



**INSTRUCTION BOOKLET:
GENERAL INFORMATION, INSTRUCTIONS, AND
DEFINITIONS FOR COMMISSION FOREIGN
PRODUCERS'/EXPORTERS' QUESTIONNAIRES**

**Certain Aluminum Extrusions from China, Investigation Nos.
701-TA-475 and 731-TA-1177 (Preliminary)**

Further information.--If you have any questions concerning the enclosed questionnaire(s) or other matters related to these investigations, you may contact the following member of the Commission's staff:

Russell Duncan, investigator (202-708-4727; E-mail russell.duncan@usitc.gov)
regarding general questions and trade and related information;

GENERAL INFORMATION

(Instructions Manual, in Inv. Nos. 701-TA-475 and 731-TA-1177, Certain Aluminum Extrusions from China (Preliminary))

Background.--These investigations were instituted in response to a petition filed on March 31, 2010, by the Aluminum Extrusions Fair Trade Committee (“Committee”)¹ and the United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union (“USW”). Countervailing and/or antidumping duties may be assessed on imports into the United States of certain aluminum extrusions from China as a result of these investigations if the U.S. International Trade Commission (“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/or dumping.

Questionnaires and other information pertinent to these investigations are available at on the Commission’s website (www.usitc.gov), under the “Investigations: antidumping and countervailing duty” (right-hand side of home page). Address all correspondence to the United States International Trade Commission, Washington, DC 20436. Hearing-impaired individuals can obtain information regarding these investigations via the Commission’s TDD terminal (202-205-1810).

Due date of questionnaire(s).--Return the completed questionnaire(s) to the United States International Trade Commission by no later than:

APRIL 14, 2010

Please make sure the completed questionnaire(s) is sent to the attention of Russell Duncan (russell.duncan@usitc.gov). Return only one copy of the completed questionnaire(s), but please keep a copy for your records so that you can refer to it if the Commission staff contacts you with any questions during the course of the investigations.

Service of questionnaire response(s).--In the event that your firm is a party to these investigations, you are required to serve a copy of the questionnaire(s), once completed, on other parties to the proceeding that are subject to administrative protective order (see 19 CFR § 207.7). A list of such parties is maintained by the Commission’s Secretary and may be obtained by calling 202-205-1803. A certificate of service must accompany the copy of the completed questionnaire(s) you submit (see 19 CFR § 207.7).

Confidentiality.--The commercial and financial data furnished in response to the enclosed questionnaire(s) 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, nonnumerical 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.

Verification.--The information submitted in the enclosed questionnaire(s) is subject to audit and verification by

¹ The Committee is comprised of the following members: Aerolite Extrusion Company, Youngstown, OH; Alexandria Extrusion Company, Alexandria, MN; Benada Aluminum of Florida, Inc., Medley, FL; William L. Bonnell Company, Inc., Newnan, GA; Frontier Aluminum Corporation, Corona, CA; Futura Industries Corporation, Clearfield, UT; Hydro Aluminum North America, Inc., Linthicum, MD; Kaiser Aluminum Corporation, Foothill Ranch, CA; Profile Extrusion Company, Rome, GA; Sapa Extrusions, Inc., Des Plaines, IL; and Western Extrusions Corporation, Carrollton, TX.

GENERAL INFORMATION--Continued

(Instructions Manual, in Inv. Nos. 701-TA-475 and 731-TA-1177, Certain Aluminum Extrusions from China (Preliminary))

the Commission. To facilitate possible verification of data, please keep all your workpapers and supporting documents used in the preparation of the questionnaire response(s).

Release of information.--The information provided by your firm in response to the questionnaire(s), as well as any other business proprietary information submitted by your firm to the Commission in connection with the investigations, 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 these investigations or other import-injury investigations 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. In addition, if your firm is a U.S. producer, the information you provide on your production and imports of certain aluminum extrusions and your responses to the questions in Part I of the producer questionnaire will be provided to the U.S. Department of Commerce, upon its request, for use in connection with (and only in connection with) its requirement pursuant to section 702(c)(4)/732(c)(4) of the Act (19 U.S.C. § 1671a(c)(4)/1673a(c)(4)) to make a determination concerning the extent of industry support for the petition requesting these investigations. Any information provided to Commerce will be transmitted under the confidentiality and release guidelines set forth above. Your response to these questions constitutes your consent that such information be provided to Commerce under the conditions described above.

INSTRUCTIONS

(Instructions Manual, in Inv. Nos. 701-TA-475 and 731-TA-1177, Certain Aluminum Extrusions from China (Preliminary))

Answer all questions.--Do not leave any question or section blank unless a questionnaire expressly directs you to skip over certain questions or sections. If the answer to any question is "none," write "none." **If information is not readily available from your records in exactly the form requested, furnish carefully prepared estimates--and indicate in the footnotes of the table(s) in which line items estimates were used.** Answers to questions and any necessary comments or explanations should be supplied in the space provided or on separate sheets attached to the appropriate page of the questionnaire(s).

Consolidate all establishments in China.--Report the requested data for your establishment(s) located in the People's Republic of China, including Hong Kong ("China"). Firms operating more than one establishment should combine the data for all establishments into a single report.

Electronic completion.--Your firm is encouraged to complete the questionnaire electronically in MS Word format, although hand-written and typewriter-written responses will be accepted. The MS Word version of the questionnaire(s) is available online at the ITC web page for these investigations or directly from the Commission's Investigator, Russell Duncan (202-708-4727, russell.duncan@usitc.gov). Please note that you have several options for submitting the questionnaire(s), once completed, as detailed under "submission instructions" below.

Submission instructions.--Questionnaires may be submitted to the Commission in either paper or electronic form as indicated on the following page.

INSTRUCTIONS--Continued

(Instructions Manual, in Inv. Nos. 701-TA-475 and 731-TA-1177, Certain Aluminum Extrusions from China (Preliminary))

OPTIONS FOR PAPER FORM SUBMISSIONS

- 1) **Overnight mail service.**--Mail to the following address:

**United States International Trade Commission
Office of Investigations, Room 615
500 E Street SW
Washington, DC 20024**

- 2) **Fax.**--Fax to +1-202-205-3205.
- 3) **U.S. mail.**--Mail to the address above, but using zip code 20436. (This option is not recommended as U.S. mail sent to government offices undergoes additional processing to screen for hazardous materials; this additional processing results in substantial delays in delivery).

OPTIONS FOR ELECTRONIC SUBMISSIONS

This questionnaire is available as a “fillable” form in MS Word format on the Commission’s website at:

http://www.usitc.gov/trade_remedy/731_ad_701_cvd/investigations/2010/aluminum_extrusions/prelimphase.htm

Please do not attempt to modify the format or permissions of the questionnaire document as that will impede the Commission’s ability to process your data. You may complete the questionnaire electronically, print it out, and submit it in paper form as described above, or you may submit it electronically through one of the following means:

- 4) **E-mail.**--E-mail the completed questionnaire(s) to Russell Duncan (russell.duncan@usitc.gov) in MS Word form and include a scanned PDF (or other image file) of the signed certification page(s) (page 1). In the subject line of your e-mail submission, please include: **BPI Questionnaire Certain Aluminum Extrusions, 701-475**. *Please note that submitting your questionnaire by e-mail may subject your firm’s business proprietary information to transmission over an unsecure environment and to possible disclosure. If you choose this option, the Commission warns you that any risk involving possible disclosure of such information is assumed by the submitter and not by the Commission.*
- 5) **Compact disc (CD).**--Copy or burn the completed questionnaire(s) in MS Word onto a CD, and include a scanned PDF (or other image file) of the signed certification page(s) (page 1), and mail to the address above. If you choose this option for submission, please use an overnight mail service as the additional processing that regular U.S. mail undergoes when sent to government offices results not only in substantial delays in delivery but also damaged (melted) CDs.

Note to parties.--If you are a party to the investigations, and service of the questionnaire(s) is required, such service should be made in paper form pursuant to the applicable Commission rules.

DEFINITIONS

(Instructions Manual, in Inv. Nos. 701-TA-475 and 731-TA-1177, Certain Aluminum Extrusions from China (Preliminary))

Certain Aluminum Extrusions.--Certain aluminum extrusions are shapes and forms, produced via an extrusion process, of aluminum alloys having metallic elements falling within the alloy series designations published by The Aluminum Association commencing with the numbers 1, 3, and 6 (or proprietary equivalents or other certifying body equivalents) (often considered “soft” aluminum alloys). Certain aluminum extrusions are produced and imported in a wide variety of shapes and forms, including, but not limited to, hollow profiles, other solid profiles, pipes, tubes, bars, and rods. Certain aluminum extrusions that are subsequently drawn are also included in the scope.

Certain aluminum extrusions are produced and imported with a variety of coatings, finishes, and types of fabrication, including: (1) coated or finished aluminum extrusions meeting the criteria above that include, but are not limited to, extrusions that are mill finished (*i.e.*, without any coating or further finishing), brushed, buffed, polished, anodized (including bright-dip), liquid painted, or powder coated; (2) further fabricated aluminum extrusions meeting the criteria above that include, but are not limited to, extrusions that are cut-to-length, machined, drilled, punched, notched, bent, or stretched; and (3) aluminum extrusions meeting the criteria above that may also be taped or coated (*e.g.*, with plastic) to protect finishes. The subject merchandise includes certain aluminum extrusions that are coated, finished, fabricated, or any combination thereof, and regardless of tape, plastic, or other protective coatings.

Certain aluminum extrusions may also be described as parts for products that are assembled or otherwise further processed after importation, including, but not limited to, window frames, door frames, solar panels, curtain walls, or furniture. Such parts that otherwise meet the definition of certain aluminum extrusions are included in the scope. The scope includes certain aluminum extrusions that are partially assembled into subassemblies of finished merchandise, whether or not the extrusions are attached by welding or fasteners. Further, the subject merchandise may be identified as other goods, *e.g.* heat sinks, door thresholds, or carpet trim. Such goods that otherwise meet the definition of certain aluminum extrusions (above) regardless of their product label are included in the scope.

Excluded products.--The scope excludes final finished goods containing aluminum extrusions that are imported in finished form, *i.e.*, fully and permanently assembled, such as finished window frames, door frames, picture frames, and solar panels. The scope also excludes unassembled final finished goods containing aluminum extrusions, *e.g.* “kits,” that, at the time of importation, contain all of the necessary parts to assemble the finished goods. The scope also excludes aluminum alloy sheet or plates produced by other than the extrusion process; aluminum products produced by the casting method; pure, unwrought aluminum in any form; and aluminum extrusions falling within alloy series designations of The Aluminum Association commencing with the numbers 2, 5, and 7.

Applicable HTS numbers.--Exports of the subject merchandise from China are primarily provided for under the following subheadings of the Harmonized Tariff Schedule (“HTS”): 7604.21, 7604.29, and 7608.20 (“Primary HTS numbers”). The subject merchandise, entered as parts of other aluminum products, may be classifiable under the following additional Chapter 76 subheadings: 7610.10, 7610.90, 7615.19, 7615.20, and 7616.99 (“Secondary HTS numbers”). The subject merchandise, entered as extruded aluminum parts of other products, may be also classifiable under other HTS subheadings (“Other HTS numbers”). While HTS subheadings are provided for convenience and customs purposes, the written description of the scope in this proceeding is dispositive.

DEFINITIONS--Continued

(Instructions Manual, in Inv. Nos. 701-TA-475 and 731-TA-1177, Certain Aluminum Extrusions from China (Preliminary))

Applicable HTS numbers.--Continued

Primary HTS numbers	These are believed to be the HTS numbers under which most certain aluminum extrusions are classified for Customs' purposes.	7604.21 7604.29 7608.20
Secondary HTS numbers	These are believed to be additional HTS numbers under which some certain aluminum extrusions meeting the written description provided above could be properly classified for Customs' purposes (especially as parts for downstream products that use certain aluminum extrusions).	7610.10 7610.90 7615.19 7615.20 7616.99
Other HTS numbers	Certain aluminum extrusions may be properly classified under a variety of other HTS numbers besides the primary and secondary HTS numbers listed above (especially if these extrusions are labeled by end use purpose, e.g., heat sinks, boiler tubing, door thresholds, carpet trim, et cetera).	To be defined in your firm's questionnaire response.

Firm.--An individual proprietorship, partnership, joint venture, association, corporation (including any subsidiary corporation), business trust, cooperative, trustee in bankruptcy, or receiver under decree of any court.

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.

Establishment.--Each facility of a firm in China involved in the production, importation, and/or purchase of certain aluminum extrusions (as defined above), including auxiliary facilities operated in conjunction with (whether or not physically separate from) such facilities.

United States.--For purposes of this investigation, the 50 States, Puerto Rico, the U.S. Virgin Islands, and the District of Columbia.

Importer.--Any person or firm engaged, either directly or through a parent company or subsidiary, in importing certain aluminum extrusions (as defined above) into the United States from your firms or from another Chinese manufacturer or its selling agent.

Average production capacity.--The level of production that your establishment(s) could reasonably have expected to attain during the specified periods. Assume normal operating conditions (i.e., using equipment and machinery in place and ready to operate; normal operating levels (hours per week/weeks per year) and time for downtime, maintenance, repair, and cleanup; and a typical or representative product mix).

DEFINITIONS--Continued

(Instructions Manual, in Inv. Nos. 701-TA-475 and 731-TA-1177, Certain Aluminum Extrusions from China (Preliminary))

Production--All production in your establishment(s) in China, including production consumed internally within your firm.

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 China, including shipments to related firms.

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