

International Comparison Program
2003-2006



Ring Comparison Survey Guidelines
Consumer Price Survey

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Ring Comparison Survey Guidelines

Consumer Price Survey

The guidelines for the Ring Comparison price collection are to supplement the material prepared for the regional price collections. Most of the basic concepts that guided the regional data collection are unchanged. Refer to the “ICP Manual for Price Collectors,” available on the ICP website (www.worldbank.org/data/icp).

There are some areas where procedures differ. First, the list of product specifications was developed to reflect the world, not a region. This required that many terms and definitions be revised or harmonized so that they describe the same item across the globe. For example, the Ring Countries and price collectors will need to become familiar with the use of brands in the descriptions. Second, because the purpose of the Ring Comparison is to compare prices between regions of the world, there will be products on the Ring List that were not on some regional lists. This coupled with the fact that data collection is only required in capital or major cities may require some Ring Countries to supplement their survey frame with additional outlets. Data collection will be for a point in time, thus there will be some specific guidelines about pricing “sale items.”

I. General Guidelines

I.1. Survey Framework and Procedures

Location and Timing of Price Collection: Price collection will take place in the first quarter of 2006 and be limited to capital or major cities. The prices are expected to represent the urban, suburban and rural dimensions of these cities.

Number of Products to Price: The purpose of the Ring Comparison is to measure relative prices between regions, not countries. Therefore, it is important to price as many of the products as possible. This means that items not representative of the local economy will need to be priced in order to provide a comparison with other regions.

Matching Items with Specifications: Since it was necessary to harmonize terms and definitions, price collectors may have difficulty finding the exact product. Except where the descriptions specify a unique brand, the price collectors are encouraged to record prices even if they are not sure they have found the same product. It is important to carefully record the descriptions of the item priced.

- In some cases, the price collector may find more than one item matching the specifications and they vary in price. When this happens, they are to record the prices of at least three of the matching items and record their characteristics. The global data validation process will determine whether all, a portion, or an average of these prices will be used.
- Price collectors will be asked to record additional information for many of the products being priced. They should be encouraged to provide as many comments as possible to help those doing the data validation understand the price that was recorded.

Survey Framework: The guidelines are similar to those recommended for the regional comparison. Refer to the “ICP 2003-2006 Operational Manual,” available on the ICP website (www.worldbank.org/data/icp).

- The frame of outlets for the regional ICP may need to be supplemented to cover the range of products on the Ring List.
- The number of observations required will depend on the variability of the items being priced. The general guideline is for a minimum of **10 to 15** observations to be obtained. Countries with big cities and large populations need to record more observations covering relevant outlets across the city. Data collectors should keep in mind that the objective is to get the prevailing average price for the city at large. Exceptions are items such as electricity rates with no price variation (**1** observation) or products with little variation (**3 to 5** observations).
- There will be a tradeoff between the number of items to be priced and the number of observations. For example, the “Other Cereals” basic heading contains 12 items. It would be better to price two-thirds of these items 10-15 times, rather than pricing less than five items 30 times.

I.2. ICP Picture Catalogue

The guidelines should be seen as an essential part of the ICP catalogue, which provides descriptions as well as images of the products and services to be priced. The Picture Catalogue assists price collectors in identifying a product defined by the written description. Sometimes, a picture refers to a generic, indicative product. Other times, a picture refers to an individual, tightly-specified brand/model item.

In all cases, a picture must not replace the product description. No product should be priced only on the basis of the picture catalogue without reading the product definition.

I.3 Recording Prices

Price collectors are not doing any computations. Instead they should record the price observed and use the Comments section in the price collection form to indicate whether it included or excluded things such as tips, taxes, etc.

I.4. Taxes

As highlighted in the Manual for Price Collectors, the prices collected for ICP purposes must always be the price payable by the consumer for the item, including any taxes payable at the point of sale. Taxes such as value-added tax (VAT), purchase tax, sales tax, local taxes, customs and excise duties – all must be included in the recorded price. In some countries, the price which is displayed in the shop is the final price including taxes. In other countries, the taxes are added only on the bill or at the cashier. Data collectors should be aware of the normal practice in their countries, and they should remember to use the comment section to record any taxes that are not shown on the displayed price.

I.5 Discounts

Since the Ring Comparison is a 'point in time' exercise and not all Ring Countries may be in the sales season during the actual price collection, discount or sale prices will be excluded from the price collection to avoid price distortion.

I.6 Seasonal Items

The prices for items such as fresh fruit and vegetables will differ between the seasons of the year. Price collectors are required to record whether the product is "in season" or "out of season." Items such as hotel rooms may also vary by the season of the year. Those specifications state that the price is for the month of April, which should be between peak and low periods for most of the world.

I.7. Delivery Charges

Very large or heavy items such as refrigerators may be delivered to the customer's address by the retailer or by a delivery company assigned by the retailer. The delivery charge may sometimes be included in the displayed price, but sometimes not. Price collectors need to clarify this issue, case by case, for all large items. The delivery price should only be included in the price of the article if it is an integral part of the price, i.e. "Delivery Included." If delivery costs are extra, they should **not** be included.

I.8. Service Charges in Catering

If it is the custom to include a tip with a restaurant meal or a taxi ride, then it should be included as part of the price at the going rate of 10 % or whatever the normal amount is. If tips are generally regarded as completely optional, they should be disregarded in the price.

I.9. Labor Costs for Maintenance and Repair

Prices for all services related to Maintenance and Repairs include **only** labor costs and exclude cost of materials. (The exceptions are items under the Maintenance & Repair of Personal Transport Equipment basic heading and also the Replacement of Wrist-Watch Battery service.) Whenever the cost of materials is included in the service priced, the country should estimate this cost and exclude it from the price before submitting it to the ICP. Services must be performed by experienced technicians.

I.10. Brand

Some descriptions focus on **Specified** brands, highlighting either a single brand or listing multiple brands. Other descriptions focus on **Generic** definitions that refer to either well known brands or brandless items. (See chart below) Whenever a brand or brands are specified, the observed product must primarily be identified by characteristics in the product description, and not be identified solely on the basis of the brand references. However, when the products matching the description are a set of items of different quality levels, the references to brands help to identify identical or comparable products.

- **Specified Brands**

- Single Specified Brand: This is usually an international brand. Price the brand specified only. Do not price substitutes, even if the brand specified is not available.

- Multiple Specified Brands: These are usually international brands. A list of brands, likely to be considered equivalent by consumers, is specified in the descriptions. For example, multiple specified brands for laundry detergent include *Ariel, Dixan, Persil, Dash, Omo/Via*. Price any one of the named brands. Record the observed brand in the Comments section of the price collection form. Do not price brands not included in the list.

- **Generic Definitions**

- Well Known Brand: If no specific brand name is mentioned in the specification, identify the most commonly bought brand for that product in your country. This may be an international brand, national brand or regional brand. Do not price any imitation or fake brands. Record the name of the observed brand in the Comments section of the price collection form.

Well known brands generally fall into three **Brand Stratum**s: **High**, **Medium** and **Low**. These are three different segments of the market for branded products that are distinguished by: brand value or brand reputation, quality, and cost.

The High brand stratum is perceived to have the highest brand value, and tend to focus considerably on branding, advertising and marketing to differentiate their merchandise. Also, high-stratum goods are generally of higher quality and cost more. Use local market knowledge to determine which items are in the High, Medium and Low brand stratum.

References to brand stratum are made in several Basic Headings, including:

- Clothing,
- Footwear,
- Consumer durables such as appliances and furniture,
- Recreation and Culture, etc.

- **Brandless:** These products usually have names of manufacturers attached to them. The name on the label may be a local store-brand or part of a manufacturer or wholesaler's name. However, we do not normally call them "brands" as these products tend not to have a guaranteed quality level (in other words, they have no "brand value.") **The perception of no or little brand reputation is the key difference between "brandless" and "low stratum brands."**

The brandless product is also likely to be of lower price compared to branded products. Where available, record the name of the manufacturer in the Comments section of the price collection form. Do not replace a branded product with a brandless product.

Summary of Item Descriptions

Product Type	Specified Brand	Generic Definitions (brand not specified in item description)		
	<u>Specified Brand(s)</u>	<u>Well Known Brands</u>		
	Single Brand Multiple Brands	Higher	Medium	Lower
What is searched for?	Brand(s) and model(s) as specified in the description. They have a considerable spread over the region	Brands with considerable spread over the region, or which might have only local reputation and spread		
Brand Value / Reputation	Yes	Yes		
		Brandless Goods - Bottom range of market production (A "Label" without reputation might exist)		
		No		

Source: Eurostat

- **No Reference to Brand**

In addition to the general treatment of brands stated above, there are cases when no reference is made to brand name in the specification. This usually applies to fresh produce like meat, fish and eggs. It also applies to loose items such as nuts and bolts sold out of a bin in a hardware store. These products may have no brand or company name attached to the product or package. Price any product available as long as the specifications match.

If the specified product is available but the company/manufacturer's names are different in different stores, and prices also vary, price whatever is available in the selected outlet. However, it is important that the specifications match the descriptions. Record the company's or manufacturer's in the price collection form.

- **Equivalent Brand**

When a product description indicates an "equivalent brand" – "*Sony or equivalent brand*" for example -- price an item that matches the brand value of the named product. In our example, the equivalent brand you choose should match Sony's brand value or reputation. Also, the item must closely match the given parameters. Be sure to note the equivalent brand name in the Comments section of the price collection form. Also record any parameter differences observed on the form.

- **No Brand Imitations**

Original brands should be priced in all cases. **Do not price any imitation or fake brands.** Use local market knowledge to determine which items are imitations and do not price them. Brand imitations are not included in the ICP survey.

I.11. Model

- **Closely Match Model Specifications:** Price the model (and brand) specified in the product description. However, whenever the product description allows equivalent brands to be priced, you can price a model (from an equivalent brand) that closely matches the specified values in the product description.

For example, the product description for a Digital Camcorder (99.11.09.11.1.14) calls for "Panasonic or equivalent brand" and suggests a mid-level model such as the Panasonic NV-GS3. If the Panasonic NV-GS3 is not available, choose an equivalent brand, such as Sony, and price a model that closely matches the Digital Zoom, Power and other technical values specified in the description. Record the model reference

and specifications that were matched in the Comments section of the price collection form. Also record differences in specifications observed, if any.

- **Indicative Models:** The indicative model is the most preferred alternative to be priced. If the specified model is not available, price a product that has similar parameter values and record the model in the Comments section of the price collection form.
- **Model References Differ Globally:** Manufacturers may distribute the same model using different model references globally or even within the same region, especially for electronics. For instance, Canon manufactures the *PowerShot SD 300* digital compact camera, and names it alternatively as the *Digital Ixus 40* in Europe, or *IXY Digital 50* in Japan. Also, bear in mind that not all products from a particular manufacturer, say Sony, are available in all countries or all regions.
- **Newer Models:** Many of the items covered are fast-changing consumer electronic goods. If you cannot find the specified product because it has been replaced by a newer model, price the newer model instead. Record the new model name/number in the Comments section of the price collection form, together with a summary of the differences in specification (if any) from the previous model.

I.12. References to Quantity

There are three kinds of references to quantity in the catalogue:

- **Price for:** This refers to the preferred quantity that is requested in the product description.
- **Range:** The product description in the price collection form gives you a range for the quantity requested. Range defines the smallest and largest acceptable quantities for a particular item and the spread between them, assuming that the price per unit does not vary considerably within this range. In other words, if you cannot find the item in the requested quantity, you can record the price for a quantity within the specified range/spread. In the price collection form, record the exact quantity observed. **Do not try to convert the price observed into the price requested.**
- **Multipack:** Sometimes, the specifications are to price an item presented in a multipack. This means that several identical items are packaged together, for example, batteries, soap and sausages. A multipack of batteries may contain three batteries, for instance. A multipack is a

different product from the single item. Do not substitute the price of a single item for a multipack.

I.13. Packaging

As a general rule, the specification in the product description should be followed. But if only different types of packaging are available, for example paper bags or boxes instead of plastic bags specified in the description, a substitute product can be priced and the packaging type must be recorded on the price collection form. However, glass and tins are not generally regarded as equivalent to paper or plastic packaging, and substitution should not be made.

I.14. Price Collection Forms

The parameters of products in the Ring comparison may differ in significant aspects from product parameters in the various regional surveys, because Ring specifications were occasionally widened to allow greater comparability across the six regions. For instance, the ranges of the width for clothing material such as cotton were widened to accommodate different standards in different countries/regions. It is therefore important to use the Comments section of the price collection forms to record fuller details for the product that is being priced. Such details involve the actual parameters observed, such as brand, size, technical specifications, inclusion of tips or other charges. **The price collector should not attempt to do any calculations or conversions.**

II. Specific Guidelines

II.1. Food, Drinks and Tobacco

II.1.a. Common Guidelines

- **No Organic Products.** For the current survey, exclude all organic food products.

- **Price Recording:** Always record the observed weight and price as they are. Do not try to calculate the price for a certain weight. For example, the product description may ask for a *Live Bird weighing 1 Kg*, but only a live bird of 1.75 Kg is available at \$5.60. In this situation, record the observed weight as 1.75 Kg, and the observed price as \$5.60. Do not try to calculate the price for 1 Kg, or try to get a price for a live bird of 1 Kg.

- **Canned or Tinned Food:** There are three weight references for canned or tinned food for the following Basic Headings (99.11.01.12.5 Other Meats and Meat preparation; 99.11.01.13.2 Preserved or Processed Fish and Seafood; 99.11.01.16.2 Frozen, Preserved or Processed Fruit and Fruit-based products; 99.11.01.17.3 Frozen, Preserved or Processed Vegetables and Vegetable-based Products.)
 - **Net Weight:** Weight of contents only, including liquid. Do not include the weight of the tin/container. When a range is given for the net weight, record the observed net weight in the Comments section of the price collection form. Net weight is used in the four Basic Headings above.
 - **Net Weight:** Weight of contents only, including liquid. Do not include the weight of the tin/container. When a range is given for the net weight, record the observed net weight in the Comments section of the price collection form. Net weight is used in the four Basic Headings above.
 - **Drained Weight:** Weight of the product, excluding the liquid.
 - **Total Weight:** Weight of the contents and packaging.

II.1.b. Particular Guidelines

- **99.11.01.13.1 Fish:**
 - **Latin Names:** For fish, use the Latin name provided to identify the fish correctly.
 - **Pictures:** The pictures are indicative only.
 - **Weight per Unit:** This is an approximate weight of each unit that has to be priced.

- **99. 11.01.18.3 Confectionery, Chocolate and Other Cocoa Preparations**
 - **Cornetto-style ice-cream:** Cornetto is a popular brand from the UK. It is smooth, soft ice cream topped with nuts and chocolate pieces. It has a crispy wafer cone and a chocolate-flavored plug in the bottom.
 - **Magnum-type ice-cream:** White or dark chocolate covered ice cream on a stick.

- **99.11.02.12.1 Wine**
 - **DOC, AOC:** These are state certificates of quality and origin. In general, standard or lower quality wine will not have a certificate of quality from the state. Good quality wine will have this information on the bottle.
 - **Vintage:** The year in which a wine is bottled. If a vintage is available, record the year on the price collection form.

II.2. Clothing and Footwear

II.2.a. Common Guidelines

- **Brands and Brand Stratum:** Clothing and Footwear items are stratified into Specified and Generic Brands.
 1. **Specified Brands:** The product description can focus on either a Single Specified Brand or Multiple Specified Brands, which is basically a list of similar brands.
 2. **Generic Brands:** These will be either Well Known Brands (stratified further into High, Medium and Low Brand Stratum) or Brandless items. Further guidance and examples are presented in the General Guidelines on brands (pages 5-8).

- **Brand Clusters Representative of Region/Country.** Each region is requested to determine the **High, Medium and Low** brand clusters that are representative of their own regions or countries. The international brand matrices (below) for Clothing and Footwear, adapted from the OECD-Eurostat region, offer lists of indicative brands in different brand stratum. The ICP Ring List focuses mainly on merchandise in the Medium and Low brand stratum, as well as Brandless goods. The lists below are **indicative** and only a sample of the proliferation of brands available. They are by no means exhaustive. Each region/country can use the matrices below as a starting point to create their comparable brands, based on their experience and knowledge of their local market reality. Ideally, clothing and footwear experts at the regional or country level can prepare the brand matrix for their price collectors. Regional matrices can be combined in the future to provide a global matrix.

Clothing: Indicative Brand Matrix

	High/Middle	Middle/Low	Low
Clothing	Diesel, Louis, Gas, Calvin Klein, Austin Reed, Brooks Brothers, Daks, Pierre Cardin, Triumph, Hom, Morgan, Miss Sixty, The Scotch House, Harrods, Hugo Boss, Bally, Adam, G Star, Versus, Robert Carvalli, Energy, H2O, Esprit, Gerry Webber, Marco Polo, GANT French Connection, Mango	Levis, The North Face, Columbia, Ellesse, Tommy Hilfiger, Elle, Guess, Schiesser, United Colors of Benetton, O'Neil, Quick Silver, Sloggi, Wrangler, Dockers, Bata, Speedo, Pepe, Tom Taylor, DIM, Roxy	Gap, Zara, Next, Lee Cooper, Mexx, Fruit of the loom, Lee

Footwear: Indicative Brand Matrix

	International Brands
Footwear	Timberland, Adidas, Nike, Puma, Le Coque Sportiff, Fila, Clarks, Hush Puppies, Camper, Rockport, Skechers, Merrill, New Balance, Ecco, All Star, Aldo

- **Brandless Goods Outlets:** Brandless garments and footwear are usually available from outlets including large supermarket chains, department stores, open markets and discount outlets.
- **No Luxury or Handmade Goods:** Luxury brands and handmade products are excluded from the ICP survey. Pay special attention when pricing shoes.
- **Approximate Values:** In many product descriptions, composition and dimension parameters are given as approximate figures. Example:

Women's Jacket/Blazer

Composition: Approximately 65 % Polyester, 35 % Cotton

This term "Approximately" should be interpreted to allow a flexibility of **10 %** around the indicated figure. For example, either "60% Polyester and 40% Cotton," or "70% Polyester and 30% Cotton," would be an acceptable substitution for the specification above. Anything within the permitted range is acceptable, but price collectors should focus on products whose composition and dimensions come closest to the specified values. This ensures maximum comparability with other Ring Countries. In all cases, the actual observed values should be recorded in the Comments section of the price collection form.

- **Fibers**
 - **Synthetic Fibers:** Some fabrics are described as synthetic, or have a synthetic component, for instance, Wool-Synthetic Material (99.11.03.11.1.08). Synthetic fibers are synthesized from petrochemicals, and include Polyester, Nylon and Acrylic.
 - **Other Manufactured Fibers:** Some clothing fibers are obtained from tree pulp cellulose. Examples are Viscose (Rayon) and Acetate.

II.2.b. Particular Guidelines

- **11.03.11.1 Clothing Materials, Other Articles of Clothing and Clothing Accessories**

Approximate Weights of Clothing Fabrics	Heavy	Medium	Light
Wool	> 400 g/m ²	200-400 g/m ²	< 200 g/m ²
50% Wool, 50% Synthetic	> 400 g/m ²	200-400 g/m ²	< 200 g/m ²
Cotton, Linen, etc	> 200 g/m ²	100-200 g/m ²	< 100 g/m ²
Synthetic, Viscose, etc	> 200 g/m ²	100-200 g/m ²	< 100 g/m ²

Source: Eurostat

- **11.03.12.1 Garments**
 - **Elasthane (Elastane):** This is a synthetic stretchable fiber known for its exceptional elasticity. It is used in many swimsuits, sports wear and panties or briefs. A small amount of 2 - 5 percent of elasthane in a fabric is enough to give a comfortable stretch. Lycra and Spandex are registered trademarks of elasthane.

II.3. Maintenance and Repairs of the Dwellings, Water and Energy

II.3.a. Particular Guidelines

▪ 11.04.31.1 Maintenance and Repair of the Dwellings

- **Duration:** The pricing unit is 1 service. However, an approximate duration is provided in the specification. If the duration of the service is shorter or longer than indicated, specify the service duration in the Comments section of the price collection form.

▪ 11.04.41.1 Water Supply

- **Charges & Taxes:** Prices should include the monthly cost of the meter and all charges and taxes.
- **Sewerage Charges:** Water supply specifications differ to reflect the different circumstances in countries. In some countries, sewerage charges are included in the water bill; in other countries they are excluded. Accordingly, the first Water Supply specification includes the sewerage charge and tax, while the second Water Supply specification excludes the sewerage charge and tax. Countries should price either the first or the second specification, depending on whether sewerage charges are included in their water bills or not. The third Water Supply specification does not indicate whether the sewerage charges are included or excluded. Record that fact in the Comments section of the price collection form.
- **Method of Calculation:** Specify the method of calculation used to obtain the price of 1 cubic meter (the pricing unit) in the Comments section of the price collection form.

▪ 11.04.51.1 Electricity

- **Costs:** Prices should include all charges, taxes and cost of the meter.
- **Annual Average Consumption:** All costs should refer to an annual average consumption in 2005. Countries should try to obtain the average annual price of electricity (per 1 KWH) sold to residents from utility companies directly. If that is impossible, countries should price the 'specified' annual consumption as listed in the description. For example, if the specification is for 1,200 KWH, that annual consumption should be priced. However, as the price and consumption vary from season to season, the price can be estimated as the sum of the cost of each month of 2005 (applying monthly consumption patterns to 1,200 annual total) divided by 1,200 to obtain the price per KWH. Only typical levels of consumption for that country should be priced.

- **Method of Calculation:** Specify the method of calculation used to obtain the price of 1 KWH (the pricing unit) in the Comments section of the price collection form.

- **11.04.52.1 Gas**
 - **Liquefied Gas Costs:** The price should exclude deposit and delivery cost.
 - **Gas Supply:** The reference quantity for comparison is Giga Joule (1 GJ), because gas might be of a different quality in different places. The quality parameter is the calorific value of 1 m³, expressed in either Joule or KWH (1000 KWH = 3.6 GJ). Information about the calorific value of the locally used gas can usually be obtained from the gas provider.
 - The gas supply cost should refer to an annual average consumption in 2005. Countries should attempt obtaining average annual price of gas (per 1 KWt or GJoule) sold to residents from utility companies directly. If that is impossible, countries should price the 'specified' annual consumption as listed in the description. For example, if the specification is for 12 GJ, that annual consumption should be priced. However, as the price and consumption vary from season to season, the price can be estimated as the sum of the cost of each month of 2005 (applying monthly consumption patterns to 12 GJ annual total) divided by 12 to obtain the price per GJ. Only typical levels of consumption for that country should be priced.
 - Specify the method of calculation used to obtain the price of 1 GJ (the pricing unit) in the Comments section of the price collection form.

- **11.04.53.1 Other Fuels**
 - **Domestic Heat Energy:** Prices should include the basic price for energy, cost of a meter and all other charges and taxes. All costs should refer to an annual average consumption. Specify the method of calculation used to obtain the price of 1 MWH (the pricing unit) in the Comments section of the price collection form.

II.4. Furniture and Household Equipment

II.5.a. Particular Guidelines

11.05.11.1 Furniture and Furnishings

- **Mattresses:** Exclude orthopedic mattresses.
- **Dimensions:** Specify the exact dimensions of the furniture items in the Comments section of the price collection form.
- **Glossary:** The terms for Furniture Structure Materials and Coverings follow below.

Furniture Boards – Structure Materials
1. PRESS BOARD/CHIPBOARD
<ul style="list-style-type: none"> ▪ Board of wooden chips glued together. ▪ Cheapest material, frequently used. ▪ Not easy to be profiled, mostly used for plain structures. ▪ Always coated either with artificial surfaces (melamine), or with wooden veneer. Only rarely painted or lacquered. ▪ Mostly used for bodies of kitchen, wardrobes, bookshelves, simple furniture. Also for doors, table tops, etc.
2. MDF (Medium Density Fiber board)
<ul style="list-style-type: none"> ▪ Pressured wood fiber board. ▪ Same principle as press board, but finer material, higher pressure, more homogeneous, heavier. ▪ MDF board is easy to profile (bows etc.). ▪ Coated with plastic foil (melamine) or painted or stained. ▪ Used in kitchen doors, bookshelves, tables etc.
3. PLYWOOD
<ul style="list-style-type: none"> ▪ Manufactured board composed of an odd number of thin sheets of wood. ▪ Glued together under pressure with grains of the successive layers at right angles. ▪ As a result, the board can stand bending. ▪ Does not appear in the survey.
4. SOLID WOOD
<ul style="list-style-type: none"> ▪ Massive wood, naturally grown. ▪ Normally the most expensive price range. ▪ Stained, painted, oiled, waxed or lacquered. ▪ Type of wood makes price differences. ▪ Softwood such as pine or spruce comes from fast-growing trees. Hence, it is soft and is the cheapest type within this category. ▪ Hardwood examples are beech, cherry, and oak. These are slower-growing trees that offer better durability, stability and finer grain.
Surfaces, Coatings, Coverings
1. MELAMINE
<ul style="list-style-type: none"> ▪ Melamine coating normally on press board (or MDF-board). ▪ Melamine is hot-pressed on the surface of the board. ▪ Represents the cheapest price range. ▪ Melamine is used in base structures (body, corpus). ▪ It is available uni-colored or with wood imitation surfaces (beech, oak etc.).

2. LAMINATE
<ul style="list-style-type: none"> ▪ Press board covered with laminate. ▪ Laminate is pressed on press board by high-pressure technique. ▪ Flanged rim (turned edge) possible. ▪ Different surface patterns e.g. wood imitation, marble. ▪ Different colors available. ▪ Very good moisture resistance and durability. Easy to clean.
3. WOOD VENEER
<ul style="list-style-type: none"> ▪ Thin leaf of real wood applied with glue to a furniture board. ▪ Surface is stained and lacquered. ▪ Typically hardwood like beech, oak, maple, cherry, etc.

- **11.05.12.1 Carpets and Other Floor Coverings**

- **Glossary:** Terms for Floor Coverings follow:

1. CARPET
<ul style="list-style-type: none"> ▪ Refers to a wall-to-wall carpet, cut according to the shape of room. It covers the total floor surface. ▪ Sold in rolls per running meter. Prices are usually given in either per running meter or per m².
2. RUG
<ul style="list-style-type: none"> ▪ A rug does not cover the total floor. It has a certain size and is traded per piece. ▪ Rug classifications would include styles such as Oriental, European, etc. ▪ The quality of a rug depends on the materials used and the number of knots per square meter of surface, which may vary from 60,000 to 1,500,000. ▪ Hand-woven and oriental rugs are NOT priced in the ICP survey, as they are rather unique pieces. All item descriptions are for machine-made rugs.

- **Laying Charges:** Carpet prices should include laying charges.

- **11.05.13.1 Repair of Furniture, Furnishings & Floor Coverings**

- **Pricing Unit:** The pricing unit is 1 service.

- **11.05.31.1 Major Household Appliances whether electric or not**

- **Brands:** Examples of medium-cluster well-known brands and low-cluster well-known brands are provided in the matrix below. The brand list is not exhaustive.
- Specify brand, model and country of origin in the Comments section of the price collection form.

Type	Lower Brands	Medium Brands
Vacuum Cleaners	Beko, Boman, Clatronic, Eta, LG, Proline, Progress, Scarlet, Severin, Solac, Trisa, Volta, EIO, Goodmans and Goblin	Husqvarna, Panasonic, Rowenta, Electrolux, Philips and Samsung, Hoover, Morphy Richards and Bosch
Cookers	Amica, Ardo, Ariston, Beko, Brandt, Hansa, Hotpoint, Indesit, Polar, Teba, Tyrolia and Tricity Bendix	Bauknecht, Creda, Elektra Bregenz, Gorenje/Sibir, Snaige, Zanussi, Siemens and Smeg
Refrigerators & Fridge-Freezers	Amica, Ardo, Ariston, Atlant, Beko, Brandt, Eurotech, Gram, Hansa, Hotpoint, Indesit, Ocean, Polar, Servis, Snaige and Candy	Bauknecht, Elektra Bregenz, Gorenje/Sibir, Husqvarna, LG, Liebherr, Samsung, UPO, HT, AEG, Electrolux, Gorenje, Liebherr, Zanussi, Siemens, Miele, Bosch, Panasonic, Hoover and Daewoo
Washing Machines	Amica, Ardo, Ariston, Beko, Brandt, Eurotech, Hansa, Hotpoint, Indesit, Polar and Zerowatt	Bauknecht, Blomberg, Daewoo, Elektra Bregenz, Gorenje/Sibir, Helkama, Husqvarna, LG, Samsung, UPO, AEG, Electrolux, Zanussi, Miele, Whirlpool, Bosch, Hoover and Siemens
Dishwashers	Ardo, Ariston, Beko, Blomberg, Eurotech, Fagor, Hotpoint, Indesit, Polar and Servis	Asko, Bauknecht, Elektra Bregenz, Gorenje/Sibir, Husqvarna, Smeg, Upo, AEG, Electrolux, Zanussi, Bosch, Miele, Siemens and Whirlpool

Source: Eurostat

- **11.05.32.1 Small Electric Household Appliances**
 - Specify brand, model and country of origin in the Comments section of the price collection form.

- **11.05.33.1 Repair of Household Appliances**
 - **Pricing Unit:** The pricing unit is 1 service.

- **11.05.41.1 Glassware, Tableware and Household Utensils**
 - **Earthenware:** This is a porous material that is often presented in the form of glazed, lightweight, everyday stoneware. It is not porcelain.

- **11.05.51.1 Major Tools and Equipment**
 - Specify brand, model and country of origin in the Comments section of the price collection form.

II.5. Services for Routine Household Maintenance

II.5.a. Particular Guidelines

▪ 11.05.62.1 Domestic Services

- The item “baby sitting” refers to a temporary task often undertaken by family friends or students to allow parents to go out in the evening, whereas “child minding” is a more continuous full-day activity.

II.6. Transport

II.6.a. Particular Guidelines

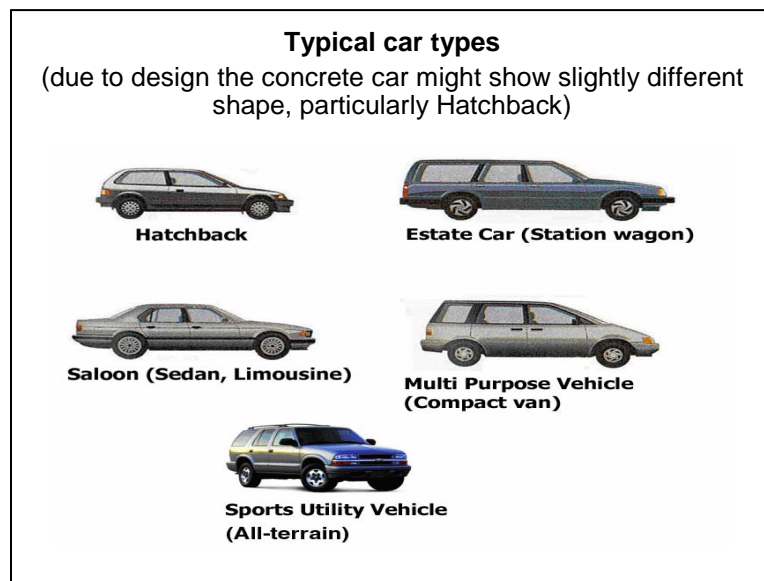
▪ 11.07.11.1 Motor Cars

- **Motor Car Prices:** The price for cars includes the manufacturer's suggested retail price primarily, delivery charges from factory to shop if applicable, and taxes. If a delivery charge is not a part of the car price, it should be added.
- **Standard Edition & Options:** If all or some of the equipment specified is not included in the price for the standard edition of the car, you must price the equipment separately and enter the price into the price collection form. For example, let us suppose that the specification asks for the price of a car with ABS, power steering, driver's air-bag and front passenger's air-bag. You find that ABS, driver's air-bag and power steering are included in the listed price for the basic edition of the car -- but front passenger's air-bag is not included. In this case, find the cost of the passenger air-bag, record it down separately in the price collection form, and make a note of this in the Comments section of the form.

Glossary: Terms for Cars

Displacement (cc)	Engine displacement is defined as the total volume of air/fuel mixture that an engine can draw in during one complete engine cycle. It is normally stated in cubic centimeters. In a piston engine, this is the volume that is swept as the pistons are moved from top dead center to bottom dead center.
Kw	Kilowatt is a unit of power equal to 1000 watts
Horsepower (hp)	The horsepower is used to measure the power of engines. It is the common unit of power in the English system of units. To convert from horsepower to: Btu/min, multiply by 42.44; foot-lbs/min, multiply by 33000; foot-lbs/sec, multiply by 550; kg-calories/min, multiply by 10.68; kilowatts, multiply by .7457; watts, multiply by 745.7.
ABS Brakes (2 or 4 wheels)	An anti-lock braking system (commonly known as ABS, from the German name "Antiblockiersystem" given to it by its inventors at Bosch) is a system on motor vehicles which prevents the wheels from locking while braking. The purpose of this is twofold: to allow the driver to maintain steering control and to shorten braking distances. A typical ABS is composed of a central electronic unit, four speed sensors (one for each wheel), and two or more hydraulic valves on the brake circuit.
Power Steering	A power steering is a system for reducing the steering effort on cars by using an external power source to assist in turning the wheels. This makes the car easy to manoeuvre, for instance in heavy city traffic and when parking. At the same time, it gives the car predictable steering properties at higher speeds.
Airbag	An automotive passive restraint consisting of a bag that is designed to inflate upon collision and prevent passengers from pitching forward.
Air Conditioning	A device for cooling (and heating) to adjust the temperature (manually) in both directions.
Automatic climate Control	A system where a pre-chosen temperature (e.g. 21.5°C) is automatically kept regardless of outside temperature.

- **Car Body Types:** There are five kinds of references to car body types. See pictures below.
 - Estate Car (Station Wagon/Break): A car body style similar to a saloon car but with an extended rear cargo area, i.e. a car that is closed, has front and rear seats, and 2 or 4 doors and a separate boot (trunk).
 - Hatchback: Identified by a rear door, including the back window that opens vertically to access a storage area not separated from the rest of the passenger compartment.
 - Saloon (Sedan, Limousine, Berlina): A car seating four or more with a fixed roof that is full-height up to the rear window. Normally a 4-door vehicle. Sometimes, models are sold as "saloon with hatchback" = 5 doors, but still a saloon.
 - Sports Utility Vehicle (SUV): Derivative of off-road or four-wheel drive vehicles but with car-like levels of interior comfort and drivability. These vehicles are often abbreviated as "4WD" or "4x4". Also known as "soft-roaders."
 - Multi Purpose Vehicle (MPV), Compact Van: a large car or a small bus designed to be easy convertible whether to facilitate loading of goods or facilitating carrying people.



Source: Eurostat

11.07.12.1 Motor Cycles

- **Motor Cycle Prices:** The price for motor cycles includes the manufacturer's suggested retail price primarily, delivery charges from factory to shop if applicable, and taxes. If a delivery charge is not a part of car price, it should be added.

- **Standard Edition & Options:** If all or some of the equipment specified in the description is not included in the price for the standard edition of the motorcycle, you must price the equipment separately and enter the price into the price collection form. For example, the specification asks for the price of a motorcycle with ABS brakes. You find that ABS brakes are not standard in the country. In this case, find the cost of the ABS brakes, record it separately in the price collection form, and make a note of this in the Comments section of the form.

- **11.07.13.1 Bicycles**
 - **Varying Names:** Names of different types of bicycles such as “traditional bike” or “comfort bike” may vary from country to country and are therefore not important. You must use the parameters and pictures provided to identify the correct product.
 - **Standard Edition & Options:** If all or some of the equipment mentioned in the definitions are not part of the standard cycle, you must price the equipment separately and enter the price into the price collection form. For example, the specification asks for the price of a cycle with reflectors. You find that reflectors are not standard in the country. In this case, find the cost of the reflectors, write it down separately in the price collection form and make a note of this in the Comments section of the form.

- **11.07.23.1 Maintenance & Repair of Personal Transport Equipment**
 - **Cost of Materials:** The specifications for garage services sometimes include and sometimes exclude the price of materials, depending on the product specification. Please pay attention to whether you need to include cost of materials or not.
 - **Original or Generic Parts:** Materials used can be original spare parts of the car brand or generic parts, as specified in the description. You must record, in the price collection form, whether the parts used are original brand parts or generic ones. Second hand car parts and tires should be excluded, however.

- **11.07.32.1 Passenger Transport by Road**
 - **Full Price Tickets:** All items refer to ‘full price’ tickets. Do not include reduced or discounted prices such as discount for students or senior citizens.
 - **Return Fares:** If return tickets are not available when return fares are specified in the description, you must multiply the fare for a single one-way ticket by two and report that price in the price collection form.

- **11.07.33.1 Passenger Transport by Air**
 - **International Flights:** A specific destination is not mentioned for an international flight. However, at least two most popular international destinations that match the specification should be priced. If there is any price differential between residents and non-residents, the price for residents should be collected. The tickets must be issued within national boundaries.
 - **Lowest Fares:** Flight tickets to be priced are exclusively for the lowest offered fare, including all taxes. Exclude last-minute tickets.
 - **Booking Conditions:** The booking conditions for prices for air transport are:
 - Tickets priced should not be “open”. In other words, concrete dates for both the day of departure and the day of return must be fixed.
 - Airport taxes should be included.
 - E-tickets or paper tickets can be priced, unless otherwise specified.

II.7. Communications

II.7.a. Particular Guidelines

▪ 11.08.11.1 Postal Services

- **Exclude Express Services.** “Express” or “Priority” refers to extra-fast delivery, which is more expensive and requires special handling. Exclude Express or Priority services from the survey.
- **Type:** Select private or nationalized postal service, depending on the most common postal service used in your country.

▪ 11.08.31.1 Telephone & Telefax Services

- **Duration:** Price must be collected for the duration specified only.

II.7.b. Glossary: Telecommunications

ADSL	Asymmetric Digital Subscriber Line. ADSL is a method of transmitting data over traditional copper telephone lines at speeds higher than were previously possible. Data can be downloaded at speeds of up to 1.5 Mbits/s and uploaded at speeds of 128 kbits/s. Other common acronyms are: SDSL, HDSL, VDSL or subsumed as xDSL, dependent on connection speed.
Bit, Bit/s, bps, b/s, Kbps, kbps, kBit/s	The computer term "bit" comes from the phrase "Binary DigIT". One bit is a single digit number in base-2 (0 or 1) and is the smallest unit of computer data. It is important not to confuse bits with bytes (abbreviation is a capital B). Both are used to measure amounts of data, but it takes eight bits to make one byte. The most common area where bits are used instead of bytes is in measuring <u>bandwidth</u> – in (kilo)bits per second.
Bit Rate, Bandwidth	This refers to how much data you can send through a network or <u>modem</u> connection. It is usually measured in bits per second (<u>Bit/s</u> , <u>bps</u>). The more bandwidth, the more information that can be transferred at one time and the faster the speed of your connection.
Download	This is the process in which data are sent to your computer from another computer or server. Users get access and save on or simply "pull down" data to their own computers. In other words: whenever you receive information from the Internet, you are downloading it to your computer. The opposite of this process, sending information to another computer, is called <i>uploading</i> .
GSM	Global System for Mobile communications. It is the second generation of digital technology originally developed for Europe but which now has a share of 71 percent of the world market. Initially developed for operation in the 900MHz band and subsequently modified for the 850, 1800 and 1900MHz bands (Dual and Tri band).
ISDN	Abbreviation for Integrated Services Digital Network. An integrated digital network providing end-to-end digital connectivity for simultaneous transmission of voice and/or data over multiple multiplexed communications channels. ISDN services include: telephone, data, electronic mail and facsimile. Opposite: <u>POTS</u> .
MMS	Multimedia Messaging Service; an evolution of <u>SMS</u> , MMS goes beyond text messaging offering various kinds of multimedia content (including images, audio and video clips).

Modem	A communication device that can be either internal or external to your computer. It allows one computer to connect another computer and transfer data over telephone/cable TV lines. The original analogue dial-up modems are becoming obsolete because of their slow <u>bit rates</u> and are being replaced by the much faster (A)DSL and cable <u>modems</u> .
Off-Peak Time	Commonly: On workdays: Monday to Friday: ~ 8 p.m to 6 a.m; whole Saturdays, Sundays and public holidays (besides, some providers offer special tariffs for weekends and holidays).
Peak Time	Commonly: On workdays: Monday to Friday: ~ 6 a.m to 8 p.m.
POTS	Abbreviation for Plain Old Telephone Service; "traditional" basic telephone lines, whose primary purpose is the transmission of human speech. No simultaneous use of data transfer (e.g. Internet) possible. Opposite: <u>ISDN</u> .
Pre-paid Telephone Cards	Alternative way of mobile telephony: no monthly fixed costs (hence, no subscription), transparency of costs, no required period of subscription; on the other hand, higher charges for active calls; usually hardware (mobile) is not subsidized by the mobile operators; no personal registration necessary (e.g. in Austria).
Provider (Internet Access)	An access provider is the remote computer system to which you connect your PC and through which you connect to the Internet. It is a company that provides you with Internet access. Also called: ISP (Internet Service Provider).
Registration Fees	Fees to be paid only once, e.g. registration, first connection, etc.
SIM (card)	Subscriber Identity Module; a smart card containing the telephone number of the subscriber, encoded network identification details, the PIN (Personal Identification Number) and other user data such as the phone book. It can be moved from phone to phone as it contains all the key information required to activate the mobile.
SMS	Short Message Service; is a service available on most digital mobile phones that permits the sending of short messages (SMS; ~ 160 characters) between mobile phones, other handheld devices and, even, fixed-line phones. SMS was originally designed as part of the <u>GSM</u> standard, but is now available on a wide range of networks (Europe, 2003: 16 billion SMS per month; worldwide, 2004: 500 billion p.a.).

Source: Eurostat

II.8. Recreation and Culture

II.8.a. Particular Guidelines

▪ 11.09.11.1 Audio-Visual, Photographic and Information Processing Equipment

- **Computers:** The price for desktop personal computers should exclude costs of delivery and installation. If these costs are included in the price, but detailed separately, these should be recorded separately in the price collection form. If these costs are included in the price but details are not recorded separately, this fact should be documented in the Comments section of the price collection form.

Computer retailers often offer **hardware packages** to consumers, including scanners, printers and other accessories. These packages may be continually available, and not just be structured as short-term promotional offers (which are ignored in the ICP survey). Where such peripherals and accessories are included in the price, but costs are detailed separately, these should be recorded separately. If they are included but costs are not recorded separately, details should be recorded in the Comments section of the price collection form.

Software included in the purchase would generally pertain only to **operating system software** (e.g. Microsoft Windows XP home edition). However, the vendor may often “bundle” additional software programs, either pre-installed or not. Where the costs of any such additional software are detailed separately, these should be recorded separately. If they are included but costs are not recorded separately, details should be recorded in the Comments section of the price collection form.

The prices should relate to **consumer purchases**, not business acquisitions. Prices should be collected from visits to retail outlets, and not purchases from direct suppliers – except for “assembly-to-order” computer packages like Dell.

The Ring List includes one **brandless assembly-to-order computer package** (99.11.09.11.1.16). This is a product with technical characteristics that are defined or configured by the consumer himself. The computer is then assembled from the requested components. These computers are not internationally known brands such as Dell, which should be excluded. They may instead be locally known brands or “brandless” items. Their value lies not in the brand name but in the ability of the buyer to flexibly configure and customize the computer package.

- **Microsoft Office 2003:** The software item in the Ring List (Microsoft Office 2003 - 99.11.09.11.1.20) should be priced in shops. Internet download prices are not allowed.

- **Equivalent Brands:** For consumer electronics, the product description often allows the pricing of equivalent brands. This applies to digital cameras and television sets, for example, as shown in the **Equivalency Table** below. In most cases, the product descriptions for branded electronic items suggest several equivalent brands. Further guidance and examples are presented in the General Guidelines on brands and models.

Equivalency Table

Type	First-Tier Brand	Second-Tier Brand
Digital Camera	Canon, Sony, Olympus, Minolta, Nikon, Pentax, etc	DXG, Vivitar, etc
Radio/Audio	Panasonic, Sony, JVC, etc	
Television	Sony, Panasonic, Philips, etc	LG, Samsung, etc
Desktop Computer	Compaq, Dell, IBM, Toshiba, Apple, etc	
Laptop Computer	Compaq, HP, Toshiba, Samsung, Dell, etc	
Printer	Epson, HP, Canon, etc	Sharp, etc
Scanner	Canon, HP, Epson, Canon, Sony, etc	Brother, etc

▪ **11.09.14.1 Recording Media**

- **Pre-recorded Recording Media:** This Basic Heading includes pre-recorded Music CDs, and movies in VHS Video Cassette and DVD formats.
- These items may be in the national language or in English. The language and title of the CD, VHS or DVD should be recorded in the Comments section.
- For the Music CD (99.11.09.14.1.01), the average price of the 5 best-selling CDs per establishment should be recorded.
- The source of the “Top 5” chart will vary across countries, but these are often released by seller associations or major chains. They are published in newspapers, magazines, radio or the Internet. If no charts are available, ask the shop keeper for the 5 best-selling CDs.
- The titles and prices of these “Top 5” products should be recorded separately.
- Special promotions and discounts are excluded from the price collection.

- **11.09.21.1 Major Durables for Outdoor and Indoor Recreation. Acoustic Guitar:** Price a basic acoustic guitar, not an “electro-acoustic” guitar. Be vigilant, because an electro-acoustic version may have confusingly similar values with an acoustic guitar, apart from a pickup (microphone-type device) and certain modifications.

▪ **11.09.42.1 Cultural Services**

- **Musical, Ticket** (99.11.09.42.1.08): Report the weighted average price per theater. An example, from Eurostat, of calculating an average price per outlet or theatre is shown here:

Theater	Price of ticket	No. of seats per category	Total price per category	Weighted average price (total ticket prices / total no. of seats)
Ticket - Category 1	100	50	5'000	$(5000+8000+12000+10000+1000)$ Divide by (/) $(50+100+200+200+50)$ = 60
Ticket - Category 2	80	100	8'000	
Ticket - Category 3	60	200	12'000	
Ticket - Category 4	50	200	10'000	
Ticket - Category 5	20	50	1'000	

Source: Eurostat

II.8.b. Glossary: Electronics

Aspect Ratio	The width-to-height ratio of a television picture. Current TV pictures have an aspect ratio of 4:3. The effect is that the picture is wider than it is tall. HDTV pictures have an aspect ratio of 16:9, similar to movie pictures.
AC/DC Adaptor	A transformer that converts AC power from a wall outlet into the DC power required by an electronic device.
Bit Dept	The number of bits used to represent each pixel in an image, determining its color or tonal range. Greater bit depth allows more colors to be used in the color palette for the image. 8-bits per pixel will allow 256 colors.
CPU	The Central Processing Unit, the main processing chip in a computer. This is a programmable logic device that controls the computer's operation, and performs all instruction, logic, and mathematical processing.
Digital Zoom	Not a true zoom, in the strictest definition of the term. The digital zoom creates a "zoom" effect by electronically enlarging the middle of an image, and discarding pixels at the edge. Image quality is degraded in the process.
Dpi	Dots per inch. A measure of the image resolution of a printer, scanner, or monitor. It refers to the number of dots contained on a linear one-inch space. More dots per inch translate into higher resolution, and thus sharper images and text.
FireWire	A type of cabling technology that can move large amounts of data to and from digital devices at high speed. Some professional digital cameras and memory card readers connect to the computer over FireWire. Also known as IEEE 1394, FireWire was invented by Apple Computer but is now commonly used with Windows-based PCs as well.
Flat Screen	A thin lightweight video display used in television, laptop and notebook computers. It uses liquid crystals, electroluminescence, or a similar alternative to cathode-ray tubes.
Inkjet	A printing process that produces text and images by "spraying" the paper with electrically charged droplets of ink (e.g. bubble jet). Inkjet printers are a cheaper alternative to laser printers.
LCD	Liquid Crystal Display. A display technology in which liquid crystals are activated by electric fields to produce the display image.

Long Play	A video recorder system that cuts the tape speed by half to double the playing time of cassettes.
Mini DV	Mini DV is the new preferred format for camcorder recording, highly regarded for its high audio and image quality. With up to 540 lines of horizontal resolution and minimum color noise, Mini DV delivers a 20-percent clearer picture than analog camcorder formats. This is all delivered on a cassette that is "mini" - 1/12th the size of a standard VHS tape.
Mono	Sound transmission or recording is performed on one channel only, rather than splitting it into two, as with "stereo" or stereophonic systems.
MP3	(MPEG Audio Layer 3) An audio compression technology that condenses CD-quality sound by a factor of 12 into a very small file, while preserving almost the original fidelity. MP3 music files are played via software or a physical player that cables to the PC for transfer. MP3 has revolutionized music distribution, since an hour of near CD-quality audio can be downloaded in five minutes from the Internet.
NTSC	National Television Standards Committee. This is the US standard for scanning television signals that has been adopted by many countries. Frames are displayed at 30 frames per second and 525 horizontal scan lines. (Other standards are PAL (Europe) and SECAM (France/former USSR).
NTSC Playback	National Television Standards Committee. Standard broadcast signal received by televisions in the United States and many other countries. If a device is designed for NTSC, it will most likely not work with other television standards such as PAL (Europe). However, certain equipment supports both NTSC and PAL systems.
PAL	Phase Alternating Line. A color TV standard that was developed in Germany. It broadcasts 25 interlaced frames per second (50 half-frames per second) at 625 lines of resolution. PAL is used throughout Europe and China, and also various African, South American and Middle Eastern countries.
Pixel	Pixel is short for PIX (picture) and Element. The pixel is the smallest part of a digitized or digital image on a screen. It is essentially a dot with a certain color and brightness value. The more pixels, the higher the picture resolution.
Pixel Pitch	The distance from the center of one pixel to the center of an adjacent pixel on a color monitor. On CRTs, the dot pitch is typically from .28 to .51mm, while large presentation monitors may go up to 1.0mm. On LCD monitors, the dot pitch is typically from .16 to .29mm. The smaller the dot pitch, the crisper the image. A .28 dot pitch means dots are 28/100ths of a millimeter apart. A dot pitch of .31 or less provides a sharp image, especially on text.
RAM	Random Access Memory. This is a type of computer memory or storage whose contents can be accessed in any order. It is used for the operating system, application programs, and data.
Resolution	Refers to the image sharpness on a television screen, photographic film, etc. It can also refer to the print clarity of a document that is scanned, for instance. On screen, resolution is expressed as a matrix of dots. For example, the VGA resolution of 640x480 means 640 dots (pixels) across each of the 480 lines. Sometimes the number of colors is added to the specifications; for example, 640x480x16 or 640x480x256. The same resolution looks sharper on a small screen than a larger one.
ROM	Read Only Memory. A memory chip that permanently stores instructions and data. The contents can be accessed and read but not changed.
SCART	An audio/video connector used in consumer electronics, especially in Europe. The rectangular 21-pin SCART connector carry audio & video signals on one convenient cable. The device interconnects satellite receivers, television sets and other audiovisual equipment.

SECAM	A color TV standard developed by France. It broadcasts 25 interlaced frames per second (50 half-frames per second) at 625 lines of resolution. SECAM signals are similar in resolution and frequency to PAL signals. The primary difference between the two standards is in the way color information is encoded. SECAM is used in France and Russia, plus many countries in Africa, Eastern Europe and the Middle East.
Show View	A video recorder method for recording a chosen TV program.
Stereo	A system for reproducing or broadcasting sound. The stereo or stereophonic system uses two or more independent sound channels leading to separate loudspeakers, to simulate the depth and physical separation of different sounds that would be experienced at a live performance.
TFT	Thin Film Transistor. This is an expensive technology that delivers the highest-quality liquid crystal display on laptops and digital cameras. It typically refers to active matrix screens on laptop computers. Active matrix LCD provides a sharper screen display and broader viewing angle than passive matrix.
Upgrade	To replace existing software with a newer and more powerful version.
USB	Universal Serial Bus. An interface that enables communication between a computer and low-speed external peripherals such as the keyboard, mouse, joystick, scanner, printer and telephony devices. Also, many digital cameras and memory card readers connect to the USB port on a computer. The communication is via a cable using bi-serial transmission.
WMA	Windows Media Audio. Microsoft's proprietary audio compression format, designed to compete with MP3.

II.9. Catering

II.9.a. Particular Guidelines

▪ 11.11.11.1 Catering Services

- **Product Types:** Two types of products are specified here:
 - Meals served at establishments such as restaurants, coffee house, self- service restaurants, fast-food chains and street food stalls.
 - Drinks consumed in bars, pubs, restaurants, etc.
- **Restaurant Meals:** These meals are considered as a service rather than a good. Therefore, small differences in the size of portions are not important. Names of the dishes and pictures provided in the catalogue are indicative only. The main ingredients are more important in identifying the product.
- **Restaurant Categories:** For detailed descriptions of categories of restaurants used in the description, refer to the table below.

	Basic	Modest	Middle Class
Setting/ Ambience	Very basic with limited eating area and very basic eating utensils	Ordinary décor, basic glassware and cutlery, often small tables close together; no fresh table cloth for each guest.	Special effort on design, can be casual or even sophisticated; fresh table cloth; comfortable seats; quality cutlery set out on table for each person; climate controlled venue.
Type of Food	Small variety	Mainly plain and "every-day" (home-kitchen) dishes; simplified menu; popular food; local eatery.	Menu with delicate (creative/tasteful/savory) dishes; "a la carte"; availability of a variety of freshly prepared desserts.
Beverages (alcoholic drinks if typically consumed)	Small variety	Alcoholic drinks served; limited wine list if any, (e.g. table wine from jugs).	Good selection of beverages; assortment of alcoholic drinks; balanced wine list, including higher quality wines.
Service	No service provided	No personalized service expected or limited waiter services	Personalized service expected.
Description		Standard of Restaurant: Clean, basic eat-in vendor, basic glassware and cutlery, basic table & stool, limited waiter service	Standard of Restaurant: Fresh clean tablecloth, comfortable seats, good service from trained waiters, clear printed menu , wide choice of dishes, quality eating utensils set out on table for each person, climate controlled venue, good selection of beverages, toilet and washrooms

Source: Eurostat

- **Drinks:** In some countries, there is a price difference between drinks served at the counter and at the table. Therefore, the description specifies where the drink is served. “Service: Table” means the drink is served at the table by a waiter. Where price differences do not exist, the same prices should be recorded for both items.

▪ **11.11.21.1 Accommodation Services**

- **Location: Central.** This means that the accommodation is located at or in the vicinity of the center of the city. The price to be collected is for a room for 1 night.

Hotel Categories	Category 1	Category 2	Category 3	Category 4	Category 5
Category	First Class (excludes Luxury)	Middle Class	Limited Service: Upper Level	Limited Services: Lower Level	Bed & Breakfast
Nature of Accommodation	Hotel	Hotel	Hotel	Hotel (Guesthouse or Pension)	In private home
In-Room Facilities					
Air conditioning	X	(X)	(X)		
Toilet	X	X	X	(X)	(X)*
Bathroom	X	X	X	(X)	(X)*
Hairdryer	X	X	(X)		
Minibar	X	(X)			
Satellite/cable television	X	X	(X)		(X)*
Telephone	X	X	(X)	(X)	(X)
Services					
Reception/information 24/24	X	limited	limited	limited	
Laundry (within 24h)	X				
Baby sitting service	X				
E-mail/fax facilities	X	(X)			
Private meeting room	X				
Lift to all floors	X	X	(X)	(X)	
Private car parking	X	(X)	(X)		(X)
Room service	X	X			
Bell boy	X				
Transportation	(X)				
Other Facilities					
A la carte breakfast (in the room)	X				
Buffet breakfast	X	X	X		(X)
Continental breakfast		(X)	(X)	(X)**	X
Bar	X	X			
Lounge	X	X	X		
Upper class restaurant	X				
Restaurant	X	X			
Gym/swimming pool/sauna	X				

Source: Eurostat

- X Indicates when a service is provided
- (X) Indicates when a service is optional
- (X)* Indicates when a service is optional, and not always for exclusive use
- (X)** Indicates when a service is optional, and includes modest breakfast

II.10. Other Goods and Services

II.10.a. Particular Guidelines

- **11.12.11.1 Hairdressing Salons and Personal Grooming Establishments**
 - **Service:** The price to be collected is for 1 service.
 - **Barber Shop:** For men's hair cut, the outlet should be a barber shop for men only. Exclude unisex salons.

- **11.12.32.1 Other Personal Effects**
 - For replacement of batteries for a wrist-watch in 11.12.31.1 Jewelry, Clocks and Watches, include labor and battery costs in the price.

II.11. Health

II.10.a. Common Guidelines

- **Households and Government:** The issue is that expenditure on health is shared between households and government. In effect, the same health products appear in two different groups of basic headings. One is under household consumption; the other is under individual consumption by government. The shares of HH and GG can be very different in different countries. To avoid double counting and to obtain correct volume indices for the combined household and individual government health basic headings, the approach is to calculate the PPPs on the total (“full”) purchase prices reflecting payments by household plus government.

- **Medical Products are Purchased in Three Ways:**

1. Method: Purchased and paid for in full by households (sometimes with partial reimbursement at a later time by government.)

Collection Strategy: Collect purchaser’s prices from a sample of outlets. The price required to calculate PPPs is the price before reimbursement.

2. Method: Purchased and paid for in full by government for distribution to households.

Collection Strategy: Normally, the purchase prices paid by the government are regulated and can be obtained from the appropriate government authority.

3. Method: Purchased and paid for in part by the household and part by government.

Collection Strategy: For PPP purposes, the purchasers' price needed is the total or composite price which is the sum of the price paid by the household and the price paid by the government. Information on government part of prices need to be obtained from the appropriate government offices.

The above issues were reviewed with several experts who concurred with the need for the prices to reflect the combination of what the household pays plus the amount of the government subsidy.

- **Purchase Prices:** Countries should collect purchase prices. Simultaneously, they should determine whether these are full purchaser prices; if not they should still obtain what the household paid and then follow up with government authorities to determine that share. The same holds true if the prices are paid in full by the government. The purchase price should then be adjusted to reflect the subsidy.

It is possible that all three purchase procedures may exist in a country depending on the product. Government sponsored health campaigns may target specific diseases and provide free or subsidized medicines, while households purchase everything else. The important thing is to collect the purchase prices and the supplemental information regarding the scope of subsidies which will be used at the end to determine how to put the pieces together.

- **Branded and Generic:** Other questions have been raised about the matrix proposed by LAC. An example of that matrix follows. The issue is that pharmaceuticals are either branded or generic. Branded drugs also differ in price by the source of the manufacturer.
- **Matrix:** Below is a matrix describing various ways in which Pharmaceuticals can be manufactured and sold:

		Manufacturer	
Type		National Brand	International Brand
Brand			
Generic			

- **Price Differences in Branded Products:** If a region finds that a branded product is available from a variety of sources that differ in prices, they can:
 1. Have the price collectors record the source of the branded products by the above categories. This can be used later to create additional products for matching purposes.
 2. Collect more prices to ensure all sources are represented in the sample. This approach may result in large CV's if the prices differ between sources of the product.