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RESERVE BANK OF INDIA

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Department of Statistics and Information Management

(International Investment Position Division)

Computer Software and Information Technology Enabled Services Exports Survey Schedule

Provide Survey Year : April 2019 to March 2020 (Annual)

PART - A: Profile of the Company

1(a). Name and address of the Company

Name of the Company*

PAN Number of Company*

(Given by Income Tax Department (10 digits))

CIN Number*

(Allotted by Ministry of Corp. Affairs, Govt. of India (21 digits))

IE Code

Registered Address*

City

State*

Pin Code*

1(b). Contact Details

i. Name in Full

ii. Designation

iii. Direct Tel. No./ Board No. / Extn no.* (STD Code) (Ph no.)

iv. Mobile no. (Country Code) (Mobile no.)

v. Fax. No.

vi. Email.*

2. Whether your Company has **NIL Statement** during the reference period?

(**NIL Statement:** If your company has not provided any software services or IT enabled services during the reference period of this survey.)

No

Your Company Do not have **NIL Statement**, Please provide the below details.

3. Business Activity (According to the principal source of Export Revenue)

Please provide approximate percentage share of various business activities, describing your company, in total business (A+B+C+D)

A. IT Services		Percent Share
i.	Information technology (IT) consulting and support services	
ii.	Maintenance and repair of computers and peripheral equipment	
iii.	Data recovery services, provision of advice, and assistance on matters related to the management of computer resources	
iv.	Design/ development/ implementation and technical consultancy related to software	
v.	Development, production, supply and documentation of customised software, including operating systems made on order for specific users	
vi.	IT infrastructure, network management services and training	
vii.	Data processing services such as data entry, tabulation, and processing on a timesharing basis;	
viii.	Hosting and information technology (IT) infrastructure provisioning/ web-page hosting services	
ix.	Computer facilities management	
x.	Non-physical exports of packaged software	
xi.	Other IT services	
TOTAL (IT Services)		0.0
B. ITES/BPO		Percent Share
i.	Business consulting services including public relations services	
ii.	Finance and Accounting, auditing, book keeping and tax consulting services	
iii.	HR Administration	
iv.	Supply chain and other management services/ logistics	
v.	Legal services (including IP management services)	
vi.	Market research and public opinion polling services	
vii.	Research and development services	
viii.	Animation and gaming	
ix.	Medical transcription and document management	

x.	Content development and management and publishing	
xi.	Pharmaceuticals and biotechnology	
xii.	Other IT enabled professional, technical and business services	
TOTAL (ITES/BPO)		0.0
C. Engineering Services		Percent Share
i.	Embedded Solutions	
ii.	Product Design Engineering (mechanical, electronics excluding software)	
iii.	Industrial automation and enterprise asset management	
iv.	Scientific, architectural and other technical services	
v.	Other engineering/ technical services	
Total (Engineering Services)		0.0
D. Software Products		Percent Share
i.	Software products	
ii.	Own software products license revenues	
iii.	Resale of software	
iv.	Offshore Product Development	
v.	Any other Software Product related service	
Total (Software Products)		0.0
E. TOTAL (A + B + C + D)		0.0

4. Form of Organisation

Please select the organisation type*

Select

Validate Part-A

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Computer Software and Information Technology Enabled Services Exports: Survey Schedule

Reference Period : **April 2019** to **March 2020** (Annual)**PART - B: Software and IT Exports****5. Information on Software and IT Services Exports**

(a) Exports - Major Activities: Total Invoice value in Rupees [including billing to subsidiary(s)/associate(s)]		
Exports - Major Activity Group	Invoice Value (in Rupees)	
i. IT Services		
ii. ITES/BPO		
iii. Engineering Services		
iv. Software Products		
Total (i + ii + iii + iv)		0.0
Of which, Billing to subsidiary(s)/ associate(s) abroad*		0.0
(b) Exports- Major Currencies: Invoice value in terms of actual currency of invoice and in Rupees [including billing to subsidiary(s)/ associate(s) abroad] during the reference period according to major currencies		
Exports - Major Currencies	Invoice Value	
	Amount in Actual Currency	Amount in Rupees
UNITED STATES DOLLAR		
EURO (EUROPEAN UNION)		
POUND STERLING		
JAPANESE YEN		
CANADIAN DOLLAR		
AUSTRALIAN DOLLAR		
INDIAN RUPEE		
Others (<i>converted in Indian rupees</i>)		
Total		0.0
(c) Exports-Type of Service: Total Invoice value in Rupees [including billing to subsidiary(s)/ associate(s) abroad] during the reference period as per type export service		
Exports - Type of Service	Amount (in Rupees)	
i. On-site services		
ii. Off-shore services in non-physical form (i.e., exports through data communication links etc.)		
iii. Off-shore services in physical form		
Total (i + ii + iii)		0.0
(d) Exports - Major Areas: Total Invoice value in Rupees [including billing to subsidiary(s)/ associate(s) abroad] during the reference period to major countries/ regional groups		
Exports - Regional Groups / Countries	Amount (in Rupees)	
i. United States of America		
ii. Canada		
iii. (a) Germany		
(b) Hungary		

(c) Netherlands	
(d) Switzerland	
(e) United Kingdom	
(z) Other European Countries	
iv. (a) Hong Kong	
(b) Japan	
(c) Singapore	
(z) Other East Asian Countries	
v. West Asia	
vi. South Asia	
vii. Australia	
viii. New Zealand	
ix. Latin America	
x. Other Countries	
Total (i + ii ++ ix+ x)	0.0

6. Exports - Modes of Supply

Total invoice on software and IT services exports as per the Modes of Supply during the reference period

Exports - Modes of Supply		Amount (in Rupees)
i.	Services provided/ rendered to foreign entities/persons from Indian office (Cross border supply)	
ii.	Services provided/ rendered to foreign entities/persons while they are on visit to India	
iii.	Onsite services provided by deputing employees abroad	
Total		0.0

7. Exports Proceeds- Receipt, Expenditure and Held Abroad

Information on amount received, spent and held abroad [**including** billing to subsidiary(s)/associate(s) abroad] on account of software and IT exports during the reference period

Exports Proceeds - Receipt, Expenditure and Held Abroad		Amount (in Rupees)
i.	Amount received from abroad during the reference period	
ii.	Total amount paid to employees abroad by the Indian company	
iii.	Total amount spent on office expenses etc. abroad (excluding amount paid to employees abroad) by the Indian company	
iv.	Total amount held abroad at the beginning of the reference period by the Indian company	
v.	Change in amount held abroad during the reference period (Increase +, Decrease -)	

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Computer Software and Information Technology Enabled Services Exports: Survey Schedule

Reference Period : **April 2019** to **March 2020** (Annual)

PART - C: Employment Details

8. Information on Number of Employees

Employment	Indian Citizen	Foreigner (Citizens	Total
a. Indian Company			0
b. Subsidiary(s)/Associate(s) abroad			0
Total	0	0	0

PART - D: Subsidiary/ Associate Abroad

9. Information on subsidiary(s)/ associate(s) abroad

If your company owns any subsidiary/associate abroad, please give number of subsidiaries/ associates abroad and provide the following information for each subsidiary(s)/ associate(s) separately.

a. Total Number of Subsidiaries/ Associates Abroad*

b. Details of Subsidiary / Associate Abroad.

Sr.No.	Subsidiary(s)/ Associate(s)		Holding by your company (in %)	Period of operation of Subsidiary/ Associate		Total software/IT services rendered by the Subsidiary(s)/ Associate(s) during the reference period (in Rupees)			
	Name	Country Name		Year	Months	Locally	To India	to other Countries	Total
1		SELECT COUNTRY							0.0
2		SELECT COUNTRY							0.0
3		SELECT COUNTRY							0.0
4		SELECT COUNTRY							0.0
5		SELECT COUNTRY							0.0
6		SELECT COUNTRY							0.0
7		SELECT COUNTRY							0.0
8		SELECT COUNTRY							0.0
9		SELECT COUNTRY							0.0
10		SELECT COUNTRY							0.0

10. Declaration

I hereby declare that the information given in this return is complete and correct to the best of my knowledge and belief.

i. Name in Full
ii. Designation
iii. Date:

Please click on Validate button below to assure successful submission of Form

Validate Part- C & D

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Computer Software and Information Technology Enabled Services Exports Survey Schedule

Please read the guidelines/definitions carefully before filling-in the Return.

Tips while filling the form: Use [Tab] or [Enter] to navigate through the fields while filling the form.

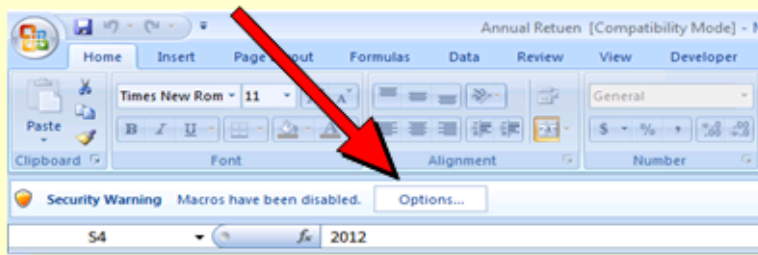
Please enable the macro as provided below to use the complete functionality;

-- For Win 98/ 2000 / ME / XP or below version of Ms office.

Click on the "**Enable Macro**" button while opening the file.

-- For 2007 / 2010 or above version of Ms office.

Click on the "**Option**" button just below the menu bar as shown in snap shot below.



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- If you are unable to run the macro, please re-open the file and enable the macro.

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Computer Software and Information Technology Enabled Services Exports

Instructions:

1. Information to be provided in the schedule pertains to the financial year April 2019 to March 2020.
2. The information to be provided under the survey includes all transactions relating to Software and Information Technology (IT) Services Exports irrespective of the amount.
3. The schedule is divided into four parts, A to D. Part A of the survey schedule contain the information about the company's Profile. Part B contain the information about the Exports done during the reference period April 2019 to March 2020 and its decomposition according to currency, country region, uses, mode of supply, etc. Part C captures information on employment as on year end, while Part D gives the information about the exports done by the foreign subsidiaries/ associates of the company during the reference period.
4. For information under **item numbers 5, 6 and 7** under **Part-B**, the amount reported should include billing to subsidiary/associate abroad. However, this should not include the revenues (profit transferred) received from subsidiary/associate abroad.
5. While reporting the export amount in Rupees, figures should be given as per the books of accounts.
6. Under items 5, 6 and 7; the amount should be reported in actual Rupees. In item 5(b), foreign currency figures should be given in actual in respective

currency and the corresponding Rupee amount also be in actuals. The amount figures should be given after rounding off to the nearest whole number.

7. Under Part A, item 3, the total of sub-items A, B, C and D should be 100.

8. The total of each of the item 5(b), 5(c), 5(d) and 6 should be equal to 5(a) total.

9. Under Part C, the number of employees should include the employees in all categories.

10. Data should be entered only in cells marked **Yellow**.

Definitions:

Subsidiary: incorporated enterprises where more than 50 percent shares are owned by the direct investor.

Associate: incorporated enterprises where shares owned by the direct investor are between 10 and 50 percent (more than or equal to 10% but less than or equal to 50%).

Countries/ Regional Groups

East Asia :

Brunei, Chinese Taipei, China Peoples Republic, Cambodia, Hong Kong, Indonesia, Japan, Korea North, Korea South, Laos, Macau, Malaysia, Mongolia, Myanmar, Philippines ,Singapore, Thailand, Taiwan, Vietnam, etc.

West Asia:

Bahrain, Kuwait, Iraq, Israel, Jordan, Lebanon, Muscat, Oman, Palestine, Qatar, Saudi Arabia, Syria, United Arab Emirates UAE, Yemen Republic, etc.

South Asia:

Afghanistan, Bangladesh, Bhutan, Iran, Maldives, Nepal, Pakistan, Sri Lanka.

Latin America:

Argentina, Brazil, Chile, Colombia, Cuba, Equadar, Mexico, Paraguay, Peru, Uruguay, Venezuela, etc.

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Computer Software and Information Technology Enabled Services Exports: Survey Schedule

Please complete the survey schedule and mail it to surveysoftex@rbi.org.in
In case of any query or clarification required, kindly contact us.

Contact Details:

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Email: itesquery@rbi.org.in

Address:

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