

Instructions for Filing the Response

The following information concerns the procedures interested parties must use the when submitting information regarding the antidumping duty investigation on PET Film from the PRC:

1. The submission must be properly labeled for submission to the official record in accordance with section 351.303(d)(2) of the Department's regulations.

All submissions that you file with the Department during the course of this investigation must contain a case heading in the upper right-hand corner of first page of the document. The case heading should appear as follows:

A-570-924

Total Pages: XX

POI: 1/1/2007-6/30/2007

Proprietary Document, Public Document, or Public Version (please choose one)

Document may be released under APO (if a proprietary document)

The Departments notes that the period of investigation ("POI") is January 1, 2007, through June 30, 2007.

2. The submission must be properly addressed. All submissions that you file with the Department should be addressed, as follows, to:

U.S. Department of Commerce
Import Administration
Dockets Center, Room 1870
Pennsylvania Ave. & 14th Street NW
Washington, DC 20230

3. **Proprietary versions** of the response should be submitted on the day specified in the cover letter. The **public version** of the response may be filed one business day after the proprietary version.

4. File the original and six copies of the proprietary version. However, if you file an electronic copy of the proprietary version in Word Perfect for Windows format or Microsoft Word, you need file only the original version and four copies. In case of any difference between the hardcopy narrative response and the content of the electronic media, the hardcopy narrative response is the controlling version.

File the original and three copies of the public version of your narrative response and attachments, including sample printouts.

5. Submit the required certification of accuracy. Providers of information and the person(s) submitting it, if different (e.g., a legal representative), must certify that they have read the

submission and that the information submitted is accurate and complete. The Department cannot accept responses to the letter that do not contain the certification statements. A form for such certification is included at Attachment III(A). You may photocopy this form and submit a completed copy with each of your submissions.

6. The submission must be served on all other persons on the service list and accompanied by a proper certificate of service for this case in accordance with section 351.303(f)(1)-(2) of the Department's regulations, which states:

(1)(i) *In General.* Except as provided in § 351.202(c) (filing of petition), § 351.207(f)(1) (submission of proposed suspension agreement), and paragraph (f)(3) of this section, a person filing a document with the Department simultaneously must serve a copy of the document on all other persons on the service list by personal service or first class mail.

(ii) *Service of public versions or a party's own business proprietary information.* Notwithstanding paragraphs (f)(1)(i) and (f)(3) of this section, service of the public version of a document or of the business proprietary version of a document containing only the server's own business proprietary information, on persons on the service list, may be made by facsimile transmission or other electronic transmission process, with the consent of the person to be served.

(2) *Certificate of Service.* Each document filed with the Department must include a certificate of service listing each person served (including agents), the type of document served, and the date and method of service on each person. The Secretary may refuse to accept any document that is not accompanied by a certificate of service.

This public service list contains the names of parties that have entered an appearance in this investigation, and the Administrative Protective Order ("APO") service list contains the names of parties that have applied for, and have been approved to have, access to business proprietary data. When you submit a proprietary document to the Department, you must serve a copy of this document to **each party listed on the APO service list.**

When you submit a public document or a public version of a proprietary document to the Department, you must serve a copy of this document on each party listed on the public service list. In addition, you must provide a certificate of service, with each and every filing, which indicates that you have served the appropriate documents to the parties identified on the service lists. A form for such certification is included in Attachment III(B).

The list of interested parties you need to serve with a copy of your filing, in accordance with 19 CFR 351.303(f), can also be found on our website at:

<http://www.ia.ita.doc.gov/apo/apo-svc-lists.html>.

To find the relevant service lists:

Begin at “Active Cases Sorted by,” and search the “product.” Search alphabetically for “Polyethylene Terephthalate Film, Sheet, and Strip.” Once you click on “Polyethylene Terephthalate Film, Sheet, and Strip,” you will see the People’s Republic of China (A-570-924). You should then click on People’s Republic of China (A-570-924). There will be several options. Select “Investigation” to find the most up-to-date service lists.

7. Request **proprietary treatment** for information submitted that you do not wish to be made publicly available. As a general rule, the Department places all correspondence and submissions received in the course of an antidumping proceeding in a public reading file. However, information deemed to be **proprietary information** will not be made available to the public. If you wish to make a request for proprietary treatment for particular information, refer to sections 351.304 and 351.304(a)(2) of the Department's regulations. Submit the request for proprietary treatment no later than one business day following the submission of the proprietary version of your response to the letter accompanied by:

- (1) a non-proprietary (public) version of your response that is in sufficient detail to permit a reasonable understanding of the information submitted in confidence,¹ and/or
- (2) an itemization of particular information that you believe you are unable to summarize. State the reasons why you cannot summarize each piece of information.

Responses, or portions thereof, that are not adequately summarized may be returned to you and not used.

8. Submit the statements required regarding limited release of proprietary information under the provisions of an **administrative protective order** ("APO"). U.S. law permits limited disclosure to representatives of parties (e.g., legal counsel) of certain business proprietary information, including electronic business proprietary information, under an APO. (Note that data received under an APO cannot be shared with others who are not covered by the APO.) Under the provisions governing APO disclosure, you must submit either:

- (1) a statement agreeing to permit the release under APO of information submitted by you in confidence during the course of the proceeding, or
- (2) a statement itemizing those portions of the information which you believe should not be released under APO, together with arguments supporting your objections to that release.

¹ Generally, numerical data are adequately summarized if grouped or presented in terms of indices or figures ranged within +/- ten percent of the actual figure. If a particular portion of the data is voluminous, use ranged figures for at least one percent of the voluminous portion.

We are required by our regulations to reject, at the time of filing, submissions of business proprietary information that do not contain one of these statements. You must state in the upper right-hand corner of the cover letter accompanying your response whether you agree or object to release of the submitted information under APO. (See 19 CFR 351.303).²

9. Place brackets ("[...]") around information for which you request business proprietary treatment. Place double brackets ("[[...]]") around information for which you request proprietary treatment and which you do not agree to release under APO.

10. Provide to all parties whose representatives have been granted an APO (as listed in the service lists on our website) a complete copy of the submission, proprietary and public versions, except for that information which you do not agree to release under APO. If you exclude information because you do not agree to release it under APO, submit with your response to the Department a certificate of service and a copy of the APO version of the document containing the information that you agree may be released under APO. For parties that do not have access to information under APO, please provide a public version only.

11. Prepare your response in typed form and in English. Repeat the question to which you are responding in your narrative submission and place your answer directly below it.

² If you do not agree to release under APO all or part of the proprietary information, but we determine that the information should be released, you will have the opportunity to withdraw the information (see section 351.340(d) of our regulations). However, any information which you withdraw will be taken out of the official record and will not be used in our determination

ATTACHMENT III(A)

COMPANY OFFICIAL CERTIFICATION

I, _____, currently employed
(name and title)

by _____, certify that (1) I have
(Interested Party)

read the attached submission, and (2) the information contained in

this submission is, to the best of my knowledge, complete and

accurate.

(signature of certifying official)

ATTACHMENT III(B)
CERTIFICATE OF SERVICE

I, _____, hereby certify that a copy of the
(name of certifying official)

foregoing submission on behalf of _____,
(company name)

dated _____, was served by first class mail or by hand delivery (circle the method
used) on the following parties:

(Business Proprietary Version)

On Behalf of

Name and address

(Public Version)

On Behalf of

Name and address

(signature of certifying official)