# FOREIGN PRODUCERS'/EXPORTERS' QUESTIONNAIRE

## LOW SPEED PERSONAL TRANSPORTATION VEHICLES FROM CHINA

This questionnaire must be received by the Commission by <u>July 5, 2024</u> See last page for instructions regarding how to file this questionnaire.

The information called for in this questionnaire is for use by the United States International Trade Commission in connection with its countervailing duty and antidumping investigations concerning low speed personal transportation vehicles ("LSPTVs") from China (Inv. Nos. 701-TA-731 and 731-TA-1700 (Preliminary)). The information requested in the questionnaire is requested under the authority of the Tariff Act of 1930, title VII.

Name of firm		
Address		
Website		
Has your firm produced or	exported LSPTV (as defined on next page) in	China at any time since January 1, 2021?
NO (Sign the ce	tification below and promptly return <b>only</b> this pag	ge of the questionnaire to the Commission)
YES (Complete a	ll parts of the questionnaire, and return the entire	e questionnaire to the Commission)
	a the Commission's secure portal by clic	
	CERTIFICATION	
means of this certification I a	lso grant consent for the Commission, an estionnaire and throughout this proceeding	ubject to audit and verification by the Commission. By id its employees and contract personnel, to use the in any other import-injury proceedings conducted by
proceeding or other proceeding personnel (a) for developing or reviews, and evaluations relat Appendix 3; or (ii) by U.S. gove	is may be disclosed to and used: (i) by the maintaining the records of this or a relate ing to the programs, personnel, and ope	to this request for information and throughout this Commission, its employees and Offices, and contract of proceeding, or (b) in internal investigations, audits, trations of the Commission including under 5 U.S.C. solely for cybersecurity purposes. I understand that all
Name of Authorized Official	Title of Authorized Official	Date
Signature	Phone	Email address

#### PART I.—GENERAL INFORMATION

**Background.**--This proceeding was instituted in response to a petition filed on June 20, 2024, by the American Personal Transportation Vehicle Manufacturers Coalition, a coalition whose members include Club Car, LLC, Evans, Georgia, and Textron Specialized Vehicles, Inc., Augusta, Georgia. Countervailing and antidumping duties may be assessed on the subject imports as a result of these proceedings if the Commission makes an affirmative determination of injury, threat, or material retardation, and if the U.S. Department of Commerce makes an affirmative determination of subsidization and dumping. Pertinent information to this proceeding is available at:

Questionnaires: <a href="https://usitc.gov/reports/active\_import\_injury\_questionnaires">https://usitc.gov/reports/active\_import\_injury\_questionnaires</a>.

Other case information: <a href="https://ids.usitc.gov/case/8209/investigation/8588">https://ids.usitc.gov/case/8209/investigation/8588</a>.

<u>LSPTVs</u> covered by this proceeding consist of certain low speed personal transportation vehicles and subassemblies thereof, whether finished or unfinished and whether assembled or unassembled, with or without tires, wheels, seats, steering columns and steering wheels, canopies, roofs, or batteries. LSPTVs meeting this description are generally open air vehicles with a minimum of four wheels, a steering wheel, a traditional side-by-side or in-line row seating arrangement (i.e., non-straddle), foot operated accelerator and brake pedals, and a gross vehicle weight of no greater than 5,500 pounds. The main power source for subject LSPTVs is either an electric motor and battery (including but not limited to lithium-ion batteries, lithium phosphate batteries, lead acid batteries, and absorbed glass mat batteries) or a gas-powered internal combustion engine. Subject LSPTVs may be described as golf carts, golf cars, low speed vehicles, personal transportation vehicles, or light utility vehicles.

LSPTVs subject to these investigations typically have a maximum top nameplate speed of no greater than 25 miles per hour as required by federal, state, and local laws and regulations. Subject LSPTVs with a maximum top nameplate speed greater than 20 miles per hour normally must comply with the U.S. Department of Transportation's Federal Motor Vehicle Safety Standards for Low-Speed Vehicles set forth in 49 C.F.R. § 571.500. LSPTVs that otherwise meet the physical description of this scope but are not certified under 49 C.F.R. § 571.500 and are not certified under other sections of subpart B of the Federal Motor Vehicle Safety Standards (49 C.F.R. § 571), are not excluded from these investigations. LSPTVs that are certified under both 49 C.F.R. § 571.500 and other sections of subpart B of the Federal Motor Vehicle Safety Standards remain subject to the scope of these investigations. Subject LSPTVs that have a maximum top nameplate speed of less than 25 miles per hour may be certified to the SAE International (SAE) standards SAE J2258 and SAE J2358. LSPTVs that have a maximum top nameplate speed of less than 20 miles per hour may also be certified to the Outdoor Power Equipment Institute (OPEI) standards OPEI Z130.1 and OPEI Z135.

An unfinished and/or unassembled LSPTV subject to these investigations covers at a minimum a subassembly, also known as a "rolling chassis," which is typically comprised of, but not limited to, a frame or body with front and/or rear suspension components (such as arms, springs, axles, spindles, and shafts) installed and powertrain components (including either an electric motor or a gas-powered internal combustion engine) installed or ready for installation.

When imported together with a "rolling chassis" subject to these investigations, other LSPTV components, such as batteries, bumpers, wheel and tire assemblies, cowlings, fenders, grills, kick plates, steering column and steering wheel assemblies, dash assemblies, seat assemblies, pedal assemblies, brake assemblies, canopy or roof assemblies, temporary rain enclosures, windshields, mirrors, headlights, taillights, lighting systems, or storage—whether assembled or unassembled, whether as part of a kit or not, and whether or not accompanied by additional components—constitute part of an

unfinished and/or unassembled LSPTV that is subject to these investigations. The inclusion of other products, components, or assemblies not described here does not remove the product from the scope.

Subject LSPTVs and subassemblies are covered by the scope of these investigations whether or not they are accompanied by other parts. These investigations cover all LSPTVs and subassemblies meeting the physical description of the scope, regardless of overall length, width, height, or weight. Individual components that do not comprise a subject LSPTV or subassembly that are entered and sold by themselves are not subject to the investigations, but components entered with an LSPTV or subassembly, whether finished or unfinished and whether assembled or unassembled, are subject merchandise.

LSPTVs and subassemblies subject to these investigations include those that are produced in China whether assembled with other components in China or in a third country. Processing or completion of finished and unfinished LSPTVs and subassemblies either in China or in a third country does not remove the product from the scope.

Specifically excluded from the scope of these investigations are all-terrain vehicles (which typically have straddle seating and are steered by handlebars), multipurpose off-highway utility vehicles (which typically have a maximum top nameplate speed of greater than 25 miles per hour), and recreational off-highway vehicles (which typically have a maximum top nameplate speed of greater than 30 miles per hour). Also excluded from the scope are go-karts, electric scooters, golf trolleys, and mobility aids (which include power wheelchairs and scooters and which are used for the express purpose of enabling mobility for a person).

The LSPTVs subject to the investigations are typically classified in the Harmonized Tariff Schedule of the United States (HTSUS) at statistical reporting number 8703.10.5030. LSPTVs subject to the investigations may also enter under HTSUS statistical reporting number 8703.90.0100. The LSPTV subassemblies that are subject to the investigations typically imported under HTSUS statistical reporting numbers 8706.00.1540 and 8707.10.0040. The HTSUS subheadings are provided for convenience and customs purposes only, and the written description of the merchandise subject to the investigations is dispositive.

**Reporting of information**.--If information is not readily available from your records, provide carefully prepared estimates. If your firm is completing more than one questionnaire (i.e., a producer, importer, purchaser and/or foreign producer questionnaire), you need not respond to duplicated questions.

<u>Confidentiality</u>.--The commercial and financial data furnished in response to this questionnaire that reveal the individual operations of your firm will be treated as confidential by the Commission to the extent that such data are not otherwise available to the public and will not be disclosed except as may be required by law (see 19 U.S.C. §1677f). Such confidential information will not be published in a manner that will reveal the individual operations of your firm; however, general characterizations of numerical business proprietary information (such as discussion of trends) will be treated as confidential business information only at the request of the submitter for good cause shown.

<u>Verification</u>.--The information submitted in this questionnaire is subject to audit and verification by the Commission. To facilitate possible verification of data, please keep all files, worksheets, and supporting documents used in the preparation of the questionnaire response. Please also retain a copy of the final document that you submit.

Release of information.--The information provided by your firm in response to this questionnaire, as well as any other business proprietary information submitted by your firm to the Commission in connection with this proceeding, may become subject to, and released under, the administrative protective order provisions of the Tariff Act of 1930 (19 U.S.C. § 1677f) and section 207.7 of the Commission's Rules of Practice and Procedure (19 CFR § 207.7). This means that certain lawyers and other authorized individuals may temporarily be given access to the information for use in connection with this proceeding or other import-injury proceedings conducted by the Commission on the same or similar merchandise; those individuals would be subject to severe penalties if the information were divulged to unauthorized individuals.

<u>Valid number error messages.</u>—If you are completing this form in a country that uses periods (".") to delineate multiples of 1000 (e.g., one million would appear as \$1.000.000 rather than \$1,000,000), you may be unable to enter in numbers greater than 999 in numeric form fields. The solution to this data entry issue is to temporarily change your operating system's number formatting to be consistent with the U.S. number formatting system while you complete this form. Detailed instructions on how to resolve this issue is provided at the end of this questionnaire and is available upon request from Nitin Joshi (202-708-1669, Nitin.Joshi@usitc.gov).

I-1. <u>Reporting requirements</u>.--Please report below the actual number of hours required and the cost to your firm of completing this questionnaire for use by the Office of Management and Budget.

Hours	Dollars

Public reporting burden for this questionnaire is estimated to average 30 hours per response, including the time for reviewing instructions, gathering data, and completing and reviewing the questionnaire.

We welcome comments regarding the accuracy of this burden estimate, suggestions for reducing the burden, and any suggestions for improving this questionnaire. Please provide such comments to the Office of Investigations, <a href="mailto:import\_injury@usitc.gov">import\_injury@usitc.gov</a>.

I-2. <u>Establishments covered</u>.--Provide the name and address of establishment(s) covered by this questionnaire.

"Establishment"Each facility of a firm in China involved in the production or export of LSPTVs,
including auxiliary facilities operated in conjunction with (whether or not physically separate
from) such facilities. Firms operating more than one establishment in China should combine the
data for all establishments into a single report.

"Related firm" —A firm that your firm solely or jointly owned, managed, or otherwise controlled; a firm that solely or jointly owned, managed, or otherwise controlled your firm; and/or a firm that was solely or jointly owned, managed, or otherwise controlled by a firm that also solely or jointly owned, managed, or otherwise controlled your firm.

I-3.	Related producersDoes your firm or any related firm produce, have the capability to produce,
	or have any plans to produce LSPTVs in the United States or other countries?

No	Yes	If yes, please name the firm(s) and country(ies) below and, if U.S. producer(s), ensure that they complete the Commission's U.S. producer questionnaire.

I-4. Related U.S. importers.--Does your firm or any related firm import or have any plans to import LSPTVs into the United States?

No	Yes	If yes, please name the firm(s) below and ensure that they complete the Commission's importer questionnaire.

- I-5. <u>Stock symbol information.</u>— If your firm or any of the entities reported in questions I-2 through I-4 are publicly traded in the United States, please specify the stock exchange and trading symbol (including American Depository Receipts, if applicable): \_\_\_\_\_\_.
- I-6. <u>External counsel.</u>-- If your firm or parent firm is represented by external counsel in relation to this proceeding, please specify the name of the law firm and the lead attorney(s).

Law firm:	
Lead attorney(s):	

I-7. <u>U.S. importers</u>.--Please provide the names, contacts, telephone numbers, and e-mail addresses of the <u>TEN</u> largest U.S. importers of your firm's LSPTVs since January 1, 2021.

	Importer's name	Contact person	Email	Telephone	Share of your firm's 2024 U.S. exports (%)
1					
2				N.	
3				N.	
4				N.	
5				N.	
6					
7					
8					
9					
10					

# PART II.--TRADE AND RELATED INFORMATION

Further information on this part of the questionnaire can be obtained from Nitin Joshi (202-708-1669, Nitin.Joshi@usitc.gov). **Supply all data requested on a <u>calendar-year</u> basis**.

II-1.		nationPlease identify the responsible aff may contact that individual regardin	individual and the manner by which ng the confidential information submitted
	Name		
	Title		
	Email		
	Telephone		

II-2a. <u>Changes in operations.</u>—Please indicate whether your firm has experienced any of the following changes in relation to the production of LSPTVs since January 1, 2021.

Check as many as appropriate.		If checked, please describe the nature, timing / duration, and impact on operations of any such reported changes as well as the business reasons for them; leave completely blank if not applicable
	Plant openings	
	Plant closings	
	Prolonged shutdowns	
	Production curtailments	
	Relocations	
	Expansions	
	Acquisitions	
	Consolidations	
	Weather-related or force majeure events	
	Other (e.g., revised labor agreements, technology)	

II-2b.	<b>COVID-19 pandemic.</b> —Has the COVID-19 pandemic or have any government actions taken to
	contain the spread of the COVID-19 virus resulted in changes in your firm's supply chain
	arrangements, production, and shipments (including exports to the United States) relating to
	LSPTVs? In your response, please discuss the duration and timing of any such changes as they
	relate to your firm's operations.

No	If yes, describe these changes including the impact over time on the (a) supply chain and (b) production and shipments with respect to LSPTV.

II-2c. Anticipated changes in operations.--Does your firm anticipate any changes in the character of its operations or organization (as noted above) relating to the production of LSPTVs in the future?

No	If yes, supply details as to the likely timing, nature, and significance of such anticipated changes and describe the underlying assumptions and business reasons for them.

II-3a. **Production using same machinery.--**Please report your firm's production of products using the same equipment, machinery, or employees as used to produce LSPTV, and the combined capacity (both installed and practical capacity) on this shared equipment, machinery, or employees in the periods indicated.

"Installed overall capacity" – The level of production that your establishment(s) could have attained, assuming your firm's optimal product mix, and based solely on existing capital investments, i.e., machinery and equipment that is in place and ready to operate. This capacity measure does <u>not</u> take into account other constraints to production such as existing workforce constraints, availability of raw materials, or downtime for maintenance, repair, and clean-up. This capacity measure is sometimes referred to as "nameplate" or "theoretical" capacity.

"Practical overall capacity" – The level of production that your establishment(s) could reasonably have expected to attain, taking into account your firm's actual product mix over the period. This capacity measure is based on not only existing capital investments, i.e., machinery and equipment that is in place and ready to operate; but also non-capital investment constraints, such as (1) normal operating conditions, including normal downtime for maintenance, repair, and cleanup; (2) your firm's existing in place and readily available labor force; (3) availability of material inputs; and (4) any other constraints that may have limited your firm's ability to produce the reported products. Importantly, this capacity measure is the maximum "practical" production your firm could have achieved without hiring new personnel or expanding the number of shifts operated in the period.

"Practical LSPTVs capacity" – The level of production of LSPTVs that your establishment(s) could reasonably have expected to attain. The same assumptions apply to this capacity measure as for practical overall capacity, but only includes the portion of practical overall capacity allocated to the production of LSPTVs based on the actual product mix experienced over the period.

"**Production**" – All production in your establishment(s) in China, including production consumed internally within your firm and production for another firm under a toll agreement.

Takes into account	Installed overall capacity	Practical overall capacity	Practical LSPTV capacity
Existing capital investments	Yes	Yes	Yes
Product mix	Yes	Yes	Yes
Normal downtime, maintenance, repair and clean-up	No	Yes	Yes
Existing labor force	No	Yes	Yes
Availability of material inputs	No	Yes	Yes
Actual number of shifts and hours operated	No	Yes	Yes
Limited to LSPTVs	No	No	Yes

### II-3a. **Production using same machinery.**—**Continued**

Quantity (in units)								
	(	Calendar year	January	January-March				
Item	2021	2022	2023	2023	2024			
Capacity measures: Installed overall capacity <sup>1</sup>								
Practical overall capacity <sup>12</sup>								
Practical LSPTVs capacity <sup>3 4</sup>	0	0	0	0	0			
Production of: LSPTVs <sup>3 4</sup>	0	0	0	0	0			
Out-of-scope: ATVs or medium to high speed PTVs <sup>5</sup>								
Other out-of-scope products <sup>6</sup>								
Subtotal, all out-of-scope products	0	0	0	0	0			
Total production using same machinery or								
workers	0	0	0	0	0			

<sup>&</sup>lt;sup>1</sup> Data reported for both "installed overall" and "practical overall" capacity should each individually be greater than data reported for total production (last line). Additionally, data reported for "installed overall" capacity should be greater than "practical overall" capacity in every period.

II-3b. **Operating parameters.--**The *practical* overall capacity reported in II-3a is based on the following operating parameters:

Hours per	week	Weeks per year

<sup>&</sup>lt;sup>2</sup> Please provide details in your response to the question on capacity constraints in question II-3d below that explain the differences reported between "installed" overall capacity and "practical" overall capacity.

<sup>&</sup>lt;sup>3</sup> Data for this indicator will populate here once reported below in question II-9.

<sup>&</sup>lt;sup>4</sup> Data reported for practical LSPTV capacity should be greater than the data reported for production of LSPTVs in each period, if not revise prior to submission to the Commission. Additionally, if your firm reports the production of no other products on the same machinery and using the same workers as LSPTVs, then "practical overall" and "practical LSPTV" capacity measures should be equal to each other.

<sup>&</sup>lt;sup>5</sup> All-terrain vehicles ("ATVs") or medium to high speed personal transportation vehicles ("PTVs") are any motorized off-highway vehicles that might otherwise match the definition of LSPTVs but are designed and regulated to travel at speeds greater than 25 mph.

<sup>&</sup>lt;sup>6</sup> Please identify these products: \_\_\_\_\_

firm's were report but w	practical overall capacity over the per binding over different periods reporte ted practical overall capacity. If a cons	se describe the constraint(s) that set the limit(s) on your riod reported in question II-3a. If different constraints d, please specify when each constraint was limiting your straint was not actually binding over the period reported, stalled capacity level, indicate at what level it would have
	etraint ok as many as appropriate)	<b>Description</b> (If checked, please describe the details, timing, and duration of the constraint; leave completely blank if not applicable,
	Production bottlenecks	
	Existing labor force	
	Supply of material inputs	
	Fuel or energy	
	Storage capacity	
	Logistics/transportation	
	Other constraints (list the specific constraints in the description field)	
and the	ne additional actions that would be ne	describe and quantify the amount of time it would take eded (e.g., hiring new workers, expanding shifts, oply, etc.) for your firm to be able to fully utilize the in II-3a.

Product s	hifting.—	
	•	able to switch production (capacity) between LSPTVs and other products using quipment and/or labor?
No	Yes	If yes—(i.e., have produced other products or are able to produce other products) Please identify other actual or potential products.
	e.g., time,	cribe the factors that affect your firm's ability to shift capacity between product cost, relative price change, etc.), and the degree to which these factors enhanc n such shifts.

II-5.	Capacity checklistPlease check that the capacity numbers reported in question II-3a follow the
	Commission's relevant definitions for capacity.

Item	√ if Yes
Are all three capacity measures reported based on <u>currently installed machinery</u> <u>and equipment</u> (i.e., the reported capacity level would not require additional capital investments in order to achieve)?	
Are practical overall capacity and practical LSPTV capacity measures reported based on <u>existing labor force</u> (i.e., the reported capacity level would not require hiring additional production related workers or adding shifts)?	
Are practical overall capacity and practical LSPTV capacity measures based on the actual availability of material inputs?	
Do both practical overall capacity and practical LSPTV capacity measures account for <i>normal downtime, maintenance, repair and clean-up</i> activities?	
Does the difference between practical overall capacity and practical LSPTV capacity equal the portion of practical overall capacity that is dedicated to the production of out-of-scope products?	

Note: If your firm is not able to answer "yes" to any of the above criteria as it relates to your firm's reported capacity levels, please revise your capacity numbers to be in conformance with the appropriate definition prior to submission to the Commission.

- II-6. **Share of sales.**--What percentage of your firm's total sales in its most recent fiscal year was represented by sales of LSPTV? percent.
- II-7a. **Firm's estimated share of production in China.**--Please estimate the percentage of total production of LSPTVs in China accounted for by your firm's production in 2023. \_\_\_\_\_ percent.
- II-7b. <u>Firm's estimated share of exports from China</u>.--Please estimate the percentage of total exports to the United States of LSPTV from China accounted for by your firm's exports in 2023. \_\_\_\_\_ percent.
- II-8. <u>Third country trade actions</u>.-- Are the LSPTVs exported by your firm subject to antidumping/countervailing duty/safeguard findings, remedies, or proceedings?

No	Yes	If yesList the products(s), countries affected, and the date of such findings/remedies/proceedings.

II-9. <u>Trade data</u>.--Report your firm's capacity, production, shipments, and inventories related to the production of LSPTVs in your establishment(s) in China during the specified periods. Do not include resales of LSPTVs that your firm did not produce in this question; those data to the degree they are exported to the United States should only be reported in question II-10.

<u>Do not submit data by manufacturing facility if they are in the same country.</u> If your firm has multiple manufacturing establishments within China, you are required to combine data for those establishments within one foreign producer questionnaire response.

"Shipments"--Shipments of products produced in your establishment(s) in China. Quantities reported should be net of returns.

"Home market commercial shipments"--Shipments, other than internal consumption and transfers to related firms, within China.

"Home market internal consumption/transfers to related firms"--Shipments made to related firms in China, including product consumed internally by your firm.

**"Export shipments"**--Shipments to destinations outside of China, including shipments to related firms.

"Inventories" -- Finished goods inventory, not raw materials or work-in-progress.

Note: As requested in part I of this questionnaire, please keep all supporting documents/records used in the preparation of the trade data, as Commission staff may contact your firm regarding questions on the trade data. The Commission may also request that your company submit copies of the supporting documents/records (such as production and sales schedules, inventory records, etc.) used to compile these data.

#### II-9. **Trade data.**--Continued.

		Quanti	ty (in units)				
		Act	Projections				
	Calendar year			January	-March	Projections <sup>1</sup>	
Item	2021	2022	2023	2023	2024	2024	2025
Practical LSPTV capacity <sup>2</sup> (A)							
Beginning-of-period inventories (B)							
Production of: LSPTVs (C)							
ATVs or medium to high speed PTVs³ (D)							
Home market shipments: Internal consumption/ transfers (E)							
Commercial shipments (F)							
Export shipments: to the United States (G)							
to all other markets (H) <sup>4</sup>							
Total exports (I)	0	0	0	0	0	0	(
Total shipments (J)	0	0	0	0	0	0	(
End-of-period inventories (K)							

<sup>&</sup>lt;sup>2</sup> Report your firm's practical LSPTVs capacity consistent with the definitions and instructions included in question II-3a.

<sup>&</sup>lt;sup>3</sup> All-terrain vehicles ("ATVs") or medium to high speed personal transportation vehicles ("PTVs") are any motorized offhighway vehicles that might otherwise match the definition of LSPTVs but are designed and regulated to travel at speeds greater than 25 mph.

<sup>&</sup>lt;sup>4</sup> Identify your firm's principal other export markets:

II-9. <u>Trade data</u>.--Continued.

RECONCILIATION OF SHIPMENTS, PRODUCTION, AND INVENTORY.--Generally, the data reported for the end-of-period inventories (i.e., line K) should be equal to the beginning-of-period inventories (i.e., line B), plus production (i.e., line C), less total shipments (i.e., lines D, E, F, and G). Please ensure that any differences are not due to data entry errors in completing this form, but rather actually reflect your firm's records; and also provide any likely explanations for any differences (e.g., theft, loss, damage, record systems issues, etc.) if they exist.

	Actual experience					Projections				
	Calendar year			Januar	y-March	Calendar year				
ltem	2021	2022	2023	2023	2024	2024	2025			
B+C-D-E-F-G-J-K = should										
equal zero ("0") or provide an										
explanation. <sup>1</sup>	0	0	0	0	0	0	0			
<sup>1</sup> Explanation if the calculated fields	<sup>1</sup> Explanation if the calculated fields above are returning values other than zero (i.e., "0") but are nonetheless									

<sup>&</sup>lt;sup>1</sup> Explanation if the calculated fields above are returning values other than zero (i.e., "0") but are nonetheless accurate: \_\_\_\_\_\_.

II-10. Exports to the United States not produced by your firm.--Report your firm's exports to the United States of LSPTVs that were produced in China but not by your firm during the specified periods. Note these data should <u>not</u> be included in question II-9.

Quantity (in units)									
	Actual experience					Projections			
	Calendar year			January-March		Calendar year			
ltem	2021	2022	2023	2023	2024	2024	2025		
Exports of LSPTVs to the United States not produced by your firm <sup>1</sup>									
<sup>1</sup> List the producer(s)									

II-11.	Other explanationsIf your firm would like to further explain a response to a question in part II
	for which a narrative box was not provided, please note the question number and the
	explanation in the space provided below. Please also use this space to highlight any issues your
	firm had in providing the data in this section, including but not limited to technical issues with
	the MS Word questionnaire.

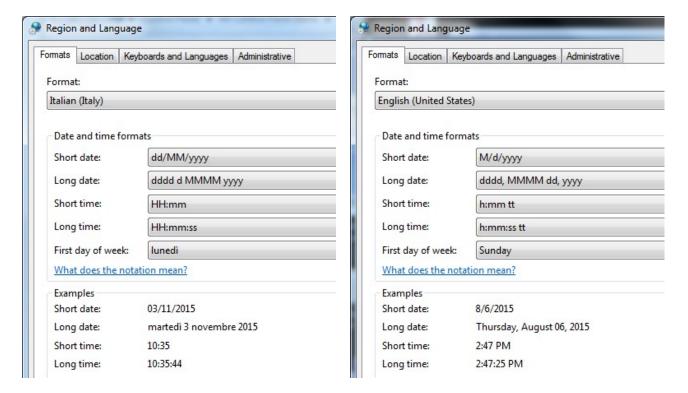
Correcting Valid number error messages. -- If you are completing this questionnaire in a country that uses periods (".") to delineate multiples of 1000 (e.g., one million would appear as \$1.000.000 instead of as \$1,000,000), you may be unable to enter in numbers greater than 999 in numeric form fields. This issues stem from your computer number formatting setting (e.g., not the MS Word document itself, but the computer from which you are opening up the document). In the United States commas (,) delineate multiples of 1000 and periods (.) delineate fractions less than one. Many EU countries use the reverse where multiples of 1000 are delineated with periods (.) and fractions less than one are delineated with commas (,). This questionnaire is prepared in the United States with the U.S. number formatting. When this formatting interacts with a computer set to EU number formatting, we believe this may cause this issue.

The solution to this data entry issue is to temporarily change your operating system's number formatting to be consistent with the U.S. number formatting system while you complete the questionnaire.

To temporarily change your computer's number settings to U.S. settings, please do the following (for Microsoft Windows Operating system):

- START
- Control Panel
- Region and Language (under Clock, Language, and Region category)
- Format tab
- Change the Format from your existing one (e.g., "Italian (Italy)") to "English (United States)" (see screen shots below)

When you do this the number "twelve million dollars and thirty five cents" would change from \$12.000.000,35 (Italy format) to \$12,000,000.35 (U.S. format), and then there will be no conflict with the USITC foreign producer questionnaire form. When you finish reporting the data then you can close the questionnaire and switch back to your country settings.



# **HOW TO FILE YOUR QUESTIONNAIRE RESPONSE**

This questionnaire is available as a "fillable" form in MS Word format on the Commission's website at:

https://usitc.gov/reports/active import injury questionnaires.

**Please do not attempt to modify the format or permissions of the questionnaire document**. Please submit the completed questionnaire using one of the methods noted below. If your firm is unable to complete the MS Word questionnaire or cannot use one of the electronic methods of submission, please contact the Commission for further instructions.

• <u>Upload via Commission's secure submission portal</u>.— The questionnaire must be uploaded in two formats: (1) a Microsoft Word 97-2003 document; and (2) a PDF copy of the complete questionnaire with a signature on the first page. Please include any attachments at the end of the PDF (e.g., APO certification, additional comments, etc.).

Web address: <a href="https://usitc.gov/qportal">https://usitc.gov/qportal</a> Pin: CART Phase: Preliminary

• E-mail. — E-mail the MS Word questionnaire to Niton. Joshi@usitc.qov; include a PDF copy of the complete questionnaire with a signature on the first page. Submitters are strongly encouraged to encrypt nonpublic documents that are electronically transmitted to the Commission to protect your sensitive information from unauthorized disclosure. The USITC secure submission portal and the Electronic Document Information System (EDIS) use Federal Information Processing Standards (FIPS) 140-2 cryptographic algorithms to encrypt data in transit. Submitting your nonpublic documents by a means that does not use these encryption algorithms (such as by email) may subject your firm's nonpublic information to unauthorized disclosure during transmission. If you choose a non-encrypted method of electronic transmission, the Commission warns you that the risk of such possible unauthorized disclosure is assumed by you and not by the Commission.

**If your firm** did not produce or export this product, please fill out page 1, print, sign, and submit a scanned PDF copy via the Commission's secure submission portal or email.

**Parties to this proceeding.**— If your firm is a party to this proceeding, it is required to serve a copy of the completed questionnaire on parties to the proceeding that are subject to administrative protective order (see 19 CFR § 207.7). A list of such parties may be obtained from the Commission's Secretary (202-205-1802). A certificate of service must accompany the completed questionnaire you submit (see 19 CFR § 207.7). Service of the questionnaire must be made in paper form.