# **U.S. PURCHASERS' QUESTIONNAIRE**

### **CERTAIN COLLATED STEEL STAPLES FROM CHINA**

This questionnaire must be received by the Commission by March 20, 2020

See last page for filing instructions.

The information called for in this questionnaire is for use by the United States International Trade Commission in connection with its countervailing and antidumping duty investigations concerning certain collated steel staples ("CCS staples") from China (Inv. Nos. 701-TA-626 and 731-TA-1452 (Final)). The information requested in the questionnaire is requested under the authority of the Tariff Act of 1930, title VII. This report is mandatory and failure to reply as directed can result in a subpoena or other order to compel the submission of records or information in your firm's possession (19 U.S.C. § 1333(a)).Further information on this questionnaire can be obtained from Craig Thomsen (202-205-3226, craig.thomsen@usitc.gov).

Address City			State	Zin Code		
Website				2.6 code		
•	•	mported for own use or at any time since Janua		S staples (as d	efined on next page) from <u>any</u>	
☐ NO	(Sign the certif	fication below and promptl	y return <b>only</b> th	nis page of the c	juestionnaire to the Commission)	
☐ YES	(Complete all p	parts of the questionnaire,	and return the	entire question	naire to the Commission)	
		opbox.usitc.gov/oinv/			Box by clicking on the	
		CERT	IFICATION			
submitting this cert	ification, I also gr d in this questionn	rant consent for the Co naire and throughout th	ommission, ar	nd its employ	t and verification by the Commi rees and contract personnel, to import-injury proceedings cond	use the
proceeding or other personnel (a) for de reviews, and evalud Appendix 3; or (ii) by	proceedings may veloping or mainto itions relating to U.S. government	be disclosed to and us aining the records of th the programs, person	ed: (i) by the his or a related nel, and ope at personnel, s	Commission, d proceeding, rations of th	est for information and through its employees and Offices, and or (b) in internal investigations e Commission including under ersecurity purposes. I understand	contract s, audits, 5 U.S.C.
Name of Authorized	Official		ial		Date	
		 Phone			Email address	

#### PART I.—GENERAL INFORMATION

**Background.**--This proceeding was instituted in response to petitions filed on June 6, 2019, by Kyocera Senco Industrial Tools, Inc., Cincinnati, Ohio. Countervailing and/or 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 ("Commerce") makes an affirmative determination of subsidization/dumping. Questionnaires and other information pertinent to this proceeding are available at <a href="https://www.usitc.gov/investigations/701731/2020/certain\_collated\_steel\_staples\_china/final.htm">https://www.usitc.gov/investigations/701731/2020/certain\_collated\_steel\_staples\_china/final.htm</a>.

<u>Certain Collated Steel Staples ("CCS staples")</u> covered by these investigations are made from steel wire having a nominal diameter from 0.0355 inch to 0.0830 inch, inclusive, and have a nominal leg length from 0.25 inch to 3.0 inches, inclusive, and a nominal crown width from 0.187 inch to 1.125 inch, inclusive.

Certain collated steel staples may be manufactured from any type of steel, and are included in the scope of this investigation regardless of whether they are uncoated or coated, and regardless of the type or number of coatings, including but not limited to coatings to inhibit corrosion. Certain collated steel staples may be collated using any material or combination of materials, including but not limited to adhesive, glue, and adhesive film or adhesive or paper tape.

Certain collated steel staples are generally made to American Society for Testing and Materials (ASTM) specification ASTM F1667-18a, but can also be made to other specifications.

Excluded from the scope of these investigations are any carton-closing staples covered by the scope of the existing antidumping duty order on Carton-Closing Staples from the People's Republic of China. See Carton-Closing Staples from the People's Republic of China: Antidumping Duty Order, 83 FR 20792 (May 8, 2018).

Certain collated steel staples are currently imported under statistical reporting number 8305.20.0000 of the Harmonized Tariff Schedule of the United States (HTSUS). While the HTSUS subheading and ASTM specification are provided for convenience and for customs purposes, the written description of the subject merchandise is dispositive.

<u>Purchaser</u>.--Any firm engaged, either directly or through a parent company or subsidiary, in purchasing CCS staples from another firm that produces, imports, or otherwise distributes CCS staples.

**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, and/or purchaser 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.

"Establishment"Fac	h facility of a firm involved in the p	ourchase of CCS stanles, including
	rated in conjunction with (whethe	
facilities.	( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )	or morphysically coparate morn,
Stock symbol informa	ution If your firm or parent firm i	s publicly traded, please specify th
stock exchange and tr	·	o paonoly aradox, produce openity a
	your firm or parent firm is represe e specify the name of the law firm	•
and proceeding, pieds	e specify the name of the law min	and the lead attorney(s).
Law firm:		and the lead attorney(s).
Law firm:		and the lead attorney(s).
Law firm: Lead attorney(s):		
Law firm:  Lead attorney(s):  OwnershipIs your fi	rm owned, in whole or in part, by	
Law firm:  Lead attorney(s):  OwnershipIs your fi		
Law firm:  Lead attorney(s): <u>Ownership</u> Is your fi	rm owned, in whole or in part, by	any other firm?
Law firm:  Lead attorney(s):  OwnershipIs your fi	rm owned, in whole or in part, by	

No Yes	List the following information.	
Firm name	Country	Affiliation
Polated producers D	vas vaur firm have any related fir	ns either demostic or foreign w
oroduce CCS staples?	es your firm have any related fir	ms, either domestic or foreign, w
oroduce CCS staples?	·	ms, either domestic or foreig

# **PART II.--PURCHASES**

<u>Contact information</u>.--Please identify the responsible individual and the manner by which Commission staff may contact that individual regarding the confidential information submitted in this questionnaire.

Name	
Title	
Email	
Telephone	

II-1. <u>Purchases and imports.</u>--Report <u>separately</u> your firm's domestic purchases and imports of CCS staples.

"Purchase" – Purchase from a U.S. entity such as a U.S. producer, a U.S. importer, or other U.S. firm.

"Import" – Purchase directly from a foreign supplier and your firm is the importer of record.

	2017	2018	2019
Item		Quantity (in pound	s)
Purchases of CCS staples produced in— United States			
China			
All other countries <sup>1</sup>			
Sources unknown <sup>2</sup>			
Total purchases	0	0	0
Imports of CCS staples from— China			
All other countries <sup>1</sup>			
Total imports <sup>3</sup>	0	0	0

<sup>&</sup>lt;sup>1</sup> Please identify these countries:

<sup>&</sup>lt;sup>2</sup> Please indicate the firm(s) from which you purchased this merchandise:

<sup>&</sup>lt;sup>3</sup> If your firm imported CCS staples at any time since January 1, 2017, please also complete and return a U.S. importers' questionnaire in this proceeding.

II-2.	Changes in purchasing patternsPlease indicate how the shares of your firm's purchases of CCS
	staples from different sources have changed since January 1, 2017.

Source of purchases	Did not purchase	Decreased	Increased	Constant	Fluctuated	Explanation for trend
United States						
China						
All other countries						
Sources unknown						

II-3. <u>Country knowledge.</u>--Please indicate the countries of origin with which your firm has experience or information in the CCS staples market.

United States	China	Other countries	Other countries (specify)

II-4. <u>Supplier identification.</u>--Please list your firm's <u>FIVE</u> largest suppliers for CCS staples since January 1, 2017. Also, provide the share of the quantity of your firm's total purchases of CCS staples that each of these suppliers accounted for in 2019.

No.	Supplier's name	City and state	Share of quantity of 2019 purchases
1			%
2			%
3			%
4			%
5			%

# PART III.--MARKET CHARACTERISTICS AND PURCHASING PRACTICES

III-1.	Firm typeWhich of the following best describes your firm as a purchaser of CCS staples (check
	all that apply)?

Retailer	Contractor/ builder	Other end user	Distributor	Other	Describe other

If your firm is a distributor of CCS staples, please answer questions III-2 and III-3.

III-2.	Competition for salesDoes your firm compete for sales to customers with the manufacturers
	or importers from which your firm purchases CCS staples?

No	Yes	If yes, please describe.

ypes of customersWhat are the major types of consumers to which your firm sells CCS
caples?

If your firm is an end user of CCS staples, please answer questions III-4 and III-5.

III-4. <u>End uses.</u>—List the top 3 products your firm makes using CCS staples and estimate the percent of your <u>total production cost</u> that is accounted for by CCS staples and by other inputs (such as labor, energy, and other raw materials).

	Share of total cost in each of the product(s) your firm produces accounted for by				
Product(s) your firm produces	CCS staples		Other inputs		sum to 100.0% across)
	%	+	%	=	0.0 %
	%	+	%	=	0.0 %
	%	+	%	Ш	0.0 %

III-5.	<b>Demand for end-use</b>	products
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(a) Has the demand for your firm's final products incorporating CCS staples changed since January 1, 2017?

Increased	No change	Decreased	Fluctuated

(b) Has this had any effect on your firm's demand for CCS staples?

No	Yes	Explain

III-6	6.	Substitut	<u>tes</u> (	Can other	products b	e substitute	d for C	CS sta	ples?
			No	)	YesPlo	ease fill out	the tak	ole.	
				E	nd use in w	hich this			changes in the price of this substitute ffected the price for CCS staples?
		Substitut	:e		substitute		No	Yes	Explanation
1.									
2.									
3.								П	
III-7	7.	States (if	knov	vn) for CCS	staples ha	s changed s	since Ja	nuary	States and outside of the United 1, 2017. Explain any trends and ages in demand.
III-7	7.	States (if	knov	 vn) for CCS rincipal fa	staples hactors that h	ns changed s nave affecte	since Ja ed these Fluct	nuary e char tuate	1, 2017. Explain any trends and
	7. <b>Mar</b> l	States (if describe	know the p	vn) for CCS	staples ha	s changed s	since Ja ed these Fluct	nuary e char tuate h no	1, 2017. Explain any trends and nges in demand.
N	Marl	States (if describe	know the p	vn) for CCS rincipal fa Overall	S staples hactors that I	s changed s nave affecte Overall	since Ja ed these Fluct witl	nuary e char tuate h no	1, 2017. Explain any trends and nges in demand.
<b>N</b> thin the	<b>Mar</b> lie Ui	States (if describe	know the p	vn) for CCS rincipal fa Overall	S staples hactors that I	s changed s nave affecte Overall	since Ja ed these Fluct witl	nuary e char tuate h no	1, 2017. Explain any trends and nges in demand.
<b>N</b> thin the	<b>Vlar</b> lie Ui	States (if describe  ket  nited State  Inited State	know the p	Overall increase	No change	Overall decrease	Fluct with clear	nuary e char tuate h no trend	Explanation and factors  ifically order CCS staples from one
<b>N</b> thin the	<b>Vlar</b> lie Ui	States (if describe  ket  nited State  Inited State	know the p	Overall increase	No change	Overall decrease	Fluct with clear	nuary e char tuate h no trend	Explanation and factors  ifically order CCS staples from one

III-9.	Importance of purchasing domestic productPlease fill out the table below, estimating the
	percentage of your firm's total 2019 purchases of CCS staples that required CCS staples
	produced in the United States.

	Estimated percentage of your firm's total 2019 purchases of CCS staples
Purchases that did not require domestic product	%
Purchases that were required by law or regulation to be domestic product (e.g., government purchases under "Buy American" provisions)	%
Purchases that were not required by law or regulation, but were required by your customers to be domestic product	%
Purchases that were required to be domestic product for other reasons	
(explain: )	%
Total (should sum to 100.0%)	0.0 %

# III-10. Conditions of competition.--

(a) Is the CCS staples market subject to business cycles (other than general economy-wide conditions) and/or other conditions of competition distinctive to CCS staples?

Check a	ıll that apply.	Please describe.
	No	Skip to question III-11.
	Yes-Business cycles (e.g. seasonal business)	
	Yes-Other distinctive conditions of competition	

(b) Have there been any changes in the business cycles or conditions of competition for CCS staples since January 1, 2017?

No	Yes	If yes, describe.

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U	.o.	Pulchaseis	Questionnaire	- LL3	Stables	(Fillal)

III-11.	Decisions based on producer and country-of-originHow often does your firm, and if known,
	do your customers, make purchasing decisions involving CCS staples based on their producer or
	country of origin?

Item	Always	Usually	Sometimes	Never	If at least sometimes, explain.			
	Decision based on producer							
Your firm								
Your customers								
		Decis	ion based on c	ountry of	origin			
Your firm								
Your customers								
Availability of supplyHas the availability of CCS staples in the U.S. market changed since January 1, 2017?								

III-12.

Availability in the U.S. market	No	Yes	Please explain, noting the countries and reasons for the changes.
U.Sproduced product			
Imports from China			
Imports from other countries			

III-13. Supply constraints.--Has any firm refused, declined, or been unable to supply your firm with CCS staples since January 1, 2017 (examples include placing customers on allocation or "controlled order entry," declining to accept new customers or renew existing customers, delivering less than the quantity promised, being unable to meet timely shipment commitments, etc.)?

No	Yes	If yes, please describe.

III-14. Availability of specific product types.--Are certain grades/types/sizes of CCS staples only available from certain country sources?

No	Yes	If yes, please identify the countries and the grade/type/size.

				В	isiness	Propriet	ary				
U.S. Pu	ırchasers'	' Questic	nnaire	- CCS Staples	(Final)				Page 13		
III-15.	. Purchasing frequency										
	(a)	How frequently does your firm make purchases of CCS staples (check one)?									
		Daily	Week	ly Monthl	y Qu	arterly	Annually	Other	If other, specify		
	(b)	Has this	purcha	asing frequen	cy char	nged sinc	e January 1,	2017?			
		No	Yes	If yes, plea	se desc	ribe.					
III-16.	Raw material prices.—										
		Is your firm familiar with the prices for raw materials used in the production of CCS staples?							production of CCS		
		N	o	Yes – please ansv							
			]								
	(b)	Has information on raw material prices affected your firm's negotiations or contracts to purchase CCS staples since January 1, 2017?							tiations or contracts to		
		No	please	Yes – e answer (c)	Explai	n					
	(c)	Have yo January		ntract purchases of CCS staples been indexed to raw material prices since 17?							
		No		•	betwee	-		-	ases this applies and nge associated with		

III-17. Number of suppliers contacted.--How many suppliers does your firm generally contact before making a purchase? Between \_\_\_\_\_ and \_\_\_\_\_ firms

U.S. Pu	ırchasers'	Question	naire - CCS	S Staples (Final)	age 1					
III-18.		<u>Supplier negotiations</u> Do your firm's purchases of CCS staples usually involve negotiations between supplier and purchaser?								
	No	Yes		plain the factors your firm generally negotiates and note whe quotes competing prices during negotiations.	ther					
III-19.	Change i	n supplie	<b>rs</b> Has yo	our firm changed suppliers since January 1, 2017?						
	No	Yes		ease list the supplier(s), whether the firm was added or dropp reasons for the change.	ed,					
III-20.		New suppliersAre you aware of any new suppliers, either foreign or domestic, that have entered the market since January 1, 2017?								
	No	Yes	If yes, ple	ease identify the firms.						
III-21.		<u>Supplier qualification</u> Do you require your suppliers to be or to become certified or qualified to sell CCS staples to your firm?								
	• 7	<ul> <li>If yes, provide the following information.</li> <li>The number of days to qualify a new supplier.</li> <li>A general description of the certification or qualification process. Also, a brief description of the factors that you consider when qualifying a new supplier (e.g., quality of product, reliability of supplier, etc.).</li> </ul>								
	No	Yes	Number of days	Process and factors						
			o. days	Trocess una raccors						
III-22.	attempts	<u>Failure to certify.</u> Since January 1, 2017, have any domestic or foreign producers failed in their attempts to certify or qualify their CCS staples with your firm or have any producers lost their approved status?								
	No	Yes		ease identify these firms, the countries where they are located easons why they failed the certification/qualification.	d,					

III-23.	Major purchasing factors.—Please list, in order of their importance, the main factors your firm considers in deciding from whom to purchase CCS staples (examples include availability, extension of credit, contracts, price, quality, range of supplier's product line, traditional supplier etc.).						
	1.						
	2.						
	3.						
	Please list any other factors that are very important in your purchase decisions:						

III-24. <u>Purchasing factors.</u>--Please rate the importance of the following factors in your firm's purchasing decisions for CCS staples.

Factor	Very important	Somewhat important	Not important
Availability			
Delivery terms			
Delivery time			
Discounts offered			
Minimum quantity requirements			
Packaging			
Payment terms			
Price			
Product consistency			
Product range			
Quality meets industry standards			
Quality exceeds industry standards			
Reliability of supply			
Technical support/service			
U.S. transportation costs			

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25.	-	<u>Quality characteristics.</u> What characteristics does your firm consider when determining the quality of CCS staples?									
26.			en do CCS stapl ur uses or your		_	tries meet mir	imum				
	Sou	ırce	Always	Usually	Sometimes	Rarely or never	Don't know				
	United States										
	China										
	Other:										
.7.	Frequency of decisions based on priceHow often does your firm purchase the CCS staples that are offered at the lowest price?										
	Alway	'S	Usually	Som	etimes	Rarely or never					
28.	either upward significant imp Please list the	Price leadersA price leader is defined as (1) one or more firms that initiate a price change, either upward or downward, that is followed by other firms, or (2) one or more firms that have a significant impact on prices. A price leader is not necessarily the lowest-priced supplier.  Please list the names of any firms you considered price leaders in the CCS staples market since January 1, 2017.									
	Firm(s) Describe how the firm(s) exhibited price leadership										
	Firm(s)	Describe h	ow the min(s) (	exilibrica pric	<u> </u>						
	Firm(s)	Describe h	ow the min(s) (	zamoreca priv	·						

111 20	D	+ :	domestic products.—
III- / Y	PHILL BUILD SHIP	T IMPORTS PATRET TRAN	nomestic brodilets —

(a)	Since January 2017, did your firm import an	id/or purchase imports of CCS staples from
	China instead of purchasing U.Sproduced	CCS staples?

	Yes	No
Source	(also respond to parts (b) and (c))	(If "No", skip to next question)
China		

(b) If you responded "Yes" to part (a), was the imported product priced lower than the domestic product?

Source	Yes	No
China		

(c) If you responded "Yes" to part (a), was price a primary reason for importing and/or purchasing subject imports rather than domestic product?

Source	Yes	If Yes, estimate the quantity of imports purchased and/or imported instead of domestic product since January 2017 (in pounds)	No	If No, please indicate the reason your firm imported and/or purchased imports instead of domestic product
China				

# III-30. <u>U.S. producers and import competition.</u>—

(a) Since January 1, 2017, in connection with a sale or offer to sell CCS staples to your firm, did U.S. producers reduce their prices of domestically produced CCS staples in order to compete with lower-priced imports of CCS staples from the subject countries?

Source	Yes (also respond to question part (b))	No (If "No", skip to next question)	Don't know
China			

(b) If your firm responded "yes", please provide an estimate of the reduction in U.S. producers' prices, and any additional explanations, such as timing (e.g., months/years), frequency of price reductions, or other market/competitive factors.

Source	Estimated reduction in U.S. prices (percent)	Additional explanation, including such information as timing (e.g., months/years), frequency of price reductions, or other market/competitive factors
China	%	

III-31.	Impact of Section 301 tariffs Did the imposition of tariffs on Chinese-origin products under
	Section 301 have an impact on the CCS staples market in the United States?

Yes— Please indicate the impact in the table below.	No	Don't know

Factor	Overall increase	No change	Overall decrease	Fluctuate with no clear trend	Explain, noting how the imposition of tariffs under Section 301 affected each factor of the CCS staples market in the United States.
Supply of U.S produced CCS staples					
Supply of CCS staples imported from China					
Supply of CCS staples imported from other countries					
Prices for CCS staples					
Overall U.S. demand for CCS staples					
Raw material costs for CCS staples					

### PART IV.—PRODUCT COMPARISONS

IV-1. <u>Interchangeability</u>.—Are the CCS staples produced in the United States and in other countries interchangeable (i.e., can they physically be used in the same applications)?

Please indicate A, F, S, N, or 0 in the table below:

- A = the products from a specified country-pair are *always* interchangeable
- F = the products are *frequently* interchangeable
- S = the products are *sometimes* interchangeable
- N = the products are *never* interchangeable
- 0 = *no familiarity* with products from a specified country-pair

Country-pair	China	Other countries
United States		
China		
	y-pair producing CCS staples which is son the country-pair and explain the factors	•

IV-2. <u>Factors other than price</u>.--Are differences other than price (e.g., quality, availability, transportation network, product range, technical support, *etc.*) between CCS staples produced in the United States and in other countries a significant factor in your firm's purchases of the products?

Please indicate A, F, S, N, or 0 in the table below:

A = such differences are *always* significant

F = such differences are *frequently* significant

S = such differences are *sometimes* significant

N = such differences are *never* significant

0 = *no familiarity* with products from a specified country-pair

Country-pair	China	Other countries				
United States						
China						
factor in your fi	y-pair for which factors other than price rm's purchases of CCS staples, identify the disadvantages imparted by such factors:	he country-pair and report the				

IV-3. <u>Factor country comparisons.</u>--For the factors listed below, please rate how CCS staples produced in each country you identified in your response to the first question in Part IV compares with CCS staples produced in each of the other countries you identified.

If you are unfamiliar with the product from a particular country, please leave the boxes for those country comparisons blank.

	<u>Un</u>	Product from <u>United States</u> compared to product from <u>China</u>			Product from United States compared to product from other countries				China pro	oduct fr compa oduct fr er coun	red to om
Factor	Superior	Comparable	Inferior		Superior	Comparable	Inferior		Superior	Comparable	Inferior
Availability											
Delivery terms											
Delivery time											
Discounts offered											
Minimum quantity requirements											
Packaging											
Payment terms											
Price <sup>1</sup>											
Product consistency											
Product range											
Quality meets industry standards											
Quality exceeds industry standards											
Reliability of supply											
Technical support/service											
U.S. transportation costs <sup>1</sup>											

prices/U.S. transportation costs than the second country.

#### PART V.—ADDITIONAL INFORMATION

V-1.	Other explanations.—If your firm would like to further explain a response to any question that for which a narrative response box was not provided, please note the question number and the explanation in the space provided below.

V-2. **OMB statistics.**--Please report the actual number of hours required and the cost to your firm of completing this questionnaire.

Hours	Dollars

The questions in this questionnaire have been reviewed with market participants to ensure that issues of concern are adequately addressed and that data requests are sufficient, meaningful, and as limited as possible. Public reporting burden for this questionnaire is estimated to average 25 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 attach such comments to your response or send to the Office of Investigations, USITC, 500 E St. SW, Washington, DC 20436.

# **HOW TO FILE YOUR QUESTIONNAIRE RESPONSE**

This questionnaire is available as a "fillable" form in MS Word format on the Commission's website at: <a href="https://www.usitc.gov/investigations/701731/2020/certain\_collated\_steel\_staples\_china/final.htm">https://www.usitc.gov/investigations/701731/2020/certain\_collated\_steel\_staples\_china/final.htm</a>.

**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 Secure Drop Box</u>.—Upload the MS Word questionnaire along with a scanned copy of the signed certification page (page 1) through the Commission's secure upload facility:

Web address: https://dropbox.usitc.gov/oinv/ Pin: CCS

• E-mail.—E-mail the MS Word questionnaire to <a href="mailto:craig.thomsen@usitc.gov">craig.thomsen@usitc.gov</a>; include a scanned copy of the signed certification page (page 1). 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 drop-box system 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** does not purchase this product, please fill out page 1, print, sign, and submit a scanned copy to the Commission.

<u>Parties to this proceeding</u>.—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 (202-205-1803). A certificate of service must accompany the completed questionnaire your firm submits (see 19 CFR § 207.7). Service of the questionnaire must be made in paper form.