# German Bundestag Lobbylist Dataset (LOBBYLIST)

# Codebook

Heike Klüver
Elisabeth Zeidler

Humboldt-Universität zu Berlin

**Reference:**

All works which use or refer to these data should cite at least one of the following references:

*Klüver, Heike. 2019. "The Survival of Interest Groups: Evidence from Germany." West European Politics 43(7): 1436–54.*

*Klüver, Heike. 2020. "Setting the Party Agenda: Interest Groups, Voters and Issue Attention." British Journal of Political Science 50(3): 979–1000.*

**Overview:**

This documentation has been generated as part of the Project "Interest representation in Germany: A longitudinal study of interest groups registered at the Bundestag" (Az. 10.13.2.109). The project was funded by the Fritz Thyssen Stiftung and granted to Heike Klüver.

# Policy Agendas Topic Codebook / ISIC Codebook

Adapted for the

**German Bundestag Lobbylist Dataset (LOBBYLIST)**

# General Introduction and instructions for the use and generation of the dataset

This dataset on interest groups in Germany covers all 4027 interest groups that registered in the lobbylist of the German Bundestag from 1974 to 2014. On 21 September 1972, the German Bundestag adopted a law that obliges all interest groups that seek to enter the Bundestag or participate in hearings or consultations to officially register in this lobbylist. The first list was published in 1974, annual lobbying lists up to today are released in the "Bundesanzeiger". Every interest group that registered in the lobbylist was included once in the dataset and received a uniqe ID.

The interest groups are classified into policy sectors according to the codebook at hand. The codebook is based on the one hand on the *Policy Agendas Topic Codebook (PAC)* of the US Policy Agendas Project, which was established to analyze the composition of the policy agenda in the US by coding policy documents in to policy areas (Baumgartner/Jones 1993, 2009). It was designed to classify policy documents into issue areas. The original Topic Codebook covers 19 major issue areas and 225 subissues. It was adapted for interest group data and the specificities of the German political system by including specific policy issues. To capture the wide diversity of economic interest groups in Germany, the PAC was combined with the *International Standard Industrial Classification of All Economic Activities (ISIC)* employed by the United Nations, which was also slightly modified for this research project.

Human coders simultaneously assigned a policy area code based on the Policy Agendas Topic Codebook and an ISIC code indicating the economic sector of an interest group. The classification of interest groups was based on the information about their interests and activities that interest groups provide in the lobbying register. Human coders additionally relied on information retrieved from interest group websites. Interest groups were always coded according to the first two affiliated hierarchical orders of each codebook. For example: for PAC 1/111 (Mining and quarrying), for ISIC C/19 (Manufacture of coke and refined petroleum products).

**Combination of diverging codes of PAC and ISIC**

**D**iverging codes of PAC and ISIC were chosen if categories were not congruent; this was sometimes necessary to guarantee the most specific categorical coding of groups. Usually, this coding procedure was chosen for cases were in one of the codebooks the associated category was missing in the other. For example: Owners of property in the former GDR were coded PAC 25/2502 (Reunification), and ISIC L68 (Real estate), since ISIC does not provide a special category for reunification.

**Name changes and fusions**

Online research was additionally executed to cover name changes or fusions of interest groups over time. Name changes and fusions of interest groups are listed in two different columns providing the available information on the previous and future names, year of name change, reason of name change, and in case of a fusion the names of the other interest groups that

the fusion was conducted with. Groups with very similar names whose existence could not be confirmed according to online-research were double-checked with the “Bundesanzeiger” and registrated as a “name change” in correspondence to the existing group.

If double IDs occurred due to confusions through similar names in the “Bundesanzeiger”, the elder ID was kept for that interest group. The redundant group with the newer ID was deleted. Similarly, two groups with similar names in the “Bundesanzeiger” received different IDs if online research proved the independence of the groups. If two groups consolidated, the new group that emerged due to the fusion received a new ID. A comment refers to the two groups that comprise the new one.

Abbreviations of names were included into an extra column if the groups indicated this in the “Bundesanzeiger”. If the abbreviation of the name of a group was listed together with their original name, the extra column was used to indicate that part of the name of the group constitutes its abbreviation.

# Adaptation of the Policy Agendas Topic Codebook

Link to original Policy Agenda Topic Codebook:

http://www.policyagendas.org/page/topic-codebook

## Adapted Policy Agendas Topic Codebook

The first part of the codebook provides an overview over the code for the main category – e.g.1 for Macroeconomics – the subcode for the subcategory – e.g. 100 for General Domestic Macroeconomic Issues – and an example – e.g. economic growth, general reports on the German economy, and distribution of income. The second part of the codebook provides a more general description of the categories as well as examples and coding guidelines for overlapping categories.

**Special Categories**
Category 00 was used in case an interest group could be coded into at least two subcategories. Category 99 was used if a clear assignment of the group to one of the subcategories was not possible.

**Divergence from the German Policy Agendas Codebook v2.0**

*The following categories were included into the Policy Agenda Codebook of the Thyssen Project:*

Mining and quarrying (1)
Manufacturing (1)
Construction (1)
Employers (general) (1)
Others (1);
Truck and Automobile Transportation Safety (10)
Wholesale and retail trade '(15)
Accomodation and food services (15)
Real estate (15)
Professional, scientific and technical activities (15) Other (15) Media (26)

*The following categories were excluded from the Policy Agenda Codebook of the Thyssen Project:*

Other or multiple benefits and procedures (3)

*The following categories of the German Policy Agendas Codebook v2.0 were substituted in the Policy Agenda Codebook of the Thyssen Project:*

1523 was substituted by 1223, 1627 was substituted by 1227, 499 by 408 for fisheries, 344 was neglected in favour of 343, 1908 was preferred over 1909, 1911 over 1912, 1919 over 1907.

# OVERVIEW

| Code | US Description | Examples |
|---|---|---|
| **1** | **Macroeconomics** | |
| 100 | General Domestic Macroeconomic Issues | Economic growth, state of the economy, social inequality |
| 101 | Inflation, Prices, and Interest Rates | Inflation control and reduction, anti-inflation programs, food prices |
| 103 | Unemployment Rate | Unemployment and employment statistics, unemployment as an economic trend, employment and labor market development |
| 104 | Monetary Supply, Central Bank | German Federal Bank, control of gold supply, European Central Bank |
| 105 | National Budget and Debt | National budgetary development issues, public spending ratio, fiscal policy |
| 107 | Taxation, Tax Policy, and Tax Reform | Personal income tax, corporate income tax, international tax agreements |
| 108 | Industrial Policy | Domestic support schemes and restructuring of the steel manufacturing industry, support for domestic industry productivity, domestic industry productivity as compared to other domestic industries |
| 110 | Price Control and Stabilization | Wage-price control and freezes |
| 111 | Mining and quarrying | Extraction of minerals occurring naturally as solids (coal and ores), liquids (petroleum) or gases (natural gas), for example “Wirtschaftsvereinigung Bergbau e.V.“; “Gesamtverband des Deutschen Steinkohlebergbaus“ |
| 112 | Manufacturing | Transformation of materials into new products. Transformed materials are raw materials as well as products of other manufacturing activities, e.g. through reconstruction of goods. For example: “Bundesverband Bekleidungsindustrie e.V.”, “Bundesverband der Deutschen Feinkostindustrie e.V“ |
| 113 | Construction | General construction and specialized construction activities for buildings and civil engineering works. Includes new work, repair and alterations. For example: “Hauptverband der Deutschen Bauindustrie e.V.; Bundesverband der Baumaschinen-, Baugeräte und Bahnmaterial-Firmen e.V.“ |
| 114 | Employers (general) | All activities that relate to employers in general, for example “Bundesvereinigung deutscher Arbeitgeberverbände“ |
| 199 | Other | |
| | | |
| **2** | **Civil Rights, Minority Issues, and Civil Liberties** | |
| 200 | General | Individual freedoms in reunited Germany, nationalism, basic social values |
| 201 | Ethnic Minority and Racial Group Discrimination | General questions on employment discrimination of ethnic minority groups in certain sectors, integration of minorities, racist attacks against ethnic groups |
| 202 | Gender and Sexual Orientation Discrimination | Gender discrimination in employment or job recruitment, discrimination against homosexuals regarding the entering into registered partnership, equal pay for equal work |
| 204 | Age Discrimination | Discrimination in pension contributions, regulation on mandatory retirement in certain job sectors |
| 205 | Handicap or Disease Discrimination | Lack of access to public buildings for the handicapped, discrimination based on genetics or health conditions, compulsory quotas of employment |
| 206 | Voting Rights and Issues | Voting rights issues on age requirements and nationality, legal right to vote |
| 207 | Freedom of Speech & Religion | Freedom of association, freedom of press, ethical aspects of abortion |
| 208 | Right to Privacy and Access to Government Information | Privacy of medical records, data protection, identity card |
| 209 | Anti-Government Activities | Germans accused of anti-government activity, left and right extremist groups, investigation on the NPD |
| 210 | Regulation of Churches | Financial position of the church, cemeteries, questions on church tax |
| 230 | Immigration and Refugee Issues | Attacks on asylum seekers, definition of the refugee concept, integration of refugees |
| 299 | Other | |
| | | |
| **3** | **Healthcare** | |
| 300 | General | Financial statements of insurances |
| 301 | Comprehensive health care reform | Legislation on the health care reform, change in the structure of the compulsory health insurance |
| 302 | Insurance reform, availability, and cost | Reduction of the costs for health insurance, initiatives on women's health |
| 321 | Regulation of drug industry, medical devices, and | Standards for new medicine, regulation of drug labeling and marketing, |

| Code | US Description | Examples |
|---|---|---|
| | clinical labs | safety of the blood supply |
| 322 | Facilities construction, regulation, and payments | Construction of hospitals, laboratories; regulation of working procedures |
| 323 | Provider and insurer payment and regulation | Reimbursement rates for physicians, specific procedures |
| 324 | Medical liability, fraud and abuse | Malpractice issues, liability protection for physicians, consumer protection of patients |
| 325 | Health Manpower & Training | Any question on public health manpower, questions on the education and training of health manpower, issues of undersupply and oversupply of health personnel |
| 331 | Prevention, communicable diseases and health promotion | Cancer screening, health promotion programs, medical information |
| 332 | Infants and children | Development in children's disease, child dental care, medical and insurance issues of abortion, for example Foundation “Mutter und Kind – Schutz des ungeborenen Lebens” |
| 333 | Mental health and mental retardation | Services to the mentally ill, mentally ill and handicapped children, special housing for mentally redarded |
| 334 | Long-term care, home health, terminally ill, and rehabilitation services | Medication at nursing homes, patient rehabilitation including prices, home care of the dying, hospices, life-sustaining treatments for the terminally ill, palliative medicine |
| 335 | Prescription drug coverage and costs | Costs and factors involved in individuals obtaining prescription drugs |
| 336 | Other or multiple benefits and procedures | Vision services, durable medical equipment, orthopaedy in general |
| 341 | Tobacco Abuse, Treatment, and Education | Impact of passive smoking, treatment of smoking-related illness |
| 342 | Alcohol Abuse and Treatment | Treatment of alhcohol-related illness, rules on alcohol advertising, implementation of the national minimum drinking age |
| 343 | Controlled and Illegal Drug Abuse, Treatment, and Education | Drug abuse education and prevention, methadone treatment program, insurance coverage |
| 398 | Research and Development | Questions on rules on medical experiments, human genetic engineering research, biomedical and behavioral research |
| 399 | Other | Health consequences of a nuclear attack, bathing activities related to health (with ISIC code Q 86) |
| | | |
| **4** | **Agriculture** | |
| 400 | General | Government’s agricultural policy, agricultural market laws |
| 401 | Agricultural Trade | Impact of imported meats on domestic industries, development in and regulation on EU export subsidies, monitoring and inspection of foreign agricultural imports |
| 402 | Government Subsidies to Farmers and Ranchers, Agricultural Disaster Insurance | Subsidies for dairy producers, price control, agricultural disaster relief programs |
| 403 | Food Inspection and Safety (including seafood) | Sanitary requirements for food transportation, food labeling requirements, regulation of food additives |
| 404 | Agricultural Marketing, Research, and Promotion | Promotion of specific foods such as advertising campaigns financed by the government or food industry, government funds to secure the income of agricultural producers, German marketing organization in the agricultural sector (CMA) |
| 405 | Animal and Crop Disease and Pest Control | Control of animal and plant pests, eradication of farm animal foot and mouth diseases, mad cow disease (BSE) and mad cow disease control |
| 406 | Welfare and treatment of animals | any question on regulation on animal welfare including regulation on stabling of cows and pigs, consequences of neglect of animals and statutory veterinary inspection |
| 407 | Environmental problems of agricultural production | Environmental problems related to large-scale pannage, agriculture related water pollution, environmental problems due to overproduction |
| 408 | Fisheries | Different types of fishing, compensation to fishermen due to loss of earnings, questions on the population of specific species |
| 498 | Agricultural Research and Development | Regulation of research in agricultural biotechnology programs, questions on development and experiments on genetically modified crops |
| 499 | Other | Hunging licenses |
| | | |
| | | |
| **5** | **Labor, Employment, and Immigration** | |
| 500 | General | Employment development |
| 501 | Worker Safety and Protection, Occupational and Safety Health Administration (OSHA) | Work-related injury and work-related disorder/occupational disease claims, potential work-related injury compensation, work- place safety for specific profession |
| 502 | Employment Training and Workforce Development | Federal aid for job retraining, government schemes or subsidies in support of training and employment of long-term welfare recipients |
| 503 | Employee Benefits | Unemployment benefits, employee participation in ownership, social security contribution ceiling, mandatory sick pay |
| 504 | Employee Relations and Labor Unions | International labor organization treaties, wage setting negotiations, collective wage agreements |

| Code | US Description | Examples |
|---|---|---|
| 505 | Fair Labor Standards | Work hours, fair labor standards, creation of part time work |
| 506 | Youth Employment, Youth Job Corps Programs, and Child Labor | Job training for disadvantaged youths, minimum age limit for child labor, youth unemployment, youth service |
| 508 | Parental Leave and Child Care | Parental/maternity leave, childcare at work |
| 529 | Migrant and Seasonal workers, Farm Labor Issues | Social and economic problems of migrant workers, guest workers, illegal employment |
| 599 | Other | Official delineation of job description, european social fund |
| | | |
| **6** | **Education** | |
| 600 | General | Government's educational policy, budgeting, administration |
| 601 | Higher Education | University degree programs, improving the quality of higher education, educational structure |
| 602 | Elementary and Secondary Education | Reforms, programs for school construction, european schools |
| 603 | Education of Underprivileged Students | Education for children from low income homes, language courses for immigrants, equal access to education |
| 604 | Vocational Education | Vocational schools, inter-company training schools |
| 606 | Special Education | Handicapped education in general, special schools for the blind, inclusion in education |
| 607 | Educational Excellence | Promotion of excellence in education, increase foreign language competency, public library facilities |
| 609 | Arts and Humanities | Support for museums and theatres,cultural heritage protection |
| 698 | Research and Development | Education research appropriations, research of universities in general |
| 699 | Other | Spelling reform, evening classes |
| | | |
| **7** | **Environment** | |
| 700 | General | Aspects of sustainability, environmental policies, Ministry of Environment |
| 701 | Drinking Water Safety | Ground water contamination, drinking water inspections, fluoridation of water |
| 703 | Waste Disposal | Garbage collection, waste treatment facilities, Wast Water Charges Act |
| 704 | Hazardous Waste and Toxic Chemical Regulation, Treatment, and Disposal | Development in pesticide use and the need for regulation/prohibition, nuclear waste, toxic substances control and regulation |
| 705 | Air pollution, Global Warming, and Noise Pollution | CO2 taxes, initiatives to fight air pollutaion, global warming and domestic policy to reduce it |
| 707 | Recycling | Green Dot system, promotion of recycling, demand for recycling |
| 708 | Indoor Environmental Hazards | Asbestos, prohibition of lead color, radon |
| 709 | Species and Forest Protection | Domestic animal and species protection,Protection of Animals Act |
| 710 | Coastal Water Pollution and Conservation | Preservation of wetlands, oil spills, regulation of the incineration of hazardous wastes at sea |
| 711 | Land and Water Conservation | New conservation areas, protection from erosion, restoration projects |
| 798 | Research and Development | Subsidies for research on sustainable materials, environmental statistics |
| 799 | Other | Occurrences of natural disaster, environmental impact reports |
| | | |
| **8** | **Energy** | |
| 800 | General | Governmental programs on energy conservation |
| 801 | Nuclear Energy and Nuclear Regulatory Commission Issues | Questions on nuclear power and safety, nuclear reprocessing, nuclear plant accidents |
| 802 | Electricity and Hydroelectricity | Initiatives for the construction of electric power plants, rural electrification programs |
| 803 | Natural Gas and Oil | Subventions for the change from oil to natural gas, regulations on oil supply, natural gas pipeline safety issues |
| 805 | Coal | Influence on the environment, standards for surface coal mining, closing-down of coal mines |
| 806 | Alternative and Renewable Energy | Investments in alternative energy, research on alternative fuels, promotion of solar and geothermal power |
| 807 | Energy Conservation | Subsidies for energy-conserving initiatives, promotion of carpooling |
| 898 | Research and Development | Energy technology research and development |
| 899 | Other | |
| | | |
| **10** | **Transportation** | |
| 1000 | General | Budget of the Ministry of Transportation |
| 1001 | Mass Transportation and Safety | Improvement of public transportation systems, liability for mass |

| Code | US Description | Examples |
|---|---|---|
| | | transportation |
| 1002 | Road Construction/Highway Construction, Maintenance Traffic and Safety | New highways, motor way constructions, highway user tolls |
| 1003 | Airports, Airlines, Air Traffic Control and Safety | Nationwide airport expansion needs, tax free shopping and airport taxes, public financing of airports |
| 1005 | Railroad Transportation and Safety | Railroad accidents, DB's financial position, safety regulations |
| 1006 | Truck and Automobile Transportation Safety | Trucking industry rebulations, truck safety audit procedures, for example " ADAC"; "Auto-Club Europa" |
| 1007 | Maritime Issues and Ship-building | New dockyards, support of ship-building industry, laws and regulatios on maritime issues |
| 1010 | Public Works | Transportation infrastucture improvements in former GDR, construction of bridges |
| 1098 | Research and Development | Development of a safe road surface |
| 1099 | Other | |
| | | |
| **12** | **Law, Crime, and Family Issues** | |
| 1200 | General | Questions on the government's policy on legal matters. |
| 1201 | Executive Branch Agencies Dealing With Law and Crime | Department of Justice |
| 1202 | White Collar Crime and Organized Crime | Laws against corruption, control of racketeering, industrial espionage |
| 1203 | Illegal Drug Production, Trafficking, and Control | Drug trafficking and money laundering, criminal penalties for druck trafficking, development of drug smuggling to Germany, policy raids |
| 1204 | Court Administration | Criminal records, organization of courts |
| 1205 | Prisons | Conditions and financing of prisons, conditional release |
| 1206 | Juvenile Crime and the Juvenile Justice System | Research on the efficiency of juvenile justice or violent crime involving youth, causes of juvenile crimes, detention and jailing of juveniles |
| 1207 | Child Abuse and Child Protection | Child pornography, protection of children, violence against children in institutions |
| 1208 | Family Issues | Child care, family systems, consequences of divorce, domestic violence |
| 1209 | Police, Fire, and Weapons Control | Handgun control, financing of the police and other executive organs, fire safety, equipage cutbacks for the police |
| 1210 | Criminal and Civil Code | Changes to the criminal code, questions on sentencing, standardization of the criminal law according to EU-membership |
| 1211 | Riots and Crime Prevention | Organization of demonstrations on May 1st, programs to prevent crimes against women, national crime survey |
| 1223 | Domestic Disaster Relief | Support after flooding, early warning systems, civil defence |
| 1227 | Domestic Terrorism | Laws relating to ID cards relevant for domestic security |
| 1299 | Other | |
| **13** | **Social Welfare** | |
| 1300 | General | Social security system |
| 1301 | Food Stamps, Food Assistance, and Nutrition Monitoring Programs | Financing meal services for children of pimary and lower secondary schools, nutrition of children |
| 1302 | Poverty and Assistance for Low-Income Families | More cash benefits for children of parents that receive Hartz IV, tax benefits for children, low income families, rights of persons receiving cas benefits in general |
| 1303 | Elderly Issues and Elderly Assistance Programs | Communal programs for the elderly, national pensions, pension insurance, tenures |
| 1304 | Assistance to the Disabled and Handicapped | Handicapped accessible public transportation sytems, general support for the transportation of the handicapped, early retirements, sport organizations for the handicapped (together with ISIC code R 93) |
| 1305 | Social Services and Volunteer Associations | Self help groups, youth volunteer programs, red cross, church as a service provider |
| 1308 | Social Benefit related to Children | Child and Youth Welfare Law, social welfare for families and children independent of labor-related achievements |
| 1399 | Other | Wrong accusations of the social assistance office |
| | | |
| **14** | **Community Development and Housing Issues** | |
| 1400 | General | Govermnent's housing policy |
| 1401 | Housing and Community Development | Shortening of community housing programs, restoration, urban housing |
| 1403 | Urban Economic Development and General Urban Issues | Regional commercials with regard to the automobile industry in Stuttgart, initiatives of cities, unemployment in cities |
| 1404 | Rural Housing and FmHA Housing Assistance Programs | Social housing, exploitation of rural areas, farm loans [this category was neglected in favor of 1406] |
| 1405 | Rural Economic Development | Energy reclamation through rapeseed cultivation, support of technologies in rural areas |

| Code | US Description | Examples |
|---|---|---|
| 1406 | Low and Middle Income Housing Programs and Needs | Housing affordability, social housing in cities and rural areas [instead of 1404] |
| 1408 | Elderly and Handicapped Housing | Housing facilities for the elderly and handicapped, public housing |
| 1409 | Housing Assistance for Homeless and Homeless Issues | Public shelters, research on homeless people, causes and effects of homelessness, impact of homelessness in Germany |
| 1499 | Other | For example “Fachverband der Kommunalkassenverwalter e.V.” |
| | | |
| **15** | **Banking, Finance, and Domestic Commerce** | |
| 1500 | General | Ministry of finance |
| 1501 | Banking System and Financial Institution Regulation | Bank failure and supervision, financial institution deregulation, European Central Bank |
| 1502 | Securities and Commodities Regulation | Financial transaction taxes on speculative gains, regulation of security papers and derivatives, regulation of commodity markets |
| 1504 | Consumer Finance, Mortgages, and Credit Cards | Increase in the number of mortages, laws regarding credit assessments, consumer credits |
| 1505 | Insurance Regulation | Reform of unemployment insurance, compulsory car insurance, insurance industry |
| 1507 | Bankruptcy | Insolvency proceedings of large companies, laws regarding accountability with regard to insolvency, restructuring debts, debt collection routines and procedures |
| 1520 | Corporate Mergers, Antitrust Regulation, and Corporate Management Issues | Fusion of VW and Porsche, regulations on fusion of companies, antitrust problems in specific sectors |
| 1521 | Small Business Issues and the Small Business Administration | Initiatives for the support of small business, reports on small business, programs and financial situations |
| 1522 | Copyrights and Patents | Statistics on copyrights, regulations on limitation periods, copyright infringement |
| 1524 | Tourism | Campaigns of the Länder for tourism in Germany, financial support of tourism in Germany, Visa |
| 1525 | Consumer Safety and Consumer Fraud | “Ampel” system for calories on food products, security norms for consumption goods, rights of consumers |
| 1526 | Sports and Gambling Regulation | Casinos, prosecution of gambling, sport clubs and associations |
| 1527 | Wholesale and retail trade | For example “Bundesarbeitsgemeinschaft der Mittel- und Großbetriebe des Einzelhandels e.V.“ |
| 1528 | Accommodation and food services | For example “ Deutscher Hotel- und Gaststättenverband e.V.“ |
| 1529 | Real estate | For example “Bundesverband Ring Deutscher Makler e.V.“, estate agents in general |
| 1530 | Professional, scientific and technical activities | For example “Allgemeiner Direktwerbe- und Direktmarketingverband“ |
| 1599 | Other | |
| **16** | **Defense** | |
| 1600 | General | Defence policy and spending, research of the Ministry of Defense |
| 1602 | Defense Alliances, Security Assistance | NATO membership, NATO and ISAF contracts and proceedings |
| 1603 | Military Intelligence, Espionage | BND in Iraq, financing the new BND headquater |
| 1604 | Military Readiness, Coordination of Armed Services Air Support and Sealift | Modernization of armaments |
| 1605 | Arms Control and Nuclear Nonproliferation | Treaty on nuclear weapons, proceedings about US-nuclear weapons in Germany, international treaty, negotiations on disarmament |
| 1606 | Military Aid and Weapons Sales to other Countries | Schreiber-scandal, sale of elder weapons, supply and sale of weapons |
| 1608 | Manpower, Military Personnel and Dependents, Military Courts | Reform of the military service, financing the military service, work environment, preventive medical checkups |
| 1609 | Veteran Issues | Healthcare for veterans |
| 1610 | Military Procurement and Weapons System Acquisitions and Evaluation | New equipments for the army, acquisition of fighter jets and new weapons |
| 1611 | Military Installations, Construction, and Land Transfers | Military bases close to residential areas, acquisition of land |
| 1612 | National Guard and Reserve Affairs | Determination of reserve |
| 1614 | Military Nuclear and Hazardous Waste Disposal, Military Environmental Compliance | Standards for the construction of military bases abroad, research on the environmental soundness of the military, clearance of nuclear, biological and chemical weapons |
| 1615 | Civil Defense (war related) | Planning on civil defense |
| 1616 | Civilian Personnel, Civilian Employment by the Defense Industry, Military Base Closings | Costs of military bases |
| 1617 | Oversight of Defense Contracts and Contractors | Reports on combat missions, profits of contractors |
| 1619 | Direct War Related Issues | Debate on the combat mission in Afghanistan, German army at the theatre of war |
| 1620 | Relief of Claims Against the Military | Prosecution on the legality of the war deployment, indemnity of the families of soldiers that died in combat |

| Code | US Description | Examples |
|---|---|---|
| 1698 | Research and Development | Financial support for the research on weapons, research on new weapons systems |
| 1699 | Other | |
| | | |
| **17** | **Space, Science, Technology and Communications** | |
| 1700 | General | Science and engineering personnel requirements |
| 1701 | Government Use of Space, Space Exploration Agreements | Supplement of the Space Exploration Agreement of 1967 |
| 1704 | Commercial Use of Space, Satellites | Use of television satellites, laws on satellites of private firms, commercial use |
| 1705 | Science Technology Transfer, International Scientific Cooperation | Max-Plank-Institute, treaty on international scientific cooperation between scientific research centers, governments, or firms |
| 1706 | Telephone and Telecommunication Regulation | The end of the monopole of the German Telekom, access to the conventional telephone network, regulation on mobile phones, amount of mobile phones in Germany, impact of the use of mobile phones on health, radiocommunication |
| 1707 | Broadcast Industry Regulation (TV, Cable, Radio) | Media council, support of competition within the broadcast industry, regulation of the press |
| 1708 | Weather Forecasting and Related Issues, Weather Services, Oceanography | Reccomendations of the German meteorological service with regard to airport close-down, research on the reliability of the warning systems, geological changes |
| 1709 | Computer Industry and Computer Security | Processes against Microsoft, laws on online piracy, projects on informationtechnology in Germany |
| 1798 | Research and Development | Research libraries, research of non-universitarian research institutions |
| 1799 | Other | |
| **18** | **Foreign Trade** | |
| 1800 | General | General EU trade policy |
| 1802 | Trade Negotiations, Disputes, and Agreements | EU trade agreement, economic cooperation agreements with other countries |
| 1803 | Export Promotion and Regulation, Export-Import Bank | Export initiative of the german government, support of export industries, tax incentives |
| 1804 | International Private Business Investments | Visit of the foreign minister in Argentina, support of foreign investments, german aquisitions abroad |
| 1806 | Productivity and Competitiveness of German Business, Balance of Payments | Statistics on the account of payments, studies on the competitiveness compared to other countries |
| 1807 | Tariff and Import Restrictions, Import Regulation | Agreements on tariffs within the Schengen countries, import restrictions, cross-border visible trade |
| 1808 | Exchange Rates and Related Issues | Exchange rate policy of EU and Deutschemark, german external debt, dramatic crash of the Euro |
| 1899 | Other | |
| | | |
| **19** | **International Affairs and Foreign Aid** | |
| 1900 | General | International tax treaties |
| 1901 | Foreign Aid | Support of victims of the earthquake in China, general budgeting for external aid, help in Ethiopia |
| 1902 | International Resources Exploitation and Agreement | Interests for oil in the middle east, Kyoto agreement |
| 1905 | Developing Countries Issues (for financial issues see 1906) | Economic support for Africa, loans for developing countries |
| 1906 | International Finance and Economic Development | Financial crisis, World Bank, International Monetary Fund |
| 1908 | Soviet Union, Former Republics and Eastern Europe | Energy policies in russia, withdrawal of soviet troups after reunion, economic developments of the region |
| 1910 | European Union and Common Market Issues | Treaty of Lisbon |
| 1911 | Africa | State visits, Staatsbesuche, actions of the United Nations in Somalia, foreign troops in Africa |
| 1913 | Western Europe | Conflict over bank secrecy in Switzerland |
| 1914 | Latin America (South America, Central America , Mexico , Caribbean Basin , Cuba) | Debt renunciation for Argentina, questions regarding relationships with countries in Latin America, relationship between the U.S and Cuba |
| 1915 | Panama Canal Issues and Other International Canal Issues | Access of german logistic companies and ships to international waters and canals, questions |
| 1916 | North America | Visit of Dr. Merkel in the U.S, questions regarding the relationship with the U.S, Canada, role of the U.S. as Besuch von Dr Merkel in den USA, Fragen über Beziehungen mit US, Canada, U.S. Rolle as superpower |
| 1919 | Asia, Pacific Rim , Australia , and Japan | State visit in China, actions in Afghanistan |
| 1920 | Middle East | Mediation attempt between Israel and Palestine |
| 1925 | Human Rights | Partnership in Human Rights agreements, participation in Helsinki Accords |

| Code | US Description | Examples |
|---|---|---|
| 1926 | International Organizations other than Finance: United Nations (UN), UNESCO, Red Cross | Red Cross in conflict areas, United Nations security council |
| 1927 | Terrorism, Hijacking | Hijacking of german citizens in Libanon, cooperation with foreign news services in war against terrorism |
| 1929 | Diplomats, Embassies, Citizens Abroad, Foreign Diplomats in Germany , Passports | Assault on embassies, questions of diplomats and german citizens abroad |
| 1999 | Other | WWII |
| | | |
| **20** | **Government Operations** | |
| 2000 | General | |
| 2001 | Intergovernmental Relations | Debate on revenue equalisation, promotion of innerstate relations, regional subventions of the European Social Funds |
| 2002 | Government Efficiency and Bureaucratic Oversight | Statements of the government, studies on efficiency of federal bureaucracy, audits |
| 2003 | Postal Service Issues (Including Mail Fraud) | Budgest of the German Post |
| 2004 | Government Employee Benefits, Civil Service Issues | Pensions of public servants, payment of government employees |
| 2005 | Nominations and Appointments | Appointments of judges of the Federal Constitutional Court, changes in the process of nomination |
| 2006 | Currency, Commemorative Coins, Medals, German Mint | Introduction of the Euro, rules on the granting of medals, e.g. Iron Cross |
| 2007 | Government Procurement, Procurement Fraud and Contractor Management | Balance for contractors, committees for the supervision on the procurement function, rules for the submission in an agreement |
| 2008 | Government Property Management | New construction sites in Berlin, acquisition of the Länder, privatization of the public sector |
| 2009 | Tax Administration | Debate on the tax reform, administration of the BZSt, time of dispatch for taxes |
| 2010 | Impeachment & Political Scandals | Vote of no confidence for Schröder, general impeachment proceedings |
| 2011 | Federal Government Branch Relations and Administrative Issues, Congressional Operations | Länder block legislation of the parlament, question of the federal administration, relationship between legislative and executive power |
| 2012 | Regulation of Political Campaigns, Political Advertising, PAC regulation, Voter Registration, Government Ethics | Election commercials before Bundestag Elections, restrictions on election campaigns, nomination of candidates, NGOs and foundations in a political context, e.c. FES, KAS etc. |
| 2013 | Census | Research focused on census |
| 2014 | Berlin | Lokal issues of the capital, administration of West-Berlin before reunion |
| 2015 | Relief of Claims Against the Government | Constitutional complaints, restrictions on the accountability of the government, compensations (after WWII) |
| 2030 | Federal Holidays | Proclamation of the 3.10.1990 as national holiday |
| 2099 | Other | |
| | | |
| **21** | **Public Lands and Water Management** | |
| 2100 | General | |
| 2101 | National Parks, Memorials, Historic Sites, and Recreation | Establishment of new nature reserves and national parks, heritage cites |
| 2103 | Natural Resources, Public Lands, and Forest Management | Hunting licences, forestry of public forests |
| 2104 | Water Resources Development and Research | Water supply and distribution, research on water economy, new havens |
| 2199 | Other | |
| **24** | **State and Local Government Administration** | |
| | | For example “Arbeitsgemeinschaft Südostniedersachsen“ |
| **25** | **Reunification** | |
| 2500 | General | |
| 2501 | Relations with GDR and Occupying Forces as well as (Re-)Unification | Unification Treaty, party unifications after reunion, NVA-soldiers |
| 2502 | Macroeconomic Issues, Commerce, Treuhand, and Currency | Economic and social union, economic statement of trust companies |
| 2503 | Stasi Affairs and other civil liberities and rights issues | Reports of the secret police (STASI) on politicians, financiation of the Gauck-Agency, federal commissioners on the achive of the secret police (BstU) |
| 2504 | Social Welfare (including equalization of living conditions) | |
| 2599 | Other | Renovation on the Elbe, Berlin wall |
| | | |
| **26** | **Media** | |

| Code | US Description | Examples |
|---|---|---|
| | | For example “Bundesverband Deutscher Zeitungsverleger e.V.“ |
| **99** | **Other, Miscellaneous, and Human Interest** | |
| | | For example „Arbeitsgemeinschaft Deutscher Stiftungen“ |

# PAC CODING SCHEME DESCRIPTION

## Macroeconomics

### 100 General Domestic Macroeconomic Issues, Economic plans of the government

Government's economic plans; economic conditions and issues; economic growth and outlook; state of the economy; long-term economic needs; recessions; general economic policy; promote economic recovery and full employment; demographic changes; population trends; social market economy; standard of living; personal income; generalized measure of the economy; broad supply and demand issues; economic revival through innovation and investment [108: particular industrial policy; 1500: private sector innovation and investment]; economic miracle; expert advisory board on economic development; regulation of economy; broad economic stabilization policy; East German Economic Reconstruction; broad demographic trends [2013: if specific to government statistical data]; social inequality; critique of capitalism

### 101 Inflation, Prices, and Interest Rates

Inflation control and reduction; the German level of inflation compared to those of trading partners; consumer price index; increases in prices due to VAT increases; anti-inflation programs; calculation of inflation statistics and price index statistics; food prices; cost of living; interest rates; effects of inflation on business

### 103 Unemployment Rate

Unemployment and employment statistics; economic and social impact of unemployment; national employment priorities; employment and labor market development; reference to, and description of the unemployment rate; unemployment as an economic trend [500: if policy measures to fix unemployment; 5XX: if specific job creation]

### 104 Monetary Supply, Central Bank

German Federal Bank; policies; control of gold supply; gold reserve issues; Monetary policy by European Central Bank; Conversion to the Euro of various laws; European Central Bank

### 105 National Budget and Debt

National budgetary development issues; level of the overall public debt; the ratio of the public debt to the GDP; questions on how to assess the level of the public debt as well as how to record revenue and expenditure; general-cuts issues; deficit reduction and management proposals; budget projections; public spending ratio (ratio of public economic activity to the GDP); spending reviews; European Recovery Programme; ERP Management Plan Act; ERP Special Fund; stability pact; fiscal policy; budgetary policy [2001: if budget discussed in the context of federal-provincial relations]

## 107 Taxation, Tax Policy, and Tax Reform

*Note on taxation: Questions on the Central Tax Administration's administration of tax legislation, for example income tax returns, tax cases and case administration processing time should be coded as 2009. Tax policy issues on specific population segments should be coded into the respective subtopics. Tax issues of general population segments, such as employees and self-employed should be coded as 107. However, excise duties of great fiscal importance should be coded into this subtopic, such as duties on cigarettes, alcohol, cars and petrol as well as real interest tax on pension savings. Furthermore, when no relevant subtopic exists, an issue should be coded as 107.*

Personal income Tax; luxury and excise taxes; estate and gift taxes; corporate income tax; consequences of tax evasion including tax haven; Tobacco, coffee, tea and sugar taxes; sales tax; misc. product taxes; double taxation; international tax agreements; savings promotion; saving allowance; [503: capital-forming payments]; Solidarity surcharge [2502: if before 1991/2]; inheritance tax; tax base

## 108 Industrial Policy

Industrial promotion issues; domestic support schemes and restructuring of the steel manufacturing industry; assistance to specific industries; national industrial policy; industry revitalization and growth; broad industrial policy [1500: saving individual companies by the government]; broad nationalization and privatization schemes; general investment in industry and businesses; framework for investment; border zone development [2502: if more specific policy in the context of reunification]; support for domestic industry productivity; domestic industry productivity as compared to other domestic industries

## 110 Price Control and Stabilization

Wage-price control and freezes; [2502: If more specific policy in the context of reunification; 100: If a discussion of a broad economic trend; 101: if inflation and rapid price increases]

### 111 Mining and quarrying

This category includes the extraction of minerals occurring naturally as solids (coal and ores), liquids (petroleum) or gases (natural gas). Extraction can be achieved by different methods such as underground or surface mining, well operation, seabed mining etc. This category also includes supplementary activities aimed at preparing the crude materials for marketing, for example, crushing, grinding, cleaning, drying, sorting, concentrating ores, liquefaction of natural gas and agglomeration of solid fuels. These operations are often carried out by the units that extracted the resource and/or others located nearby. See also ISIC section B. For example: Industrial Union Mining and Energy.

### 112 Manufacturing

The activities in the manufacturing section involve the transformation of materials into new products. Their output is a new product. The materials, substances, or components transformed are raw materials that are products of agriculture, forestry, fishing, mining or quarrying as well as products of other manufacturing activities. Substantial alteration,

renovation or reconstruction of goods is generally considered to be manufacturing. See also ISIC section C for the different manufacturing subsectors that are covered by this category. For example: Central Federation of the German Industry of Shoes e.V.

**113 Construction**
This category includes general construction and specialized construction activities for buildings and civil engineering works. It includes new work, repair, additions and alterations, the erection of prefabricated buildings or structures on the site and also construction of a temporary nature. Architectural interests do not belong into this category, but into category 1530. See also ISIC section F. For example: Central Federation of the German Construction Industry.

**114 Employers general**
Activities related to employers in general. Only allocate interest groups to this category if they truly represent the interests of employers in general. If an interest group represents by contrast the interest of a particular sector, for instance agriculture, allocate it to the specific economic sector category and not to this category. For example: Federation of German Employers Association.

**199 Other**

## 2 Civil Rights, Minority Issues, and Civil Liberties

### 200 General
General questions on equal rights regardless of gender, sexual orientation and age; civil rights; employment discrimination involving several distinctive social groups [2XX: if specific group]; taking private property; impact on private property rights; civil status of a child before birth; domestic policy related to human rights and torture [1925: if international agreement or discussion with respect to human rights/torture in another country]; basic social values; social policy (not related to social welfare); individual freedoms and rights in the reunited Germany; broad value issues related to constitution; liberties and other freedoms guaranteed by the state [25XX: if in the context of current DDR relations (cultural exchange, media, press etc.)]; building national identity; nationalism; dissatisfaction with politics

### 201 Ethnic Minority and Racial Group Discrimination
General questions on employment discrimination of ethnic minority groups in certain sectors; racist attacks against ethnic groups; preferential treatment of ethnic groups; right extremism against ethnic minorities, protection of the traditions of Migrants, pro-integration-groups

### 202 Gender and Sexual Orientation Discrimination
Gender discrimination in employment or job recruitment; equal pay for equal work; special and preferential treatment; the percentage of female employees in specific job sectors; discrimination against homosexuals regarding the entering into registered partnership; job recruitment or adoption application

### 204 Age Discrimination

Age discrimination in job recruitment; regulation on mandatory retirement in certain job sectors; discrimination in pension contributions

### 205 Handicap or Disease Discrimination

Lack of access to public buildings or public places for the handicapped; discrimination against travelling handicapped persons such as airline discrimination against blind people; special and preferential treatment of the handicapped; civil rights of institutionalized persons and the mentally retarded; travel problems of the handicapped; discrimination based on genetics or health conditions; the severely handicapped at the work place; compulsory quotas of employment

### 206 Voting Rights and Issues

Voting rights issues on age requirements and nationality; legal right to vote; banning of political parties [2012: if regulation regarding the voting process]

### 207 Freedom of Speech & Religion

Freedom of association; general questions on religion; areas reserved for Muslim burial places; freedom of press; other organizations than political parties propagating stances against constitutionally protected rights; sale and distribution of pornography; ethical aspects of abortion [332: if about medical issues]

### 208 Right to Privacy and Access to Government Information

Privacy of medical records; access to government records and information; disclosure and confidentiality standards for government information; video monitoring of public space; data protection; identity card (concerning security and privacy issues); signature; privacy issues of electronic signature [1709: if about framework; 15XX: if related to commerce specifically]; illegal wiretapping

### 209 Anti-Government Activities

Germans accused of anti-government activity, incl. extremism and provision of sensitive government information; Germans working for foreign intelligence agencies; making sure that public servants, teachers, lawyers follow the constitution; anti-government groups and protesters; left and right extremist groups

### 210 Churches

Financial position of the church; priests; cemeteries/burial-grounds; questions on church tax; statistics of membership; dissolution of churches and church districts; accounts of funds of the church

### 230 Immigration and refugee Issues

General refugee issues, aspects of asylum; regulation on residence permits; regulation on family reunification; definition of the refugee concept and any related consequences; additional expenditure related to the administrative processing of asylum applications; visa regulation [1524: if about short-term visas for purely tourist-related visits]; temporary place of residence for emigrant of German origin from Eastern European state; legal rights and citizenship status of internally displaced persons [1619: if about claims of internally displaced persons]; immigration or legal/civil right issues of guest workers [529: if about economic or labor issues]; German citizenship for GDR refugees; border controls; immigrants; immigrant integration [603: if about education of immigrant children; 201: if about the integration of ethnic minorities]

#### 299 Other

Compensation for citizens whose civil rights were violated

## 3 Healthcare

### 300 General

General questions on the Government's health policy; multiple issues and general discussions of the healthcare system

### 301 Comprehensive health care reform

Cases of major overhauls that affect the healthcare system in its entirety

### 302 Insurance reform, availability, and cost

Insurances, coverage during stays abroad; general questions on user fees in the health care system

### 321 Regulation of drug industry, medical devices, and clinical labs

Approvals and introduction of drugs; approval of copy drugs including any side effect/adverse effect of copy drugs; evaluation of testing of new treatments; safety of products and procedures; drug labeling and marketing; organ transplant allocations and regulation; safety of the blood supply; vitamin, mineral and diet supplements; clinical trials; production and safety (regulation) standards for various medical devices and equipment

### 322 Facilities construction, regulation, and payments

Construction of hospitals, laboratories, health centers and nursing homes, including issues of undersupply in rural or urban areas; emergency care facilities; regulation of standards and activities within these facilities; nursing home standards and regulation; regulation of working procedures; hygiene and any differences in efficiency between private and public hospitals

### 323 Provider and insurer payment and regulation
Reimbursement rates and methods for physicians, insurance companies, or specific procedures

### 324 Medical liability, fraud and abuse
Malpractice issues; medical malpractice insurance coverage; fraudulent medical degrees; revocation of physician licenses; suspension of physician privileges; liability protection for physicians; consumer protection of patients

### 325 Health Manpower & Training
Any question on public health manpower including collective bargaining conditions for health manpower; the Hippocratic oath; promise of secrecy; questions on the education and training of health manpower; issues of undersupply and oversupply of health personnel, including incentives to practice in underserved areas, health personnel and staff in general

### 331 Prevention, communicable diseases and health promotion
Cancer screening; health promotion programs; consumer guides; medical information; questions on educational campaigns including AIDS education; immunization; prevention programs for osteoporosis; sexually transmitted diseases; tuberculosis; treatment of high blood pressure; communicable disease control; sickle cell anemia prevention; polio; healthy food campaigns; ban of smoking in public places; epidemics; Robert Koch Institut

### 332 Infants and children
Questions on child birth; children's health; development in children's diseases; child dental care; vaccination programs for children; prenatal care; reduction of infant mortality; medical and insurance issues of abortion [207: if ethical issues]; Pregnancy counseling

### 333 Mental health and mental retardation
Services to the mentally ill; mental health services; quality of care for mentally ill; mentally ill and handicapped children; special housing for mentally retarded; mental health centers

### 334 Long-term care, home health, terminally ill, and rehabilitation services
Medication at nursing homes; patient rehabilitation including prices; visiting nurse service; home care of family members; home care of the dying; hospices; life-sustaining treatments for the terminally ill; medical aspects of elderly care [1303: if about social welfare issues]; treatment of AIDS; cancer treatment; palliative medicine

### 335 Prescription drug coverage and costs
Coverage of clinical trials and experimental treatments; cost and factors involved in individuals obtaining prescription drugs

### 336 Other or multiple benefits and procedures

Vision services; renal disease; durable medical equipment (e.g. wheelchairs); dentistry; dental care; dentist equipment, orthopaedy in general

### 341 Tobacco Abuse, Treatment, and Education

Any question on tobacco including the unhealthy effects of smoking; impact of passive smoking; treatment of smoking-related illness; smoking prevention education; research on smoking; rules on tobacco advertising

### 342 Alcohol Abuse and Treatment

Any question on alcohol including the unhealthy effects of drinking alcohol; the development in the consumption of alcohol; treatment of alcohol-related illness; education campaign on the unhealthy effects of alcohol; rules on alcohol advertising; implementation of the national minimum drinking age; alcohol abuse among the elderly; prevention of adolescent alcohol abuse

### 343 Controlled and Illegal Drug Abuse, Treatment, and Education

Drug abuse education and prevention programs; methadone treatment program; drug abuse treatment programs and insurance coverage; Regulation of medical and medicinal controlled substances; obligation to register hemp growing facilities

### 398 Research and Development

Questions on rules on medical experiments; the amount of money marked for research within health care; development in research results within health care; biomedical research; research in fatness; experiments with inseminated eggs; research on women's health; government tax incentives for research and development; research on increased life expectancy; human genetic engineering research; biomedical and behavioral research; medical genetic engineering [498: if about genetically modified food; 1798: genetic engineering in industrial processes and research]

### 399 Other

Health consequences of a nuclear or terrorist attack

## 4 Agriculture

#### 400 General

Questions on employment within agriculture; economic conditions in agriculture; the government's agricultural policy; budgets, administration, priorities and extent of tax and duties within the Ministry of Agriculture's area of responsibility; impact of budget reductions on

agriculture; importance of agriculture to the German economy; forestry issues [2103: public forests]; food security in terms of long-range supply; agricultural market laws; Laws addressing both slaughter and welfare of animals; agricultural adjustment act [2502: if in the context of reunification]

**401 Agricultural Trade**

Agriculture export promotion efforts; agricultural trade promotion programs; impact of imported meats on domestic industries; country of origin produce labeling; prohibit unfair trade practices affecting producers of agricultural products; any question on agricultural exports an dimports including exports to third-world countries; the share of agricultural exports of GermanyÄs overall exports; development in and regulation on EU export subsidies; monitoring and inspection of foreign agricultural imports; import embargo of foreign agricultural imports due to, for example, pesticide residue; coffee, cocoa, olive oil agreements; CAP/Common Agricultural Policy [1910: if about broader EU institution building and treaties]

**402 Government Subsidies to Farmers and Ranchers, Agricultural Disaster Insurance**

Regulation on insurance against failure of crops (e.g. cold and frost); federal agriculture credit programs; agricultural disaster relief programs; subsidies for dairy producers; for specific subsidies (for growing/not growing particular crops); reduction of excess agricultural production

**403 Food Inspection and Safety (including seafood)**

Food labeling requirements; regulation of health and nutrition claims in food advertising and labeling; sanitary requirements for food transportation; regulation of pesticide residues on fruit; meat processing and handling requirements; food packaging standards; regulation of food additives; toxins; medical residues; content of hormones and bacteria in food; sanitary conditions in food shops; selling and labeling of genetically modified food [498: for questions on development and experiments on genetically modified crops]; regulation on organic food; salmonella in food; wine industry act; quality standards; geographic designations and labeling of wine

**404 Agricultural Marketing, Research, and Promotion**

Promotion of specific foods such as advertising campaigns financed by the government or food industry; agricultural industry's promotion of the industry as an environmental- friendly industry with an environmentally sound profile; government funds to secure the income of agricultural producers; German marketing organization in the agricultural sector (CMA)

**405 Animal and Crop Disease and Pest Control**

Control of animal and plant pests; pork industry swine disease eradication program; eradication of livestock diseases; toxic contamination of livestock; eradication of farm animal foot and mouth diseases; mad cow disease (BSE) and mad cow disease control; bone meal and antibiotics in animal feedstuff; rabies and related danger of infection [331: if related to human health issues]

**406 Welfare and Treatment of Animals**
Any question on regulation on animal welfare including regulation on stabling of cows and pigs; regulation on animal transport; ritual slaughtering; halal meat; consequences of neglect of animals and statutory veterinary inspection; drugs/pharmaceuticals for animals [709: domestic andimal and species protection]

**407 Environmental Problems of Agricultural Production**
Questions explicitly relating agriculture to environmental problems including questions on manure containers, manure or fertilizer spreading on fields, environmental problems related to large-scale pannage, agriculture related water pollution [7XX: General questions on the water environment even though the environmental problem is caused by agriculture; 704: pollution and regulation on the use of pesticides in agriculture]

**408 Fisheries**
Any question on the fishing industry; fishing licenses; regulation on fishing quota; number of fishing days; freeze of fishing; different types of fishing; compensation to fishermen due to loss of earnings; questions on the population of specific species; research within fisheries; [403: if about food control; 1007: other maritime issues not related to fishing]

**498 Agricultural Research and Development**
Regulation of research in agricultural biotechnology programs; organic farming research; questions on development and experiments on genetically modified crops [403: if selling genetically modified food and its labelling]; green genetic engineering; agricultural tech nology

**499 Other (Sonstiges)**
Hunting licenses; volunteer associations regarding plants and animals

## 5 Labor, Employment, and Immigration

### 500 General
General questions on employment development [103: unemployment trends]; employment programs; budgets, administration, priorities and extent of tax and duties within the Ministry of Employment's area of responsibility; professional trade associations; alliance for jobs [504: if about labor relations aspect]; job creation programs; law on posting of workers; protection against dismissal act; employment promotion act; Hartz Reform [1302: if just about low income benefits of Hartz IV]

### 501 Worker Safety and Protection, Occupational and Safety Health Administration (OSHA)
Code of practice on working environment in specific job sectors; occurrence of chemical

substances in the working environment and questions on work-related injury trends; work-related injury and work-related disorder/occupational disease claims; potential work-related injury compensation; mine safety regulations; lead exposure risks during construction activities; drug and alcohol abuse in the work place; safety at nuclear facilities; work- place safety for specific profession

### 502 Employment Training and Workforce Development

Federal aid for job retraining; elderly workers and job retraining; lack of skilled workers; employee training and development of skills; government schemes or subsidies in support of training and employment of long-term welfare recipients

### 503 Employee Benefits

Any question on personal staff benefits; employee contributions to social insurance; early retirement or short term employment as a benefit [505 if short term employment in the context of part time employment and number of part time jobs on the market]; unemployment benefits; employee participation in ownership; social security contribution ceiling; mandatory sick pay; work at home; company car; travel subsistence; tax rules on employee benefits; commuter tax allowance; accident insurance in connection with work injury [1300: if non-work related]; introduction of early retirement measure to promote employment; regulation of social security contributions of employees by EU institutions; treaty limited specifically to unemployment insurance [1300: if it includes other social welfare provisions]; illegal employment if related to social security benefits [529: if illegal employment in general; 230: if only related to immigration; 500: if its multiple labor-related issues; 1202: if related to criminal persecution]

### 504 Employee Relations and Labor Unions

Any question on trade unions; unions and collective bargaining problems; right to organize and strike; employee organization efforts; youth representation in unions; International labor organization treaties; wage setting negotiations; collective wage agreements [special unions were coded according to the field they are active in, e.g. Christliche Gewerkschaft Metall PAC 112, ISIC C24]

### 505 Fair Labor Standards

Minimum wage regulation; qualification requirements for hiring individuals; temporary work (especially proper pay and work breaks etc.); work hours; fair labor standards; creation of part time work; flexible employment [503: for short term employment as a benefit]

### 506 Youth Employment, Youth Job Corps Programs, and Child Labor

Youth employment regulation and protection; job training for disadvantaged youths; minimum age limit for child labor; youth unemployment; youth service [1608: if compulsory civilian service]; apprenticeships; dual educational system (apprenticeship and vocational education)

### 508 Parental Leave and Child Care

Parental/maternity leave; labor-related child issues [1308: child-related social benefits]; childcare leave; childcare

### 529 Migrant and Seasonal workers, Farm Labor Issues

Improvement of migrant living and working conditions; social and economic problems of migrant workers; guest workers [230: if immigration or legal/civil right issues]; illegal employment [230: if only related to immigration; 503: if related to social security benefits; 500: if multiple labor-related issues; 1202: if related to criminal persecution]

### 599 Other

Official delineation of job descriptions

## 6 Education

### 600 General

General questions on the Government's educational policy; German level of education including the development compared to that of other countries; budgeting, administration, priorities and extent of tax and duties under the Ministry of Education's area of responsibility; Federal Education and Training Assistance Act [if related to specific recipients code into subcategory, e.g. 601: university students]

### 601 Higher Education

Establishment of new university degree programs; educational structure; educational quality assurance; admission rules; drop-out rates; improving the quality of higher education; Higher Education Act; focus on the "industry" of universities; German Academy of Sciences and Humanities

### 602 Elementary and Secondary Education

European Schools (provision of schooling for children of EU employees located in Germany)

### 603 Education of Underprivileged Students

Adult literacy programs; education for children from low income homes; tax breaks; deductions related to education; allowances; equal access to education

### 604 Vocational Education

Quality of vocational training and schools; promotion of professional career development; inter-company training schools; vocational schools; grants for going to vocational schools; basic vocational training; year between secondary and post-secondary education

### 606 Special Education
Education programs for the deaf, blind and other disabilities; handicapped education in general; special schools; inclusion in education

### 607 Educational Excellence
Promotion of excellence in education; promotion of science and math education; increase foreign language competency; establish centers for gifted and talented students; public library facilities; federal agency for civic education

### 609 Arts and Humanities
Questions on support for theatres, museums, artists; Germany's cultural heritage; protection and preservation of cultural heritage; Film Provision Act; National heritage galleries

### 698 Research and Development
Education research appropriations; research on education technology; research of universities in general [1798: for other research facilities; -98 with regard to the exact category research is done for, e.g. 498 for research on agrarian topics]

### 699 Other (Sonstiges)
Spelling reform, evening classes

## 7 Environment

### 700 General
Environmental policy; state of the environment; budgets, administration, priorities and the extent of taxes and duties within the Ministry of the Environment's area of responsibility; environmental crimes; sustainable development

### 701 Drinking Water Safety
Questions on drinking water inspection; drinking water nitrate contents; ground water contamination; water supply; fluoridation of water

### 703 Waste Disposal
Garbage and/or trash collection issues; waste treatment facility; sewerage problems; Waste Water Charges Act

### 704 Hazardous Waste and Toxic Chemical Regulation, Treatment, and Disposal

Questions on environmental problems associated with chemicals; ammonia; cable scrap; toxic fumes; mercury; pesticides etc. including international movement of environmentally harmful waste; discharge of mercury; development in pesticide use and the need for regulation/prohibition; taxes and duties on chemicals and pesticides; nuclear waste; disposal/storage of nuclear waste and possible sites for nuclear waste repositories; toxic substances control and regulation; level of radiation

### 705 Air pollution, Global Warming, and Noise Pollution

Question on the development in air pollution; initiatives to fight air pollution; CO2 tax; noise pollution development; rules of upper decibel levels in public space; noise nuisance in kindergartens; greenhouse effect issues; depletion of the ozone layer; effects of chlorofluorocarbons on the ozone layer; global warming and domestic policy to reduce it [1902: international agreements]; national program to control acid rain; regulation of automobile emissions; taxes to promote environmental friendliness or environmentally friendly cars; air pollution prevention through tax breaks for low-emission cars

### 707 Recycling

Beverage container recycling; promotion of recycling; question on the development in recycling; costs; the extent of saving related to recycling; Green Dot system

### 708 Indoor Environmental Hazards

Questions on unhealthy indoor climate; asbestos and radon [501: compensation associated with indoor climate in the workplace]

### 709 Species and Forest Protection

Experiments on animals; protection of species; sustainable use of natural resources; protection of private woodland; compliance with the UN Convention on Biodiversity; anti-poaching measures; questions on hunting and game license; protection of performance animals; fishery conservation and management; control of illegal trade in animals and plants; humane treatment of animals used in experiments; domestic animal and species protection [1902: international environmental issues, 406: animal welfare in agriculture, veterenary topics]

### 710 Coastal Water Pollution and Conservation

Preservation of wetlands; regulation of ocean dumping; pollution from cruise ships; regulation of the incineration of hazardous wastes at sea; oil spills; general condition of the marine environment; pollution of waterways including inland bodies of water (rivers, lakes, etc.); ship waste

### 711 Land and Water Conservation

Lake de-oxygenation; classification of polluted soil; pollution in small lakes, rivers, and

streams

### 798 Research and Development

Environmental research and development programs; global climate change research; marine biotechnology research; technological development to the benefit of the environment; environmental statistics; measurement of radioactivity levels

### 799 Other

Environmental consequences of nuclear war; environmental impact report; environmental liability insurance; occurrence of natural disasters (e.g. Flood) [1523: response to natural disaster]

## 8 Energy

### 800 General

Germany's energy supply and conservation; regulation of natural gas and electricity; impact of taxation on national energy policy; global energy needs; emergency plans for energy shortages; promotion of energy development projects; long-range energy needs of Germany; budgets, administration, priorities and the extent of taxes and duties within this area; national energy security

### 801 Nuclear Energy and Nuclear Regulatory Commission Issues

Questions on nuclear power and safety; evacuation plans for nuclear accidents; new technologies for safer nuclear reactors; nuclear plant accident (e.g. Three Mile Island, Chernobyl, Fukushima); state of the atomic energy industry; atomic energy patents; protection of nuclear plants from attack; nuclear transport; nuclear reprocessing

### 802 Electricity and Hydroelectricity

Electric power plant construction; hydroelectric project licensing; hydroelectric power development; rural electrification programs; regional shortages of electric power; regulation of electric power plants use of natural gas; vulnerability of electric power systems to accidents

### 803 Natural Gas and Oil

Question on oil and natural gas including questions on the development in the consumption; prices on oil and gas; short- and long-term supply of oil and gas; natural gas grid; natural gas pipeline safety issues; gasoline price increases; long-term outlook of the world oil supply; oil imports; petroleum storage facility fire prevention and safety; antitrust issues in oil and gas distribution; regulation of the oil industry; Oil Crisis of the 1970

### 805 Coal

Questions on coal as an energy source including environmental impact; coal deposits; clean coal-burning technology; coal imports; standards for surface coal mining; privatization of

government enterprises in the coal industry

### 806 Alternative and Renewable Energy

Hydrogen and renewable energy programs; promotion of solar and geothermal power; promotion of alternative fuels for automobiles; issues of ethanol gasoline; biomass fuel and wind energy programs; ocean thermal energy research; solar energy development program

### 807 Energy Conservation

Subsidies for energy-conserving initiatives in specific sectors within the public sector and private homes; subsidies for the use of low-energy bulbs; water saving toilets; insulation; car-free Sundays; establishment of building energy performance standards; promotion of carpooling; motor vehicle fuel efficiency; introduction of daylight saving time for energy conservation; home energy efficiency programs; modernization of home energy usage; district heating

### 898 Research and Development

National energy research and development policy; energy technology research and development; energy storage research and development programs

### 899 Other

## 10 Transportation

### 1000 General

National transportation policy; rural transportation needs; adequacy of transportation systems; budgets, administration, priorities and extent of taxes and duties within the Ministry of Transportation; federal transport infrastructure plan

### 1001 Mass Transportation and Safety

General questions on public transport including bus and tram car transport; liability for mass transportation

### 1002 Highway Construction, Maintenance, and Safety

General questions on road system maintenance; motor way construction; quantity of traffic; traffic load; traffic control devices; parking facilities; speed limits and enforcement; traffic accident statistics; cycle track planning and construction; road sign posting; bridge construction and repair; treaties or agreements to build bridges; roads or highway connections between countries; fees/taxes for heavy vehicles on highway; highway user tolls; questions on safety

including use of seat belts; rules of issue and suspension of driving license; ABS brakes; periodical mandatory car inspections; duties on petrol and diesel etc.; personalized number plates; scrapping premium; the use of cellular telephones in the car; size and weight limitations for trucks; automobile crash testing and standards; efforts to reduce drunk driving; record of traffic offenders; motor vehicle tax; [1505: if car insurance requirements and availability]

### 1003 Airports, Airlines, Air Traffic Control and Safety

Aviation safety issues; financial condition of the airline industry; uses of satellite technology in aviation; development of new commercial aircraft; commercial air service restrictions; airline compliance with safety regulations; nationwide airport expansion needs; air traffic controller standards; airline fares and services; airplane crash liability standards; rates and fares of foreign air transportation; questions on airports including rules of, for example, safety; tax free shopping and airport taxes

### 1005 Railroad Transportation and Safety

Railroad safety inspection and enforcement; development of high speed passenger rail transportation; growth of regional railroads; sales of short line and regional railroads; freight rail industry regulation; questions on the development in number of passengers; conveyance of goods; the closure of railway sections; DB's financial position; DB train service standards; delays; DB fares

### 1006 Truck and Automobile Transportation and Safety

Examples: trucking industry regulation, establish a national system of licensing for truck and bus drivers, truck safety audit and investigation procedures, prohibition of tandem trucks, size and weight limitations for trucks on interstate, impact of federal regulations on independent truckers, long and short haul trucking provisions, regulation of freight forwarders, ICC regulation of the trucking industry, motor vehicle safety issues, auto industry development of airbags, motor vehicle information programs, automobile safety belt usage, automobile crash testing and standards, economic status of automobile manufacturing, all-terrain vehicle safety, trucking industry deregulation, efforts to reduce drunk driving. See also: 705 automobile emissions regulation, automobile CAFE standards.

### 1007 Maritime Issues and Ship-building

Questions on merchant shipping legislation; the international ship's register; taxation of seamen; navigational and local warnings service; coast guard; cargo liability limits and the carriage of goods by sea; cargo preference laws; revitalization of the maritime industry; commercial fishing vessel safety; navigation safety issues; cruise ship safety; commercial shipbuilding industry; small boat safety; navigation rules on inland waterways; designation and naming of channels; designation and naming of vessels

### 1010 Public Works

Transportation infrastructure improvements; civil works and energy projects; public works investment needs; local public works employment projects; "New Deal"-style public work

projects for transport with economic and occupational consequences; large scale highway construction (e.g. Ruhr, former GDR, development of BBI in Berlin) [1002: if not related to economic or occupational questions]

### 1098 Research and Development

Research and development within traffic and transport including questions on, for example, research within safe road surface; development of new devices to reduce motor-way-related nuisance; development of noise-reducing asphalt

### 1099 Other (Sonstiges)

## 12 Law, Crime, and Family Issues

### 1200 General

Budgets, administration, priorities and the extent of taxes and duties within the Ministry of Justice's area of responsibility; Age of consent; Agreements on mutual recognition and enforcement of judgments in civil and commercial affairs; internal/interior security

### 1201 Executive Branch Agencies Dealing With Law and Crime

Federal crime agencies; border control issues relating to border personnel; federal police; protection of the constitution; federal office for the protection of the constitution; Interpol

### 1202 White Collar Crime and Organized Crime

Organized crime; gambling; credit card counterfeiting and fraud legislation; corporate crim- inal liability; general money laundering; efforts to counter cyber-crime; bike gang member crime; criminal syndicates; (illegal) tax evasion; insider trading; illegal speculation; illegal shareholder loans; misappropriation; illegal employment if related to criminal persecution; business crime

### 1203 Illegal Drug Production, Trafficking, and Control

General questions on the development in drug-related crime including the development in drug smuggling to Germany; consequences of the Schengen co-operation for the range of drug-related crime; national drug control strategy; federal interagency cooperation in drug control; international narcotics control strategy; drug trafficking and money launder- ing; seizure of drug related property; legalization of drugs; the relationship between drug trafficking and crime; criminal penalties for drug trafficking

### 1204 Court Administration

Criminal records; legal services issues; court processing time; procedures and computer systems; fitness to stand trial; provision of lawyer for low income defendant; notary; length of

time before a trial or before a sentence; anything to do with the courts themselves; judges; organization of courts; internal managing of the judiciary system; standards for legal profession; European lawyers; law examiners; social court); German Constitutional Court

### 1205 Prisons

Questions on prison overcrowding; the conditions of local prisons; changes in rules of body searches in prisons; prisoners' rights; prisoners in solitary confinement; conditional release; prison officer safety; prison crime; preventive custody

### 1206 Juvenile Crime and the Juvenile Justice System

Violent crime involving youth; juvenile justice and delinquency prevention; juvenile court system; homeless and runaway youth assistance programs; crime and violence in schools; adolescent drug use and related criminal activity; detention and jailing of juveniles

### 1207 Child Abuse and Child Protection

Violence against children; missing children; child molesters; sexual abuse of children in, for instance, day care institutions; protection of children and youth against pornography; Internet usage and child abuse [1208: if domestic violence against children]

### 1208 Family Issues

Court-ordered child support; battered women and child custody legislation; adoption and foster care programs; domestic violence; impact of drugs on children and families; aid for abandoned infants and children; teenage pregnancy issues; teenage suicide prevention; family services support for adoption; family economic problems; consequences of divorce; elderly abuse; parental kidnapping of their children; prevention of forced marriages; family reunion (not related to immigration); child friendly society; laws governing the protection of youth; youth education (not school)

### 1209 Police, Fire, and Weapons Control

Number of legal and illegal private possessions of weapons; number of weapons imported to Germany; the ratio of persons killed by weapons to the overall population; questions on rules of private security forces; rights of police officers during internal investigations; police misconduct; handgun control; gun control laws; control of explosives; training of police forces; fire safety

### 1210 Criminal and Civil Code

Questions on the Criminal Code including questions on sentencing; revision of the duration of specific sentences; sentencing reforms related to rape; post-EC membership standardization of criminal law; rules of suspended and unsuspended prison sentences; compensation paid by one individual to another as the result of a crime; law of obligations [1507: if procedures after bankruptcy]; changes to criminal code; sentencing guidelines; length of

prison sentences; extradition policies; including extradition treaties with foreigners; exchange of documents between countries; legislation on births and deaths; community service for crimes; laws governing how endowments and foundations are managed as outlined in the civil code [but if endowment to particular policy area code it there; e.g. 609; 1798]; Court cases against Nazi perpetrators carried out by domestic courts [1619: KZ trials carried out by the USA]

### 1211 Riots and Crime Prevention

Prevention of burglary and handling of stolen goods; programs to prevent crimes against women; deterring auto theft; violent crime control; national crime survey

### 1223 Domestic Disaster Relief

Aid for flood disasters; national flood insurance reform; earthquake preparedness; early warning systems; drought relief

### 1227 Domestic Terrorism

Laws relating to ID cards relevant for domestic security; accommodation relating to terrorism [specific terrorism issues should be coded under a number of different subtopic, e.g. 1003: airline security]

### 1299 Other Sonstiges

Compensation for victims of crime/violent crime paid for by the government or the police

## 13 Social Welfare

### 1300 General

Long-term care; private accident insurance [503: if work related]; care benefit in general [13XX: if specific target group]; social insurance/benefits for artists; various combinations of social welfare; treaty on accepting social insurance contributions from another country; agreement on unemployment benefits [503: if treaty limited specifically to unemployment insurance]; pensions and other social benefits for farmers; organizational structure of social insurance agencies; protection against benefit fraud; provision for surviving dependents

### 1301 Food Stamps, Food Assistance, and Nutrition Monitoring Programs

Questions on meal service for the elderly, handicapped etc.; questions on nutrition policy of primary and lower secondary school; nutrition problems among the elderly

### 1302 Poverty and Assistance for Low-Income Families

General policy on anti-poverty measures; development in the number of persons receiving cash benefit; development in expenditure on persons receiving cash benefit; the ratio of cash benefit rates to development in income and prices; rights of persons receiving cash benefit; minimum social assistance; Hartz IV

### 1303 Elderly Issues and Elderly Assistance Programs

Social services for the elderly; domestic help; nursing home benefits; pensions for surviving dependents; discounts on public services; expenditure on all present and future age-related benefits; standardization of national pension schemes in the EU; pensions including additional contributions; early retirement [402: if early retirement for farmers to combat overproduction]; yearly increases in pension; the right of recipients of national pension in other EU countries to move to Germany; Act on the adjustment of public pensions and the cash benefits of public accident insurance; pension for war victims [do not code in 1619]; pension credit for childcare; assistance for single parents and their contribution to pension insurance; age assistance; calculation of state pension; pension insurance; Christmas money being included in social security calculation; healthcare provisions for retirees

### 1304 Assistance to the Disabled and Handicapped

Questions on early retirement pension and social security benefits for disabled and handicapped; rehabilitation benefits; early retirement legislation; case processing time for early retirement pension applications; development in the awarding of early retirement pension according to health- and social-related criteria; aid to handicapped; technologies for assisting disabled persons; needs of the elderly blind; rehabilitation assistance for disabled; programs for the deaf and hearing impaired; independent living programs for the handicapped

### 1305 Social Services and Volunteer Associations

Domestic volunteer service programs; youth volunteer programs; community volunteer programs (including nonprofessional sports); providing volunteer services for the elderly; the Red Cross; self-help groups; community building; church as an important service provider

### 1308 Social Benefit related to Children

Law for Children and Youth Services; Child and Youth Welfare Law; child social benefits; other subsidies; day care expansion act; government subsidies to child support (for the child; not the parents); family allowance including tax breaks for children; family income splitting; number of places for child care; child tax credit; youth welfare; [1207: child abuse; 508: if about labor-related child issues]

### 1399 Other Sonstiges

Vocational Rehabilitation Act; change in the Federal Training Assistance Act concerning benefits for victims of persecution in former East Germany [25XX: if the time is close to 1990]

## 14 Community Development and Housing Issues

### 1400 General
Questions on the Government's housing policy; building technology; housing and the housing market; building construction and standards; future of the housing industry; tenancy laws (if covering urban, rural, private property); general construction statistics; building laws and regulations; regional planning and land use planning; development of municipalities; land law

### 1401 Housing and Community Development
Small personal gardens; housing and apartment issues of large cities; urban housing authorities; administration of existing housing in cities; ghettos [1403: if more generally about economic development]; urban housing; urban playgrounds

### 1403 Urban Economic Development and General Urban Issues
Urban revitalization; economic problems in various cities; reducing urban sprawl; community or economic development efforts in urban areas

### 1404 Rural Housing and FmHA Housing Assistance Programs
Agriculture real estate loans, incl. special mortgages and loan interest rates; agricultural lease of land [this category was neglected in favor of 1406]

### 1405 Rural Economic Development
Credit assistance and availability for rural economic development; investment in rural areas; rural economic conditions; economic and social problems of rural areas

### 1406 Low and Middle Income Housing Programs and Needs
Housing affordability problems of low and moderate income families; housing affordability and availability; tax levied on those inappropriately occupying subsidized accommodation; housing assistance; housing money; housing for those who cannot afford it; social housing, rural housing [instead of 1404]

### 1408 Elderly and Handicapped Housing
Elderly housing needs; housing shortages and the elderly; alternative approaches to housing for the elderly; housing facilities for the elderly and handicapped [1303: if treatment at nursing home; 334: if medical treatment; 1304: if financial aid or other benefits for the handicapped]

### 1409 Housing Assistance for Homeless and Homeless Issues
Questions on the extent of homelessness; number of homeless persons; questions on the rules of access to shelters and reception centers

### 1499 Other
For example “Fachverband der Kommunalkassenverwalter e.V.”

## 15 Banking, Finance, Domestic Commerce and Services

### 1500 General
Financial system structure and regulation; business contracts; alcohol monopoly; general legal form/status of corporations (GmbH, AG, eV, etc.); Rules of the merchant in company law; (electronic) signatures if related to commerce specifically [1709 if general framework for electronic signature; 208: if about privacy issues]; trade tax and tax on assets; physical capital; equity ratio; competition policy; reduction of administrative burdens for private business; private sector investment and innovation [108: for government based broad industrial policy]

### 1501 Banking System and Financial Institution Regulation
Regulatory burden on financial institutions; deposit insurance; financial institution fraud investigations; savings and loan crisis; financial institution deregulation; question on banks and their relations to the Bundesbank including questions on bank supervision; rules of banking; bank failure; European Central Bank; banking regulation

### 1502 Securities and Commodities Regulation
Questions on the Frankfurt Stock Exchange; pension funds; real interest tax; share markets; examine stock market volatility problems

### 1504 Consumer Finance, Mortgages, and Credit Cards
Consumer access to credit records; consumer credit protection; credit market regulation; brokerage fees, licenses etc.; mortgage savings plan

### 1505 Insurance Regulation
Questions on regulation of the insurance industry; the introduction of compulsory insur- ance; rules on deductions for taking out insurance; fraud and abuse in the insurance industry; insurance company failures; product liability insurance rates; change in liability coverage; insurance for bus drivers, train drivers and air traffic; car insurance requirement and availability

### 1507 Bankruptcy
Questions on the development in the number of compulsory sales; bankruptcies; right to debt restructuring; rules on installment schemes; insolvency rules; procedures regarding bankruptcy; debt collection procedure

### 1520 Corporate Mergers, Antitrust Regulation, and Corporate Management Issues

Questions on antitrust legislation; antitrust problems in specific sectors; intellectual property antitrust protection; vertical price-fixing restrictions; price fixing agreements; corporate management structure; monopoly problems in regulated industries; corpo- rate shareholder rights; hostile corporate takeovers; co-determination; monopoly issues; co-determination law

### 1521 Small Business Issues and the Small Business Administration

Small business credit availability problems; health insurance cost burden on small busi- nesses; government assistance to small business; promotion of women in small business; impact of product liability costs on small business; increases in small business failures; ac- cess to capital for small business; entrepreneurship; start-ups; foundation of corporations; small and medium sized businesses; consolidation funds; swimming bath related to leisure time activities [with ISIC code R 93; for health related issues: PAC 399 Q 86]

### 1522 Copyrights and Patents

Questions on rules of patents; infringement of copyrights; piracy of software; upholding of patents; protection of research results; any questions on library book royalties; intellectual property rights; industrial design protection; music copyrights; trademark use and clar- ification; performance royalties; patent office fees; protection of new varieties of plants; World Intellectual Property Organization; variety protection

### 1524 Tourism

Questions on the development in tourism in Germany; general rules and entry rules for foreign tourists including tourist visa and short stay visa rules; questions on the travel sector; using tourism to promote development of rural economies; travel insurance

### 1525 Consumer Safety and Consumer Fraud

Deceptive mailings and solicitations; consumer protection standards; standards for product liability; child car seat safety; infomercials and consumer protection; deceptive ads in the diet industry; telemarketing fraud; debt collection and consumer abuse; penalties for consumer product tampering; labeling of alcoholic beverages; cosmetic safety; control of flammable fabrics; rules on door-to-door selling

### 1526 Sports and Gambling

Rights to broadcast sporting events; Deutscher Olympischer Sportbund; regulation of pro- fessional sports; professional sports [1305: government subsidies to sports and local recre- ation]

### 1527 Wholesale and retail trade

This category includes wholesale and retail sale (i.e. sale without transformation) of any type

of goods and the rendering of services incidental to the sale of these goods. Wholesaling and retailing are the final steps in the distribution of goods. Goods bought and sold are also referred to as merchandise. See also ISIC section G.

### 1528 Accommodation and food services

This section includes the provision of short-stay accommodation for visitors and other travellers and the provision of complete meals and drinks fit for immediate consumption. The amount and type of supplementary services provided within this section can vary widely. See also ISIC section I.

### 1529 Real estate

This category includes acting as lessors, agents and/or brokers in one or more of the following: selling or buying real estate, renting real estate, providing other real estate services such as appraising real estate or acting as real estate escrow agents. Activities in this section may be carried out on own or leased property and may be done on a fee or contract basis. Also included is the building of structures, combined with maintaining ownership or leasing of such structures. This section includes real estate property managers. See also ISIC code L.

### 1530 Professional, scientific and technical activities

This category includes specialized professional, scientific and technical activities. These activities require a high degree of training, and make specialized knowledge and skills available to users. Examples: Architectural services, legal and accounting services, advertising and market research and consultant activities. See also ISIC section M for the different for the different service subsectors that are covered by this category.

### 1599 Other

Regulation of business hours; measurement; weights and measures; regulation of the tech- nical aspects of measuring time; introduction of daylight saving time; Auditing  Exam Reform Act; trade fairs

## 16 Defense

### 1600 General

Development in military spending in relation to the Cold War and the end of the Cold War; military spending related to participation in international tasks; budgets, administration, priorities and the extent of taxes and duties within the Ministry of Defense’s area of responsibility; reform of the military personnel structure

### 1602 Defense Alliances, Security Assistance

NATO strategy; NATO military equipment; security assistance; deployment of NATO missiles in Germany; NATO double resolution; military action of foreign troops in Germany if related to strategy of defense alliances [16XX: if about other specific issues, e.g. 1614: environmental consequences]; questions on the Western European Union; peacekeeping missions to Kosovo, Iraq, Afghanistan [1619: if directly connected to battle troops]; military strategy of the Warsaw Pact; military balance; International Security Assistance Force (ISAF); German involvement in Afghanistan and Kosovo generally [note: coded in 1602 because the purpose of German troops is peacekeeping as part of the alliance, according to the constitution and the Two Plus Four Treaty Germany cannot be involved in a war of aggression; 1619: if it is about specific military operations]

### 1603 Military Intelligence, espionage

Questions on the Bundesnachrichtendienst, the CIA, KGB and MI5 including questions on the possibilities of infiltrating specific organizations; foreign intelligence services; foreign country espionage in Germany; questions on tapping and encryption; leaks of classified defense information; military espionage; Germans working for foreign intelligence agencies [209: if civilians in Germany spying]

### 1604 Military Readiness, Coordination of Armed Services Air Support and Sealift

Defense mobilization requirements of domestic industries; efforts to improve defense communication systems; national defense stockpiles; strategic force modernization requirements; fleet readiness; test and evaluation of the armed forces; shortages of essential materials; disposal of various stockpiled materials

### 1605 Arms Control and Nuclear Nonproliferation

Nonproliferation of weapons of mass destruction and chemical weapons; export controls of nuclear production material; arms export control; arms reduction agreements between NATO and the Warsaw Pact; international ban on chemical weapons; global spread of chemical and biological weapons; conventional forces reduction; violation of arms control agreements; nuclear testing moratorium; destruction of nuclear weapons in the Soviet Union; North Korean nuclear program; nuclear proliferation in developing countries; UN report on nuclear proliferation; EURATOM agreements; atomic weapons research and development; Geneva Convention related to disarmament; Arms race and armament; illegal sales, purchasing and delivery of military weapons and equipment

### 1606 Military Aid and Weapons Sales to other Countries

Questions on military assistance to other countries; the German Government's policy on arms sales to countries such as Middle East countries; commercial military sales

### 1608 Manpower, Military Personnel and Dependents, Military Courts

Military personnel issues; child care programs at military installations; armed forces staffing requirements; benefits for military retiree spouses; life insurance for military personnel; retired military personnel issues; transportation of armed forces; air travel of armed

forces; mail for armed forces; questions on military personnel working environment includ- ing questions on health conditions of servicemen; fatal accidents; medical examinations of servicemen; compensation for the military action of personnel; conscientious objectors of military service; Federal Salary Act (if only about Soldiers); alternative civil service; mandatory military service

### 1609 Veteran Issues

Veteran's benefit claims; pensions for widows of prisoners of war; veterans foundation; Law on the revaluation of benefits under the Federal Supply Act; war graves; law on veterans benefits

### 1610 Military Procurement and Weapons System Acquisitions and Evaluation

Budget requests and appropriations for procurement of weapons; weapons system testing and evaluation; purchasing and control of military supplies; prices on new acquisitions of weapons systems; evaluation of new acquisitions; risk evaluation of military equipment including nuclear weapons

### 1611 Military Installations, Construction, and Land Transfers

Questions on capital and operating expenditures related to specific military installations; the closing down of barracks including related amounts saved; sale of closed down barracks; military housing supplies; regulation and/or acquisition of American (or other Allies) military installations in Germany; land acquisition for military purpose; [military use of civilian facilities should be coded in the respective category, e.g. 1003: airports]

### 1612 National Guard and Reserve Affairs

Reserve officer personnel management; army reserve force structure; promotion system for reserve officers

### 1614 Military Nuclear and Hazardous Waste Disposal, Military Environmental Compliance

disposal of defense related wastes; hazardous waste identification at military bases; shipboard waste disposal policy; questions on the environmental consequences of warfare and military readiness

### 1615 Civil Defense (war related)

Radiological emergency planning; effects of limited nuclear warfare on civilians; fallout shelter construction; civil defense air raid shelter program; warning systems for civil population

### 1616 Civilian Personnel, Civilian Employment by the Defense Industry, Military Base Closings

Base closure recommendations; questions on agreements between the Bundeswehr and the

industry; development in the number of civilian jobs as a consequence of military issues

### 1617 Oversight of Defense Contracts and Contractors

Questions on overcharging in military contracts including questions on compliance with rules on out-sourcing; defense procurement fraud; management and pricing of defense contracts; problem of product substitution by defense contractors

### 1619 Direct War Related Issues

Compensation of resettled and displaced persons [1300: if specifically about social benefits]; Federal Compensation Act in relation to the war; prisoners from Soviet Union; victims of war including German soldiers, civilians, and foreign nationals; prisoner of war directly related to military activities; compensation for German military personnel for war relatedlosses; pensions with respect to WWII [1300 or 1303: if general social benefits for war victims (Kriegsopferversorgung)]; Court cases against Nazi perpetrators carried out by USA [1210: Domestic court cases against Nazis]

### 1620 Relief of Claims Against the Military

Relief of citizen injuries caused by the military; settlement of damages; loss of property etc. from war; compensation for the military action between countries

### 1698 Research and Development

Advanced materials research; laser technology; questions on research on new weapons systems

### 1699 Other

## 17 Space, Science, Technology and Communications

### 1700 General

Science and engineering personnel requirements; budgets, administration, priorities and the extent of taxes and duties within this area; tax breaks to R&D; additional capital allowance; communication and information technology combined; general policy on science and research

### 1701 Government Use of Space, Space Exploration Agreements

International space policy; space travel projects; ESA space agency and their projects, e.g. Ariane

### 1704 Commercial Use of Space, Satellites

Questions on commercial use of space including further satellite launching in space; possi- bilities

of commercial space flights; status of private investment in space activities; com- munication satellites; EUTELESAT; gvt satellites

### 1705 Science Technology Transfer, International Scientific Cooperation

Technology transfer barriers and limitations; publicly accessible research information and data archive; knowledge and technology transfer from university and research agencies to industry; cross country innovation transfer; cooperation between science and industries

### 1706 Telephone and Telecommunication Regulation

Network infrastructure (e.g. internet cable); questions on the development of the num- ber of cellular telephones in Germany including questions on their impact on health; national communications infrastructure; mobile communications; telephone network re- liability; regulation of telephone rates; awarding of cellular licenses; telecommunications research; broadcasting in terms of functionality; International Telecommunication Union; innovation in telecommunication

### 1707 Broadcast Industry Regulation (TV, Cable, Radio)

Media content; regulation of cable; radio; use of TV in the classroom for educational pur- poses; regulation of violence on TV; movie rating system; newspaper industry regulation; broadcasting regulation in terms of content; Deutsche Welle; killing spree and computer games

### 1708 Weather Forecasting and Related Issues, Weather Services, Oceanography (Wettervorhersage, Deutscher Wetterdienst, Meereskunde)

Weather forecasting and warning technologies; ocean research vessels; geological surveys; agriculture weather information service

### 1709 Computer Industry and Computer Security

Internet [internet issues should be coded by topic, e.g. 1207: child internet usage issues; 1706: if about internet infrastructure]; electronic crime such as hacking; high-performance computer development; computer viruses; security standards for government computers; lease of computer software; electronic signature [208: if about privacy issues; 1500: if related to commerce]; signature law; information technology

### 1798 Research and Development

Alleged abuses of research grants to universities; improving research facilities for science in German universities; any question on research libraries; electric and magnetic field research; metals research and development; robotics research; (industrial) biotechnology research [398: for medical biotechnology; 498: for agricultural biotechnology]; funding by German Research Foundation (DFG)

### 1799 Other

Examples: establish a systematic approach to value engineering, consider various proposals for defining U.S. time zones, sightings of UFOs, establish a national science academy.

## 18 Foreign Trade

### 1800 General

Questions on the Government's general policy related to foreign trade as well as the general EU trade policy; liberalization in world trade [1802: if specific agreements]; trade with East Germany in general

### 1802 Trade Negotiations, Disputes, and Agreements

Questions on the GATT and the WTO; multinational trade negotiations; EU trade agree- ments with other countries; Economic cooperation agreement; agreements of economic, industry, and technical cooperation; EU Trade Agreement; confirmation of trade negotia- tions

### 1803 Export Promotion and Regulation, Export-Import Bank

Questions on export promotion initiatives of the German government, such as tax incen- tives; export regulation including restrictions on high technology exports and security sensitive exports [1606: if regulation of weapon sales]; export credit guarantee like e.g. Hermes

### 1804 International Private Business Investments

Foreign acquisition of German companies; foreign direct investment in Germany; reciprocal foreign investment protections; promotion of German business investment in developing countries; investors involvement in illegal payments to foreign officials; activities of Ger- man multinational corporations abroad; foreign investment and German jobs; encouraging German companies' foreign investments for example via tax breaks or regulation; protec- tion of investments

### 1806 Productivity and Competitiveness of German Business, Balance of Payments

Questions on the development in the German pay level compared to that of its trading partners; the development in the balance of payment; German competitiveness

### 1807 Tariff and Import Restrictions, Import Regulation

Questions on development in German imports; import regulation from non-EU countries; import restrictions of specific products including tax on imported cars; cross-border trade; country of origin labeling requirements; EU rules of origin

### 1808 Exchange Rates and Related Issues

Questions on the development in the exchange rate of the Euro/Deutsche Mark including

questions on the impact of the rate on the balance of payment; the strength of the currency compared with the US dollar; questions on the EC monetary system; exchange rate policy; Germany's external debt; international monetary reform; import prices

### 1899 Other

## 19 International Affairs and Foreign Aid

### 1900 General

International tax treaties; international development and security; budgets, administra- tion, priorities and the extent of taxes and duties within the Ministry of Foreign Affairs' area of responsibility; a series of treaties in 1970 with Eastern Europe with the aim to re- duce cold war tension; non-alignment; détente; Cold War and East-West relations; North-South Dialogue; international law; state immunity; general discussion on the Conference on Security and Co-operation in Europe [use subtopic for specific topics, e.g. 1925: Hu- man Rights; 19XX: code accession to international organizations and associations in the appropriate subtopic; accession to international agreements should be coded by topic, e.g. 801: nuclear energy]

### 1901 Foreign Aid

Government's development assistance policy; emergency food assistance program; donation of surplus agriculture products to countries with famine; international health assistance ac- tivities; migration and refugee assistance; international disaster relief; African, Caribbean and Pacific (ACP) Group of States; aid regardless of place

### 1902 International Resources Exploitation and Resources Agreement

Territorial sea boundaries; international agreements on fishing; UN conference on the law of the sea; international conservation efforts; international agreements on the environment such as the Kyoto agreement; International Wildlife Coalitions (IWC) including possibil- ities of sanctioning and supervision of international agreements on nature; possibilities of preventing the deforestation of the Amazonas through changes in international agree- ments on the environment; blood diamonds; Antarctic environmental issues; protection of animals, wildlife and fish stock [709: domestic protection of animals]

### 1905 Developing Countries Issues

Questions on the developing countries problems with poverty, famine, drought, AIDS, health and illiteracy; developing countries population problems; global hunger and food availability; international family planning; role of environmental degradation in causing famine; world population growth and its impact on natural resources; Developing Countries (issues not related to aid)

### 1906 International Finance and Economic Development

International Monetary Fund (IMF) and OECD; World Bank; the financial situation of the EU; multilateral development bank loans; third world debt problems; private sector devel- opment in Africa; international financial management systems improvement; strategies to alleviate third world debt; world economic situation and German economic policies; inter- national debt and implications for international financial institutions; east-west economic relations; other countries' debt towards Germany; joining an international finance orga- nization; administration of international finance organizations; world economic situation; debt forgiveness

### 1908 Soviet Union, Former Republics and Eastern Europe

General questions on the former USSR, Russia, former Soviet republics and Eastern Eu- rope including economic and political development in the region as well as in specific countries; safety of Soviet Union nuclear plants; Soviet trade and economic policies; So- viet propaganda; questions on whether specific countries are ready to become members of the EU; conflict between Bosnia and Serbia; political changes in Eastern Europe; status of nations under communist control; COMECON states

### 1910 European Union and Common Market Issues

General questions on the EC/EU including EU institutions and the distribution of power between the Council, the Commission and the Parliament; questions on treaties; referen- dums; association or formal accession to the EU; Europe Agreements (European Union Association Agreement); European Economic Area Agreement; [note: accession treaties to international agreements should be coded by topic, e.g. 801: nuclear energy; specific European policies should be coded according to policy topic, e.g. 104: EU monetary policy]

### 1911 Africa

General questions on Africa including economic and political development; questions on Germany's relations with Africa and nations on the continent of Africa; foreign troops in Africa; internal unrest in specific countries; drought; famine; civil wars; health and refugee problems in Africa; economic sanctions against South Africa; apartheid; South African war with Namibia; administration policies on apartheid; world court decision on South Africa's racist policies

### 1913 Western Europe

Any questions on one or more countries in Western Europe and Scandinavia; conflict between Turkey and Greece over Cyprus [1920: if relations to Turkey]

### 1914 Latin America (South America, Central America, Mexico, Caribbean Basin, Cuba)

General questions on Latin and Central America including economic and political develop- ment in

the region and in specific countries; questions on Germany's relations with Latin and Central America including the relations with Cuba

### 1915 Panama Canal Issues and Other International Canal Issues

Panama Canal treaty issues; Panama Canal traffic and capacity; maintenance and oper- ation of the Canal; development of new transoceanic canal; strategic importance of the Panama Canal

### 1916 North America

General questions on the USA and Canada including economic and political development; questions on the US position as a global superpower; US military intervention in other countries; questions on Germany's policy on the US and Canada and its relations with them; Marshall Plan as US aid [105: if it is about the budget]

### 1919 Asia, Pacific Rim, Australia , and Japan

General questions on Asia, Australia and Japan including economic and political develop- ment in the region as well as in specific countries; questions on Germany's relations with these countries; relations and policy towards Afghanistan; general questions on China in- cluding economic and political development; questions on Germany's relations with China; German policy on China including questions on Taiwan and Tibet

### 1920 Middle East

General questions on the Middle East including economic and political development in the region as well as in specific countries; wars and crises; questions on Germany's policy on the Middle East; policy towards e.g. Turkey and Egypt; international relationship to Turkey and discussion on the status of Kurds [1913: for issues dealing with the conflict between Turkey and Greece over Cyprus]; hostage crisis in Iran and Lebanon

### 1925 Human Rights

Any question on human rights issues in specific countries including criticism of the hu- man rights situation; condemnation of human rights abuses; the Universal Declaration of Human Rights; war crimes tribunal hearings for Serbs; worldwide religious persecution; crimes associated with genocide and crimes against humanity; Human Rights; torture and human rights issues regarding other countries (e.g. Darfur, Bosnia, etc.) [2XX: if applied within Germany]; child soldiers; Helsinki Accord on human rights; Geneva Convention on human rights

### 1926 International Organizations other than Finance: United Nations (UN), UNESCO, Red Cross

Questions on international organizations, such as the UN, International Labor Organization and International Red Cross; UN institutions, such as UNESCO and the ICJ; international

criminal court; construction of Olympic facilities; UN peacekeeping missions; international law, when dealing with the UN or through the UN; UN Conference on Environment and Development; Organization for Security and Co-Operation in Europe (OSCE)

### 1927 Terrorism, Hijacking

Terror organizations such as the al-Qaida and Hamas; growth in international terrorism; terrorist attacks; such as 9-11 and the Oklahoma City bombing; international hijacking; security of nuclear plants from terrorist attacks; impact of international terrorism on travel; legal mechanisms to combat terrorism; international terrorism [1627: for multiple issues related to domestic terrorism; use topic-specific codes otherwise, e.g. 1003: airline anti-terror measures]

### 1929 Diplomats, Embassies, Citizens Abroad, Foreign Diplomats in Germany, Passports

Management of German diplomats; expenditure to run the German embassies; German citizens abroad; restrictions on foreign diplomatic immunity; passport fraud problems; train- ing of foreign affairs personnel; General border control issues with neighboring countries; border crossing regulation; border-determination treaties; German international schools, also includes language schools; Goethe Institute; restrictions on journalists abroad and in the GDR; Schengen Agreement

### 1999 Other Sonstiges

## 20 Government Operations

### 2000 General

Questions on user influence in the public sector; fees, taxes and duties in the public sector; number of public employees; administrative reforms

### 2001 Intergovernmental Relations

Division of tax revenues between Bund, Land and Municipalities; Länder issues generally; revenue sharing between federal state and Länder; financial compensation between Länder; joint financing; joint spending commitments; solidarity pact

### 2002 Government Efficiency and Bureaucratic Oversight

Improvement programs; inefficient government operations [questions on specific areas should be coded into the relevant subtopics, e.g. 2009: inefficiency of the Tax Admin- istration]; restructuring the public sector; agency jurisdiction overlap and reform; effort to reduce federal paperwork; conflicts of interest in regulatory agencies; law amending the Law on the Load balancing Bank

### 2003 Postal Service Issues (Including Mail Fraud)

Implementation of a five digit zip code; postal rates; postal worker injuries; regulation of mail solicitations; commemorative stamps; early retirement of postal employees; questions on the restructuring of the postal service; the closing down of post offices; privatization of Deutsche Post; Deutsche Post before privatization 1989-1995

### 2004 Government Employee Benefits, Civil Service Issues

Any question on public employees including pension schemes; their collective wage agreements; pay of members of parliament; labor issues or collective unions for government employees; Federal Salary Law (including university personnel, judges, soldiers etc.) [1608: if only soldiers]; Members of EU Parliament compensation

### 2005 Nominations and Appointments

Appointments to European Central Bank or the European Council [2011: if inter-branch relations]; Department or ministry appointments

### 2006 Currency, Commemorative Coins, Medals, German Mint

Minting of commemorative coins; design and circulation of coins

### 2007 Government Procurement, Procurement Fraud and Contractor Management

Questions on government procurement oversight; rules on entering into an agreement including rules of public contracts; government procurement system; penalties for federal procurement fraud; timeliness of federal payments to private vendors; federal contract auditing policies; federal consulting service contracts

### 2008 Government Property Management

Questions on sale of public property; government office leases; government shareholding in companies competing with private companies; increased privatization in the public sector; federal facilities construction; designating or naming federal buildings; motor vehicles provided to officers and members of the federal government

### 2009 Tax Administration

Questions on the tax authorities; practice, administration, organization of the tax administration; disputes between tax payers and the tax administration; income tax return; further education of employees of the tax administration; revising administrative proce- dures related to taxes

### 2010 Impeachment & Political Scandals

Impeachment of the president

### 2011 Federal Government Branch Relations and Administrative Issues, Congressional Operations

Questions on relations between the Parliament and the ministers; criticism of ministers including questions on the relations between the legislative and executive power; ques- tions on ministerial responsibility; continuity of government during an emergency; elec- tronic voting equipment in parliament; parliaments rules for debate; legislative research; franking privilege; questions of immunity of members of parliament; general archives; con- stitution; constitutional vote of no confidence; coalitional agreements; dissatisfaction with government

### 2012 Regulation of Political Campaigns, Political Advertising, PAC regulation, Voter Registrat

Rules of election campaigns; rules of the nomination of candidates at elections; polling; regulation regarding the voting process; EU election [206: legal right to vote]; NGOs and foundations

### 2013 Census

Generally government statistics; formally only census [100: broad population trends]

### 2014 Berlin Berlin/Bonn

Issues related to Berlin becoming the capital again after Reunification and Bonn giving up capital status; Four Power Agreement on Berlin; also code city policies, like e.g. Museums in Bonn

### 2015 Relief of Claims Against the Government

Refunds and settlements for individuals and corporations; governmental liability; relief due to damages caused by government corruption; endowments with focus on NS forced labor

### 2030 Federal Holidays

### 2099 Other Sonstiges

## 21 Public Lands and Water Management

### 2100 General

### 2101 National Parks, Memorials, Historic Sites, and Recreation

Questions on national parks, protected areas and historical buildings; protection of histor- ical buildings and monuments

### 2103 Natural Resources, Public Lands, and Forest Management

### 2104 Water Resources Development and Research

Safety of dams and other water storage and control structures; reservoir construction; navigation and flood control projects

### 2199 Other (Sonstiges)

## 24 State and Local Government Administration

Registration law; investment decisions of the states and communities; subsidiarity Melderecht; Investitionsentscheidungen der Länder und Gemeinden; Subsidiaritätsprinzip

## 25 Reunification

### 2500 General

General questions on the relations between the Federal Republic of Germany and the German Democratic Republic [2501: specific treaties]; travel in the GDR; questions on the political system of the GDR; GDR propaganda; common interests of the people in the two states; recognition of GDR as an independent state

### 2501 Relations with GDR and Occupying Forces as well as (Re-)Unification

Almost all broad reunification issues; the basic treaty concerning the basis of relations between the Federal Republic of Germany and the German Democratic Republic; Border control between GDR and FRG; Unification Treaty; negotiations with GDR only if they are on a specific topic and lead to a specific treaty [2500: if general relations with GDR]

### 2502 Macroeconomic Issues, Commerce, Treuhand, and Currency

Agricultural Adjustment Act [400: if after reunification]; dissolution of Agricultural Pro- duction communities (LPGs); Soviet-German joint stock company ‘Wismut’; restitution for lost property, land, etc., minimum conversion, exchange rate, surcharge on income tax for reconstruction of the East, monetary union, [18XX trade with GDR]

### 2503 Stasi Affairs and other civil liberties and rights issues

Compensation for political crimes; persecution; infringement of civil rights by SED or Stasi; SED Injustice

### 2504 Social Welfare (including equalization of living conditions)

Vocational Rehabilitation Act; change in the Federal Training Assistance Act concerning benefits for victims of persecution in former East Germany [13XX: depending on the timeframe]

### 2599 Other Sonstiges

Cultural exchanges used for East Germany; pensioners travelling to West Germany; administrative reforms

## 26 Media

## 99 Other, Miscellaneous, and Human Interest

# ISIC Codebook

International Standard Industrial Classification of all economic activities

Rev. 4

Link to Online Version of Coding Scheme:

http://unstats.un.org/unsd/cr/registry/regcst.asp?Cl=27

The first part of the codebook provides an overview over the code for the main category – e.g. A for Agriculture, forestry and fishing - and the subcode for the subcategory – e.g. 01 for Crop and animal production, hunting and related service activities. The second part of the codebook provides a more general description of the categories as well as examples and coding guidelines for overlapping categories.

If an interest group could be coded into at least two subcategories, only the main category was used – e.g. only C if more than one subsector is represented.

## OVERVIEW


- A - Agriculture, forestry and fishing
  - 01 - Crop and animal production, hunting and related service activities
  - 02 - Forestry and logging
  - 03 - Fishing and aquaculture
- B - Mining and quarrying
  - 05 - Mining of coal and lignite
  - 06 - Extraction of crude petroleum and natural gas
  - 07 - Mining of metal ores
  - 08 - Other mining and quarrying
  - 09 - Mining support service activities
- C - Manufacturing
  - 10 - Manufacture of food products
  - 11 - Manufacture of beverages
  - 12 - Manufacture of tobacco products
  - 13 - Manufacture of textiles
  - 14 - Manufacture of wearing apparel
  - 15 - Manufacture of leather and related products
  - 16 - Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials
  - 17 - Manufacture of paper and paper products
  - 18 - Printing and reproduction of recorded media
  - 19 - Manufacture of coke and refined petroleum products
  - 20 - Manufacture of chemicals and chemical products
  - 21 - Manufacture of basic pharmaceutical products and pharmaceutical preparations
  - 22 - Manufacture of rubber and plastics products

    - 23 - Manufacture of other non-metallic mineral products
    - 24 - Manufacture of basic metals
    - 25 - Manufacture of fabricated metal products, except machinery and equipment
    - 26 - Manufacture of computer, electronic and optical products
    - 27 - Manufacture of electrical equipment
    - 28 - Manufacture of machinery and equipment n.e.c.
    - 29 - Manufacture of motor vehicles, trailers and semi-trailers
    - 30 - Manufacture of other transport equipment
    - 31 - Manufacture of furniture
    - 32 - Other manufacturing
    - 33 - Repair and installation of machinery and equipment
- D - Electricity, gas, steam and air conditioning supply
    - 35 - Electricity, gas, steam and air conditioning supply
- E - Water supply; sewerage, waste management and remediation activities
    - 36 - Water collection, treatment and supply
    - 37 - Sewerage
    - 38 - Waste collection, treatment and disposal activities; materials recovery
    - 39 - Remediation activities and other waste management services
- F - Construction
    - 41 - Construction of buildings
    - 42 - Civil engineering
    - 43 - Specialized construction activities
- G - Wholesale and retail trade; repair of motor vehicles and motorcycles
    - 45 - Wholesale and retail trade and repair of motor vehicles and motorcycles
    - 46 - Wholesale trade, except of motor vehicles and motorcycles
    - 47 - Retail trade, except of motor vehicles and motorcycles
- H - Transportation and storage
    - 49 - Land transport and transport via pipelines
    - 50 - Water transport
    - 51 - Air transport
    - 52 - Warehousing and support activities for transportation
    - 53 - Postal and courier activities
- I - Accommodation and food service activities
    - 55 - Accommodation
    - 56 - Food and beverage service activities
- J - Information and communication
    - 58 - Publishing activities
    - 59 - Motion picture, video and television programme production, sound recording and music publishing activities
    - 60 - Programming and broadcasting activities
    - 61 - Telecommunications
    - 62 - Computer programming, consultancy and related activities
    - 63 - Information service activities
- K - Financial and insurance activities
    - 64 - Financial service activities, except insurance and pension funding
    - 65 - Insurance, reinsurance and pension funding, except compulsory social security
    - 66 - Activities auxiliary to financial service and insurance activities
- L - Real estate activities
    - 68 - Real estate activities
- M - Professional, scientific and technical activities
    - 69 - Legal and accounting activities
    - 70 - Activities of head offices; management consultancy activities
    - 71 - Architectural and engineering activities; technical testing and analysis
    - 72 - Scientific research and development

    - 73 - Advertising and market research
    - 74 - Other professional, scientific and technical activities
    - 75 - Veterinary activities
- N - Administrative and support service activities
    - 77 - Rental and leasing activities
    - 78 - Employment activities
    - 79 - Travel agency, tour operator, reservation service and related activities
    - 80 - Security and investigation activities
    - 81 - Services to buildings and landscape activities
    - 82 - Office administrative, office support and other business support activities
- O - Public administration and defence; compulsory social security
    - 84 - Public administration and defence; compulsory social security
- P - Education
    - 85 - Education
- Q - Human health and social work activities
    - 86 - Human health activities
    - 87 - Residential care activities
    - 88 - Social work activities without accommodation
- R - Arts, entertainment and recreation
    - 90 - Creative, arts and entertainment activities
    - 91 - Libraries, archives, museums and other cultural activities
    - 92 - Gambling and betting activities
    - 93 - Sports activities and amusement and recreation activities
- S - Other service activities
    - 94 - Activities of membership organizations
    - 95 - Repair of computers and personal and household goods
    - 96 - Other personal service activities
- T - Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use
    - 97 - Activities of households as employers of domestic personnel
    - 98 - Undifferentiated goods- and services-producing activities of private households for own use
- U - Activities of extraterritorial organizations and bodies
    - 99 - Activities of extraterritorial organizations and bodies

# CODING SCHEME DESCRIPTION

## A - Agriculture

This section includes the exploitation of vegetal and animal natural resources, comprising the activities of growing of crops, raising and breeding of animals, harvesting of timber and other plants, animals or animal products from a farm or their natural habitats.

### 01 - Crop and animal production, hunting and related service activities

This division includes two basic activities, namely the production of crop products and production of animal products, covering also the forms of organic agriculture, the growing of genetically modified crops and the raising of genetically modified animals.

This division also includes service activities incidental to agriculture, as well as hunting, trapping and related activities.

Agricultural activities exclude any subsequent processing of the agricultural products (classified under divisions 10 and 11 (Manufacture of food products and beverages) and division 12 (Manufacture of tobacco products)), beyond that needed to prepare them for the primary markets. However, the preparation of products for the primary markets is included here.

The division excludes field construction (e.g. agricultural land terracing, drainage, preparing rice paddies etc.) classified in section F (Construction) and buyers and cooperative associations engaged in the marketing of farm products classified in section G.

### 02 - Forestry and logging

This division includes the production of roundwood for the forest-based manufacturing industries (ISIC divisions 16 and 17) as well as the extraction and gathering of wild growing non-wood forest products. Besides the production of timber, forestry activities result in products that undergo little processing, such as fire wood, charcoal, wood chips and roundwood used in an unprocessed form (e.g. pit-props, pulpwood etc.). These activities can be carried out in natural or planted forests.

### 03 - Fishing and aquaculture

This division includes capture fishery and aquaculture, covering the use of fishery resources from marine, brackish or freshwater environments, with the goal of capturing or gathering fish, crustaceans, molluscs and other marine organisms and products (e.g. aquatic plants, pearls, sponges etc).
Also included are activities that are normally integrated in the process of production for own account (e.g. seeding oysters for pearl production).

This division does not include building and repairing of ships and boats (30, 33) and sport or recreational fishing activities (93). Processing of fish, crustaceans or molluscs is excluded, whether at land-based plants or on factory ships (10).

# B - Mining and quarrying

This section includes the extraction of minerals occurring naturally as solids (coal and ores), liquids (petroleum) or gases (natural gas). Extraction can be achieved by different methods such as underground or surface mining, well operation, seabed mining etc.
This section also includes supplementary activities aimed at preparing the crude materials for marketing, for example, crushing, grinding, cleaning, drying, sorting, concentrating ores, liquefaction of natural gas and agglomeration of solid fuels. These operations are often carried out by the units that extracted the resource and/or others located nearby.
Mining activities are classified into divisions, groups and classes on the basis of the principal mineral produced. Divisions 05, 06 are concerned with mining and quarrying of fossil fuels (coal, lignite, petroleum, gas); divisions 07, 08 concern metal ores, various minerals and quarry products.
Some of the technical operations of this section, particularly related to the extraction of hydrocarbons, may also be carried out for third parties by specialized units as an industrial service, which is reflected in division 09.

This section excludes the processing of the extracted materials (see section C - Manufacturing), which also covers the bottling of natural spring and mineral waters at springs and wells (see class 11) or the crushing, grinding or otherwise treating certain earths, rocks and minerals not carried out in conjunction with mining and quarrying (see class 23). This section also excludes the usage of the extracted materials without a further transformation for construction purposes (see section F - Construction), the collection, purification and distribution of water (see class 36), separate site preparation activities for mining (see class 43) and geophysical, geologic and seismic surveying activities (see class 71).

## 05 - Mining of coal and lignite

This division includes the extraction of solid mineral fuels includes through underground or open-cast mining and includes operations (e.g. grading, cleaning, compressing and other steps necessary for transportation etc.) leading to a marketable product.

This division does not include coking (see 191), services incidental to coal or lignite mining (see 09) or the manufacture of briquettes (see 192).

## 06 - Extraction of crude petroleum and natural gas

This division includes the production of crude petroleum, the mining and extraction of oil from oil shale and oil sands and the production of natural gas and recovery of hydrocarbon liquids. This includes the overall activities of operating and/or developing oil and gas field properties, including such activities as drilling, completing and equipping wells, operating separators, emulsion breakers, desilting equipment and field gathering lines for crude petroleum and all other activities in the preparation of oil and gas up to the point of shipment from the producing property.

This division excludes support activities for petroleum and gas extraction, such as oil and gas field services, performed on a fee or contract basis, oil and gas well exploration and test drilling and boring activities (see class 09). This division also excludes the refining of petroleum products (see class 19) and geophysical, geologic and seismic surveying activities (see class 71).

### 07 - Mining of metal ores

This division includes mining for metallic minerals (ores), performed through underground or open-cast extraction, seabed mining etc. Also included are ore dressing and beneficiating operations, such as crushing, grinding, washing, drying, sintering, calcining or leaching ore, gravity separation or flotation operations.This division excludes manufacturing activities such as the roasting of iron pyrites (see class 20), the production of aluminium oxide (see class 24) and the operation of blast furnaces (see class 24).

### 08 - Other mining and quarrying

This division includes extraction from a mine or quarry, but also dredging of alluvial deposits, rock crushing and the use of salt marshes. The products are used most notably in construction (e.g. sands, stones etc.), manufacture of materials (e.g. clay, gypsum, calcium etc.), manufacture of chemicals etc.
This division does not include processing (except crushing, grinding, cutting, cleaning, drying, sorting and mixing) of the minerals extracted.

### 09 - Mining support service activities

This division includes specialized support services incidental to mining provided on a fee or contract basis. It includes exploration services through traditional prospecting methods such as taking core samples and making geological observations as well as drilling, test-drilling or redrilling for oil wells, metallic and non-metallic minerals. Other typical services cover building oil and gas well foundations, cementing oil and gas well casings, cleaning, bailing and swabbing oil and gas wells, draining and pumping mines, overburden removal services at mines, etc.

## C- Manufacturing

This section includes the physical or chemical transformation of materials, substances, or components into new products, although this cannot be used as the single universal criterion for defining manufacturing (see remark on processing of waste below). The materials, substances, or components transformed are raw materials that are products of agriculture, forestry, fishing, mining or quarrying as well as products of other manufacturing activities. Substantial alteration, renovation or reconstruction of goods is generally considered to be manufacturing.

Units engaged in manufacturing are often described as plants, factories or mills and characteristically use power-driven machines and materials-handling equipment. However, units that transform materials or substances into new products by hand or in the worker's home

and those engaged in selling to the general public of products made on the same premises from which they are sold, such as bakeries and custom tailors, are also included in this section. Manufacturing units may process materials or may contract with other units to process their materials for them. Both types of units are included in manufacturing.

The output of a manufacturing process may be finished in the sense that it is ready for utilization or consumption, or it may be semi-finished in the sense that it is to become an input for further manufacturing. For example, the output of alumina refining is the input used in the primary production of aluminium; primary aluminium is the input to aluminium wire drawing; and aluminium wire is the input for the manufacture of fabricated wire products.

Manufacture of specialized components and parts of, and accessories and attachments to, machinery and equipment is, as a general rule, classified in the same class as the manufacture of the machinery and equipment for which the parts and accessories are intended. Manufacture of unspecialized components and parts of machinery and equipment, e.g. engines, pistons, electric motors, electrical assemblies, valves, gears, roller bearings, is classified in the appropriate class of manufacturing, without regard to the machinery and equipment in which these items may be included. However, making specialized components and accessories by moulding or extruding plastics materials is included in class 22.

Assembly of the component parts of manufactured products is considered manufacturing. This includes the assembly of manufactured products from either self-produced or purchased components.

The recovery of waste, i.e. the processing of waste into secondary raw materials is classified in class 3830 (Materials recovery). While this may involve physical or chemical transformations, this is not considered to be a part of manufacturing. The primary purpose of these activities is considered to be the treatment or processing of waste and they are therefore classified in Section E (Water supply; sewerage, waste management and remediation activities). However, the manufacture of new final products (as opposed to secondary raw materials) is classified in manufacturing, even if these processes use waste as an input. For example, the production of silver from film waste is considered to be a manufacturing process.

Specialized maintenance and repair of industrial, commercial and similar machinery and equipment is, in general, classified in division 33 (Repair, maintenance and installation of machinery and equipment). However, the repair of computers and personal and household goods is classified in division 95 (Repair of computers and personal and household goods), while the repair of motor vehicles is classified in division 45 (Wholesale and retail trade and repair of motor vehicles and motorcycles).

The installation of machinery and equipment, when carried out as a specialized activity, is classified in 33.

Remark: The boundaries of manufacturing and the other sectors of the classification system can be somewhat blurry. As a general rule, the activities in the manufacturing section involve the transformation of materials into new products. Their output is a new product. However, the definition of what constitutes a new product can be somewhat subjective. As clarification, the following activities are considered manufacturing in ISIC:
- milk pasteurizing and bottling (see 10)
- fresh fish processing (oyster shucking, fish filleting), not done on a fishing boat (see 10)
- printing and related activities (see 18, 18)
- ready-mixed concrete production (see 23)
- leather converting (see 15)
- wood preserving (see 16)
- electroplating, plating, metal heat treating, and polishing (see 25)
- rebuilding or remanufacturing of machinery (e.g. automobile engines, see 29)

- tyre retreading (see 22)

Conversely, there are activities that, although sometimes involving transformation processes, are classified in other sections of ISIC; in other words, they are not classified as manufacturing. They include:
- logging, classified in section A (Agriculture, forestry and fishing);
- beneficiating of agricultural products, classified in section A (Agriculture, forestry and fishing);
- beneficiating of ores and other minerals, classified in section B (Mining and quarrying);
- construction of structures and fabricating operations performed at the site of construction, classified in section F (Construction);
- activities of breaking bulk and redistribution in smaller lots, including packaging, repackaging or bottling of products, such as liquors or chemicals; sorting of scrap; mixing of paints to customers' order; and cutting of metals to customers' order, producing a modified version of the same product, are classified to section G (Wholesale and retail trade; repair of motor vehicles and motorcycles).

## 10 - Manufacture of food products

This division includes the processing of the products of agriculture, forestry and fishing into food for humans or animals, and includes the production of various intermediate products that are not directly food products. The activity often generates associated products of greater or lesser value (for example, hides from slaughtering, or oilcake from oil production).
This division is organized by activities dealing with different kinds of products: meat, fish, fruit and vegetables, fats and oils, milk products, grain mill products, animal feeds and other food products. This includes juices, coffee, tea and mate-teaproducts. Production can be carried out for own account, as well as for third parties, as in custom slaughtering.
Some activities are considered manufacturing (for example, those performed in bakeries, pastry shops, and prepared meat shops etc. which sell their own production) even though there is retail sale of the products in the producers' own shop. However, where the processing is minimal and does not lead to a real transformation, the unit is classified to Wholesale and retail trade (section G).

Production of animal feeds from slaughter waste or by-products is classified in 10, while processing food and beverage waste into secondary raw material is classified to 38, and disposal of food and beverage waste in 38.

## 11 - Manufacture of beverages

This division includes the manufacture of beverages, such as nonalcoholic beverages and mineral water, manufacture of alcoholic beverages mainly through fermentation, beer and wine, and the manufacture of distilled alcoholic beverages.

This division excludes the production of fruit and vegetable juices (see class 10), the manufacture of milk-based drinks (see class 10) and the manufacture of coffee, tea and maté products (see class 10).

## 12 - Manufacture of tobacco products

This division includes the processing of an agricultural product, tobacco, into a form suitable for final consumption.

## 13 - Manufacture of textiles

This division includes preparation and spinning of textile fibres as well as textile weaving, finishing of textiles and wearing apparel, manufacture of made-up textile articles, except apparel (e.g. household linen, blankets, rugs, cordage etc.). Growing of natural fibres is covered under division 01, while manufacture of synthetic fibres is a chemical process classified in class 20. Manufacture of wearing apparel is covered in division 14.

## 14 - Manufacture of wearing apparel

This division includes all tailoring (ready-to-wear or made-to-measure), in all materials (e.g. leather, fabric, knitted and crocheted fabrics etc.), of all items of clothing (e.g. outerwear, underwear for men, women or children; work, city or casual clothing etc.) and accessories. There is no distinction made between clothing for adults and clothing for children, or between modern and traditional clothing. Division 14 also includes the fur industry (fur skins and wearing apparel).

## 15 - Manufacture of leather and related products

This division includes dressing and dyeing of fur and the transformation of hides into leather by tanning or curing and fabricating the leather into products for final consumption. It also includes the manufacture of similar products from other materials (imitation leathers or leather substitutes), such as rubber footwear, textile luggage etc. The products made from leather substitutes are included here, since they are made in ways similar to those in which leather products are made (e.g. luggage) and are often produced in the same unit.

## 16 - Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials

This division includes the manufacture of wood products, such as lumber, plywood, veneers, wood containers, wood flooring, wood trusses, and prefabricated wood buildings. The production processes include sawing, planing, shaping, laminating, and assembling of wood products starting from logs that are cut into bolts, or lumber that may then be cut further, or shaped by lathes or other shaping tools. The lumber or other transformed wood shapes may also be subsequently planed or smoothed, and assembled into finished products, such as wood containers.
With the exception of sawmilling, this division is subdivided mainly based on the specific products manufactured.

This division does not include the manufacture of furniture (31), or the installation of wooden fittings and the like (43).

## 17 - Manufacture of paper and paper products

This division includes the manufacture of pulp, paper and converted paper products. The manufacture of these products is grouped together because they constitute a series of vertically connected processes. More than one activity is often carried out in a single unit. There are essentially three activities: The manufacture of pulp involves separating the cellulose fibers from other impurities in wood or used paper. The manufacture of paper involves matting these fibers into a sheet. Converted paper products are made from paper and other materials

by various cutting and shaping techniques, including coating and laminating activities. The paper articles may be printed (e.g. wallpaper, gift wrap etc.), as long as the printing of information is not the main purpose.
The production of pulp, paper and paperboard in bulk is included in class 17, while the remaining classes include the production of further-processed paper and paper products.

## 18 - Printing and reproduction of recorded media

This division includes printing of products, such as newspapers, books, periodicals, business forms, greeting cards, and other materials, and associated support activities, such as bookbinding, plate-making services, and data imaging. The support activities included here are an integral part of the printing industry, and a product (a printing plate, a bound book, or a computer disk or file) that is an integral part of the printing industry is almost always provided by these operations.
Processes used in printing include a variety of methods for transferring an image from a plate, screen, or computer file to a medium, such as paper, plastics, metal, textile articles, or wood. The most prominent of these methods entails the transfer of the image from a plate or screen to the medium through lithographic, gravure, screen or flexographic printing. Often a computer file is used to directly "drive" the printing mechanism to create the image or electrostatic and other types of equipment (digital or non-impact printing).
Though printing and publishing can be carried out by the same unit (a newspaper, for example), it is less and less the case that these distinct activities are carried out in the same physical location.

This division also includes the reproduction of recorded media, such as compact discs, video recordings, software on discs or tapes, records etc.

This division excludes publishing activities (see section J).

## 19 - Manufacture of coke and refined petroleum products

This division includes the transformation of crude petroleum and coal into usable products. The dominant process is petroleum refining, which involves the separation of crude petroleum into component products through such techniques as cracking and distillation. This division also includes the manufacture for own account of characteristic products (e.g. coke, butane, propane, petrol, kerosene, fuel oil etc.) as well as processing services (e.g. custom refining).
This division includes the manufacture of gases such as ethane, propane and butane as products of petroleum refineries.

Not included is the manufacture of such gases in other units (20), manufacture of industrial gases (20), extraction of natural gas (methane, ethane, butane or propane) (06), and manufacture of fuel gas, other than petroleum gases (e.g. coal gas, water gas, producer gas, gasworks gas) (35).
The manufacture of petrochemicals from refined petroleum is classified in division 20.

## 20 - Manufacture of chemicals and chemical products

This division includes the transformation of organic and inorganic raw materials by a chemical process and the formation of products. It distinguishes the production of basic chemicals that constitute the first industry group from the production of intermediate and end products

produced by further processing of basic chemicals that make up the remaining industry classes.

## 21 - Manufacture of basic pharmaceutical products and pharmaceutical preparations

This division includes the manufacture of basic pharmaceutical products and pharmaceutical preparations. This includes also the manufacture of medicinal chemical and botanical products.

## 22 - Manufacture of rubber and plastics products

This division includes the manufacture of rubber and plastics products.
This division is characterized by the raw materials used in the manufacturing process. However, this does not imply that the manufacture of all products made of these materials is classified here.

## 23 - Manufacture of other non-metallic mineral products

This division includes manufacturing activities related to a single substance of mineral origin. This division includes the manufacture of glass and glass products (e.g. flat glass, hollow glass, fibres, technical glassware etc.), ceramic products, tiles and baked clay products, and cement and plaster, from raw materials to finished articles. The manufacture of shaped and finished stone and other mineral products is also included in this division.

## 24 - Manufacture of basic metals

This division includes the activities of smelting and/or refining ferrous and non-ferrous metals from ore, pig or scrap, using electrometallurgic and other process metallurgic techniques. This division also includes the manufacture of metal alloys and super-alloys by introducing other chemical elements to pure metals. The output of smelting and refining, usually in ingot form, is used in rolling, drawing and extruding operations to make products such as plate, sheet, strip, bars, rods, wire, tubes, pipes and hollow profiles, and in molten form to make castings and other basic metal products.

## 25 - Manufacture of fabricated metal products, except machinery and equipment

This division includes the manufacture of "pure" metal products (such as parts, containers and structures), usually with a static, immovable function, as opposed to the following divisions 26-30, which cover the manufacture of combinations or assemblies of such metal products (sometimes with other materials) into more complex units that, unless they are purely electrical, electronic or optical, work with moving parts.
The manufacture of weapons and ammunition is also included in this division.
This division excludes specialized repair and maintenance activities (see group 33) and the specialized installation of manufactured goods produced in this division in buildings, such as central heating boilers (see 43).

## 26 - Manufacture of computer, electronic and optical products

This division includes the manufacture of computers, computer peripherals, communications equipment, and similar electronic products, as well as the manufacture of components for such products. Production processes of this division are characterized by the design and use of integrated circuits and the application of highly specialized miniaturization technologies.
The division also contains the manufacture of consumer electronics, measuring, testing, navigating, and control equipment, irradiation, electromedical and electrotherapeutic equipment, optical instruments and equipment, and the manufacture of magnetic and optical media.

## 27 - Manufacture of electrical equipment

This division includes the manufacture of products that generate, distribute and use electrical power. Also included is the manufacture of electrical lighting, signalling equipment and electric household appliances.

This division excludes the manufacture of electronic products (see division 26).

## 28 - Manufacture of machinery and equipment n.e.c.

This division includes the manufacture of machinery and equipment that act independently on materials either mechanically or thermally or perform operations on materials (such as handling, spraying, weighing or packing), including their mechanical components that produce and apply force, and any specially manufactured primary parts. This includes the manufacture of fixed and mobile or hand-held devices, regardless of whether they are designed for industrial, building and civil engineering, agricultural or home use. The manufacture of special equipment for passenger or freight transport within demarcated premises also belongs within this division.
This division distinguishes between the manufacture of special-purpose machinery, i.e. machinery for exclusive use in an ISIC industry or a small cluster of ISIC industries, and general-purpose machinery, i.e. machinery that is being used in a wide range of ISIC industries.
This division also includes the manufacture of other special-purpose machinery, not covered elsewhere in the classification, whether or not used in a manufacturing process, such as fairground amusement equipment, automatic bowling alley equipment, etc.

This division excludes the manufacture of metal products for general use (division 25), associated control devices, computer equipment, measurement and testing equipment, electricity distribution and control apparatus (divisions 26 and 27) and general-purpose motor vehicles (divisions 29 and 30).

## 29 - Manufacture of motor vehicles, trailers and semi-trailers

This division includes the manufacture of motor vehicles for transporting passengers or freight. The manufacture of various parts and accessories, as well as the manufacture of trailers and semi-trailers, is included here.
The maintenance and repair of vehicles produced in this division are classified in 45.

## 30 - Manufacture of other transport equipment

This division includes the manufacture of transportation equipment such as ship building and boat manufacturing, the manufacture of railroad rolling stock and locomotives, air and spacecraft and the manufacture of parts thereof.

## 31 - Manufacture of furniture

This division includes the manufacture of furniture and related products of any material except stone, concrete and ceramic. The processes used in the manufacture of furniture are standard methods of forming materials and assembling components, including cutting, moulding and laminating. The design of the article, for both aesthetic and functional qualities, is an important aspect of the production process.

Some of the processes used in furniture manufacturing are similar to processes that are used in other segments of manufacturing. For example, cutting and assembly occurs in the production of wood trusses that are classified in division 16 (Manufacture of wood and wood products). However, the multiple processes distinguish wood furniture manufacturing from wood product manufacturing. Similarly, metal furniture manufacturing uses techniques that are also employed in the manufacturing of roll-formed products classified in division 25 (Manufacture of fabricated metal products). The molding process for plastics furniture is similar to the molding of other plastics products. However, the manufacture of plastics furniture tends to be a specialized activity.

## 32 - Other manufacturing

This division includes the manufacture of a variety of goods not covered in other parts of the classification. Since this is a residual division, production processes, input materials and use of the produced goods can vary widely and usual criteria for grouping classes into divisions have not been applied here.

## 33 - Repair and installation of machinery and equipment

This division includes the specialized repair of goods produced in the manufacturing sector with the aim to restore machinery, equipment and other products to working order. The provision of general or routine maintenance (i.e. servicing) on such products to ensure they work efficiently and to prevent breakdown and unnecessary repairs is included.

This division does only include specialized repair and maintenance activities. A substantial amount of repair is also done by manufacturers of machinery, equipment and other goods, in which case the classification of units engaged in these repair and manufacturing activities is done according to the value-added principle which would often assign these combined activities to the manufacture of the good. The same principle is applied for combined trade and repair.

The rebuilding or remanufacturing of machinery and equipment is considered a manufacturing activity and included in other divisions of this section.

Repair and maintenance of goods that are utilized as capital goods as well as consumer goods is typically classified as repair and maintenance of household goods (e.g. office and household furniture repair, see 95).

Also included in this division is the specialized installation of machinery. However, the installation of equipment that forms an integral part of buildings or similar structures, such as installation of electrical wiring, installation of escalators or installation of air-conditioning systems, is classified as construction.

This division excludes the cleaning of industrial machinery (see class 81) and the repair and maintenance of computers, communications equipment and household goods (see division 95).

## D- Electricity, gas, steam and air conditioning supply

This section includes the activity of providing electric power, natural gas, steam, hot water and the like through a permanent infrastructure (network) of lines, mains and pipes. The dimension of the network is not decisive; also included are the distribution of electricity, gas, steam, hot water and the like in industrial parks or residential buildings.
This section therefore includes the operation of electric and gas utilities, which generate, control and distribute electric power or gas. Also included is the provision of steam and air-conditioning supply.

This section excludes the operation of water and sewerage utilities, see 36, 37. This section also excludes the (typically long-distance) transport of gas through pipelines.

### 35 - Electricity, gas, steam and air conditioning supply

See section D.

## E - Water supply; sewerage, waste management and remediation activities

This section includes activities related to the management (including collection, treatment and disposal) of various forms of waste, such as solid or non-solid industrial or household waste, as well as contaminated sites. The output of the waste or sewage treatment process can either be disposed of or become an input into other production processes. Activities of water supply are also grouped in this section, since they are often carried out in connection with, or by units also engaged in, the treatment of sewage.

### 36 - Water collection, treatment and supply

This division includes the collection, treatment and distribution of water for domestic and industrial needs. Collection of water from various sources, as well as distribution by various means is included.

### 37 - Sewerage

This division includes the operation of sewer systems or sewage treatment facilities that collect, treat, and dispose of sewage.

### 38 - Waste collection, treatment and disposal activities; materials recovery

This division includes the collection, treatment, and disposal of waste materials. This also includes local hauling of waste materials and the operation of materials recovery facilities (i.e. those that sort recoverable materials from a waste stream).

### 39 - Remediation activities and other waste management services

This division includes the provision of remediation services, i.e. the cleanup of contaminated buildings and sites, soil, surface or ground water.

## F - Construction

This section includes general construction and specialized construction activities for buildings and civil engineering works. It includes new work, repair, additions and alterations, the erection of prefabricated buildings or structures on the site and also construction of a temporary nature.

General construction is the construction of entire dwellings, office buildings, stores and other public and utility buildings, farm buildings etc., or the construction of civil engineering works such as motorways, streets, bridges, tunnels, railways, airfields, harbours and other water projects, irrigation systems, sewerage systems, industrial facilities, pipelines and electric lines, sports facilities etc.

This work can be carried out on own account or on a fee or contract basis. Portions of the work and sometimes even the whole practical work can be subcontracted out. A unit that carries the overall responsibility for a construction project is classified here.

Also included is the repair of buildings and engineering works.

This section includes the complete construction of buildings (division 41), the complete construction of civil engineering works (division 42), as well as specialized construction activities, if carried out only as a part of the construction process (division 43).

The renting of construction equipment with operator is classified with the specific construction activity carried out with this equipment.

This section also includes the development of building projects for buildings or civil engineering works by bringing together financial, technical and physical means to realize the construction projects for later sale. If these activities are carried out not for later sale of the construction projects, but for their operation (e.g. renting of space in these buildings, manufacturing activities in these plants), the unit would not be classified here, but according to its operational activity, i.e. real estate, manufacturing etc.

## 41 - Construction of buildings

This division includes general construction of buildings of all kinds. It includes new work, repair, additions and alterations, the erection of pre-fabricated buildings or structures on the site and also construction of temporary nature.

Included is the construction of entire dwellings, office buildings, stores and other public and utility buildings, farm buildings, etc.

## 42 - Civil engineering

This division includes general construction for civil engineering objects. It includes new work, repair, additions and alterations, the erection of pre-fabricated structures on the site and also construction of temporary nature.

Included is the construction of heavy constructions such as motorways, streets, bridges, tunnels, railways, airfields, harbours and other water projects, irrigation systems, sewerage systems, industrial facilities, pipelines and electric lines, outdoor sports facilities, etc. This work can be carried out on own account or on a fee or contract basis. Portions of the work and sometimes even the whole practical work can be subcontracted out.

## 43 - Specialized construction activities

This division includes specialized construction activities (special trades), i.e. the construction of parts of buildings and civil engineering works without responsibility for the entire project. These activities are usually specialized in one aspect common to different structures, requiring specialized skills or equipment, such as pile driving, foundation work, carcass work, concrete work, brick laying, stone setting, scaffolding, roof covering, etc. The erection of steel structures is included, provided that the parts are not produced by the same unit. Specialized construction activities are mostly carried out under subcontract, but especially in repair construction it is done directly for the owner of the property.

Also included are building finishing and building completion activities.

Included is the installation of all kind of utilities that make the construction function as such. These activities are usually performed at the site of the construction, although parts of the job may be carried out in a special shop. Included are activities such as plumbing, installation of heating and air-conditioning systems, antennas, alarm systems and other electrical work, sprinkler systems, elevators and escalators, etc. Also included are insulation work (water, heat, sound), sheet metal work, commercial refrigerating work, the installation of illumination and signalling systems for roads, railways, airports, harbours, etc. Also included is the repair of the same type as the above-mentioned activities.

Building completion activities encompass activities that contribute to the completion or finishing of a construction such as glazing, plastering, painting, floor and wall tiling or covering with other materials like parquet, carpets, wallpaper, etc., floor sanding, finish carpentry, acoustical work, cleaning of the exterior, etc. Also included is the repair of the same type as the above-mentioned activities.

The renting of construction equipment with operator is classified with the associated construction activity.

# G - Wholesale and retail trade; repair of motor vehicles and motorcycles

This section includes wholesale and retail sale (i.e. sale without transformation) of any type of goods and the rendering of services incidental to the sale of these goods. Wholesaling and retailing are the final steps in the distribution of goods. Goods bought and sold are also referred to as merchandise.

Also included in this section are the repair of motor vehicles and motorcycles.

Sale without transformation is considered to include the usual operations (or manipulations) associated with trade, for example sorting, grading and assembling of goods, mixing (blending) of goods (for example sand), bottling (with or without preceding bottle cleaning), packing, breaking bulk and repacking for distribution in smaller lots, storage (whether or not frozen or chilled), cleaning and drying of agricultural products, cutting out of wood fibreboards or metal sheets as secondary activities.

Division 45 includes all activities related to the sale and repair of motor vehicles and motorcycles, while divisions 46 and 47 include all other sale activities. The distinction between division 46 (wholesale) and division 47 (retail sale) is based on the predominant type of customer.

Wholesale is the resale (sale without transformation) of new and used goods to retailers, to industrial, commercial, institutional or professional users, or to other wholesalers, or involves acting as an agent or broker in buying goods for, or selling goods to, such persons or companies. The principal types of businesses included are merchant wholesalers, i.e. wholesalers who take title to the goods they sell, such as wholesale merchants or jobbers, industrial distributors, exporters, importers, and cooperative buying associations, sales branches and sales offices (but not retail stores) that are maintained by manufacturing or mining units apart from their plants or mines for the purpose of marketing their products and that do not merely take orders to be filled by direct shipments from the plants or mines. Also included are merchandise brokers, commission merchants and agents and assemblers, buyers and cooperative associations engaged in the marketing of farm products. Wholesalers frequently physically assemble, sort and grade goods in large lots, break bulk, repack and redistribute in smaller lots, for example pharmaceuticals; store, refrigerate, deliver and install goods, engage in sales promotion for their customers and label design.

Retailing is the resale (sale without transformation) of new and used goods mainly to the general public for personal or household consumption or utilization, by shops, department stores, stalls, mail-order houses, door-to-door sales persons, hawkers and peddlers, consumer cooperatives, auction houses etc. Most retailers take title to the goods they sell, but some act as agents for a principal and sell either on consignment or on a commission basis.

## 45 - Wholesale and retail trade and repair of motor vehicles and motorcycles

This division includes all activities (except manufacture and renting) related to motor vehicles and motorcycles, including lorries and trucks, such as the wholesale and retail sale of new and second-hand vehicles, the repair and maintenance of vehicles and the wholesale and retail sale of parts and accessories for motor vehicles and motorcycles. Also included are activities of commission agents involved in wholesale or retail sale of vehicles.
This division also includes activities such as washing, polishing of vehicles etc.

This division does not include the retail sale of automotive fuel and lubricating or cooling products or the renting of motor vehicles or motorcycles.

## 46 - Wholesale trade, except of motor vehicles and motorcycles

This division includes wholesale trade on own account or on a fee or contract basis (commission trade) related to domestic wholesale trade as well as international wholesale trade (import/export).

Wholesale is the resale (sale without transformation) of new and used goods to retailers, business-to-business trade, such as to industrial, commercial, institutional or professional users, or resale to other wholesalers, or involves acting as an agent or broker in buying goods for, or selling goods to, such persons or companies. The principal types of businesses included are merchant wholesalers, i.e. wholesalers who take title to the goods they sell, such as wholesale merchants or jobbers, industrial distributors, exporters, importers, and cooperative buying associations, sales branches and sales offices (but not retail stores) that are maintained by manufacturing or mining units apart from their plants or mines for the purpose of marketing their products and that do not merely take orders to be filled by direct shipments from the plants or mines. Also included are merchandise brokers, commission merchants and agents and assemblers, buyers and cooperative associations engaged in the marketing of farm products.

Wholesalers frequently physically assemble, sort and grade goods in large lots, break bulk, repack and redistribute in smaller lots, for example pharmaceuticals; store, refrigerate, deliver and install goods, engage in sales promotion for their customers and label design.

This division excludes the wholesale of motor vehicles, caravans and motorcycles, as well as motor vehicle accessories (see division 45), the renting and leasing of goods (see division 77) and the packing of solid goods and bottling of liquid or gaseous goods, including blending and filtering, for third parties (see class 82).

## 47 - Retail trade, except of motor vehicles and motorcycles

This division includes the resale (sale without transformation) of new and used goods mainly to the general public for personal or household consumption or utilization, by shops, department stores, stalls, mail-order houses, hawkers and peddlers, consumer cooperatives etc.

The goods sold in this division are limited to goods usually referred to as consumer goods or retail goods. Therefore goods not usually entering the retail trade, such as cereal grains, ores, industrial machinery etc., are excluded. This division also includes units engaged primarily in selling to the general public, from displayed goods, products such as personal computers, stationery, paint or timber, although these sales may not be for personal or household use. Some processing of goods may be involved, but only incidental to selling, e.g. sorting or repackaging of goods, installation of a domestic appliance etc.

This division also includes the retail sale by commission agents and activities of retail auctioning houses.

This division excludes:
- sale of farmers' products by farmers, see division 01
- manufacture and sale of goods, which is generally classified as manufacturing in divisions 10-32
- sale of motor vehicles, motorcycles and their parts, see division 45

- trade in cereal grains, ores, crude petroleum, industrial chemicals, iron and steel and industrial machinery and equipment, see division 46
- sale of food and drinks for consumption on the premises and sale of takeaway food, see division 56
- renting of personal and household goods to the general public, see group 77

# H - Transportation and storage

This section includes the provision of passenger or freight transport, whether scheduled or not, by rail, pipeline, road, water or air and associated activities such as terminal and parking facilities, cargo handling, storage etc. Included in this section is the renting of transport equipment with driver or operator. Also included are postal and courier activities.

This section excludes maintenance and repair of motor vehicles and other transportation equipment (see classes 45 and 33, respectively), the construction, maintenance and repair of roads, railroads, harbours, airfields (see division 42), as well as the renting of transport equipment without driver or operator (see division 77).

## 49 - Land transport and transport via pipelines

This division includes the transport of passengers and freight via road and rail, as well as freight transport via pipelines.

## 50 - Water transport

This division includes the transport of passengers or freight over water, whether scheduled or not. Also included are the operation of towing or pushing boats, excursion, cruise or sightseeing boats, ferries, water taxis etc. Although the location is an indicator for the separation between sea and inland water transport, the deciding factor is the type of vessel used. All transport on sea-going vessels is classified in group 50, while transport using other vessels is classified in group 50.

This division excludes restaurant and bar activities on board ships (see division 56), if carried out by separate units.

## 51 - Air transport

This division includes the transport of passengers or freight by air or via space.

This division excludes the repair of aircraft or aircraft engines (see class 33) and support activities, such as the operation of airports, (see class 52). This division also excludes activities that make use of aircraft, but not for the purpose of transportation, such as crop spraying (see class 01), aerial advertising (see class 73) or aerial photography (see class 74).

### 52 - Warehousing and support activities for transportation

This division includes warehousing and support activities for transportation, such as operating of transport infrastructure (e.g. airports, harbours, tunnels, bridges, etc.), the activities of transport agencies and cargo handling.

### 53 - Postal and courier activities

This division includes postal and courier activities, such as pickup, transport and delivery of letters and parcels under various arrangements. Local delivery and messenger services are also included.

## I - Accommodation and food service activities

This section includes the provision of short-stay accommodation for visitors and other travellers and the provision of complete meals and drinks fit for immediate consumption. The amount and type of supplementary services provided within this section can vary widely.

This section excludes the provision of long-term accommodation as primary residences, which is classified in Real estate activities (section L). Also excluded is the preparation of food or drinks that are either not fit for immediate consumption or that are sold through independent distribution channels, i.e. through wholesale or retail trade activities. The preparation of these foods is classified in Manufacturing (section C).

### 55 - Accommodation

This division includes the provision of short-stay accommodation for visitors and other travellers. Also included is the provision of longer-term accommodation for students, workers and similar individuals. Some units may provide only accommodation while others provide a combination of accommodation, meals and/or recreational facilities.

This division excludes activities related to the provision of long-term primary residences in facilities such as apartments typically leased on a monthly or annual basis classified in Real Estate (section L).

### 56 - Food and beverage service activities

This division includes food and beverage serving activities providing complete meals or drinks fit for immediate consumption, whether in traditional restaurants, self-service or take-away restaurants, whether as permanent or temporary stands with or without seating. Decisive is the fact that meals fit for immediate consumption are offered, not the kind of facility providing them.

Excluded is the production of meals not fit for immediate consumption or not planned to be consumed immediately or of prepared food which is not considered to be a meal (see divisions 10: Manufacture of food products and 11: Manufacture of beverages). Also excluded is the sale of not self-manufactured food that is not considered to be a meal or of meals that are not fit for immediate consumption (see section G: Wholesale and retail trade; ...).

# J - Information and communication

This section includes the production and distribution of information and cultural products, the provision of the means to transmit or distribute these products, as well as data or communications, information technology activities and the processing of data and other information service activities.

The main components of this section are publishing activities (division 58), including software publishing, motion picture and sound recording activities (division 59), radio and TV broadcasting and programming activities (division 60), telecommunications activities (division 61) and information technology activities (division 62) and other information service activities (division 63).

Publishing includes the acquisition of copyrights to content (information products) and making this content available to the general public by engaging in (or arranging for) the reproduction and distribution of this content in various forms. All the feasible forms of publishing (in print, electronic or audio form, on the internet, as multimedia products such as CD-ROM reference books etc.) are included in this section.

Activities related to production and distribution of TV programming span divisions 59, 60 and 61, reflecting different stages in this process. Individual components, such as movies, television series etc. are produced by activities in division 59, while the creation of a complete television channel programme, from components produced in division 59 or other components (such as live news programming) is included in division 60. Division 60 also includes the broadcasting of this programme by the producer. The distribution of the complete television programme by third parties, i.e. without any alteration of the content, is included in division 61. This distribution in division 61 can be done through broadcasting, satellite or cable systems.

## 58 - Publishing activities

This division includes the publishing of books, brochures, leaflets, dictionaries, encyclopaedias, atlases, maps and charts; publishing of newspapers, journals and periodicals; directory and mailing list and other publishing, as well as software publishing.

Publishing includes the acquisition of copyrights to content (information products) and making this content available to the general public by engaging in (or arranging for) the reproduction and distribution of this content in various forms. All the feasible forms of publishing (in print, electronic or audio form, on the Internet, as multimedia products such as CD-ROM reference books etc.), except publishing of motion pictures, are included in this division.

This division excludes the publishing of motion pictures, video tapes and movies on DVD or similar media (division 59) and the production of master copies for records or audio material (division 59). Also excluded are printing and the mass reproduction of recorded media (see 18).

## 59 - Motion picture, video and television programme production, sound recording and music publishing activities

This division includes production of theatrical and non-theatrical motion pictures whether on film, videotape or disc for direct projection in theatres or for broadcasting on television; supporting activities such as film editing, cutting, dubbing etc.; distribution of motion pictures and other film productions to other industries; as well as motion picture or other film productions

projection. Also included is the buying and selling of distribution rights for motion pictures or other film productions.
This division also includes the sound recording activities, i.e. production of original sound master recordings, releasing, promoting and distributing them, publishing of music as well as sound recording service activities in a studio or elsewhere.

## 60 - Programming and broadcasting activities

This division includes the activities of creating content or acquiring the right to distribute content and subsequently broadcasting that content, such as radio, television and data programs of entertainment, news, talk, and the like. Also included is data broadcasting, typically integrated with radio or TV broadcasting. The broadcasting can be performed using different technologies, over-the-air, via satellite, via a cable network or via Internet. This division also includes the production of programs that are typically narrowcast in nature (limited format, such as news, sports, education or youth-oriented programming) on a subscription or fee basis, to a third party, for subsequent broadcasting to the public.

This division excludes the distribution of cable and other subscription programming (see division 61).

## 61 - Telecommunications

This division includes the activities of providing telecommunications and related service activities, i.e. transmitting voice, data, text, sound and video. The transmission facilities that carry out these activities may be based on a single technology or a combination of technologies. The commonality of activities classified in this division is the transmission of content, without being involved in its creation. The breakdown in this division is based on the type of infrastructure operated. Radiocommunication was also coded J 61.
In the case of transmission of television signals this may include the bundling of complete programming channels (produced in division 60) in to programme packages for distribution.

## 62 - Computer programming, consultancy and related activities

This division includes the following activities of providing expertise in the field of information technologies: writing, modifying, testing and supporting software; planning and designing computer systems that integrate computer hardware, software and communication technologies; on-site management and operation of clients' computer systems and/or data processing facilities; and other professional and technical computer-related activities.

## 63 - Information service activities

This division includes the activities of web search portals, data processing and hosting activities, as well as other activities that primarily supply information.

## K - Financial and insurance activities

This section includes financial service activities, including insurance, reinsurance and pension funding activities and activities to support financial services.
This section also includes the activities of holding assets, such as activities of holding companies and the activities of trusts, funds and similar financial entities.

### 64 - Financial service activities, except insurance and pension funding

This division includes the activities of obtaining and redistributing funds other than for the purpose of insurance or pension funding or compulsory social security.
Note: National institutional arrangements are likely to play a significant role in determining the classification within this division.

### 65 - Insurance, reinsurance and pension funding, except compulsory social security

This division includes the underwriting annuities and insurance policies and investing premiums to build up a portfolio of financial assets to be used against future claims. Provision of direct insurance and reinsurance are included. Pensioners and tenures were coded under this division.

### 66 - Activities auxiliary to financial service and insurance activities

This division includes the provision of services involved in or closely related to financial service activities, but not themselves providing financial services. The primary breakdown of this division is according to the type of financial transaction or funding served.

## L - Real estate activities

This section includes acting as lessors, agents and/or brokers in one or more of the following: selling or buying real estate, renting real estate, providing other real estate services such as appraising real estate or acting as real estate escrow agents. Activities in this section may be carried out on own or leased property and may be done on a fee or contract basis. Also included is the building of structures, combined with maintaining ownership or leasing of such structures.

This section includes real estate property managers.

### 68 - Real estate activities

See section L.

# M - Professional, scientific and technical activities

This section includes specialized professional, scientific and technical activities. These activities require a high degree of training, and make specialized knowledge and skills available to users.

## 69 - Legal and accounting activities

This division includes legal representation of one party's interest against another party, whether or not before courts or other judicial bodies by, or under supervision of, persons who are members of the bar, such as advice and representation in civil cases, advice and representation in criminal actions, advice and representation in connection with labour disputes. It also includes preparation of legal documents such as articles of incorporation, partnership agreements or similar documents in connection with company formation, patents and copyrights, preparation of deeds, wills, trusts, etc. as well as other activities of notaries public, civil law notaries, bailiffs, arbitrators, examiners and referees. It also includes accounting and bookkeeping services such as auditing of accounting records, preparing financial statements and bookkeeping.

## 70 - Activities of head offices; management consultancy activities

This division includes the provision of advice and assistance to businesses and other organizations on management issues, such as strategic and organizational planning; financial planning and budgeting; marketing objectives and policies; human resource policies, practices, and planning; production scheduling; and control planning. It also includes the overseeing and managing of other units of the same company or enterprise, i.e. the activities of head offices.

## 71 - Architectural and engineering activities; technical testing and analysis

This division includes the provision of architectural services, engineering services, drafting services, building inspection services and surveying and mapping services. It also includes the performance of physical, chemical, and other analytical testing services.

## 72 - Scientific research and development

This division includes the activities of three types of research and development: 1) basic research: experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without particular application or use in view, 2) applied research: original investigation undertaken in order to acquire new knowledge, directed primarily towards a specific practical aim or objective and 3) experimental development: systematic work, drawing on existing knowledge gained from research and/or practical experience, directed to producing new materials, products and devices, to installing new processes, systems and services, and to improving substantially those already produced or installed.

Research and experimental development activities in this division are subdivided into two categories: natural sciences and engineering; social sciences and the humanities.

This division excludes market research (see class 73).

### 73 - Advertising and market research

This division includes the creation of advertising campaigns and placement of such advertising in periodicals, newspapers, radio and television, or other media as well as the design of display structures and sites.

### 74 - Other professional, scientific and technical activities

This division includes the provision of professional scientific and technical services (except legal and accounting activities; architecture and engineering activities; technical testing and analysis; management and management consultancy activities; research and development and advertising activities).

### 75 - Veterinary activities

This division includes the provision of animal health care and control activities for farm animals or pet animals. These activities are carried out by qualified veterinarians in veterinary hospitals as well as when visiting farms, kennels or homes, in own consulting and surgery rooms or elsewhere. It also includes animal ambulance activities.

## N - Administrative and support service activities

This section includes a variety of activities that support general business operations. These activities differ from those in section M, since their primary purpose is not the transfer of specialized knowledge.

### 77 - Rental and leasing activities

This division includes the renting and leasing of tangible and non-financial intangible assets, including a wide array of tangible goods, such as automobiles, computers, consumer goods and industrial machinery and equipment to customers in return for a periodic rental or lease payment. It is subdivided into: (1) the renting of motor vehicles, (2) the renting of recreational and sports equipment and personal and household equipment, (3) the leasing of other machinery and equipment of the kind often used for business operations, including other transport equipment and (4) the leasing of intellectual property products and similar products.

Only the provision of operating leases is included in this division.

This division excludes financial leasing activities (see class 64), renting of real estate (see section L) and the renting of equipment with operator. The latter is classified according to the

activities carried out with this equipment, e.g. construction (section F) or transportation (section H).

## 78 - Employment activities

This division includes activities of listing employment vacancies and referring or placing applicants for employment, where the individuals referred or placed are not employees of the employment agencies, supplying workers to clients' businesses for limited periods of time to supplement the working force of the client, and the activities of providing human resources and human resource management services for others on a contract or fee basis. This division also includes executive search and placement activities and activities of theatrical casting agencies.

This division excludes the activities of agents for individual artists (see class 74).

## 79 - Travel agency, tour operator, reservation service and related activities

This division includes the activity of selling travel, tour, transportation and accommodation services to the general public and commercial clients and the activity of arranging and assembling tours that are sold through travel agencies or directly by agents such as tour operators, as well as other travel-related services including reservation services. The activities of tourist guides and tourism promotion activities are also included.

## 80 - Security and investigation activities

This division includes security-related services such as: investigation and detective services; guard and patrol services; picking up and delivering money, receipts, or other valuable items with personnel and equipment to protect such properties while in transit; operation of electronic security alarm systems, such as burglar and fire alarms, where the activity focuses on remote monitoring these systems, but often involves also sale, installation and repair services. If the latter components are provided separate, they are excluded from this division and classified in retail sale, construction etc.

## 81 - Services to buildings and landscape activities

This division includes the provision of a number of general support services, such as the provision of a combination of support services within a client's facilities, the interior and exterior cleaning of buildings of all types, cleaning of industrial machinery, cleaning of trains, buses, planes, etc., cleaning of the inside of road and sea tankers, disinfecting and exterminating activities for buildings, ships, trains, etc., bottle cleaning, street sweeping, snow and ice removal, provision of landscape care and maintenance services and provision of these services along with the design of landscape plans and/or the construction (i.e. installation) of walkways, retaining walls, decks, fences, ponds, and similar structures.

## 82 - Office administrative, office support and other business support activities

This division includes the provision of a range of day-to-day office administrative services, as well as ongoing routine business support functions for others, on a contract or fee basis.
This division also includes all support service activities typically provided to businesses not elsewhere classified.
Units classified in this division do not provide operating staff to carry out the complete operations of a business.

## O - Public administration and defence; compulsory social security

This section includes activities of a governmental nature, normally carried out by the public administration. This includes the enactment and judicial interpretation of laws and their pursuant regulation, as well as the administration of programmes based on them, legislative activities, taxation, national defence, public order and safety, immigration services, foreign affairs and the administration of government programmes. This section also includes compulsory social security activities.

The legal or institutional status is not, in itself, the determining factor for an activity to belong in this section, rather than the activity being of a nature specified in the previous paragraph. This means that activities classified elsewhere in ISIC do not fall under this section, even if carried out by public entities. For example, administration of the school system (i.e. regulations, checks, curricula) falls under this section, but teaching itself does not (see section P), and a prison or military hospital is classified to health (see section Q). Similarly, some activities described in this section may be carried out by non-government units.

### 84 - Public administration and defence; compulsory social security

See section O.

## P - Education

This section includes education at any level or for any profession, oral or written as well as by radio and television or other means of communication. It includes education by the different institutions in the regular school system at its different levels as well as adult education, literacy programmes etc. Also included are military schools and academies, prison schools etc. at their respective levels. The section includes public as well as private education.

For each level of initial education, the classes include special education for physically or mentally handicapped pupils.

This section also includes instruction primarily concerned with sport and recreational activities such as bridge or golf and education support activities.

### 85 - Education

See section P.

## Q - Human health and social work activities

This section includes the provision of health and social work activities. Activities include a wide range of activities, starting from health care provided by trained medical professionals in hospitals and other facilities, over residential care activities that still involve a degree of health care activities to social work activities without any involvement of health care professionals.

### 86 - Human health activities

This division includes activities of short- or long-term hospitals, general or specialty medical, surgical, psychiatric and substance abuse hospitals, sanatoria, preventoria, medical nursing homes, asylums, mental hospital institutions, rehabilitation centres, leprosaria and other human health institutions which have accommodation facilities and which engage in providing diagnostic and medical treatment to inpatients with any of a wide variety of medical conditions. It also includes medical consultation and treatment in the field of general and specialized medicine by general practitioners and medical specialists and surgeons. It includes dental practice activities of a general or specialized nature and orthodontic activities. Additionally, this division includes activities for human health not performed by hospitals or by practicing medical doctors but by paramedical practitioners legally recognized to treat patients.

### 87 - Residential care activities

This division includes the provision of residential care combined with either nursing, supervisory or other types of care as required by the residents. Facilities are a significant part of the production process and the care provided is a mix of health and social services with the health services being largely some level of nursing services.

### 88 - Social work activities without accommodation

This division includes the provision of a variety of social assistance services directly to clients. The activities in this division do not include accommodation services, except on a temporary basis.

## R - Arts, entertainment and recreation

This section includes a wide range of activities to meet varied cultural, entertainment and recreational interests of the general public, including live performances, operation of museum sites, gambling, sports and recreation activities.

### 90 - Creative, arts and entertainment activities

This class includes the operation of facilities and provision of services to meet the cultural and entertainment interests of their customers. This includes the production and promotion of, and participation in, live performances, events or exhibits intended for public viewing; the provision of artistic, creative or technical skills for the production of artistic products and live performances.

This class includes:
- production of live theatrical presentations, concerts and opera or dance productions and other stage productions:
· activities of groups, circuses or companies, orchestras or bands
· activities of individual artists such as authors, actors, directors, musicians, lecturers or speakers, stage-set designers and builders etc.
- operation of concert and theatre halls and other arts facilities
- activities of sculptors, painters, cartoonists, engravers, etchers etc.

- activities of individual writers, for all subjects including fictional writing, technical writing etc.
- activities of independent journalists
- restoring of works of art such as paintings etc.

This class also includes:
- activities of producers or entrepreneurs of arts live events, with or without facilities

*This class excludes:*
*- restoring of stained glass windows, see 231*
*- manufacture of statues, other than artistic originals, see 23*
*- restoring of organs and other historical musical instruments, see 33*
*- restoring of historical sites and buildings, see 41*
*- motion picture and video production, see 59*
*- operation of cinemas, see 59*
*- activities of personal theatrical or artistic agents or agencies, see 74*
*- casting activities, see 78*
*- activities of ticket agencies, see 79*
*- operation of museums of all kinds, see 91*
*- sports and amusement and recreation activities, see division 93*
*- restoring of furniture (except museum type restoration), see 95*

## 91 - Libraries, archives, museums and other cultural activities

This division includes activities of libraries and archives; the operation of museums of all kinds, botanical and zoological gardens; the operation of historical sites and nature reserves activities. It also includes the preservation and exhibition of objects, sites and natural wonders of historical, cultural or educational interest (e.g. world heritage sites, etc).

This division excludes sports, amusement and recreation activities, such as the operation of bathing beaches and recreation parks (see division 93).

## 92 - Gambling and betting activities

This division includes the operation of gambling facilities such as casinos, bingo halls and video gaming terminals and the provision of gambling services, such as lotteries and off-track betting.

## 93 - Sports activities and amusement and recreation activities

This division includes the provision of recreational, amusement and sports activities (except museums activities, preservation of historical sites, botanical and zoological gardens and nature reserves activities; and gambling and betting activities). Also included are sport organizations for the handicapped

Excluded from this division are dramatic arts, music and other arts and entertainment such as the production of live theatrical presentations, concerts and opera or dance productions and other stage productions, see division 90.

## S - Other service activities

This section (as a residual category) includes the activities of membership organizations, the repair of computers and personal and household goods and a variety of personal service activities not covered elsewhere in the classification.

### 94 - Activities of membership organizations

This division includes activities of organizations representing interests of special groups or promoting ideas to the general public. These organizations usually have a constituency of members, but their activities may involve and benefit non-members as well. The organizations represent employers, self-employed individuals and the scientific community, employees or they promote religious, political, cultural, educational or recreational ideas and activities.

### 95 - Repair of computers and personal and household goods

his division includes the repair and maintenance of computers peripheral equipment such as desktops, laptops, computer terminals, storage devices and printers. It also includes the repair of communications equipment such as fax machines, two-way radios and consumer electronics such as radios and TVs, home and garden equipment such as lawn-mowers and blowers, footwear and leather goods, furniture and home furnishings, clothing and clothing accessories, sporting goods, musical instruments, hobby articles and other personal and household goods.

Excluded from this division is the repair of medical and diagnostic imaging equipment, measuring and surveying instruments, laboratory instruments, radar and sonar equipment, see 33.

### 96 - Other personal service activities

This division includes all service activities not mentioned elsewhere in the classification. Notably it includes types of services such as washing and (dry-)cleaning of textiles and fur products, hairdressing and other beauty treatment, funeral and related activities.

## T - Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use

### 97 - Activities of households as employers of domestic personnel

This class includes:
- activities of households as employers of domestic personnel such as maids, cooks, waiters, valets, butlers, laundresses, gardeners, gatekeepers, stable-lads, chauffeurs, caretakers, governesses, babysitters, tutors, secretaries etc.

It allows the domestic personnel employed to state the activity of their employer in censuses or studies, even though the employer is an individual. The product produced by this activity is consumed by the employing household.

*This class excludes:*
*- provision of services such as cooking, gardening etc. by independent service providers (companies or individuals), see ISIC class according to type of service*

### 98 - Undifferentiated goods- and services-producing activities of private households for own use

This division includes the undifferentiated subsistence goods-producing and services-producing activities of households.
Households should be classified here only if it is impossible to identify a primary activity for the subsistence activities of the household. If the household engages in market activities, it should be classified according to the primary market activity carried out.

## U - Activities of extraterritorial organizations and bodies

### 99 - Activities of extraterritorial organizations and bodies

This class includes:
- activities of international organizations such as the United Nations and the specialized agencies of the United Nations system, regional bodies etc., the International Monetary Fund, the World Bank, the World Customs Organization, the Organisation for Economic Co-operation and Development, the Organization of Petroleum Exporting Countries, the European Communities, the European Free Trade Association etc.

This class also includes:
- activities of diplomatic and consular missions when being determined by the country of their location rather than by the country they represent