

Online Filing SE, Module 4

Subsequent actions

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Subsequent actions

In Online Filing SE it is possible to submit **subsequent actions** for National Swedish patent applications, EP validations, SPC and PCT with PRV as RO, ISA or IPEA.

Subsequent actions are separated into different **My Matters**, wherein each My Matter contains one or more **Matters**.

If your Matter incurs a **cost**, the fee will be visible and a deposit account can be disclosed only *after* you have uploaded the document affiliated with a fee, such as a *Grant fee*, or a request for *Reinstatement*.

Make sure to provide the deposit account in the in the *Deposit account...* field below *List of fees* , since disclosures in other fields or within an attached document are not automatically forwarded to our Economy department, but instead depends on manual handling and risk being missed.

Subsequent actions

If your submission is related to **two or more** Matters, PRV would prefer for different submissions to be done for each type of Matter.

If this is not possible, select as **critical** for handling (e.g. Request to extend a deadline) and as a second choice the Matter above.

My matter
Response to office action or amendment to the pat... ▼

? labels the submission as **time-**
r Request to extend a deadline),
omission comprises any of the

Matter
Response to office action ▼

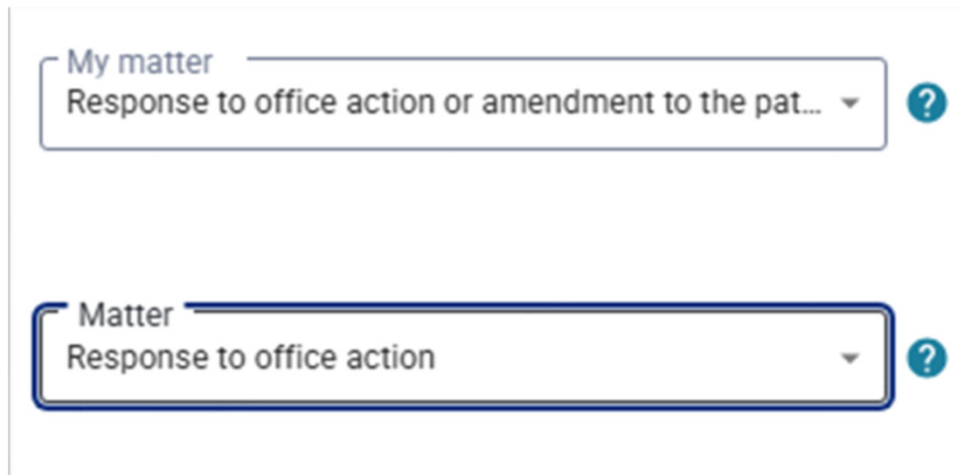


For national Swedish applications, the My Matter Request, Matter Response

Note: Subsequent actions cannot be performed for EPO1001, or for PCT applications wherein PRV:s role as RO is completed and ISA/IPEA is a different organization.

Subsequent actions

For national Swedish applications, the following combination of *My matter* and *Matter* contains all common attachment types you will need during the process until grant, including the Grant fee.



The image shows a screenshot of a web form with two dropdown menus. The first menu is labeled 'My matter' and has the selected option 'Response to office action or amendment to the pat...'. The second menu is labeled 'Matter' and has the selected option 'Response to office action'. Both menus have a blue question mark icon to their right.

Field	Selected Option
My matter	Response to office action or amendment to the pat...
Matter	Response to office action

Subsequent actions

This is your national patent e-filing portal. Here you can manage all your submissions.

National submissions

International submissions

European patent applications

National patent applications



3 Draft



0 Waiting to be signed

0 Waiting to be paid

0 Ready to be sent

+ Create Subsequent action

+ Create submission



EP validations



1 Draft



0 Waiting to be signed

0 Waiting to be paid

0 Ready to be sent

+ Create Subsequent action

+ Create submission



PRV

Subsequent actions

To start a new a response or supplement, complete the following:

To start a new subsequent action, proceed as follows:

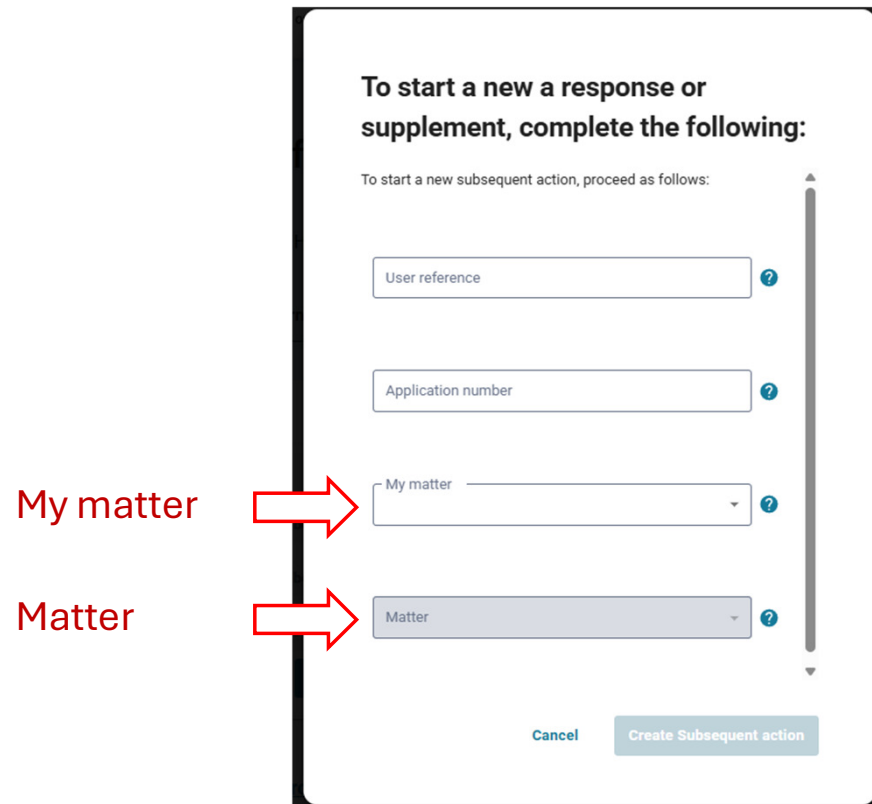
User reference ?

Application number ?

My matter ?

Matter ?

[Cancel](#) [Create Subsequent action](#)



Subsequent actions

My matter

My matter

--Select an option--

- Response to office action or amendment to the patent application
- Requests
- Recordals
- Third-party requests
- Notifications

Example:

Request for examination of additional inventions

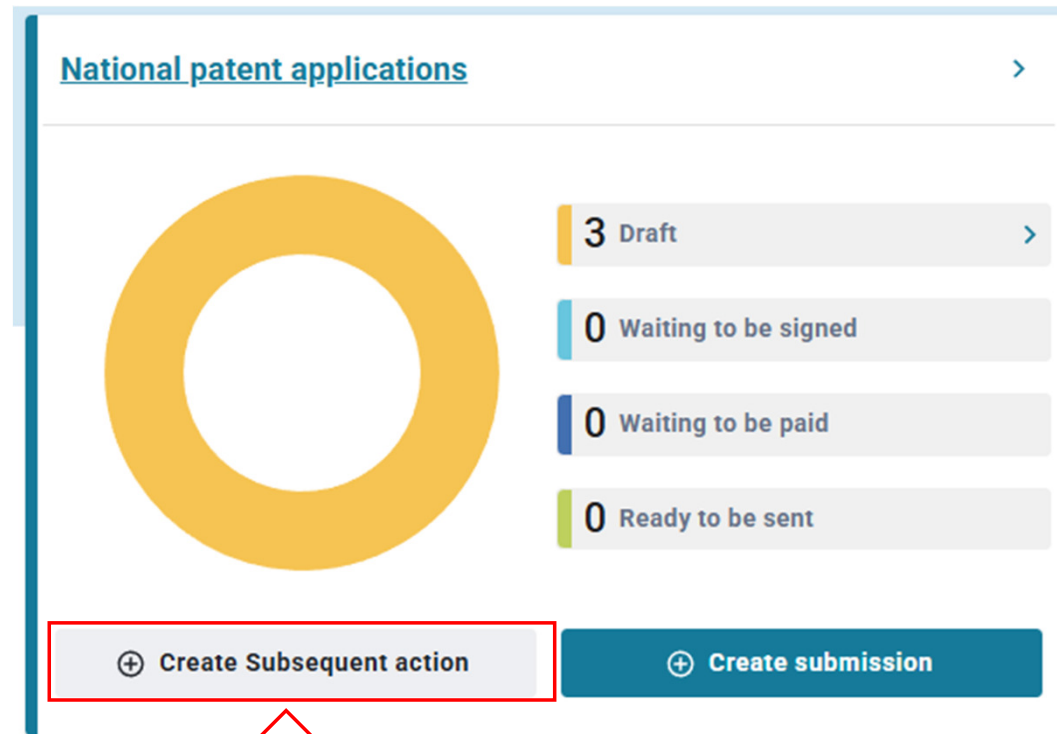
If your national patent application was filed **after January 1st 2025** and the first notice from PRV identified **more than one independent invention** in the claims, you now have the possibility to have one or more of the identified additional inventions examined, similar to in the PCT system.

When requesting examination of additional inventions, the request must be accompanied by a letter wherein it is stated **which invention(s) is/are to be examined**. E.g. 2nd, 3rd, 4th, according to the numbering given by the examiner in the first notice.

Each additional invention to be examined comes with a **cost equal to the search fee**, which can either be paid by deposit account or using the PRV payment portal.

If the search fee(s) is/are paid, **the search report**, but not the notice, **will be updated** based on the examination of the paid for additional independent inventions.

Example: Request for additional inventions



Press the **Create Subsequent Action** button, for National patent application

Example: Starting the response

Add your user reference and the application number, select My Matter and Matter.
Press the button “Create subsequent action”

1: My matter: Response to office action...

2: Matter: Request for examination of additional inventions

To start a new a response or supplement, complete the following:

User reference ?

Application number ?

My matter ?

Matter ?

[Cancel](#) [Create Subsequent action](#)

3: Create subsequent action

Example: Fill out the mandatory information

Select your filing language (SE or EN)

Optionally, add the title of invention

Select mandatory document type
Request for additional examinations

Disclose the ***number*** of additional inventions (e.g. 2)

Upload a document wherein the exact invention(s) you wish to be examined are specified (e.g. 2nd and 4th invention)

Once the file has been uploaded, a list of fees will appear.

Attachments

[Check here the PDF compliance checklist](#)

Upload document

Type of document
Request for additional examinations ?

Number of additional inventions
2

Upload file or  Drag and drop to upload files

Example: Handling fees

Add a **deposit account** (if applicable). Else, pay through the Electronic payment service, after submission.



List of fees


Information on how payment can be made is available here <http://www.prv.se>. The e-service [Electronic payment](#) can be used to make the payment. For payment with deposit account fill in details below.

Fees selection

Code	Type of fee	Fee	Quantity	Subtotal
<input checked="" type="checkbox"/> 233	Per additional invention identified by the examiner	SEK 2,500.00	2	SEK 5,000.00

Total SEK 5,000.00

Example: Handling fees

Add a **deposit account** (if applicable). Else, pay through the Electronic payment service, after submission. 

NOTE: It is *only* if the deposit account is added in the *Deposit account...* field below *List of fees* that the request for payment is forwarded to your Economy department.

A deposit account stated in other fields depends on manual handling and risks being missed.

List of fees

Information on how payment can be made is available here <http://www.prv.se>. The e-service [Electronic payment](#) can be used to make the payment. For payment with deposit account fill in details below.

Deposit account number to be used for pay...

Fees selection

Code	Type of fee	Fee	Quantity	Subtotal
<input checked="" type="checkbox"/> 233	Per additional invention identified by the examiner	SEK 2,500.00	2	SEK 5,000.00

Total SEK 5,000.00

Example: Handling fees

Add a **deposit account** (if applicable). Else, pay through the Electronic payment service, after submission.



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Deposit account number to be used for pay...

Fees selection

The list of fees discloses the **Quantity** (number of requested additional examinations) and the **Subtotal**



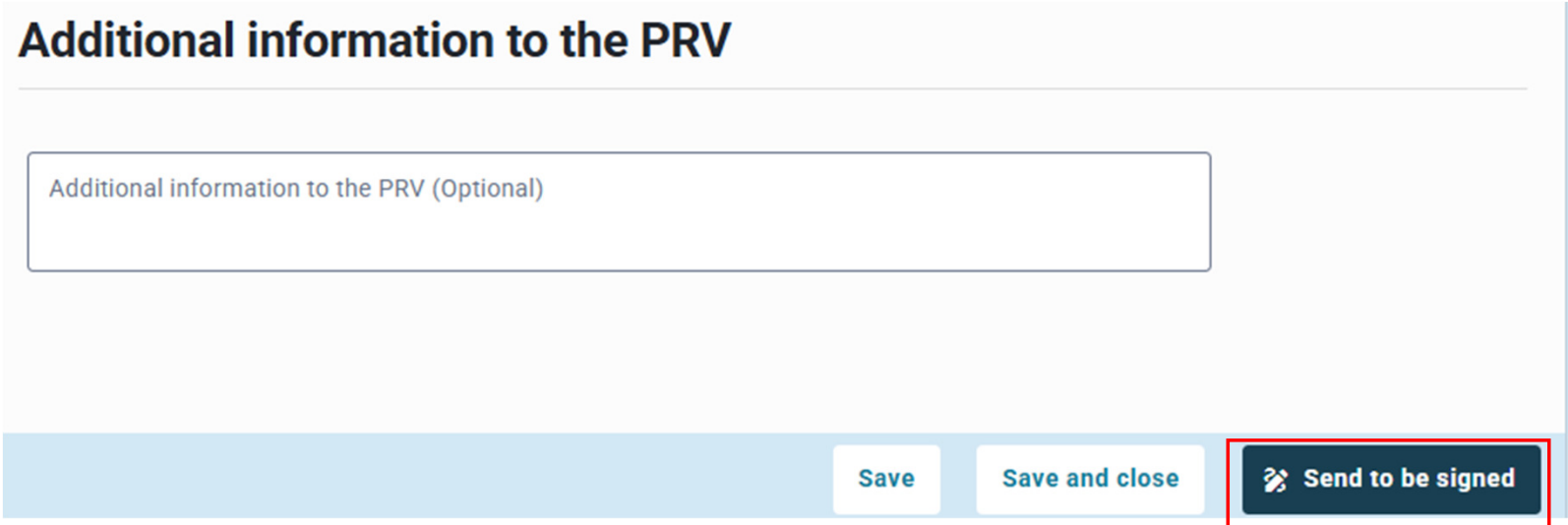
Code	Type of fee	Fee	Quantity	Subtotal
<input checked="" type="checkbox"/> 233	Per additional invention identified by the examiner	SEK 2,500.00	2	SEK 5,000.00

Total SEK 5,000.00

Example: Finish the submission

If applicable, add additional information to the PRV and ***send the application to be signed***.

Sign the application, **send** it, and – if applicable – pay the additional examination fee via the Electronic payment portal.



The screenshot shows a web form titled "Additional information to the PRV". Below the title is a large text input field with the placeholder text "Additional information to the PRV (Optional)". To the left of this field is a red arrow pointing right. At the bottom of the form is a light blue bar containing three buttons: "Save", "Save and close", and "Send to be signed". The "Send to be signed" button is dark blue with a white icon of two crossed arrows and is highlighted with a red rectangular box. To the right of this button is a red arrow pointing left.

- End of Module 4 -