

Section 232 Inclusions Process

BIS will establish a submissions window to receive Section 232 Inclusion Requests from industry during two-week submission windows opening three times annually at the beginning of each May, September, and January. Submissions of Section 232 Inclusion Requests must be submitted in PDF format via the Defense Industrial Base Programs inbox at DIBPrograms@bis.doc.gov. For the request to be considered valid, the requestor must provide the following in their request:

- Clear identification of the applicant (*i.e.*, individual, company, or trade association);
- A precise definition of the derivative article;
- The eight or ten-digit HTSUS Classification(s) that serve as the basis for the determination;
 - A single inclusion request may be filed for a group of related products described by multiple eight or ten-digit HTSUS Classifications, so long as such products share the same common six-digit HTSUS Subheading.
- The *ad valorem* tariff to which inclusion of this derivative article is sought;
- An explanation of why the article is a derivative article, including, to the extent practicable, information on the total value of the article's derivative content as a share of the derivative article's total value;
- Pertinent information on the domestic industry affected;
- Statistics on imports and domestic production;
- A description of how and to what extent imports of the derivative article threaten to impair the national security or otherwise undermine the objectives set forth in the relevant Section 232 Investigation Reports or any related Presidential Proclamations;

- Any business confidential submissions must also include a non-confidential public version; and
- All information submitted must be limited to 30 pages inclusive of all attachments.

BIS will review the received requests on a rolling basis during the two-week submission window to validate that the received requests contain all the required elements and do not exceed the page limitation. In the instance where the requestor did not include all the required elements or improperly filed the submission, at the discretion of the Under Secretary for Industry and Security, the requestor will be granted a 48-hour window to ensure a proper filing. The use of fixed submission windows will provide predictability to industry and will be the most efficient use of BIS resources given the short timeframes to secure and process public comments and provide recommendations.