GENERAL**



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Joel Duke Ramaphoi  
**CHAIRPERSON**

**23 November 2023**



## INDEPENDENT AUDITORS' REPORT

### TO THE MEMBERS OF THE ADMINISTRATIVE COUNCIL OF AFRICAN REGIONAL INTELLECTUAL PROPERTY ORGANISATION REPORT ON THE AUDITED FINANCIAL STATEMENTS

#### Opinion

We have audited the financial statements of the **AFRICAN REGIONAL INTELLECTUAL PROPERTY ORGANISATION** set out on pages 6 to 24, which comprise the statement of financial position as at 31 December 2022, statement of financial performance, statement of changes in reserves and statement of cash flows for the year then ended, and the notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the **AFRICAN REGIONAL INTELLECTUAL PROPERTY ORGANISATION** as at 31 December 2022, its financial performance and its cash flows for the year then ended in accordance with International Public Sector Accounting Standards.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organisation in accordance with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (Parts A and B), together with other ethical requirements that are relevant to our audit of the financial statements in Zimbabwe, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Key audit matters

Key audit matters are those matters that, in our professional judgment, were of most significance in our audit of the financial statements of the current period. These matters were addressed in the context of our audit of the financial statements as a whole, and in forming our opinion thereon, and our response to each matter below does not represent a separate opinion on each of these matters. We have determined the matter described below to be a key audit matter to be communicated in our report.

BDO Zimbabwe, a Zimbabwean partnership, is a member of BDO International Limited, a UK company limited by guarantee and forms part of the international BDO Network of Independent member firms.

A list of partner names is available for inspection at our registered office, No. 3 Baines Avenue, Harare.



Completeness and accuracy of revenue	How our audit addressed the Key Audit Matter
<p>The Organisation’s revenue is derived from industrial property registrations and annual maintenance fees. The fees earned are based on a number of protocols. Annual maintenance fees are at times paid for more than one financial year and some of the revenue is deferred to future years. The intellectual property registration process for applications is automated and also involves some online interface.</p> <p>The revenue recognition process involves the apportioning of fees received amongst multiple stakeholders i.e. Member States. The completeness and accuracy of revenue was thus a key audit matter.</p>	<p>We performed the following audit procedures among others with the assistance of our information systems auditors:</p> <ul style="list-style-type: none"> <li>• Performed general application control reviews for the operating system to verify operational effectiveness of the controls.</li> <li>• Performed test of controls on the revenue cycle focusing on key controls and segregation of duties in the validation of applications.</li> <li>• Evaluated the Organisation’s revenue recognition policy for compliance with International Public Sector Accounting Standard 9.</li> <li>• Reviewed management’s measurement and recognition of deferred revenue relating to future periods maintenance fees.</li> </ul>

**Responsibilities of the Administrative Council for the financial statements**

The Administrative Council is responsible for the preparation and fair presentation of the financial statements in accordance with International Public Sector Accounting Standards, and for such internal control as the Administrative Council determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Administrative Council is responsible for assessing the Organisation’s ability to continue operating as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Administrative Council either intends to liquidate the Organisation or to cease operations, or has no realistic alternative but to do so.

**Auditor’s responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of *these* financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organisation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the Administrative Council's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organisation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion.
- Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Organisation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Administrative Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the Administrative Council with a statement that we have complied with relevant ethical requirements regarding independence and communicate with it all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

From the matters communicated to the Administrative Council, we determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. We describe these matters in our auditors' report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

The engagement partner on the audit resulting in this independent auditor's report is Davison Madhigi.



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**BDO Zimbabwe Chartered Accountants**  
**3 Baines Avenue,**  
**Harare**


**Davison Madhigi CA(Z)**  
**Partner**  
**Registered Public Auditor**  
**PAAB Number: 0610**

**23 November 2023**

## STATEMENT OF FINANCIAL POSITION

as at 31 December 2022

ASSETS	Note	2022 US\$	2021 US\$
<b>Current assets</b>			
Cash and cash equivalents	5	15,423,185	11,869,697
Trade and other receivables	6	332 775	389 795
		<b>15,755,960</b>	<b>12,259,492</b>
<b>Non-current assets</b>			
Investments	7	2,103,081	-
Intangible asset	8	931,046	1,377,948
Motor vehicles, furniture and equipment	9	549,091	421,244
Land and buildings	9	7 056,260	712651277
		<b>10 639,478</b>	<b>9,064 469</b>
<b>Total assets</b>		<b>26,395,438</b>	<b>21,323,961</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Member States payables	10	10,490,929	10,807,611
Other payables		442,967	289,061
Fees received in advance-deferred	11	2,152,192	2,037,160
Receipts from agents not allocated		122,709	89,359
Employee benefits	12	1 944,454	119081376
		<b>15,153,251</b>	<b>15,131,567</b>
<b>Non-current liabilities</b>			
Member States investments	7	1,743,420	-
Fees received in advance-deferred	11	25,777	24 653
		<b>1,769,197</b>	<b>24,653</b>
<b>Total liabilities</b>		<b>16,922 448</b>	<b>15,156,220</b>
<b>Net assets</b>		<b>9 472 990</b>	<b>6 167 741</b>
<b>RESERVES</b>			
Revaluation reserve		1,728,060	1,728,060
Accumulated surplus		7,744 930	4 439 681
<b>Total equity</b>		<b>9 472 990</b>	<b>6 167 741</b>



Bemanya Twebaze  
**DIRECTOR GENERAL**  
23 November 2023



Joel Duke Ramaphoi  
**CHAIRPERSON**  
23 November 2023



## STATEMENT OF FINANCIAL PERFORMANCE

### as at 31 December 2022

Revenue	Note	2022 US\$	2021 US\$
Fees from protocols		8,862,244	7,374,335
Contributions from member states		530,100	502,200
Member states contribution to reserve fund		95,000	90,000
Other income	13	92,514	108,310
<b>Total Revenue</b>		<b>9,579,858</b>	<b>8,074,845</b>
Mission and training costs		1,157,615	689,485
Personnel costs		3,842,480	3,903,155
Depreciation and ammortisation		775,841	699,452
Other operating expenses	14	498,674	560,232
<b>Total expenses</b>		<b>6,274,609</b>	<b>5,852,324</b>
Surplus for the year before depreciation and ammortisation-		4,081,090	2,921,973
<b>Surplus for the year after depreciation and ammortisation</b>		<b>3,305,249</b>	<b>2,222,521</b>

**STATEMENT OF CHANGES IN RESERVES**  
**for the year ended 31 December 2022**

Revenue	Revaluation reserve US\$	Accumulated surplus US\$	Total US\$
<b>Balance as at 31 December 2020</b>	1,728,060	2,217,160	3,945,220
Surplus for the year	-	2,222,521	2,222,521
<b>Balance as at 31 December 2021</b>	1,728,060	4,439,681	6,167,741
Surplus for the year	-	3,305,249	3,305,249
<b>Balance as at 31 December 2022</b>	<b>1,728,060</b>	<b>7,744,930</b>	<b>9,472,990</b>

**CASHFLOW STATEMENT****For The Year Ended 31 December 2022****ASSETS**

	2022 US\$	2021 US\$
<b>NOTE</b>		
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Surplus for the year	3 305 249	2,222,521
<b>Adjusted for :</b>		
• Ammortisation	446,902	372,420
• Fair value loss on investments	5,749	-
• Interest income	(75)	(809)
• Profit on disposal of property and equipment	-	(1,255)
• Property and equipment depreciation	328,939	327,032
	4,086,764	2,919,909
<b>Changes in working capital:</b>		
Decrease in trade and other receivables	57,020	(45,970)
(Decrease)/increase in member states and other payables	(162,776)	693,256
Increase in fees received in advance-deferred	116,156	190,730
(Decrease)/increase in receipts from agents not allocated	33,350	(247,617)
Increase in member states payables	1,771,803	-
Decrease in employee benefits liability	36,078	(340,671)
	5,938,394	3,169,637
<b>Net cash flows generated from operating activities</b>	<b>5,938,394</b>	<b>3,169,637</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Interest income received	75	809
Additions to property and equipment	(247,768)	(29,852)
-Investments	(2,137,213)	-
Proceeds from sale of property and equipment	-	2,602
<b>Net cash flows used in investing activities</b>	<b>(2,384,906)</b>	<b>(26,441)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
<b>NH INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>3,553,488</b>	<b>3,143,198</b>
<b>CASH AND CASH EQUIVALENTS AT THE BEGINNING OF THE YEAR</b>	11,869,697	8,726,499
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>	<b>15,423,185</b>	<b>11,869,697</b>

## NOTES TO THE FINANCIAL STATEMENTS

For The Year Ended 31 December 2022

### OBJECTIVES OF THE ORGANIZATION

African Regional Intellectual Property Organization (“ARIPO” or “the Organization”) was established in 1976.

The objectives of the Organization are:

- \* promoting the harmonisation and development of the intellectual property laws;
- \* fostering the establishment of a close relationship between its members in matters relating to intellectual property (“IP”) and;
- \* establishing such common services or organs as may be necessary or desirable for the co-ordination, harmonisation and development of Intellectual Property.

ARIPO carries out a wide variety of tasks related to the protection of **IP** rights including working with Member States to develop **IP** laws; managing regional registration systems for trademarks, industrial designs and appellations of origin and a filing system for patents; providing dispute resolution services; and acting as a forum for informed debate and for the exchange of expertise.

The Organization is an inter-governmental organization established by the Lusaka Agreement signed in Lusaka, Zambia on December 9, 1976. The Organization operates and is governed according to the provisions of the Lusaka Agreement. The Membership of the Organization is open to the member states of the Economic Commission for Africa (UNECA) or the African Union (AU) and currently has 22 member countries.

ARIPO is governed by the following constituent bodies:

- \* the Council of Ministers, which is the supreme body of the Organization, consists of Ministers of Governments of the member states;  
the Administrative Council, which is responsible for the administration of intellectual property in the
- \* Member States; and
- \* the Secretariat, which reports to the Administrative Council and performs duties as delegated by the Administrative Council.



## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared on an accrual and going-concern basis and in accordance with International Public Sector Accounting Standards (“IPSAS”).

The principal accounting policies applied in the preparation of these financial statements are set out below. The accounting policies have been consistently applied to all years presented, unless otherwise stated.

##### 2.1 Changes in accounting policy and interpretations.

#### a) New standards, interpretations and amendments adopted from 1 January 2022

Two new standards impacting the organization that have been adopted in the annual financial statements for the year ended 31 December 2022:

##### **IPSAS 41 Financial instruments**

This standard is effective for annual periods beginning on or after 1 January 2022. IPSAS 41 replaces IPSAS 29 and sets out requirements for recognition and measurement of financial instruments including impairment, derecognition and general hedge accounting.

##### **IPSAS 42 Social benefits**

This standard is effective for annual periods beginning on or after 1 January 2022. This standard is to help users of the financial statements and general purpose financial reports assess the nature of social benefits provided by the entity, the features of the operation of social benefit schemes; and the impact of social benefits on the entity’s financial performance, financial position and cash flows.

#### b) New standards, interpretations and amendments not yet effective IPSAS 43 Leases

##### **IPSAS 43 Leases**

This standard is effective for annual periods beginning on or after 1 January 2025, with earlier application encouraged. IPSAS43 introduces a right-of-use model that will replace the risks and rewards incidental to ownership model in IPSAS 13 Leases.

For lessors, IPSAS 43 substantially carries forward the risks and rewards incidental to ownership model in IPSAS 13.

## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### **IPSAS 44 Non-current assets held for sale and discontinued operations**

This standard is effective for annual periods beginning on or after 1 January 2025, with earlier application encouraged. The new IPSAS specifies the accounting for assets held for sale and the presentation and disclosure of discontinued operations. IPSAS 44 includes additional public sector requirements in particular the disclosure of the fair value of assets held for sale that are measured at their carrying amounts when the carrying amount is materially lower than their fair value.

#### **IPSAS 45 Property, Plant and Equipment**

This standard is effective for annual periods beginning 1 January 2025 with earlier application permitted. IPSAS 45 replaces IPSAS 17 by adding current operational values as a measurement basis in the updated current value model for assets within its scope, identifying the characteristics of heritage and infrastructure assets and adding new guidance on how these important types of public sector assets should be recognised and measured.

#### **IPSAS 46 Measurement**

This standard is effective for annual periods beginning 1 January 2025. IPSAS 46 provides new guidance in a single standard addressing how commonly used measurement bases should be applied in practice. It brings guidance on fair value for the first time and introduces current operational value, a public sector specific current value measurement

#### **IPSAS 47 Revenue**

The standard is effective for annual periods beginning on or after 1 January 2026. IPSAS 47 replaces the existing three revenue standards and presents accounting models which will improve financial reporting and support effective public sector financial management.

#### **IPSAS 48 Transfer Expenses**

The standard is effective for annual periods beginning on or after 1 January 2026. IPSAS 48 provides guidance on a major area of expenditure for governments and other public sector entities.

## **2.2 Foreign currency translation**

### **(a) Functional and presentation currency**

The financial statements are presented in the United States of America Dollar (“US\$”), which is the Organization’s functional and presentation currency.





## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### 2.3 Cash and cash equivalents

Cash and cash equivalents comprise balances with less than three months maturity from the date of acquisition, including cash on hand and demand deposits with banks.

#### 2.4 Trade and other receivables

Trade receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method and represent amounts due from staff or customers for services performed in the ordinary course of business.

Other receivables are measured at the fair value of the consideration received or receivable, less an allowance for impairment. An allowance for impairment of other receivables is established when there is objective evidence that the Organization will not be able to collect all amounts due according to the original terms of the agreement. The amount of the allowance is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. The allowance is recognised in the statement of financial performance.

#### 2.5 Property and equipment

Property and equipment are valued at cost less accumulated depreciation. Cost includes expenditure that is directly attributable to the acquisition of the asset.

Subsequent costs are included in the asset's carrying amount or are recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Organization and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the statement of financial performance during the financial period in which they are incurred.

Land and buildings are initially recognized at cost, but are subject to revaluation to fair value by an external independent valuer. Valuations are performed with sufficient regularity to ensure that the fair value of a revalued asset does not differ materially from its carrying amount.

Land is not depreciated. Property and equipment are depreciated on the straight-line method to allocate their cost or revalued amounts to their residual values over their estimated useful lives, as follows

Buildings	40 years
Furniture and fittings	10 years
Computer equipment	4 years
Motor vehicles	5 years
Software	10 years

## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. There has been no change to the estimated useful lives from those applied in the previous financial year.

#### 2.6 Borrowing costs

Borrowing costs consist of interest and other costs that the organisation incurs in connection with the borrowing of funds. Borrowing costs directly attributable to the acquisition, construction or production of qualifying assets, which are assets that necessarily takes a substantial period of time to get ready for its intended use or sale are capitalized as part of the cost of the assets, until such time as the assets are substantially ready for their intended use or sale. Investment income earned on the temporary investment of specific borrowings pending their expenditure on qualifying assets is deducted from the borrowing costs eligible for capitalization. All other borrowing costs are expensed in the period in which they are incurred.

#### 2.7 Receipts from agents not allocated

Receipts from agents not allocated represent annual maintenance fees paid in the current financial year for IP protection that extends to the future financial years.

#### 2.8 Employee benefits

##### a) Pension obligations

The Organization has a defined contribution plan, which is a pension plan under which the Organization pays fixed contributions to a separate fund. The Organization has no legal or constructive obligation to pay further contributions if the entity does not hold sufficient assets to pay all employees the benefits relating to the employee service in the current and prior periods.

##### a) Termination benefits

Termination benefits are payable when employment is terminated by the Organization before the normal retirement date or whenever the employee accepts voluntary redundancy in exchange for these benefits.

##### c) Other benefits

The Organization recognises provisions for the value of accumulated leave deferred at the reporting date and for gratuity payable at the reporting date.

#### 2.9 Member State payables and other payables

The Organization collects maintenance fees on behalf of member states. The Organization



## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

holds these funds on a temporary basis until they are transferred to the Member States. These funds are classified as current liabilities if payment is due within one year or less (or in the normal operating cycle of the business). Other payables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method.

#### 2.10 Revenue

Fees from protocols comprise fees charged for applications for registration of patents, trademarks and industrial designs; and annual maintenance fees for the protection of the patents, trademarks and industrial designs.

All revenue from fees related to the processing of IP Rights will be recognized when the application is due for service. All revenue from fees such as renewals, modifications, abandonment, transfers, confirmations and adjustments will be recognized when the service has been performed.

Revenue from other fees will be recognized when ARIPO's services have been provided.

The distribution of fees between ARIPO Office and Member states is as follows:

- \* 5% of the application fees shall be due to the Member state in which the application is filed and 95% shall be due to ARIPO Office;
- \* 50% of the designation fee shall be due to the designated member state and 50% shall be due to ARIPO
- \* 50% of the annual maintenance fee shall be due to the designated member state and 50% shall be due to the ARIPO Office.

Fees due to Member States are held in favour of the Member States and, on request, are transmitted to the Member States.

Contributions from Member States are recognized as revenue at the beginning of the financial year to which they relate.

## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### 2.11 Operating expenses

Expenses are recognised when incurred rather than when paid.

#### 2.12 Taxation

The Organization's receipts and accruals are exempt from income tax in terms of paragraph Z(e) of the Third Schedule of the Zimbabwe Income Tax Act (Chapter 23:06).

#### 2.13 Investments

The organization's long term investments are carried at fair value through surplus or deficit.

### 3 CRITICAL JUDGEMENTS IN APPLYING THE ORGANISATION'S ACCOUNTING POLICIES

In preparing the financial statements, the Administrative Council is required to make estimates and assumptions that affect the amounts presented in the financial statements and related disclosures. Use of available information and the application of judgment is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the financial statements. Significant judgments include:

#### a) Impairment testing

At the reporting date, the Organisation reviews the carrying amounts of the assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated to determine the extent of the impairment loss (if any). The determination of value in use requires the estimation of future cash flows and a discount rate.

#### b) Useful lives of property and equipment

The Organisation reviews the estimated useful lives of property and equipment at the end of each reporting period considering expected physical wear and tear.

#### c) Going concern

The Organisation assesses the appropriateness of the going concern assumption at each statement of financial position date. The assessment requires judgemental estimates and assumptions regarding future cash flows and the discount rate used to determine the present value of cash flows.

#### (d) Functional currency

During the year the organisation has been operating in an environment where a combination of United States Dollars (USO) and the local currency were in use. The organisation, based on the requirements of IPSAS 4, assessed its functional currency and adopted the United States Dollar (USO) as its functional currency.



## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### 4 FINANCIAL RISK MANAGEMENT

The Organization's activities expose it to a variety of financial risks: market risk including price risk, credit risk and liquidity risk.

##### a) **Market risk**

###### (i) **Price risk**

Price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

The Organization is not exposed to price risks as it does not hold any equity securities or commodities.

##### b) **Credit risk**

Credit risk arises from cash and cash equivalents held at banks and accounts receivable. The Organization's receivables are mostly from its Member States, representing governments and from staff. Therefore the risk related to credit is insignificant.

###### (ii) **Foreign exchange risk**

The Organization is exposed to foreign exchange risk arising from bank account balances denominated in ZWL. The ZWL balances were: 2022:ZWL6,741,740.89 (US\$9,851 [2021:ZWL734,950.76 (US\$6,792)]).The Organization manages this risk by maintaining the bulk of its cash balances in United States Dollar (US\$) bank accounts and only liquidating funds into local ZWL on a need basis.

###### (iii) **Interest rate risk**

Interest rate risk is the risk that the Organization will be adversely affected by the changes in the level of volatility of market interest rates. The Organization has fixed interest-bearing assets or liabilities therefore has no significant exposure to interest rate risk.

###### (iv) **Credit risk**

Credit risk is the risk that one party to a financial instrument will cause financial loss for the other party by failing to discharge an obligation.

## NOTES TO THE FINANCIAL STATEMENTS

For The Year Ended 31 December 2022

	2022 US\$	2021 US\$
<b>5 CASH AND CASH EQUIVALENTS</b>		
Member States Trust Fund	10,180,773	10,064,367
Stanbic Bank Zimbabwe RTGS	9,852	6,763
Stanbic Bank Zimbabwe FCA	1,222,319	207,126
UBS AG Switzerland	3,679,071	1,051,050
Swiss Bank Reserves	1,757	269,838
Stanbic Bank Zimbabwe Revolving Fund FCA	33,988	52,122
CBZ Bank Zimbabwe RTGS	-	29
CBZ Bank Zimbabwe FCA	294,116	216,768
Petty cash	1,309	1,634
	<b>15,423,185</b>	<b>11, 869,697</b>
<b>6 TRADE AND OTHER RECEIVABLES</b>		
Staff debtors	265,610	224,772
Sundry debtors	14,475	-
Value Added Tax (VAT) Refundable	34,721	11,975
Prepayments	17,969	153,048
	<b>332,775</b>	<b>389,795</b>
<b>7 FINANCIAL ASSETS AT FAIR VALUE THROUGH SURPLUS OR DEFICIT</b>		
Long-term investments represent real estate and United States of America government bond investments made through Union Bank of Switzerland on behalf of the organization and selected Member States (through funds held in trust). The investment tenure is 6.44 years with an estimated gross return of 3.72%, a maximum net estimated return of 4.96%, and a minimum net estimated return of 1.5%. The funds were invested in the ratio 80% US bonds and 20% real estate.		
The fair value of the investments as at 31st December 2022 are as follows:		
Opening balance		
Additions	2,137,213	-
Fair value loss:	(34,132)	-
Member State fair value loss as at 31st December 2022	(28,381)	-
ARIPO fair value loss as at 31st December 2022	(5,749)	-
<b>Closing balance</b>	<b>2,103,081</b>	-
Financial assets at fair value through profit or loss include the following:		
Bond investments	1,690,241	-
Real estate investments	412,840	-
	<b>2,103,081</b>	-





## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### 7 FINANCIAL ASSETS AT FAIR VALUE THROUGH SURPLUS OR DEFICIT (Continued)

Five member states and ARIPO invested their funds and the breakdown of the investment is as follows;

	2022 US\$	2021 US\$
The Gambia	200,000	-
Ghana	300,000	-
Malawi	1,000,000	-
Uganda	227,213	-
Sao Tome	50,000	-
<b>Total Member State investments</b>	<b>1,777,213</b>	-
ARIPO investment fund	360,000	-
<b>Total investments</b>	<b>2,137,213</b>	-

Member States balance as at 31 December 2022

Opening Balance		
Addition	1,777,213	-
Fair value loss on Investments	(28,328)	-
Transaction Changes on Investments	(5,465)	-
	<b>1,743,420</b>	-

#### 8 INTANGIBLE ASSET

	US\$
<b>Carrying amount as at 1 January 2021</b>	<b>1,750,368</b>
Gross carrying amount - valuation	4,469,024
Accumulated amortisation	(2,718,656)
Amortisation for the year	(372,420)
<b>Carrying amount as at 31 December 2021</b>	<b>1,377,948</b>
Gross carrying amount - valuation	4,469,024
Accumulated amortisation	(3,091,076)
Amortisation for the year	(446,902)
<b>Carrying amount as at 31 December 2022</b>	<b>931,046</b>
Gross carrying amount - valuation	4,469,024
Accumulated amortisation	(3,537,978)

The Intangible asset relates to POLITE + application system, a customised Intellectual Property Rights system that was developed by the Korean International Cooperation Agency (KOICA).

## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### 9 PROPERTY AND EQUIPMENT

	Land US\$	Buildings US\$	Computers & Equipment US\$	Furniture And Fittings US\$	Motor Vehicles US\$	Total US\$
<b>Carrying amount as at 31 December 2020</b>	<b>262,708</b>	<b>7,213,489</b>	<b>57,208</b>	<b>403,559</b>	<b>48,083</b>	<b>7,985,047</b>
Gross carrying amount- cost/valuation	262,708	8,436,790	1,320,051	709,214	155,811	10,884,574
Accumulated depreciation	-	(1,223,301)	(1,262,843)	(305,655)	(107,728)	(2,899,527)
Additions at cost	-	-	29,852	-	-	29,852
Depreciation for the year	-	(210,920)	(35,883)	(62,222)	(18,007)	(327,032)
Disposals at carrying amount	-	-	(1,346)	-	-	(1,346)
Disposals at cost	-	-	(9,713)	-	-	(9,713)
Disposals accumulated depreciation	-	-	8,367	-	-	8,367
<b>Carrying amount as at 31 December 2021</b>	<b>262,708</b>	<b>7,002,569</b>	<b>49,831</b>	<b>341,337</b>	<b>30,076</b>	<b>7,686,521</b>
Gross carrying amount- cost/valuation	262,708	8,436,790	1,340,190	709,214	155,811	10,904,713
Accumulated depreciation	-	(1,434,221)	(1,290,359)	(367,877)	(125,735)	(3,218,192)
Additions at cost	-	1,927	169,342	1,850	74,650	247,768
Depreciation for the year	-	(210,944)	(33,850)	(61,782)	(22,363)	(328,939)
<b>Carrying amount as at 31 December 2022</b>	<b>262,708</b>	<b>6,793,552</b>	<b>185,323</b>	<b>281,405</b>	<b>82,363</b>	<b>7,605,351</b>
Gross carrying amount- cost/valuation	262,708	8,438,717	1,509,532	711,064	230,461	11,152,481
Accumulated depreciation	-	(1,645,165)	(1,324,209)	(429,659)	(148,098)	(3,547,131)



**NOTES TO THE FINANCIAL STATEMENTS****For The Year Ended 31 December 2022**

	2022 US\$	2021 US\$
<b>10 MEMBER STATES PAYABLES</b>		
Botswana	505 308	224,715
Cape Verde	510	-
Gambia	324 515	449,926
Ghana	228 887	495,521
Kenya	40 884	57,432
Lesotho	2 505 615	2,292,775
Liberia	98 391	106,814
Malawi	267 103	1,120,894
Mozambique	29 218	140,147
Namibia	160 551	88,287
Rwanda	554 673	422,782
Seychelles	416	-
Sierra Leone	457 137	269,093
Sudan	1 631 063	1,426,475
Eswatini	2 684 772	2,525,244
Tanzania	66 659	164,945
Uganda	122 181	454,423
Zambia	137 183	143,316
Zimbabwe	652 325	398,058
Sao Tome & Principe	23 538	26,764
	<b>10,490,929</b>	<b>10,807,611</b>
<b>11 FEES AND MEMBER STATES CONTRIBUTIONS RECEIVED IN ADVANCE- DEFERRED</b>		
Fees received in advance		
Balance as at 1 January	2,061,813	1,871,082
Fees earned in the current period, deferred from the following periods:		
2020		(22,386)
2021	(1,955,234)	(1,766,769)
Fees received in current period, deferred to the following periods:		
2023 and beyond	2,071,390	1,979,886
Balance as at 31 December	2,177,969	2,061,813
Split as follows:		
<b>Current</b>	2,152,192	2,037,160
<b>Non-current</b>	25,777	24,653
<b>Total</b>	<b>2,177,969</b>	<b>2,061,813</b>

## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

#### 12 EMPLOYEE BENEFITS

Employee benefits comprise of short-term employee benefits that include salary, allowances, grant on initial assignment, grants for the education of dependent children and paid annual leave.

The Organization has recognized liabilities for the following short-term benefits, the value of which is based on the amount payable to each staff member at the reporting date:

Accumulated leave - staff members are eligible for 30 days annual leave and may accumulate up to a maximum of 60 days leave. The Director General is eligible for 34 days annual leave and may accumulate up to a maximum of 68 days leave.

Gratuity - contract employees are eligible to an annual gratuity of 25% of their annual base salary up to a maximum of four years for staff members on four year contracts and maximum of five years for staff members on five year contracts. Gratuity is expensed as it accrues and subsequently paid out into a Gratuity Fund Account. Gratuity liability relates to gratuity expense accrued in prior periods and was not paid out at

	End of service grant US\$	Leave pay provision US\$	Gratuity US\$	Total US\$
Balance as at 1 January 2022	1,622,994	177,257	108,125	1,908,376
Payments made during the year	-	-	(108,125)	(108,125)
Movement during the year	167,843	(23,640)	-	144,203
Balance as at 31 December 2022	<b>1,790,837</b>	<b>153,617</b>	-	<b>1,944,454</b>

#### 13 OTHER INCOME

	2022 US\$	2021 US\$
Interest income	75	809
Search request fees	8,490	8,105
Profit on disposal of property and equipment	-	1,255
Rental income	65,292	82,796
Staff revolving loan interest	18,357	15,345
Academy subscriptions	250	-
Subscriptions	50	-
	<b>92,514</b>	<b>108,310</b>



## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

	2022	2021
	US\$	US\$
<b>14 OTHER OPERATING EXPENSES</b>		
Audit Fees	9 653	10 710
Bank charges	41,531	44,989
Communication costs	95,926	89,512
Diplomatic Events	3,514	-
Exchange loss	5,749	2,357
Funds written off	-	105,612
Investment fair value movement	5,749	-
Insurance	67,997	20,262
Miscellaneous expenses	3,054	5,662
Networking	4,967	-
Office Expenses	78,683	61,782
Other Amounts	4,887	-
Repairs and maintenance - fixtures and fittings	8,015	6,483
Repairs and maintenance - buildings	29,349	34,848
Repairs and maintenance - equipment	11,477	12,282
Repairs and maintenance - vehicles	7,105	2,749
Supplies and consumables	86,254	66,667
Security	34,763	33,623
VAT claim unrecoverable	-	62,694
	<b>498,674</b>	<b>560,232</b>

#### 15 RELATED PARTIES

The Organization is governed by the Administrative Council composed of representatives of all member countries. They do not receive remuneration from the Organization. The Organization is managed by a Director General and by officers (key management personnel) who are remunerated by the Organization. The aggregate remuneration paid to key management personnel includes salaries, allowances, travel and other entitlements paid in accordance with the ARIPO Staff Rules and Regulations and applicable to all staff.

The Organization key management personnel are as follows:

Director General - Bemanya Twebaze

IP Operations Executive - John Kabare (Deceased November 2022) Acting Corporate

Services Executive - Grey Njowola

## NOTES TO THE FINANCIAL STATEMENTS

### For The Year Ended 31 December 2022

Their combined aggregate annual remuneration and post employment benefits are as follows:

	2022 US\$	2021 US\$
Short-term employee benefits (annual salaries and allowances)	417,280	458,808
Medical benefits paid for the year	11,845	10,814
Long-term employee benefits (leave days accrued and gratuities due)	105,119	68,169
	<b>534,244</b>	<b>537,791</b>
<b>15.1 Receivables from key management</b>		
Staff loans	9,717	12,750

Staff loans are extended to purchase vehicles, furniture or other requisites. Interest on loans is at 5% per annum.

## 16 EVENTS AFTER THE REPORTING DATE

### 16.1 Approval of financial statements

The financial statements were approved for issue by the Administrative Council on 23 November 2023.





## STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS

### for the year ended 31 December 2022

	Original Budget US\$	Final Budget US\$	Actual Amounts US\$	Difference Final Budget US\$
<b>REVENUE</b>				
Fees from Protocols	11,519,890	11,519,890	13,754,161	2,234,271
Contributions from Member States	502,200	502,200	530,100	27,900
Contributions to reserve fund	95,000	95,000	95,000	-
Other Revenue	80,000	80,000	92,514	12,514
	<b>12,197,090</b>	<b>12,197,090</b>	<b>14,471,775</b>	<b>2,274,685</b>
<b>PROGRAMME TITLE</b>				
Efficient Delivery of IP Rights	46,700	46,700	2,219	44,481
Promote IP Development Policies	4,000	13,995	11,831	2,164
Stakeholder Engagement/Int. Cooperation	60,000	60,000	18,189	41,811
IP Information Hub & Capacity Building	240,873	292,567	264,263	28,304
Diverse, Inclusive High Performing Org.	162,000	212,177	157,390	54,787
Digital Tools	152,300	137,840	119,380	18,460
Communication & Marketing	100,960	99,460	53,826	45,634
Financial Sustainability	58,000	58,000	20,322	37,678
Governance, Risk & Control	26,152	34,152	6,156	27,996

## STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS for the year ended 31 December 2022

	Original Budget US\$	Final Budget US\$	Actual Amounts US\$	Difference Final Budget US\$
<b>RUNNING COSTS</b>				
Personnel costs	4,546,375	4,370,801	3,842,480	528,321
Operating Costs	541,526	541,526	498,674	42,852
Annual meetings and conferences	786,188	841,175	1,157,615	(316,440)
Capital expenditure	60,000	75,000	247,768	(172,768)
<b>Total expenditure</b>	<b>6,785,074</b>	<b>6,783,393</b>	<b>5,746,537</b>	<b>383,280</b>
<b>Surplus as per actual budget statement</b>				<b>8,725,238</b>
<u>IPSAS adjustments to surplus/(deficit) for the year:</u>				
Member States share of fees				(4,891,917)
Depreciation and amortisation				(775,841)
Capital expenditure				247,768
<b>Adjusted surplus for the year per IPSAS</b>				<b>3 305 249</b>

ARIPO's budget and financial statements are prepared using two different bases. The Statement of Financial Position, Statement of Financial Performance, Statement of Changes in Net Assets and Cash Flow Statement are prepared on a full accrual basis, whereas the Statement of Comparison of Budget and Actual Amounts is prepared on a modified accrual basis in accordance with ARIPO's Financial Regulations and Rules.

As required by IPSAS-24, the actual amounts presented on a comparable basis to the budget shall, where the financial statements and the budget are not prepared on a comparable basis, reconciled to the actual deficit amount presented in the Statement of Financial Performance as shown above.











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