

EXPORTS OF INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICES – 2017-18

Detailed content of services categories

1.1. TELECOMMUNICATIONS SERVICES

Telecommunication services include:

- Telephony and other telecommunications services (see 1.1.1.);
- Internet telecommunications services (see 1.1.2.);
- Broadcasting services (see 1.1.3.).

1.1.1. Telephony and other telecommunications services include:

- Carrier services;
- Fixed telephony services;
- Mobile voice services;
- Mobile text services;
- Mobile data services, except text services;
- Private network services;
- Data transmission services;
- Other telecommunications services.

1.1.2. Internet telecommunications services include:

- Internet backbone services;
- Narrowband Internet access services;
- Broadband Internet access services;
- Other Internet telecommunications services.

1.1.3. Broadcasting services include:

- Selection, scheduling and broadcasting of television and radio programmes
- Combined programme production and broadcasting services

1.2. COMPUTER SERVICES (INCLUDING COMPUTER SOFTWARE)

Computer services (including computer software) include:

- Licensing services for the right to use computer software (see 1.2.1.);
- Software downloads (see 1.2.2.);
- Software originals (see 1.2.3.);
- On-line games (see 1.2.4.);

- On-line software (see 1.2.5.);
- IT consulting and support services (see 1.2.6.);
- Hosting and information technology (IT) infrastructure provisioning services (see 1.2.7.);
- IT infrastructure and network management services (see 1.2.8.);
- Maintenance and repair services of computers and peripheral equipment (see 1.2.9.);
- IT design and development services for applications (see 1.2.10.);
- Specially tailored computer training services provided to an individual or a group (see 1.2.11.).

1.2.1. Licensing services for the right to use computer software include:

- Licensing services for the right to reproduce, distribute or incorporate computer programs, program descriptions and supporting materials for both systems and applications software. This applies to various levels of licensing rights:
 - rights to reproduce and distribute the software
 - rights to use software components for the creation of and inclusion in other software products.

1.2.2. Software downloads include:

- System software downloads;
- Application software downloads.

1.2.3. Software originals include:

- Software originals (i.e. a set of instructions that is to be used in a computing device in order to bring about a specific result), which can be protected and licensed as intellectual property.

1.2.4. On-line games include:

- Games that are intended to be played on the Internet such as:
 - role-playing games (RPGs)
 - strategy games
 - action games
 - card games
 - children's games.

1.2.5. On-line software include:

- Software that is intended to be executed on-line, except game software.

1.2.6. IT consulting and support services include:

- IT consulting services;
- IT support services.

1.2.7. Hosting and information technology (IT) infrastructure provisioning services include:

- Website hosting services;
- Application service provisioning;
- Other hosting and IT infrastructure provisioning services.

1.2.8. IT infrastructure and network management services include:

- Network management services;
- Computer systems management services.

1.2.9. Maintenance and repair services of computers and peripheral equipment include:

- Maintenance and repair services of computers and computing machinery and peripheral equipment, such as:

- desktop computers
- laptop computers
- hand-held computers (PDA's)
- dedicated computer terminals
- computer servers
- magnetic disk drives, flash drives and other storage devices
- optical disk drives (CD-RW, CD-ROM, DVD-ROM, DVD-RW)
- printers
- monitors
- keyboards
- internal and external computer modems
- scanners, including bar code scanners
- smart card readers
- virtual reality helmets
- computer projectors
- computer terminals like automatic teller machines (ATM's); point-of-sale (POS) terminals, not mechanically operated.

1.2.10. IT design and development services for applications include:

- Services of designing the structure and/or writing the computer code necessary to create and/or implement a software application, such as:
 - designing the structure and content of a web page and/or writing the computer code necessary to create and implement a web page;

- designing the structure and content of a database and/or writing the computer code necessary to create and implement a database;
- designing the structure and writing the computer code necessary to design and develop a custom software application;
- customization and integration, adapting (modifying, configuring, etc.) and installing an existing application so that it is functional within the clients' information system environment.

1.2.11. Specially tailored computer training services provided to an individual or a group include:

- Specially tailored computer training services provided to an individual or a group, including training provided as part of a consultancy.

1.3. SALES AND MARKETING SERVICES, NOT INCLUDING TRADE AND LEASING SERVICES

Sales and marketing services, not including trade and leasing services, include:

- Advertising services and provision of advertising space or time (see 1.3.1.);
- Market research and public opinion polling services (see 1.3.2.);
- Advertising and related photography services (see 1.3.3.);
- Convention and trade show assistance and organisation services (see 1.3.4.).

1.3.1. Advertising services and provision of advertising space or time include:

- Full service advertising;
- Direct marketing and direct mail services;
- Other advertising services;
- Purchase or sale of advertising space or time, on commission;
- Sale of advertising space in print media (except on commission);
- Sale of TV/radio advertising time (except on commission);
- Sale of Internet advertising space (except on commission);
- Sale of other advertising space or time (except on commission).

1.3.2. Market research and public opinion polling services include:

- Market analysis, analysis of competition and the behaviour of consumers;
- Use of research monographs, statistics, econometric models, surveys, etc.

- Investigation services designed to secure information on public opinions regarding social, economic, political and other issues.

1.3.3. Advertising and related photography services include:

- Services consisting of photographing:
 - merchandise, industrial products;
 - fashion clothes and other apparel;
 - machinery, buildings;
 - persons and other subjects for use in public relations.
- Photographic services for:
 - advertising displays, brochures, newspaper advertisements;
 - catalogues.

1.3.4. Convention and trade show assistance and organisation services include:

- Convention assistance and organization services;
- Trade show assistance and organization services.

1.4. INFORMATION SERVICES

Information services include:

- Audiovisual and related services (see 1.4.1.);
- On-line audio content (see 1.4.2.);
- On-line video content (see 1.4.3.);
- Radio and television broadcast originals (see 1.4.4.);
- Home programme distribution services, basic programming package (see 1.4.5.);
- Home programme distribution services, discretionary programming package (see 1.4.6.);
- Home programme distribution services, pay per view (see 1.4.7.);
- Radio and television channel programmes (see 1.4.8.);
- On-line books (see 1.4.9.);
- Human health services (see 1.4.10.);
- On-line gambling services (see 1.4.11.);
- News agency services (see 1.4.12.);
- Library and archive services (see 1.4.13.);
- Original compilations of facts/information (see 1.4.14.);
- On-line newspapers and originals (see 1.4.15.);
- On-line directories and mailing lists (see 1.4.16.);
- On-line adult content (see 1.4.17.);
- Web search portal content (see 1.4.18.);

- Other on-line content n.e.c. (see 1.4.19.);
- Compilation services of facts and information (i.e. databases), other than mailing lists (see 1.4.20.).

1.4.1. Audiovisual and related services include:

- Sound recording services, except live recording services;
- Live recording services;
- Sound recording originals.

1.4.2. On-line audio content include:

- Musical audio downloads;
- Streamed audio content.

1.4.3. On-line video content include:

- Films and other video downloads;
- Streamed video content.

1.4.4. Radio and television broadcast originals include:

- Radio broadcast originals;
- Television broadcast originals.

1.4.5. Home programme distribution services, basic programming package include:

- Providing subscriber access to a basic range of programming services generally for a monthly fee.

1.4.6. Home programme distribution services, discretionary programming package include:

- Providing subscriber programming services in addition to those included in the basic package for a fee separate from, and in addition to, the basic monthly fee.

1.4.7. Home programme distribution services, pay per view include:

- Providing subscribers the ability to view a specific programme (movie or event) from his home for a fee separate from, and in addition to, the monthly fee for basic or discretionary programming packages.

1.4.8. Radio and television channel programmes include:

- Radio channel programmes;
- Television channel programmes.

1.4.9. On-line books include:

- On-line books, including school textbooks, general reference books, such as atlases and other books of maps or charts, dictionaries and encyclopedias.

1.4.10. Human health services include:

- Surgical services for inpatients;
- Gynaecological and obstetrical services for inpatients;
- Psychiatric services for inpatients;
- Other services for inpatients;
- General medical services;
- Specialized medical services;
- Dental medical services;
- Childbirth and related services;
- Nursing services;
- Physiotherapeutic services;
- Ambulance services;
- Medical laboratory services;
- Diagnostic-imaging services;
- Blood, sperm and organ bank services;
- Other human health services n.e.c.

1.4.11. On-line gambling services include:

- On-line gambling services.

1.4.12. News agency services include:

- News agency services to newspapers and periodicals;
- News agency services to audiovisual media.

1.4.13. Library and archive services include:

- Library services;
- Archive services.

1.4.14. Original compilations of facts/information include:

- Original compilations of facts or information (i.e. databases) organized for retrieval and consultation, including mailing lists.

1.4.15. On-line newspapers and originals include:

- Publications issued on the Internet where the main content is updated at fixed intervals, usually on a daily, weekly or monthly basis; whether on subscription or single copy sales;
- Portions of newspapers such as headlines e-mailed daily or more frequently;
- Periodic newsletters.

1.4.16. On-line directories and mailing lists include:

- On-line directories and mailing lists, including telephone books;
- Other on-line collections of facts/information (databases).

1.4.17. On-line adult content include:

- Mature theme, sexually explicit content published or broadcast over the Internet

including graphics, live feeds, interactive performances and virtual activities.

1.4.18. Web search portal content include:

- Content provided on web search portals, i.e. extensive databases of Internet addresses and content in an easily searchable format.

1.4.19. Other on-line content n.e.c. include:

- Statistics or other information, including streamed news;
- Other on-line content not included above such as greeting cards, jokes, cartoons, graphics, maps.

1.4.20. Compilation services of facts and information (i.e. databases), other than mailing lists include:

- Compilation services of facts and information (i.e. databases), other than mailing lists.

1.5. FINANCIAL SERVICES

Financial services include:

- Investment banking services (see 1.5.1.);
- Services auxiliary to financial services other than to insurance and pensions (see 1.5.2.);
- Services of holding financial assets (see 1.5.3.);
- Other financial services, except investment banking, insurance services and pension services (see 1.5.4.);
- Central Banking services (see 1.5.5.);
- Deposit services (see 1.5.6.);
- Credit-granting services (see 1.5.7.);
- Financial leasing services (see 1.5.8.);
- Pension fund management services (see 1.5.9.);
- Individual pension services (see 1.5.10.);
- Group pension services (see 1.5.11.).

1.5.1. Investment banking services include:

- Securities underwriting services;
- Guaranteeing the sale of an issue of securities at a stated price from the issuing corporation or government and reselling it to investors;
- Engaging to sell as much of an issue of securities as possible without making a guarantee to purchase the entire offering from the issuer.

1.5.2. Services auxiliary to financial services other than to insurance and pensions include:

- Mergers and acquisition services;
- Corporate finance and venture capital services;
- Other services related to investment banking;
- Securities brokerage services;

- Commodity brokerage services;
- Processing and clearing services of securities transactions;
- Portfolio management services except pension funds;
- Trust services;
- Custody services;
- Financial market operational services;
- Financial market regulatory services;
- Other financial market administration services;
- Financial consultancy services;
- Foreign exchange services;
- Financial transactions processing and clearinghouse services;
- Other services auxiliary to financial services n.e.c.

1.5.3. Services of holding financial assets include:

- Services of holding equity of subsidiary companies;
- Services of holding securities and other assets of trusts and funds and similar financial entities.

1.5.4. Other financial services, except investment banking, insurance services and pension services include:

- Factoring services.

1.5.5. Central Banking services include:

- Services which support the country's systems for clearing and settling payments and other financial transactions;
- Services of maintaining deposit accounts for major financial institutions and for the central Government;
- Services of implementing monetary policy;
- Services of managing the government's foreign exchange reserves;
- Services of influencing the value of currency;
- Currency services under the authority of the central bank, including currency design and production, issuing, distribution and replacement;
- Fiscal agency services including advisory services to the government on matters relating to the public debt, issuing debt instruments, maintaining bondholder records and making interest and redemption payments on behalf of the government;
- Supervisory activities with regard to banks and/or non-banks if undertaken by the central bank;
- Other central banking services n.e.c.

1.5.6. Deposit services include:

- Deposit services to corporate and institutional depositors;
- Deposit services to other depositors.

1.5.7. Credit-granting services include:

- Residential mortgage loan services;
- Non-residential mortgage loan services;
- Personal non-mortgage loan services for non-business purposes;
- Credit card loan services
- Non-mortgage loan services for business purposes;
- Other credit-granting services.

1.5.8. Financial leasing services include:

- Services of making equipment and other assets available to a customer without capital investment on the customer's part, whereby the lessor pays for and takes title to the equipment or facilities and leases it to the lessee while retaining few of the normal responsibilities of ownership.

1.5.9. Pension fund management services include:

- Pension fund management services.

1.5.10. Individual pension services include:

- Underwriting services of annuities, i.e. plans which provide income payments at regular intervals to individuals. Plans may require a single contribution or a series of contributions; may be compulsory or optional; may have nominal benefits determined in advance or dependent on the market value of assets supporting the plan; and, if related to employment, may or may not be portable with a change in employment. The duration of the period during which benefits are paid may be fixed in terms of a minimum or maximum; there may or may not be survivors' benefits.

1.5.11. Group pension services include:

- Underwriting services of plans which provide income payments at regular intervals to members of groups. Plans may require a single contribution or a series of contributions; may be compulsory or optional; may have nominal benefits determined in advance or dependent on the market value of assets supporting the plan; and, if related to employment, may or may not be portable with a change in employment. The duration of the period during which benefits are paid may be fixed in terms of a

minimum or maximum; there may or may not be survivors' benefits.

1.6. MANAGEMENT, ADMINISTRATION AND BACK OFFICE SERVICES

Management, administration and back office services include:

- Legal services (see 1.6.1.);
- Accounting, auditing and bookkeeping services (see 1.6.2.);
- Tax consultancy and preparation services (see 1.6.3.);
- Insolvency and receivership services (see 1.6.4.);
- Management consulting and management services (see 1.6.5.);
- Business consulting services (see 1.6.6.);
- Other management services, except construction project management services (see 1.6.7.);
- Employment services (see 1.6.8.);
- Investigation and security services (see 1.6.9.);
- Travel arrangements, tour operator and related services (see 1.6.10.);
- Credit reporting services (see 1.6.11.);
- Collection agency services (see 1.6.12.);
- Telephone-based support services (see 1.6.13.);
- Combined office administrative services (see 1.6.14.);
- Specialized office support services (see 1.6.15.);
- Other information and support services n.e.c. (see 1.6.16.).

1.6.1. Legal services include:

- Legal advisory and representation services concerning criminal law;
- Legal advisory and representation services concerning other fields of law;
- Legal documentation and certification services;
- Arbitration and conciliation services;
- Other legal services n.e.c.

1.6.2. Accounting, auditing and bookkeeping services include:

- Financial auditing services;
- Accounting services;
- Bookkeeping services;
- Payroll services.

1.6.3. Tax consultancy and preparation services include:

- Corporate tax consulting and preparation services;
- Individual tax preparation and planning services.

1.6.4. Insolvency and receivership services include:

- Providing advice and operational assistance to the management and/or creditors of insolvent businesses and/or acting as receiver or trustee in bankruptcy.

1.6.5. Management consulting and management services include:

- Strategic management consulting services;
- Financial management consulting services;
- Human resources management consulting services;
- Marketing management consulting services;
- Operations management consulting services;
- Supply chain and other management consulting services;
- Business process management services;
- Head office services.

1.6.6. Business consulting services include:

- Public relations services;
- Other business consulting services.

1.6.7. Other management services, except construction project management services include:

- Coordination and supervision of resources in preparing, running and completing a project on behalf of the client;
- Project management services, which can involve budgeting, accounting and cost control, procurement, planning of time scales and other operating conditions, coordination of subcontractors' work, inspection and quality control, etc.
- Project management services that include management and office management services, with or without the provision of their own staff.

1.6.8. Employment services include:

- Executive/retained search services;
- Permanent placement services, other than executive search services;
- Contract staffing services;
- Temporary staffing services;
- Long-term staffing (payrolling) services;
- Temporary staffing-to-permanent placement services;
- Co-employment staffing services.

1.6.9. Investigation and security services include:

- Investigation services;
- Security consulting services;
- Security systems services;
- Armoured car services;
- Guard services;
- Other security services.

1.6.10. Travel arrangements, tour operator and related services include:

- Reservation services for air transportation;
- Reservation services for rail transportation;
- Reservation services for bus transportation;
- Reservation services for vehicle rental;
- Other transportation arrangement and reservation services n.e.c.
- Reservation services for accommodation;
- Time-share exchange services;
- Reservation services for cruises;
- Reservation services for package tours;
- Reservation services for convention centres, congress centres and exhibition halls;
- Reservation services for event tickets, entertainment and recreational services and other reservation services;
- Tour operator services;
- Tourist guide services;
- Tourism promotion services;
- Visitor information services.

1.6.11. Credit reporting services include:

- Services consisting of the reporting of credit ratings of persons and businesses;
- Evaluation of the financial status and credit experience of prospective customers, of loan applicants, etc.
- Credit investigation services.

1.6.12. Collection agency services include:

- Services consisting of the collecting of accounts, cheques, contracts or notes and of the remittance of the money to the client;
- Collection of regular accounts (e.g., utility bills) and the recovery of delinquent accounts;
- Outright purchase of delinquent accounts and debts and subsequent recovery.

1.6.13. Telephone-based support services include:

- Telephone call centre services;
- Other telephone-based support services.

1.6.14. Combined office administrative services include:

- Provision of a combination of day to day office administrative services, such as reception, financial planning, billing and record keeping, personnel and mail services etc. for others on a contract or fee basis.

1.6.15. Specialized office support services include:

- Duplicating services;
- Mailing list compilation services;
- Mailing services;
- Document preparation and other specialized office support services.

1.6.16. Other information and support services n.e.c. include:

- Other information services;
- Other support services n.e.c.

1.7. LICENSING SERVICES

Licensing services include:

- Licensing services for the right to use trademarks and franchises (see 1.7.1.);
- Licensing services for the right to use R&D products (see 1.7.2.);
- Licensing services for the right to use entertainment, literary or artistic originals (see 1.7.3.);
- Licensing services for the right to use mineral exploration and evaluation (see 1.7.4.);
- Licensing services for the right to use other intellectual property products (see 1.7.5.);
- Licensing services for the right to use databases (see 1.7.6.).

1.7.1. Licensing services for the right to use trademarks and franchises include:

- Licensing services for the right to use trademarks and to operate franchises in respect of other non-produced assets.

1.7.2. Licensing services for the right to use R&D products include:

- Licensing services for the right to use the outcome of research and development activities, i.e. inventions, such as constitutions of matter, processes, mechanisms, electrical and electronic circuits and devices, pharmaceutical formulations and new varieties of living things produced by artifice.

1.7.3. Licensing services for the right to use entertainment, literary or artistic originals include:

- Licensing services for the right to reproduce, distribute or incorporate entertainment, literary, musical or artistic originals such as:
 - broadcasting and showing of original films, sound recordings, radio and television programmes, prerecorded tapes and videos;
 - reproduction of original artworks;
 - reprinting and copying of manuscripts, books, journals and periodicals.

1.7.4. Licensing services for the right to use mineral exploration and evaluation include:

- Licensing services for the right to use mineral exploration and evaluation information, such as mineral exploration for petroleum, natural gas and non-petroleum deposits.

1.7.5. Licensing services for the right to use other intellectual property products include:

- Licensing services for the right to use other kinds of intellectual property products, such as architectural and engineering plans, industrial designs etc.

1.7.6. Licensing services for the right to use databases include:

- Licensing services for the right to reproduce, distribute or incorporate databases (i.e. compilations of facts/information) in other databases or applications. This applies to various levels of licensing rights:
 - rights to reproduce and distribute the database;
 - rights to use database components for the creation of and inclusion in other databases and applications.

1.8. ENGINEERING, RELATED TECHNICAL SERVICES AND R&D

Engineering, related technical services and R&D include:

- Research and experimental development services in natural sciences and engineering (see 1.8.1.);
- Research and experimental development services in social sciences and humanities (see 1.8.2.);
- Interdisciplinary research and experimental development services (see 1.8.3.);
- Industrial design services (see 1.8.4.);
- Research and development originals (see 1.8.5.);

- Design originals (see 1.8.6.);
- Technical testing and analysis services (see 1.8.7.);
- Architectural services, urban and land planning and landscape architectural services (see 1.8.8.);
- Engineering services (see 1.8.9.);
- Surface surveying and map-making services (see 1.8.10.);
- Weather forecasting and meteorological services (see 1.8.11.);
- Scientific and technical consulting services n.e.c. (see 1.8.12.);
- Publishing, printing and reproduction services (see 1.8.13.);
- Photographic processing services (see 1.8.14.);
- Translation and interpretation services (see 1.8.15.);
- Restoration and retouching services of photography (see 1.8.16.);
- Other photography services (see 1.8.17.);
- Interior design services (see 1.8.18.);
- Other specialty design services (see 1.8.19.);
- Drafting services, n.e.c. (see 1.8.20.).

1.8.1. Research and experimental development services in natural sciences and engineering include:

- Basic research services in physical sciences;
- Basic research services in chemistry and biology;
- Basic research services in biotechnology;
- Basic research services in engineering and technology;
- Basic research services in medical sciences and pharmacy;
- Basic research services in agricultural sciences;
- Basic research services in other natural sciences engineering;
- Applied research services in physical sciences;
- Applied research services in chemistry and biology;
- Applied research services in biotechnology;
- Applied research services in engineering and technology;
- Applied research services in medical sciences and pharmacy;
- Applied research services in agricultural sciences;
- Applied research services in other natural sciences and engineering;
- Experimental development services in physical sciences;
- Experimental development services in chemistry and biology;
- Experimental development services in biotechnology;

- Experimental development services in engineering and technology;
- Experimental development services in medical sciences and pharmacy;
- Experimental development services in agricultural sciences;
- Experimental development services in other natural sciences.

1.8.2. Research and experimental development services in social sciences and humanities include:

- Basic research services in psychology;
- Basic research services in economics;
- Basic research services in law;
- Basic research services in languages and literature;
- Basic research services in other social sciences and humanities;
- Applied research services in psychology;
- Applied research services in economics;
- Applied research services in law;
- Applied research services in language and literature;
- Applied research services on other social sciences and humanities;
- Experimental development services in psychology;
- Experimental development services in economics;
- Experimental development services in law;
- Experimental development services in languages and literature;
- Experimental development services in other social sciences and humanities.

1.8.3. Interdisciplinary research and experimental development services include:

- Interdisciplinary basic research services;
- Interdisciplinary applied research services;
- Interdisciplinary experimental development services.

1.8.4. Industrial design services include:

- Design services for industrial products, i.e. creating and developing designs and specifications that optimize the use, value and appearance of products, including the determination of the materials, construction, mechanism, shape, colour and surface finishes of the product, taking into consideration human characteristics and needs, safety, market appeal and efficiency in production, distribution, use and maintenance.

1.8.5. Research and development originals include:

- Scientific originals, i.e. ideas, plans, blueprints, formulas for inventions, products and processes, which can be protected and licensed as industrial property, trade secrets, patents, etc.

1.8.6. Design originals include:

- Original design concepts, produced on own account:
 - industrial product designs
 - aesthetic designs
 - graphic designs

1.8.7. Technical testing and analysis services include:

- Composition and purity testing and analysis services;
- Testing and analysis services of physical properties;
- Testing and analysis services of integrated mechanical and electrical systems;
- Technical inspection services of road transport vehicles;
- Other technical testing and analysis services.

1.8.8. Architectural services, urban and land planning and landscape architectural services include:

- Architectural advisory services;
- Architectural services for residential building projects;
- Architectural services for non-residential building projects;
- Historical restoration architectural services;
- Urban planning services;
- Rural land planning services;
- Project site master planning services;
- Landscape architectural advisory services;
- Landscape architectural services.

1.8.9. Engineering services include:

- Engineering advisory services;
- Engineering services for building projects;
- Engineering services for industrial and manufacturing projects;
- Engineering services for transportation projects;
- Engineering services for power projects;
- Engineering services for telecommunications and broadcasting projects;
- Engineering services for waste management projects (hazardous and non-hazardous);

- Engineering services for water, sewerage and drainage projects;
- Engineering services for other projects;
- Project management services for construction projects.

1.8.10. Surface surveying and map-making services include:

- Surface surveying services;
- Map-making services.

1.8.11. Weather forecasting and meteorological services include:

- Providing meteorological analysis of the atmosphere and predicting weather processes and weather conditions.

1.8.12. Scientific and technical consulting services n.e.c. include:

- Environmental consulting services;
- Other scientific and technical consulting services n.e.c.

1.8.13. Publishing, printing and reproduction services include:

- Publishing, on a fee or contract basis and media, on a fee or contract basis;
- Printing services;
- Services related to printing;
- Reproduction services of recorded media, on a fee or contract basis.

1.8.14. Photographic processing services include:

- Sale or leasing of advertising time or space, on commission;
- Services of media buying agencies, which buy media space or time on behalf of advertisers or advertising agencies.

1.8.15. Translation and interpretation services include:

- Services generally related to the translation of texts from one language to another, resulting in a written document;
- Interpretation services are generally concerned with stating orally in one language what has been stated orally in another language.

1.8.16. Restoration and retouching services of photography include:

- Services consisting of old photograph restoration;
- Retouching and other special photographic effects.

1.8.17. Other photography services include:

- Microfilming services.

1.8.18. Interior design services include:

- Planning and designing of interior spaces to meet the physical, aesthetic and functional needs of people;
- Drawing up of designs for interior decorating;
- Interior decorating, including dressing of windows and stalls.

1.8.19. Other specialty design services include:

- Creating designs and preparing patterns for a variety of products by harmonizing aesthetic considerations with technical and other requirements, such as:
 - furniture designs;
 - aesthetic design for various other customer products.
- Package design services;
- Production of three-dimensional models;
- Graphic design services, including graphic design for advertising purposes.

1.8.20. Drafting services, n.e.c. include:

- Drafting services (detailed layouts, drawings, plans and illustrations of buildings, structures, systems or components from engineering and architectural specifications, done by architectural draftsmen or engineering technicians).

1.9. EDUCATION & TRAINING SERVICES

Education and training services include:

- Pre-primary education services (see 1.9.1.);
- Primary education services (see 1.9.2.);
- Secondary education services (see 1.9.3.);
- Post-secondary non-tertiary education services (see 1.9.4.);
- Tertiary education services (see 1.9.5.);
- Educational support services (see 1.9.6.);
- Cultural education services (see 1.9.7.);
- Sports and recreation education services (see 1.9.8.);
- Other education and training services, n.e.c. (see 1.9.9.).

1.9.1. Pre-primary education services include:

- Education services usually provided by nursery schools, kindergartens, pre-schools, centres for early childhood education, centres for infant education or special sections attached to primary schools. Pre-primary education (ISCED Level 0) is defined as the initial stage of organized instruction designed primarily to

introduce very young children to a school-type environment, that is, to provide a bridge between the home and a school based atmosphere;

- Services related to the provision of special education programmes at this educational level.

1.9.2. Primary education services include:

- Educational services provided at ISCED Level 1, which includes programmes designed to provide students with an initial basic education in reading, writing and mathematics along with an elementary understanding of other subjects such as history, geography, natural science, social science, art and music;
- services related to the provision of special education programmes at this educational level;
- services related to the provision of literacy programmes for adults at this educational level.

1.9.3. Secondary education services include:

- Lower secondary education services, general;
- Lower secondary education services, technical and vocational;
- Upper secondary education services, general;
- Upper secondary education services, technical and vocational.

1.9.4. Post-secondary non-tertiary education services include:

- Post-secondary non-tertiary education services, general;
- Post-secondary non-tertiary education services, technical and vocational.

1.9.5. Tertiary education services include:

- First stage tertiary education services;
- Second stage tertiary education services.

1.9.6. Educational support services include:

- Non-instructional services that support educational processes or systems, such as:
 - educational consulting;
 - educational guidance counselling services;
 - educational testing evaluation services;
 - educational testing services;
 - organization of student exchange programmes.

1.9.7. Cultural education services include:

- Piano and other music instruction;
- Art instruction;
- Dance instruction and dance studios;
- Art instruction except academic;
- Photography instruction.

1.9.8. Sports and recreation education services include:

- Sports instruction (baseball, basketball, cricket, football, hockey, tennis, figure skating, etc.);
- Camps, sports instruction;
- Gymnastics instruction;
- Riding instruction;
- Swimming instruction;
- Martial arts instruction;
- Card game instruction (such as bridge);
- Yoga instruction.

1.9.9. Other education and training services, n.e.c. include:

- Training for car, bus, lorry and motorcycle driving licenses;
- Training for flying certificates and ship licenses;
- Management training services;
- Services provided by music camps, science camps, computer camps and other instructional camps, except for sports;
- Education services not definable by level.