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

#### TWIST TIES FROM CHINA

This questionnaire must be received by the Commission by <u>DATE</u>

See last page for filing instructions.

The information called for in this survey is for use by the United States International Trade Commission in connection with its countervailing duty/antidumping investigations concerning twist ties from China (Inv. Nos. 701-TA-649 and 731-TA-1523 (Final)). The information requested in the survey 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 possession (19 U.S.C. § 1333(a)). Further information on this survey can be obtained from Natalia King (natalia.king@usitc.gov, 202-205-2049).

Name of firm \_\_\_

Address		
City	State	Zip Code
Website		
Has your firm purcha	ased twist ties (as defined on next page) at any	time since January 1, 2017?
NO (Sign	the certification below and promptly return <b>only</b> this	s page of the questionnaire to the Commission)
YES (Com	plete all parts of the questionnaire, and return the e	ntire questionnaire to the Commission)
· · · · · · · · · · · · · · · · · · ·	ps://dropbox.usitc.gov/oinv/. (PIN: TIES)	ission <i>Drop Box</i> by clicking on the
	CERTIFICATION	
submitting this certification I information provided in this quality the Commission on the same of the undersigned, acknowled proceeding or other proceeding of the proceeding	also grant consent for the Commission, and lestionnaire and throughout this proceeding of similar merchandise.  Ige that information submitted in response to gs may be disclosed to and used: (i) by the Cormaintaining the records of this or a related ting to the programs, personnel, and operations.	bject to audit and verification by the Commission. By its employees and contract personnel, to use the in any other import-injury proceedings conducted by to this request for information and throughout this Commission, its employees and Offices, and contract proceeding, or (b) in internal investigations, audits, ations of the Commission including under 5 U.S.C. olely 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 26, 2020, by Bedford Industries Inc., Worthington, Minnesota. 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 ("Commerce") makes an affirmative determination of subsidization and dumping. Questionnaires and other information pertinent to this proceeding are available at:

https://usitc.gov/investigations/701731/2020/twist ties china/final.htm

Twist ties covered by this investigation consists of twist ties, which are thin, bendable ties for closing containers, such as bags, bundle items, or identifying objects. A twist tie in most circumstances is comprised of one or more metal wires encased in a covering material, which allows the tie to retain its shape and bind against itself. However, it is possible to make a twist tie with plastic and no metal wires. The metal wire that is generally used in a twist tie is stainless or galvanized steel and typically measures between the gauges of 19 (.0410" diameter) and 31 (.0132") (American Standard Wire Gauge). A twist tie usually has a width between .075" and 1" in the cross-machine direction (width of the tie – measurement perpendicular with the wire); a thickness between .015" and .045" over the wire; and a thickness between .002" and .020" in areas without wire. The scope includes an all-plastic twist tie containing a plastic core as well as a plastic covering (the wing) over the core, just like paper and/or plastic in a metal tie. An all plastic twist tie (without metal wire) would be of the same measurements as a twist tie containing one or more metal wires. Twist ties are commonly available individually in pre-cut lengths ("singles"), wound in large spools to be cut later by machine or hand, or in perforated sheets of spooled or single twist ties that are later slit by machine or by hand ("gangs").

The covering material of a twist tie may be paper (metallic or plain), or plastic, and can be dyed in a variety of colors with or without printing. A twist tie may have the same covering material on both sides or one side of paper and one side of plastic. When comprised of two sides of paper, the paper material is bound together with an adhesive or plastic. A twist tie may also have a tag or label attached to it or a pre-applied adhesive attached to it.

Excluded from the scope of the order are twist ties packaged with bags for sale together where the quantity of twist ties does not exceed twice the number of bags in each package. Also excluded are twists ties that constitute part of the packaging of the imported product, for example, merchandise anchored/secured to a backing with twist ties in the retail package or a bag of bread that is closed with a twist tie.

Twist ties are imported into the United States under Harmonized Tariff Schedule of the United States (HTSUS) subheadings 8309.90.0000 and 5609.00.3000. Subject merchandise may also be imported under HTSUS subheadings 3920.51.5000, 3923.90.0080, 3926.90.9990, 4811.59.6000, 4821.10.2000, 4821.10.4000, 4821.90.2000, 4821.90.4000, and 4823.90.8600. These HTSUS subheadings are provided for reference only. The written description of the scope of the investigation is dispositive.

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

<u>Reporting of information</u>.--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.

l-1a.	by this questionnaire, if diffe	ovide the name and address of your Urent from that listed on the cover page ombine the data for all establishments	e. Firms operating more than	
	· · ·	y of a firm involved in the <u>purchase</u> of tion with (whether or not physically se		
I-1b.	Stock symbol information stock exchange and trading s	If your firm or parent firm is publicly to ymbol:	raded, please specify the	
I-1c.		m or parent firm is represented by ext fy the name of the law firm and the lea		
	Law firm:			
	Lead attorney(s):			
I-2.	<ul> <li>OwnershipIs your firm owned, in whole or in part, by any other firm?</li> <li>No</li> <li>YesList the following information, relating to the ultimate parent/own</li> </ul>			
	Firm name	Country	Extent of ownership (percent)	
	Timmane	Country	(percent)	
I-3.		Does your firm have any related firn les into the United States or which exp	-	
	No YesList	the following information.		
	Firm name	Country	Affiliation	

Related producer produce twist ties	Does your firm have any related firm	ns, either domestic or foreign, which
□ No □	YesList the following information.	
Firm name	Country	Affiliation

## **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 twist ties.

"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
ltem	Quantity (in 1,000 twist ties)		
Purchases of twist ties produced in—			
United States			
China			
All other countries <sup>1</sup>			
Sources unknown <sup>2</sup>			
Total purchases	0	0	0
Imports of twist ties from—			
China			
All other countries <sup>1</sup>			
Total imports <sup>3</sup>	0	0	0
<sup>1</sup> Please identify these countries:			•
<sup>2</sup> Please indicate the firm(s) from which yo	· ·	· · · · · · · · · · · · · · · · · · ·	

<sup>&</sup>lt;sup>3</sup> If your firm imported twist ties 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 or
	twist ties 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 twist ties 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 twist ties since January 1, 2017. Also, provide the share of the quantity of your firm's total purchases of twist ties 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. <u>Firm type.</u>--Which of the following best describes your firm as a purchaser of twist ties (check all that apply)?

End user (Agricultural produce)	End user (Bakery goods)	End user (Face masks)	End user (Other: )	Distributor	Retailer	Other	Describe other

If your firm is a distributor of twist ties, 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 twist ties?

No	Yes	If yes, please describe.

III-3.	<u>Types of customers.</u> What are the major types of consumers to which your firm sells twist <i>Please note if there have been any changes due to COVID-19.</i>	ties?

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

III-4. <u>End uses.</u>--List the top 3 products your firm makes using twist ties and estimate the percent of your <u>total production cost</u> that is accounted for by twist ties 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				<b>Total</b> (should
Product(s) your firm produces	Twist ties		Other inputs		sum to 100.0% across)
	%	+	%	=	0.0 %
	%	+	%	Ш	0.0 %
	%	+	%	=	0.0 %

III-5.	<b>Demand</b>	for	end-use	products.
III-J.	Demanu	101	enu-use	products.

(a) Has the demand for your firm's final products incorporating twist ties changed since January 1, 2017?

Increased	No change	Decreased	Fluctuated

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

No	Yes	Explain

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III-6.	Impact of section 301 tariffs Did the imposition of tariffs on Chinese-origin products under
	section 301 have an impact on the twist ties market in the United States?

<b>Yes</b> — 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 twist ties market in the United States.
Supply of U.S produced twist ties					
Supply of twist ties imported from China					
Supply of twist ties imported from other countries					
Prices for twist ties					
Overall U.S. demand for twist ties					
Raw material costs for twist ties					

			No	YesPl	ease fill out	the tab	ole.	
				End use in which this		Have changes in the price of this substitute affected the price for twist ties?		
		Substitute		substitute is used		No	Yes	Explanation
1.								
2.								
3.							П	
III-8.	•	States (if kn describe the vary by mar	own) for tw principal f ket segmen	rist ties has a actors that I ts (e.g., gro	changed sin have affecte cery, dry cle	ce Janued these eaning, Iting fro	iary 1 e char face r	States and outside of the United, 2017. Explain any trends and nges in demand. If demand trends masks), please discuss each e COVID-19 pandemic.
III-8.	•	States (if kn describe the vary by mar	own) for tw principal f ket segmen	rist ties has a actors that I ts (e.g., gro	changed sin have affecte cery, dry cle	ce Janued these aning, dting fro	iary 1 e char face r	, 2017. Explain any trends and nges in demand. If demand trends nasks), please discuss each
М	lark	States (if kn describe the vary by mar separately.	own) for tw e principal f ket segmen Please also	rist ties has actors that I ts (e.g., gro	changed sin have affecte cery, dry cle hanges resu	ce Janued these aning, dting fro	e char face r om th	, 2017. Explain any trends and nges in demand. If demand trends masks), please discuss each e COVID-19 pandemic.
<b>M</b> thin the	<b>lark</b> e Ur	States (if kn describe the vary by mar separately.	own) for tw principal f ket segmen Please also	rist ties has actors that I ts (e.g., gro note any ch	changed sin have affecte cery, dry cle hanges resul	ce Janu ed these eaning, Iting fro Fluct with	e char face r om th	, 2017. Explain any trends and nges in demand. If demand trends masks), please discuss each e COVID-19 pandemic.
<b>M</b> thin the	<b>lark</b> e Ur	States (if kn describe the vary by mar separately.  Ket  nited States  Country precountry in p	Own) for two principal for two	No change  Do you or your or your or there po	Overall decrease  our customes ssible source	red these eaning, lting from the series even ers even es of su	cuate n no trend	explanation and factors  Explanation and factors  cifically order twist ties from one
<b>M</b> thin the	<b>lark</b> e Ur	States (if kn describe the vary by mar separately.  Ket  nited States  Country precountry in p	Own) for two principal for two	No change  Do you or your or your or there po	our custome	red these eaning, lting from the series even ers even es of su	cuate n no trend	explanation and factors  Explanation and factors  cifically order twist ties from one

III-10.	Importance of purchasing domestic productPlease fill out the table below, estimating the
	percentage of your firm's total 2019 purchases of twist ties that required twist ties produced in
	the United States.

	Estimated percentage of your firm's total 2019 purchases of twist ties
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-11. Conditions of competition.--

(a) Is the twist ties market subject to business cycles and/or other conditions of competition distinctive to twist ties?

Check a	ıll that apply.	Please describe.
	No	Skip to question III-12.
	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 twist ties since January 1, 2017?

No	Yes	If yes, describe.

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III-12.	Decisions based on producer and country-of-originHow often does your firm, and if known,
	do your customers, make purchasing decisions involving twist ties based on its producer or
	country of origin?

Item	Always	Usually	Sometimes	Never	If at least sometimes, explain.
		D	ecision based o	on produc	cer
Your firm					
Your customers					
		Decis	ion based on c	ountry of	origin
Your firm					
Your customers					

III-13. **Availability of supply.--**Has the availability of twist ties in the U.S. market changed since January 1, 2017? *Please also note any changes resulting from the COVID-19 pandemic.* 

Availability in the U.S.			Please explain, noting the countries and reasons for the
market	No	Yes	changes.
U.Sproduced product			
Subject imports			
Nonsubject imports			

III-14. **Supply constraints.--**Has any firm refused, declined, or been unable to supply your firm with twist ties 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, shortages related to COVID-19 shutdowns, etc.)?

No	Yes	If yes, please describe.

III-15. **Availability of specific product types.**--Are certain grades/types/sizes of twist ties only available from certain country sources?

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

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III-16.	<u>Purchas</u>	sing freq	uency.					
	(a)	How fre	quentl	y does your fir	m make purch	ases of twist	: ties (che	ck one)?
		Daily	Week	dy Monthly	Quarterly	Annually	Other	If other, specify
	(b)	Has this	purcha	asing frequenc	cy changed sinc	e January 1,	2017?	
		No	Yes	If yes, pleas	e describe.			
III-17.	Raw ma	aterial pi	rices.—					
		Is your f ties?	irm fan	niliar with the	prices for raw	materials us	ed in the	production of twist
		N	0	Yes – pleas	se answer (b)			
			]					
				n on raw mate ties since 2017	•	ted your firr	n's negot	tiations or contracts to
		No	Yes	Explain				
				_	_		_	
III-18.					w many supplicand firm	-	ır firm geı	nerally contact before
III-19.		_		Do your firm purchaser?	's purchases of	twist ties us	sually invo	olve negotiations
	No	Yes		•	factors your fi competing price	_		ates and note whether ns.

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III-20.	<u>Change i</u>	n supplie	<u>rs</u> Has yo	our firm changed suppliers since January 1, 2017?	
	No	Yes		ease list the supplier(s), whether the firm was added or droppe easons for the change.	 ed,
III-21.	-		•	are of any new suppliers, either foreign or domestic, that have nuary 1, 2017?	
	No	Yes	If yes, ple	ease identify the firms.	
	If yes, pro	ovide the The numb Ageneral descriptio	er of days descriptio n of the fa t, reliabilit	information. to qualify a new supplier. n of the certification or qualification process. Also, a brief ctors that you consider when qualifying a new supplier (e.g., qu y of supplier, etc.).	ıality
	No	Yes	Number of days	Process and factors	
III-23.		to certif		uary 1, 2017, have any domestic or foreign producers failed in t y their twist ties with your firm or have any producers lost their	
	No	Yes		ease identify these firms, the countries where they are located easons why they failed the certification/qualification.	,

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1.			
2.			
3.			
Please list any other factors that are v	very important in	your purchase de	cisions:
Purchasing factorsPlease rate the impurchasing decisions for twist ties.  Factor	Very important	Somewhat important	n your firm's  Not  important
Availability	П		
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			
Quality characteristicsWhat charact quality of twist ties?	eristics does you	firm consider wh	en determinin

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U.S.	ruiciiaseis	Questionnaire .	- I WISL HES	(FIIIai)

III-27.	Minimum qualityHow often does twist ties from the following countries meet minimum
	quality specifications for your uses or your customers' uses?

Source	Always	Usually	Sometimes	Rarely or never	Don't know
United States					
China					
Other:					

III-28. <u>Frequency of decisions based on price</u>.--How often does your firm purchase the twist ties that is offered at the lowest price?

Always	Usually	Sometimes	Never

III-29. <u>Price leaders.</u>--A 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 twist ties market since January 1, 2017.

Firm(s)	Describe how the firm(s) exhibited price leadership	

III-30. <b>P</b>	Purchasing	subject i	mports	rather than	domestic	products.—
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(a)	Since January 2017, did your firm import and/or purchase imports of twist ties from
	China instead of purchasing U.Sproduced twist ties?

	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 1,000 twist ties)	No	If No, please indicate the reason your firm imported and/or purchased imports instead of domestic product
China				

## III-31. <u>U.S. producers and import competition.</u>—

(a) Since January 1, 2017, in connection with a sale or offer to sell twist ties to your firm, did U.S. producers reduce their prices of domestically produced twist ties in order to compete with lower-priced imports of twist ties 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	%	

#### PART IV.—PRODUCT COMPARISONS

IV-1. <u>Interchangeability.--</u>Are twist ties 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						

For any country-pair producing twist ties which is *sometimes* or *never* interchangeable, please identify the country-pair and explain the factors that limit or preclude interchangeable use:

IV-2. **Factors other than price.**--Are differences other than price (e.g., quality, availability, transportation network, product range, technical support, *etc.*) between twist ties 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						

For any country-pair for which factors other than price *always* or *frequently* are a significant factor in your firm's purchases of twist ties, identify the country-pair and report the advantages or disadvantages imparted by such factors:

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

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

	Product from <u>United States</u> compared to product  from <u>China</u>		Product from United States compared to product from Nonsubject countries			Product from China compared to product from Nonsubject countries				
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>										
<sup>1</sup> A rating of superior on price and U.S. transportation costs indicates that the first country generally has lower										

#### PART V.—ADDITIONAL INFORMATION

<u>Otl</u>	ner explanationsIf 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 th
exp	planation in the space provided below.
- '	
_	

V-2. <u>OMB statistics.</u>--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:

https://usitc.gov/investigations/701731/2020/twist\_ties\_china/final.htm

**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: <a href="https://dropbox.usitc.gov/oinv/">https://dropbox.usitc.gov/oinv/</a> Pin: TIES

• E-mail.—E-mail the MS Word questionnaire to <a href="mailto:natalia.king@usitc.gov">natalia.king@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** <u>does not </u>**purchase this product**, please fill out page 1, print, sign, and submit a scanned copy to the Commission.

**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 (202-205-1803). 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.