

(TO BE PUBLISHED IN THE GAZETTE OF INDIA EXTRAORDINARY PART-I SECTION-I)

GOVERNMENT OF INDIA
MINISTRY OF COMMERCE AND INDUSTRY
DEPARTMENT OF COMMERCE

PUBLIC NOTICE No. 45/2015.2020
NEW DELHI, DATED THE 26 November, 2019

Subject: Amendment in Chapter 6 of the Handbook of Procedures 2015-20 and Appendix 6E of Appendices & ANFs –regd.

In exercise of powers conferred under Paragraph 1.03 of the Foreign Trade Policy 2015-2020, as amended from time to time, the Director General of Foreign Trade hereby makes the following amendments in Chapter 6 of the Handbook of Procedures 2015-20 and Appendix 6E of Appendices & ANFs with immediate effect:

(I) Para 6.11 (a) of HBP:

Existing Provision	Amended Provision
EOU / EHTP / STP / BTP unit shall maintain proper account, and shall file digitally signed quarterly and annual report as prescribed in Annexure to Appendix 6 E of Appendices & ANFs to DC / Designated Officer in DeitY / DoBT and Customs and Central Excise authorities.	EOU / EHTP / STP / BTP unit shall maintain proper account, and shall file digitally signed quarterly and annual report as prescribed in Annexure to Appendix 6E of Appendices & ANFs to DC / Designated Officer in MeitY / DoBT and Customs and Central Excise authorities. In addition, STP unit shall file, every month, report of services exports in respect of the services classified in Annexure V of Appendix 6E of Appendices & ANFs in the 'Service Exports Reporting Form (SERF)' prescribed in Annexure VI of Appendix 6E of Appendices & ANFs to the designated officer in STP. Use of SERF would be limited to capturing information on services exports from STPs.

(II) Appendix 6E of Appendices & ANFs: Clause 6(A) is added between clause 6 and 7 of Appendix 6E of Appendices & ANFs as under :

"6(A). STP unit shall file, every month, report of services exports in respect of the services classified in Annexure V of Appendix-6E in the 'Service Exports Reporting Form (SERF)' prescribed in Annexure-VI of Appendix 6E of Appendices & ANFs to the designated officer in STP. Use of SERF would be limited to capturing information on services exports from STPs.

(III) Annexure V and Annexure VI of Appendix-6E of Appendices & ANFs are added after Annexure IV.

Effect of this Public Notice: STP will have to submit Service Exports Reporting Form (SERF) as in Annexure VI for capturing services exports data for the specified services as in Annexure V.



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Annexure V

Classification for Service Exports Reporting Form based on Services Classification Code

Sl. No.	Service Code	Description
1.	99541	Construction services of buildings
2.	99542	General construction services of civil engineering works
3.	99543	Site preparation services
4.	99544	Assembly and erection of prefabricated constructions
5.	99545	Special trade construction services like Pile driving and foundation services, Building framing & Roof Framing services, Roofing and waterproofing services, Concrete services, Structural steel erection services etc.
6.	99546	Installation services
7.	99547	Building completion and finishing services
8.	99611	Wholesale trade services provided for a fee/commission or contract basis
9.	99621	Retail trade services provided for a fee/commission or contract basis
10.	99631	Accommodation services for visitors by Hotels, INN, Guest House, Club etc., Camp site services and Recreational and vacation camp services
11.	99632	Other accommodation services for students in student residences, accommodation services provided by Hostels, Camps, Paying Guest etc. or other room or unit accommodation services n.e.c.
12.	99633	Food, edible preparations, alcoholic & non-alcoholic beverages serving services
13.	99641	Local transport and sightseeing transportation services of passengers
14.	99642	Long-distance transport services of passengers
15.	99651	Land transport services of Goods
16.	99652	Water transport services of goods
17.	99653	Air and space transport services of goods
18.	99660	Rental services of transport vehicles with or without operators
19.	99671	Cargo handling services
20.	99672	Storage and warehousing services
21.	99673	Supporting services for railway transport
22.	99674	Supporting services for road transport
23.	99675	Supporting services for water transport (coastal, transoceanic and inland waterways
24.	99676	Supporting services for air or space transport
25.	99679	Other supporting transport services
26.	99681	Postal and courier services
27.	99691	Electricity and gas distribution services
28.	99692	Water distribution and other services
29.	99711	Financial services (except investment banking, insurance services and pension services)
30.	99712	Investment banking services
31.	99713	Insurance and pension services (excluding reinsurance services)
32.	99714	Reinsurance services
33.	99715	Services auxiliary to financial services (other than to insurance and pensions)
34.	99716	Services auxiliary to insurance and pensions
35.	99717	Services of holding financial assets
36.	99721	Real estate services involving owned or leased property
37.	99722	Real estate services on a fee/commission basis or contract basis
38.	99731	Leasing or rental services concerning machinery and equipment with or without operator
39.	99732	Leasing or rental services concerning other goods
40.	997331	Licensing services for the right to use computer software and databases
41.	997332	Licensing services for the right to broadcast and show original films, sound recordings, radio and television programme etc.
42.	997333	Licensing services for the right to reproduce original art works
43.	997334	Licensing services for the right to reprint and copy manuscripts, books, journals and periodicals
44.	997335	Licensing services for the right to use R&D products

45.	997336	Licensing services for the right to use trademarks and franchises
46.	997337	Licensing services for the right to use minerals including its exploration and evaluation
47.	997338	Licensing services for right to use other natural resources including telecommunication spectrum
48.	997339	Licensing services for the right to use other intellectual property products and other resources n.e.c
49.	99811	Research and experimental development services in natural sciences and engineering
50.	99812	Research and experimental development services in social sciences and humanities
51.	99813	Interdisciplinary research services
52.	99814	Research and development originals
53.	99821	Legal services
54.	99822	Accounting, auditing and bookkeeping services
55.	99823	Tax consultancy and preparation services
56.	99824	Insolvency and receivership services
57.	998311	Management consulting and management services including financial, strategic, human resources, marketing, operations and supply chain management
58.	998312	Business consulting services including public relations services
59.	998313	Information technology (IT) consulting and support services
60.	998314	Information technology (IT) design and development services
61.	998315	Hosting and information technology (IT) infrastructure provisioning services
62.	998316	IT infrastructure and network management services
63.	998319	Other information technology services n.e.c
64.	99832	Architectural services, urban and land planning and landscape architectural services
65.	99833	Engineering services
66.	99834	Scientific and other technical services
67.	99835	Veterinary services
68.	99837	Market research and public opinion polling services
69.	99838	Photography & Videography and their processing services
70.	99839	Other professional, technical and business services
71.	99841	Telephony and other telecommunications services
72.	99842	Internet telecommunications services
73.	99843	On-line content services
74.	99844	News agency services
75.	99845	Library and archive services
76.	99846	Broadcasting, programming and programme distribution services
77.	99851	Employment services including personnel search/referral service & labour supply service
78.	99852	Investigation and security services
79.	99853	Cleaning services
80.	99854	Packaging services
81.	99855	Travel arrangement, tour operator and related services
82.	99859	Other support services not included in 99851,99852,99853, 99854 and 99855
83.	99861	Support services to agriculture, hunting, forestry and fishing
84.	99862	Support services to mining
85.	99863	Support services to electricity, gas and water distribution
86.	99871	Maintenance and repair services of fabricated metal products, machinery and equipment
87.	99872	Repair services of other goods
88.	99873	Installation services (other than construction)
89.	99881	Food, beverage and tobacco manufacturing services on physical inputs (goods) owned by others
90.	99882	Textile, wearing apparel and leather manufacturing services on physical inputs (goods) owned by others
91.	99883	Wood and paper manufacturing services on physical inputs (goods) owned by others
92.	99884	Petroleum, chemical and pharmaceutical product manufacturing services on physical inputs (goods) owned by others
93.	99885	Rubber, plastic and other non-metallic mineral product manufacturing service on physical inputs (goods) owned by others
94.	99886	Basic metal manufacturing services on physical inputs (goods) owned by others
95.	99887	Fabricated metal product, machinery and equipment manufacturing services on physical inputs (goods) owned by others

96.	99888	Transport equipment manufacturing services on physical inputs (goods) owned by others
97.	99889	Other manufacturing services on physical inputs (goods) owned by others
98.	99891	Publishing, printing and reproduction services
99.	99892	Moulding, pressing, stamping, extruding and similar plastic manufacturing services
100.	99893	Casting, forging, stamping and similar metal manufacturing services
101.	99894	Materials recovery (recycling) services, on a fee or contract basis
102.	99911	Administrative services of the government
103.	99912	Public administrative services provided to the community as a whole
104.	99913	Administrative services related to compulsory social security schemes
105.	99921	Pre-primary education services
106.	99922	Primary education services
107.	99923	Secondary Education Services
108.	99924	Higher education services
109.	99925	Specialized education services
110.	99929	Other education & training services and educational support services
111.	99931	Human health services
112.	99932	Residential care services for the elderly and disabled
113.	99933	Other social services with accommodation
114.	99934	Social services without accommodation for the elderly and disabled
115.	99935	Other social services without accommodation
116.	99941	Sewerage, sewage treatment and septic tank cleaning services
117.	99942	Waste collection services
118.	99943	Waste treatment and disposal services
119.	99944	Remediation services
120.	99945	Sanitation and similar services
121.	99949	Other environmental services not elsewhere classified.
122.	99951	Services furnished by business, employers and professional organizations services
123.	99952	Services furnished by trade unions
124.	99959	Services furnished by other membership organizations
125.	99961	Audiovisual and related services
126.	99962	Performing arts and other live entertainment event presentation and promotion services
127.	99963	Services of performing and other artists
128.	99964	Museum and preservation services
129.	99965	Sports and recreational sports services
130.	99966	Services of athletes and related support services
131.	99969	Other amusement and recreational services
132.	99971	Washing, cleaning and dyeing services
133.	99972	Beauty and physical well-being services
134.	99973	Funeral, cremation and undertaking services
135.	99979	Other miscellaneous services like escort services etc.
136.	99980	Domestic services
137.	99990	Services provided by extraterritorial organizations and bodies

Service Exports Reporting Form

Service & Software Export Reporting Form

Part A: General Information Section

Request ID			
Name & Address of Exporter (SEZ/STPI unit)		IEC Code	
		GSTIN	
LOA Number		LOA Date	
SEZ Name/STPI Directorate		Location & Port Code for SEZ	
Date of submission		Reporting Month	

Part B: Service Exports (IT & IT enabled Services)

B1: Software Exports (Offsite)

Sr. No.	Client Name	Client Address	Country	Contract/Agreement No. & Date	Software Type*	Invoice No.	Invoice Date	Currency	Value of Software Exports	Deduction (if any)	Net Realizable Value

B2: Software Exports (Onsite)

Sr. No.	Client Name	Client Address	Country	Contract/Agreement No. & Date	Software Type*	Invoice No.	Invoice Date	Currency	Value of Software Exports	Deduction (if any)	Net Realizable Value

B3: Royalty from Software

Sr. No.	Client Name	Client Address	Country	Contract/Agreement No. & Date	Software Type*	Invoice No.	Invoice Date	Currency	Royalty Value	Deduction (if any)	Net Realizable Value

Part C: Service Exports other than IT & IT enabled Services

Sr. No.	Service Code*	Service Category Name	Client Name	Client Address	Country	Contract/Agreement No. & Date	Invoice No.	Invoice Date	Currency	Value of Export	Deduction	Net Realizable Value

* Code for Service Export Category will be available as a master value

Part D: Exporter Declaration

As per instructions/circulars/public notice issued in this regard, we are submitting herewith the details of all the invoices issued by SEZ /STPI Unit towards export of services. It is submitted herewith that these services exports pertain directly to the SEZ/STPI Unit and are eligible to be considered as exports of the SEZ/STPI Unit and export proceeds will be realized in accordance with the norms stipulated by RBI from time to time.

Place

Date

Name & Designation