

Format as Prescribed under Rule 5(2) of Safeguard Duty Rules

**Post Issuance of Notice of Initiation**

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**Questionnaire for Domestic Producers**

**Section 1: General Information:** [Back to Top](#)

- i. Complete details about identity
  - a. Name of the enterprise, location of works:
  - b. Address of the registered, marketing and head office:
  - c. Telephone No. / Fax No.:
  - d. Contact Person, address & tel. No. / fax no.:
- ii. Corporate structure:
- iii. Commodities manufactured:
- iv. Distribution and marketing system:

**Section 2: Like or Directly Competitive Product** [Back to Top](#)

- i. Details of like or directly competitive product(s) produced by you
  - a. Name of the product:
  - b. Description of the product, including various grades, sizes, models or type etc. Basis for classification:
  - c. Qualities and the characteristics of the product:
  - d. Uses of the product: Whether different grades / off-specs can be used interchangeably:
  - e. Substitutability of the product giving details of perception of the consumer and the manufacturer and commercial channels:
  - f. Raw materials and components and other input used for the production:
  - g. Process of production / manufacture: Complete flow chart with description to be given:
  - h. Tariff classification (under Central Excise Tariff Act, 1985);
    - (i) Rates of Central Excise duty during last 3 years:
    - (ii) (a) Description of imported product as in (i) above with Tariff classification:
      - (b) Narrate how your product can be considered as 'like or directly competitive product' to (a) above:
    - (iii) Details of industrial users / consumers of your product: - Please furnish Segment wise list of major consumers:
    - (iv) Details of industrial users / consumers of imported product:
    - (v) Details of cost of production showing variable and fixed costs separately. The variable costs to include Raw Material,

Chemicals and Consumables (Stores), Water, Power & Fuel charges, Direct labour etc. and the Fixed cost to include Finance cost (Interest), Depreciation, Repairs & Maintenance, Administrative overheads etc.:

### **Section 3: Injury [Back to Top](#)**

- ix. Production line-wise details of plant and machinery installed. Expenses incurred in installing the same. Additions made During the last three years. Further investments committed:
- X. Information on further plans of Capital Investment.
- xi. Source of funds:
- xii. Installed capacity and capacity utilization for the last three years, variety wise, for each product.
- xiii. Details of production, sales and stocks for the last three years financial years (monthwise) both in terms of quantity and value for each product. (Please do not include imports, if any, made by you here).
- xiv. Details of sales in the domestic market, both in terms of quantity and value. (Please do not include sale of imported material here). Give separately any quantities used captively for the last three financial years (monthwise).
- xv. Details of country wise export both in terms of quantity and value. (Please do not include any imported material, if re-exported, here), to whom exported and what price. Please explain difference in export price vis-A-vis domestic price. Details of deemed exports if any may also be furnished.
- xvi. Information regarding sales prices. (For the last three years). Realisation for bulk and packed form separately. Please also indicate Separately quantity(ies) sold in bulk and in packed form.
- xvii. Major raw materials used and their prices for the last three years. Also indicate the ratio of consumption to the finished product.
- xviii. Effect of changes in prices of raw materials on cost of production and selling prices for the last three years.
- xix. Information on fair market price which you expect to receive and basis thereof i.e. cost of production, giving details of cost of raw materials, labor, overheads, etc. for the last three years. (Give details separately for fixed and variable costs at different capacity utilization).
- xx. Information of rebates / discounts offered on domestic sales during the last three years monthwise.
- xxi. Please give details of any subsidy including freight subsidy received by you - nature and amount - who gives the subsidy and why.
- xxii. Information on profit and loss on sales for the last three years separately for each product variety wise.
- xxiii. Details of persons employed and loss of employment, if any, during last three years.
- xxiv. Copies of Balance Sheets or other statements of accounts for the last three years.
- xxv. Details of information on assets and financial position of the enterprise.
- xxvi. Cause of injury or threat of injury to your unit and basis thereof:
  - a. Please provide details of the impact of reduction in import duties / removal of import restrictions on the product for which protection is sought.
  - b. Please provide details of other circumstances that have contributed to the increase in imports.
  - c. Please provide information in respect of circumstances that have helped the exporters in the international market in sending increased quantities to India.
  - d. Please provide details of demand for the product for the past three years and anticipated growth, if any. Reasons for decline or increase may also be furnished.

### **Section 4: Information on Adjustment Plan [Back to Top](#)**

- xxvii. How do you think injury can be removed?
- xxviii. Please specify the quantum and duration of safeguard duty that can help you in adjusting to the new situations of competition offered by increased imports.
- xxix. Please specify the progressive liberalization of the safeguard duty.
- xxx. Please specify the restructuring plan of your unit to adjust to the new situation of competition offered by the increased imports. What steps have been taken so far for enhancing the capacities?
- xxxi. How can the further proposed restructuring plan be implemented?
- xxxii. Please provide an estimate of year wise reduction in cost of Production (or quantum of other benefits - separately) that may be achieved as a result of readjustment. A non-confidential summary of your restructuring plan may be furnished. Unless the same is provided, the information provided on confidential basis may not be taken on record.
- xxxiii. **A non confidential summary of your restructuring plan may be furnished. Unless the same is provided, the information provided on confidential basis may not be taken on record.**

**Section 5: Information on imports, if any** [Back to Top](#)

- XXXIV. Are you importing the product (or similar product) as described in Section II (ii).
- XXXV. If yes, please list all imports made during the last three years giving details of products imported, quantity, value, duty paid, etc.
- XXXVI. Explain reasons for imports.
- XXXVII. Give details of marketing and distribution channel and disposal of imported goods.
- XXXVIII. Provide a list of end users to whom the imported product has been sold by you.
- XXXIX. Effect of these imports on your domestic sales.
- xl. Details of month wise imports into India as a whole and its CIF price for the last three years.
- xli. Why the price of imports to India is lower compared to other countries.
- xlii. Names and addresses of exporters to India.

**Section 6: Miscellaneous Information** [Back to Top](#)

- QQ. Details of shutdown and reasons therefore during the last three years alongwith stock position during the shutdown.
- RR. Details of orders placed by consumers which could not be executed or was considerably delayed during the last three years along with reasons.

Questionnaire for Importers

**Section 1: General Information:** [Back to Top](#)

- xliv. Complete details about identity
  - a. Name of the enterprise
  - b. Address
  - c. Telephone No. / Fax No.
  - d. Contact person, address and Tel. No.
- xlvi. Corporate Structure.
- xlvii. Distribution and marketing channel.

**Section 2: Details of Imported Product** [Back to Top](#)

- VV. Name of the product imported by you.
- WW. Description of the product including various grades, sizes, models or type etc.
- XX. Quality and characteristics of the product.
- YY. Uses of the product.
- ZZ. Raw materials and components and other inputs used for the production.
- aaa. Tariff classification under The Customs Tariff Act, 1975 and under ITC.
- bbb. Rates of Customs duty during last three years paid on imports. Please give break up and copies of supporting documents (e.g. Bill of entry, Invoice etc.)
- CCC. Details of industrial users / consumers of imported product.

**Section 3: Volume and Prices of Imports** [Back to Top](#)

- lvi. Please list all imports (for each product variety wise) giving details of country of export, quantity imported, CIF value, currency conversion ratio etc. for the last three years, (April to March) month wise / quarterly, quantities imported during the said period separately for duty free imports and duty paid imports.
- lvii. Terms of payment.
- lviii. Details of import licenses / import policy governing the imports.

**Section 4: Information about Suppliers** [Back to Top](#)

- ggg. Name of the exporter  
 hhh. Address  
 iii. Telephone, Fax Nos.  
 jij. Contact person, address & Telephone No.  
 kkk. Whether the exporter is producer / merchant or exporter / trader.  
 ll. What is the annual capacity of the exporter (if he is a producer)  
 mmm. What are your relations with the exporter  
 nnn. What are your terms of business with the exporters i.e. terms of payment, further commitment of imports etc.

Questionnaire for Exporters

**Section 1: General Information:** [Back to Top](#)

- lxvii. Complete details about identity  
 a. Name of the enterprise  
 b. Address  
 c. Telephone No. / Fax No.  
 d. Contact person, address and telephone no.  
 lxviii. Distribution and marketing channel

**Section 2: Details of Exported Product** [Back to Top](#)

- qqq. Name of the product exported by you  
 rrr. Description of the product including various grades, sizes, models or types  
 sss. Quality and characteristics of the product  
 ttt. Raw materials and components and other inputs used for production  
 uuu. Details of industrial users / consumers of exported product.

**Section 3: Capacity, Production, Volume and Price of Exports** [Back to Top](#)

(Preferably for financial year April - March)

- VVV. Capacity  
 Last year Current year  
 WWW. Production  
 Last year Current year Next year  
 XXX. Cost of production during the above periods.  
 YYY. Selling price per unit in domestic market during the above periods.  
 ZZZ. Export / Selling price per unit in India during the above periods.  
 aaaa. Whether you have any agent or office in India, if yes their names and address, Tel. No., Fax No.  
 bbbb. Quantity exported to India during the last three years and current year (April-March)  
 cccc. Your commitment to supply the product in different markets including India.

