IMPORTER QUESTIONNAIRE

Hollow Structural Sections

EXPORTED TO AUSTRALIA FROM THE REPUBLIC OF KOREA
BY HISTEEL CO., LTD.

This questionnaire seeks information in relation to your imports and sales of Hollow Structural Sections (HSS) exported to Australia by HiSteel Co., Ltd. (HiSteel) from the Republic of Korea (Korea).

This information will be used to assist in determining export prices and non-injurious prices, to construct the Australian market for the goods, and in the assessment of the applicant’s claims that the anti-dumping measures are no longer warranted.

The attached Anti-Dumping Notice (ADN) No. 2020/109 provides details of the goods under consideration, the application and the investigation procedures.

|  |  |  |
| --- | --- | --- |
| **Part A**  | **Company information** | **Return as quickly as possible but no later than** **8 October 2020** |
| **Part B** | **Imports and forward orders** | **Return as soon as possible after receiving the Commission’s detailed spreadsheets but no later than 7 November 2020** |
| **Part C** | **Sales and expenses** |

The timeliness of your response is important. The Commissioner must consider the direction from the Minister for Industry, Innovation and Science as set out in the *Customs (Extensions of Time and Non-cooperation) Direction 2015* (the Direction). More details on this Direction are explained in ADN No. 2015/129, available on the Commission’s website at [www.adcommission.gov.au](http://www.adcommission.gov.au).

**Return E-mail**: investigations1@adcommission.gov.au

Part A – Company information

**A.1 Your company**

|  |  |
| --- | --- |
| Company Name |  |
| ABN: |  |
| Contact name: |  |
| Position: |  |
| Mailing address: |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Telephone: |  |
| Facsimile: |  |
| E-mail address: |  |

Provide details on the ownership of your company and major shareholders:

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Describe the role of your company in the Australian market for HSS – for example, buying or selling agent, importer/distributor, importer/wholesaler, importer/retailer or importer/end-user.

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At what level of trade is each of your customers – for example, distributor, wholesaler, retailer or end-user?

|  |  |
| --- | --- |
| **Customer** | **Level of trade** |
|  |  |
|  |  |
|  |  |
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**A.2 Your overseas supplier(s) of the goods under consideration**

Please complete the below information for each of your overseas supplier of HSS (using a new box for each supplier).

|  |  |
| --- | --- |
| Commodity:  | HSS |
| Supplier name: |  |
| Is the supplier the manufacturer?If ‘no’, please also answer question A.3 in relation to this supplier. |  |
| Finish(es) supplied: |  |
| Country of origin: |  |
| Contact name: |  |
| Position: |  |
| Mailing address: |  |
|  |
|  |
|  |
|  |
| Telephone: |  |
| Facsimile: |  |
| E-mail address: |  |

**A.3 Overseas manufacturer(s) of the goods under investigation**

If the supplier(s) listed in your response to question A.2 above is not the manufacturer of the HSS supplied, please complete the below for each manufacturer of the HSS supplied (using a new box for each supplier).

|  |  |
| --- | --- |
| Commodity:  | HSS |
| Supplier name (from A.2): |  |
| Manufacturer name: |  |
| Country of origin: |  |
| Manufacturer contact name: |  |
| Position: |  |
| Mailing address: |  |
|  |
|  |
|  |
|  |
| Telephone: |  |
| Facsimile: |  |
| E-mail address: |  |

**A.4 Timing of proposed verification by the Commission**

The Commission may wish to conduct a verification of your questionnaire response for completeness, relevance and accuracy of the information to your company’s records.

The verification is not meant to be a chance for you to provide new or additional information. The Commission expects your response to the questionnaire to be relevant, complete and accurate.

The verification may include Commission staff visiting your company to conduct on onsite verification.[[1]](#footnote-2) To assist with planning of a verification, please contact the Commission as soon as possible for a potential verification date to be scheduled.

The Commission may elect to undertake an alternative verification methodology than an onsite verification to satisfy itself of the completeness, relevance and accuracy of the data.

Note that the Commission may disregard any data or information that is not verified, including new or additional information provided after the verification visit.

A report will be prepared following the verification, which details the outcomes of the verification. This report will be placed on the public record. You will be provided with an opportunity to comment on the accuracy and confidentiality of the verification report prior to its publication on the public record.

For information on the Commission’s verification procedures, refer to ADN No. 2016/30, available on the Commission’s website.

Part B – Imports and forward orders

Please complete this part after the Commission has provided you with your detailed spreadsheets of imports, and return this part, along with your response to Part C no later than 7 November 2020.

To assist with the identification of imports of the HSS under investigation, the Commission will shortly provide you with spreadsheets of your imports of HSS from HiSteel Co Ltd between 1 October 2019 and 30 September 2020.

This information will be provided from the Commission’s import database.

Within this spreadsheet, the Commission will select several shipments (by highlighting them) that it wishes to examine in more detail.

**B.1 Import details**

Please complete the “Part B – Cost to import and sell” spreadsheet included in the “HSS Importer Questionnaire Spreadsheets” workbook, with details for the highlighted selected shipments.

The spreadsheet should contain costs and sales data for the selected shipments of HSS **exported** from HiSteel Co Ltd since 1 October 2019. The completed spreadsheet should be returned as part of your Part B response, along with details of your forward orders (see B.3 below).

(Please note that that you cannot complete this part of the questionnaire until the Commission provides you with the respective listing of your imports. The Commission will contact you shortly in this regard after receiving Part A of the questionnaire).

**B.2 Documents required at the visit**

In relation to the shipments selected by the Commission for verification (i.e. those shipments highlighted in the spreadsheet which will be provided by the Commission), please prepare copies of the commercial invoice, bill of lading, packing list and any other documents supporting post exportation costs including;

* overseas freight and insurance;
* customs duties;
* landing and wharfage charges;
* freight forwarding fees;
* cartage/delivery fees and
* any other charges between the FOB point and the landed, duty paid into-store point.

It would be appreciated if these documents could be assembled into one bundle for each shipment selected. Please retain these copies for presentation at the Commission’s visit.

**B.3 Forward orders**

Please complete the “Part B – Forward Orders” spreadsheet within the “HSS Importer Questionnaire Spreadsheets” workbook. The completed spreadsheet should be returned as part of the Part B response, along with details of your selected shipments as discussed in B.1 above.

Part C – Sales and selling expenses

Please return your responses to Part C along with your response to Part B no later than 7 November 2020.

**C.1 Your sales**

Please provide details of all your sales in the Australian market of HSS exported from 1 October 2019 to 30 September 2020 using the “Part C – Sales” spreadsheet. If you have used formulas to complete this spreadsheet, please retain the formulas.

**Model Control Code**

The sales spreadsheet requires the identification of the type of model sold to your customer using the model control code (MCC) structure detailed in the table below.

At a minimum, the categories listed as mandatory must be reported in the sales spreadsheet.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item**  | **Category** | **Sub-category** | **Identifier** | **Sales Data** |
| 1 | Prime | Prime | P | Mandatory |
| Non-Prime / downgrade | N |
| 2 | Galvanising | Galvanised | G | Mandatory |
| None (e.g. mill finish, ‘black’) | N |
| 3 | Finish | Oiled | O | Mandatory |
| Painted | P |
| No oil or paint | N |
| 4 | Shape | Circular | C | Mandatory |
| Rectangular or square | R |
| 5 | Steel grades - nominal minimum yield strength | Structural steel grade with nominal minimum yield strength less than or equal to 300 MPa | 250 | Mandatory |
| Structural steel grade with nominal minimum yield strength greater than 300 MPa but less than 380 MPa | 350 |
| Structural steel grade with nominal minimum yield strength equal to or greater than 380 MPa | 450 |
| Non-structural steel grade | N |
| 6 | Ends | Plain | P | Optional |
| Threaded (at one or both ends) | T |
| Threaded and coupled | C |

In constructing a MCC, use a "-" between each category. For example: P-N-O-R-350-P.

If there are models sold by your company that do not align with the MCC structure above, this should be raised by lodging a submission with the Commission as soon as is practicable, but no later than the time this questionnaire is due, otherwise the response may be deemed deficient.

**C.2 Selling, general and administration expenses**

Please calculate your selling, general and administration costs for HSS for the period

**1 October 2019** to **30 September 2020** and enter this information into the “Part B – Cost to import and sell” spreadsheet included in the “HSS Importer Questionnaire Spreadsheets” workbook.

These expenses are normally derived from profit and loss statements or other management records and are typically expressed as a percentage of sales revenue. Where HSS is only a part of overall company sales, allocations of selling, general and administrative expenses may have to be made.

The Commission will seek to verify your sales data, and your estimate of selling, general and administrative expenses.

**Checklist**

* Return by **8 October 2020**
* Part A response
	+ Your company details
	+ Suitable dates for verification meeting with the Commission
* Return by **7 November 2020**
* Part B response
* Sales Route spreadsheet of imports
	+ Information on forward orders
* Part C response
	+ Sales spreadsheet
	+ Selling, General and Administration expenses
* During verification meeting (may be required to assist verification)
	+ Copies of source documents of post-exportation costs for shipments
	+ Financial statements
	+ Bank records
	+ Import and post-exportation documents for other shipments
	+ Sales invoices
	+ Documentation to support selling costs (e.g. freight, warehousing)
	+ Documentation to support SG&A expenses
1. The Commission has temporarily suspended onsite verification due to the COVID-19 pandemic (refer to ADN No. 2020/29). However, your response to the importer questionnaire may still be subject to onsite verification should the suspension of onsite verifications be lifted. [↑](#footnote-ref-2)