



REPUBLIC OF THE PHILIPPINES
TARIFF COMMISSION

TC FORM 6-E

**QUESTIONNAIRE FOR THE CONDUCT OF ACCELERATED OR NEW SHIPPER'S REVIEW
PURSUANT TO REPUBLIC ACT NO. 8752
(ANTI-DUMPING ACT OF 1999)**

For NEW FOREIGN EXPORTER

(Submit three hard copies and a soft copy)

Data Privacy Notice and Consent

The collection of personal information, including but not limited to, name, sex, email address, and/or any contact number or relevant information, is in compliance with Republic Act No. 9710 (The Magna Carta of Women), and in accordance with the policies provided for under Republic Act No. 10173 (Data Privacy Act of 2012) and the Privacy Policy of the Tariff Commission (TC).

Information collected shall only be processed for the purposes of the Petition for the New Shipper's/Accelerated Review and shall be kept private and confidential. Access thereto shall only be limited to the respective owners of the information and authorized TC Personnel and shall not be disclosed without prior consent from the data subject, unless required by law or authorized by a lawful order of the court and/or other government agencies.

The TC, in line with its Privacy Policy, shall protect the collected personal information, and shall only retain the same for as long as necessary in order to fulfill the purpose mentioned above, or as provided for by law.

Finally, filling out this form signifies that you have read and understood this Data Privacy Notice and expressly consent to the processing of any personal information that might be collected for the purpose stated herein.

For more information about the TC's Privacy Policy, kindly visit our website at www.tariffcommission.gov.ph.

GENERAL INFORMATION AND INSTRUCTIONS

- A. The petitioner is required to accomplish this Form and (i) submit **three hard copies** to the Tariff Commission (TC) Records Unit and (ii) email **a soft copy** to TC's official email accounts: TC.Assist@mail.tariffcommission.gov.ph and Records@tariffcommission.gov.ph.
- B. The petitioner providing the information must ensure the following:
- The Form is completely and accurately filled up.
 - An explanation/justification is provided when data is lacking.
 - A non-confidential version is attached to this form.
 - Attach supporting documents, as applicable.
 - The submission (confidential version) is duly authenticated by the Philippine Consular Office in the country of export.
 - An English translation is provided for documents/submissions written in the native language.
- C. TC shall request additional information, as deemed necessary (e.g., *Excel files of price/financial/economic data*) for the investigation. If required information is not submitted within the deadline/s set, including grants of requests for extensions, the TC shall base its findings on best information available¹.
- D. A petition for New Shipper's/Accelerated Review of Anti-Dumping Measures will require payment of a filing fee and other applicable fees/charges. Payment shall be made within five working days from receipt of *Notice of Billing*. Failure to pay the fees within the required period shall cause the suspension of the formal investigation.
- E. The TC investigation will commence only upon submission, by the petitioner of the fully accomplished TC Form 6-E, with attached supporting documents (as applicable). The petitioner will be informed of the commencement of the TC investigation.
- F. Information submitted is subject to verification. The authorities of the exporting country and the concerned firm/exporter will be informed of the intention to carry out an on-the-spot investigations to verify information provided or to obtain further details.
- G. Information deemed confidential should be so marked.
- H. Please use additional sheet/s if necessary.
- I. For queries and concerns, feel free to email us at these email addresses: TC.Assist@mail.tariffcommission.gov.ph and Records@tariffcommission.gov.ph.

¹ Pursuant to Section 6 (e) of the Implementing Rules and Regulations of RA 8752 and Article 6.8 of the Anti-Dumping Agreement, "when an interested party refuses access to, or otherwise does not provide, necessary information within a reasonable period or significantly impedes the investigation, preliminary or final determinations, affirmative or negative, may be made on the basis of the facts available."

1. GENERAL INFORMATION

1.1 Name of Petitioner (Corporation, Partnership, Association): _____

1.2 Name of Head (Petitioner): _____

Note: If Petition is filed by Authorized Representative, provide a copy of a Board Resolution or Secretary's Certificate authorizing the corporate officer or the corporation's representative to file the Petition on behalf of said corporation.

Contact Details:

a.	Main Office Address	
	Contact Person	
	Position	
	Tel. Nos.	
	Email Address	
	Alternate Email Address(es)	
b.	Plant/Factory Address	
	Contact Person	
	Position	
	Tel. Nos.	
	Email Address	
	Alternate Email Address(es)	

1.3 Name of Authorized Representative: _____

Contact Details:

Position	
Tel. Nos.	
Email Address	
Alternate Email Address(es)	

1.4 Information about the company

- a. Company ownership/shareholdings, organizational structure, nature, and functions. Substantiate your submission by providing the following:
 - i. Articles of Incorporation and by-laws
 - ii. Certificate of Company Registration issued by relevant government authorities
 - iii. Organizational chart (latest)
 - iv. Annual report, and/or any relevant brochures or pamphlets of your company (latest)
- b. Full description of all the products that your company manufactures and sells in the domestic market including their physical characteristics, material components, production processes and functions/uses. If the products involve a number of models/types, the details must include all models/types manufactured. Substantiate your submission with product brochures/catalogues, technical specifications, and flowchart of production processes.

- c. Relationship or association between your company and any manufacturer/exporter subject to anti-dumping measures imposition.

2. PRODUCT(S) SUBJECT OF INVESTIGATION

- 2.1 Describe fully the product(s) (per type/model) that your company manufactured and exported to the Philippines. Provide the following: product brochures and/or catalogues, flowchart of manufacturing process and report of product analysis.

- 2.2 For each model/type exported to the Philippines in Item 2.1, identify like articles sold by your company in the domestic market. Provide the following: product brochures, flowchart of manufacturing process and report of product analysis.

- 2.3 Detailed explanation of the differences if articles sold domestically are not identical to the articles exported to the Philippines.

3. MARKET SHARE

- 3.1 Provide total sales volume and value for each model/type of like product that your company sold during the last two years and the current year. Use separate sheets, if necessary.

Total Sales

Model/Type: _____

Particulars	Total Sales Quantity ¹			Net Sales Revenue ²		
	Year 1	Year 2	Current Year	Year 1	Year 2	Current Year
Exports to the Philippines						
Sales to Domestic Market						
Exports to Other Countries						
Total						

¹ Specify unit of measurement (e.g. tons, liters, grams, kilograms).

² Specify unit of currency (and exchange rate if applicable).

- 3.2 State the most commonly used terms and conditions with regard to delivery, payments, method of payments, discounts and other information relative to the following sales:

- a. Domestic Sales

b. Export Sales to the Philippines

c. Export Sales to Other Countries

3.3 Describe your distribution channel(s) (and include a diagram if appropriate) and your pricing policy(ies) relative to the following sales:

a. Domestic Sales

b. Export Sales to the Philippines

c. Export Sales to Other Countries

4. EXPORT SALES TO THE PHILIPPINES

4.1 Provide the export price for each type/model of subject product sold to a customer in the Philippines during the period of investigation (POI) on a monthly basis. *Export price refers to (1) the ex-factory price at the point of sale for export; or (2) the freight-on-board (F.O.B.) price at the point of shipment of the allegedly dumped product.*

Substantiate your submission with documentary evidence such as: importer's purchase order; sales contract; commercial invoices; bills of lading; letter of credit; proof of payment of costs in relation to export sales; and working paper used in calculating and allocating the amount of cost adjustment claimed.

Export Sales to the Philippines

Period¹: _____

Date	Name of the Customer	Level of Trade ²	Relationship (Y/N) ³	Model / Type	Invoice Number	Payment Terms	Quantity ⁴	Gross Sales Value ⁵	Net Unit FOB Price ⁶
Total									

¹ Specify year and month.

² For example, wholesaler, distributor, end-user.

³ If the customer is associated with your business, indicate with letter "Y", if not, use letter "N". Provide a separate explanation of the association.

⁴ Specify unit of measurement.

⁵ Specify unit of currency (and exchange rate, if applicable).

⁶ Excluding post-exportation charges incurred after factory and up to FOB in the country of export. Such costs may include export packing, and other taxes storage, inland freight from factory to port/border, insurance, handling, export taxes, export inspection fees, customs brokers' fees, commission.

If the export prices are other than FOB in the country of export, provide details of other costs incurred in relation to the export sale of subject product(s) to the Philippines such as freight from border to port, overseas freight, overseas insurance, Philippine customs duty, customs agent fee in the Philippines, and port and transport costs in the Philippines.

5. DOMESTIC SALES

- 5.1 Provide the normal value for each type/model of like product sold to customers in the domestic market at the same level of trade and with similar sales volume to customers in the Philippine market during the POI on a monthly basis. Normal value refers to a comparable price at the date of sale of the like product in the ordinary course of trade when destined for consumption in the country of export or origin. Indicate any factors affecting the comparability of prices for export sales and domestic sales, e.g., quantities sold, conditions and terms of sales, level of trade, taxation, or physical differences.

Substantiate your submissions with documentary evidence such as: price list, sales invoices, basis for the grant of discounts or rebates, commissions or royalties or other consideration or reimbursements made in respect of the selling price; proof of payments of costs in relation to domestic sales and working paper used in calculating and allocating the amount of cost adjustment claimed.

Domestic Sales of Like Articles to the Domestic Customers Period¹: _____

Date	Name of Customer	Level of Trade ²	Association (Y/N) ³	Model / Type	Invoice Number	Payment Terms	Quantity ⁴	Gross Sales Value ⁵	Net Unit Selling Price ⁶
Total									

¹ Specify year and month.

² For example, wholesaler, distributor, end-user.

³ If the customer is associated with your business, indicate with letter "Y", if not, use letter "N". Provide a separate explanation of the association.

⁴ Specify unit of measurement.

⁵ Specify unit of currency (and exchange rate, if applicable).

⁶ Excluding cost allowances directly linked to the sale of subject product and such other adjustments between your domestic and export sales affecting price comparability. Cost adjustments may include differences in packing, inland freight, insurance, storage, handling, credit interest, taxes, sales incentives, commissions, warehousing/storage, and other FOB charges.

6. EXPORT SALES TO COUNTRIES OTHER THAN THE PHILIPPINES

- 6.1 Provide the export prices for each type/model of like product sold to customers in countries other than the Philippines at the same level of trade and with similar sales volume to customers in the Philippine market during the POI on a monthly basis. Indicate reasons for the nominations of the third country and submit documentary evidence such as: importer's purchase order; sales contract; commercial invoices; bill of lading; letter of credit; proof of payments of costs in relation to export sales; and working paper used for calculating and allocating the amount of cost adjustment(s) claimed.

Export Sales to Countries Other Than the Philippines

Period¹: _____

Date	Name of Customer	Level of Trade ²	Association (Y/N) ³	Model / Type	Invoice Number	Payment Terms	Quantity ⁴	Gross Sales Value ⁵	Net Unit FOB Price ⁶
Total									

¹ Specify year and month.

² For example, wholesaler, distributor, end-user.

³ If the customer is associated with your business, indicate with letter "Y", if not, use letter "N". Provide a separate explanation of the association.

⁴ Specify unit of measurement.

⁵ Specify unit of currency (and exchange rate, if applicable).

⁶ Excluding post-exportation charges incurred after factory and up to FOB in the country of export. Such costs may include export packing, storage, inland freight from factory to port/border, insurance, handling, export taxes, export inspection fees, customs brokers' fees, commission, and other taxes.

If the export prices are other than FOB in the country of export, provide details of other costs incurred in relation to the export sale of subject product(s) to other countries such as freight from border to port, overseas freight, overseas insurance, customs duty in the importing country, customs agent fee, port and transport costs in the importing country. Substantiate your submission with documentary evidence.

6. COSTS TO PRODUCE AND SELL

- 6.1 Provide the actual unit cost to produce and sell (COPS), for each model/type of the product manufactured and sold, both for the domestic market and for exports, during the POI.

Substantiate your submission with documentary evidence such as proof of payment for each cost [i.e., invoice for raw material purchases; payroll of personnel directly involved in the production; invoices and/or accounting records showing payments of overhead, selling, administrative and general expenses (SAGE); finance costs; and working paper used in calculating and allocating costs].

Cost to Produce and Sell Per Unit (PHP)

Period¹: _____

Particulars	Model Exported to the Philippines	Comparable Domestic Model	Comparable Model Exported to Other Countries
Model/Type			
Raw Materials			
Direct Labor			
Manufacturing Overhead			
Other Costs ²			
Cost of Production			
Selling Costs			
General and Administration Costs			
Financial Costs			
Delivery Expenses			
Other Costs ³			
Total Selling, Administrative and Other Costs			

Particulars	Model Exported to the Philippines	Comparable Domestic Model	Comparable Model Exported to Other Countries
UNIT COST TO PRODUCE AND SELL			
Mark-up/Margin of Profit (%)			

¹ Specify year and month.

² Relating to costs of production only; identify each cost separately.

³ Identify each cost separately. Please ensure non-operating expenses that relate to the subject product(s) are included.

Where the figures show that differences in specifications exist between articles sold to the domestic market and those sold for exports, provide details of these differences.

7. Other Concerns/Issues

DECLARATION

I hereby declare that _____ did not export the

(Name of Company)

_____ under 20____ AHTN Code/s _____

(Article/s under consideration)

(AHTN Code/s)

in the Philippines during the period of original investigation and it is not related nor affiliated to any exporter or producer in _____ subject to the imposition of anti-dumping duties.

(Country of Export)

(Signature over printed name)

Authorized Representative of (Name of Company)

Designation/Position

Date

CERTIFICATION

I hereby certify that all information contained herein are true and correct to the best of my knowledge. I commit that any additional information required will be submitted within 15 working days upon receipt of notice/request from the Tariff Commission.

(Signature over printed name)

Authorized Representative of (Name of Company)

Date