



**GENERAL INFORMATION, INSTRUCTIONS, AND
DEFINITIONS FOR COMMISSION FOREIGN
PRODUCER/EXPORTER QUESTIONNAIRES**

**IRONING TABLES AND CERTAIN PARTS THEREOF FROM CHINA
Investigation No. 731-TA-1047 (Final)**

Further information.--If you have any questions concerning the enclosed questionnaire(s) or other matters related to this investigation, you may contact the following member of the Commission's staff (Fax 202-205-3205):

Megan Spellacy, investigator (202-205-3190; E-mail mspellacy@USITC.GOV)

GENERAL INFORMATION, INSTRUCTIONS, AND DEFINITIONS

GENERAL INFORMATION

Background.--This investigation was instituted in response to a petition filed on June 30, 2003 by Home Products International, Inc. (HPI). Antidumping duties may be assessed on the subject imports as a result of this investigation if the Commission makes an affirmative determination of injury, threat, or material retardation, and if the U.S. Department of Commerce makes an affirmative determination of dumping.

Additional questionnaires will be supplied promptly upon request, or photocopies of the enclosed questionnaire(s) may be used. Address all correspondence to the United States International Trade Commission, Washington, DC 20436. Hearing-impaired individuals can obtain information regarding this investigation 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 23, 2004. Although the enclosed postpaid envelope may be used to return the completed questionnaire, use of an overnight mail service may be necessary to ensure that your response actually reaches the Commission by **April 23, 2004**. If you do not use the enclosed envelope, please make sure the completed questionnaire is sent to the attention of **INVESTIGATOR**. **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 investigation.**

Service of questionnaire response(s).--In the event that your firm is a party to this investigation, you are required to serve a copy of the questionnaire(s), once completed, on 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.

GENERAL INFORMATION, INSTRUCTIONS, AND DEFINITIONS--Continued

GENERAL INFORMATION--Continued

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

INSTRUCTIONS

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--designated as such by the letter "E"--and explain the basis of your estimates.** 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). If your firm is completing more than one questionnaire in connection with this investigation (i.e., a producer, importer, purchaser, and/or foreign producer questionnaire), you need not respond to duplicated questions in the questionnaires.

Consolidate all establishments in China.--Report the requested data for your establishment(s) located in China. **Firms operating more than one establishment should combine the data for all establishments into a single report.**

GENERAL INFORMATION, INSTRUCTIONS, AND DEFINITIONS--Continued

DEFINITIONS

Ironing tables.--Floor-standing, metal-top ironing tables, assembled or unassembled¹, complete or incomplete², as covered by statistical reporting number 9403.20.0010 of the Harmonized Tariff Schedule (HTS) through June 30, 2003, and statistical reporting number 9403.20.0011 as of July 1, 2003. The subject tables are designed and used principally for the hand ironing or pressing of garments or other articles of fabric. The subject tables have full-height leg assemblies that support the ironing surface at an appropriate (often adjustable) height above the floor. The subject tables are produced in a variety of leg finishes, such as painted, plated, or matte, and they are available with various features, including iron rests, linen racks, and others. The subject ironing tables may be sold with or without a pad and/or cover. All types and configurations of floor-standing, metal-top ironing tables are covered by this investigation. **However, metal-top ironing tables or models that either (1) are intended to be used without legs (such as models that mount on walls or over doors) or (2) are tabletop or countertop models with short legs that do not exceed 12 inches in length (that may or may not collapse or retract) are excluded.** Also excluded are ironing tables with a top of other than metal (e.g., of a wood product such as pressboard or of a plastic or other non-metal compound).

Certain parts of ironing tables.--Certain parts or components of ironing tables, as defined above: the major parts or components of ironing tables consist of the metal top component (with or without assembled supports and slides) and/or the leg components, whether or not attached together as a leg assembly. The parts covered herein are separately shipped metal top components and leg components, without regard to whether the respective quantities would yield an exact quantity of assembled ironing tables. Parts of ironing tables are covered by statistical reporting number 9403.90.8040 of the HTS.

Excluded over-door, wall-mounted, tabletop, or countertop ironing boards.--Metal-top ironing tables or models that either (1) are intended to be used without legs (such as models that mount on walls or over doors) or (2) are tabletop or countertop models with short legs that do not exceed 12 inches in length (that may or may not collapse or retract). These excluded over-door, wall-mounted, tabletop or countertop ironing boards are designed and used principally for the hand ironing or pressing of garments or other articles of fabric (some are designed specifically for the ironing of sleeves).

¹ “Unassembled” ironing tables means product requiring the attachment of the leg assembly to the top or the attachment of an included feature, such as an iron rest or linen rack.

² “Complete” ironing tables means product sold as a ready-to-use ensemble consisting of the metal-top table and a pad and cover, with or without additional features, e.g., iron rest or linen rack; “incomplete” ironing tables means product shipped or sold as a “bare board”--i.e., a metal-top table only, without the pad and cover, with or without additional features.

GENERAL INFORMATION, INSTRUCTIONS, AND DEFINITIONS--Continued

DEFINITIONS--Continued

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 of ironing tables and certain parts thereof (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 ironing tables and certain parts thereof (as defined above) into the United States from a foreign manufacturer or through 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).

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

GENERAL INFORMATION, INSTRUCTIONS, AND DEFINITIONS--Continued

DEFINITIONS--Continued

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.