IMPORTER QUESTIONNAIRE

AMMONIUM NITRATE

EXPORTED TO AUSTRALIA FROM

THE RUSSIAN FEDERATION

This questionnaire seeks information in relation to your imports and sales (if any) of ammonium nitrate exported to Australia from the Russian Federation (Russia). The current measures apply to goods exported directly from Russia or via Estonia.

This information will be used to:

* assist in determining export and non-injurious prices;
* estimate the size of the Australian market for ammonium nitrate; and
* assess the economic condition of the Australian industry.

The attached Anti-Dumping Notice No. 2020/093 provides details of the goods subject to this inquiry, the application and the inquiry procedures.

|  |  |  |
| --- | --- | --- |
| **Part A** | **Company and overseas supplier information** | **Return as soon as possible, but no later than 27 August 2020** |
| **Part B** | **Imports and forward orders** | **Return as soon as possible after receiving the Commission’s detailed spreadsheets, but no later than 3 September 2020** |
| **Part C** | **Sales and expenses** |
| **Part D** | **List of supply contracts** |
| **Part E** | **Purchases of ammonium nitrate** |

The timeliness of your response is important. The Commissioner of the Anti-Dumping Commission 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*. More details on this direction are explained in Anti-Dumping Notice No. 2015/129, available on the Commission’s website [here](https://www.industry.gov.au/regulations-and-standards/anti-dumping-and-countervailing-system).

**Return e-mail**: [investigations2@adcommission.gov.au](mailto:investigations2@adcommission.gov.au)

Part A – Company and overseas supplier information

**A.1 Your company**

|  |  |
| --- | --- |
| Company name: |  |
| ABN: |  |
| Contact name: |  |
| Position: |  |
| Mailing address: |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Telephone: |  |
| 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 ammonium nitrate – 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 subject to this inquiry**

Please complete the table shown below for each overseas supplier of ammonium nitrate (using a new box for each supplier).

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

**A.3 Overseas manufacturer(s) of the goods subject to this inquiry**

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

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

**A.4 Verification by the Commission**

It is unlikely that the Commission will conduct on-site verifications at this time, due to the COVID-19 pandemic. As a result, the Commission may elect to undertake an alternative verification methodology to satisfy itself of the completeness, relevance and accuracy of the data.

Alternatives to onsite verification may include desktop assessments of the data submitted, remote verification techniques via teleconferencing, or delay of verification activities. As each questionnaire is received, the Commission will conduct an assessment of the appropriate verification method, taking into account the unique data integrity risks that arise in each case. The case manager for this inquiry will discuss the proposed approach with any importers that submit data to the Commission.

The Commission will continue to monitor current events and assess when the conduct of on-site importer verification activities can resume. In the event that an on-site verification becomes possible, please provide an address for the proposed visit (being the address at which your accounting records are held):

|  |  |
| --- | --- |
| Street address: |  |
|  |
|  |
|  |
|  |
| Telephone: |  |

Part B – imports and forward orders

Please complete this part of the questionnaire after the Commission has provided you with your detailed list of imports, and return this part, along with your response to Parts C through E no later than 3 September 2020.

To assist with the identification of the imports of ammonium nitrate that are relevant to this inquiry, the Commission will provide you with a MS Excel document containing your imports of ammonium nitrate from **1 July 2019 to 30 June 2020**. This information will be extracted from the Australian Border Force’s import database.

Within this document, the Commission will select several shipments (by highlighting them) that it wishes to examine in more detail. If the Commission has selected any shipments that do not relate to the goods subject to this inquiry, please contact the case manager on the email address provided.

**B.1 Import details**

Using the MS Excel workbook titled ‘questionnaire spreadsheet’, please complete the worksheet titled Part B – cost to import and sell, with details for the highlighted selected shipments.

The worksheet should contain cost and sales data for the selected shipments of ammonium nitrate exported from Russia since 1 July 2019. The completed worksheet should be returned as part of your Part B response, along with details of your forward orders (see question B.3 below).

Please note 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 after receiving Part A of the questionnaire.

**B.2 Documents required for verification**

In relation to the shipments selected by the Commission for verification (i.e. those shipments highlighted in the document provided), 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 free-on-board and the (landed, duty paid) into-store points.

It would be appreciated if these documents could be assembled for each shipment selected. Please retain copies for presentation to the Commission as part of any verification activity.

**B.3 Forward orders**

Using the MS Excel workbook titled ‘questionnaire spreadsheet’, please complete the worksheet titled Part B – forward orders. The completed worksheet should be returned as part of the Part B response, along with details of your selected shipments as discussed in question B.1 above.

Part C – sales and selling expenses

Please return your response to Part C, along with your response to Parts B, D and E, no later than 3 September 2020.

**C.1 Your sales**

Please provide details of all your sales in the Australian market (if any) of ammonium nitrate imported from Russia between 1 July 2019 to 30 June 2020, using the worksheet titled Part C - sales.

Please provide this data on a ‘line-by-line’ basis, showing details of each sales transaction.

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

Please calculate your selling, general and administrative (SG&A) expenses relevant to ammonium nitrate for the period 1 July 2019 to 30 June 2020 and enter this information into the worksheet titled Part B - cost to import & sell.

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 ammonium nitrate is only a part of overall company sales, allocations of SG&A expenses may have to be made.

The Commission will seek to verify your sales data, and your estimate of SG&A expenses, as outlined in Part A.

Part D – list of supply contracts

Please return your response to Part D, along with your responses to Parts B, C and E, no later than 3 September 2020.

**D1 Your supply contracts with customers**

If relevant, please provide a list of your existing ammonium nitrate and bulk explosives supply contracts in the Australian market (i.e. details of contracts effective during the period 1 July 2019 to 30 June 2020).

Please provide this information in the worksheet titled Part D – list of contracts.

**Part E – purchases of ammonium nitrate**

Please return your response to Part E, along with your responses to Parts B, C and D, no later than 3 September 2020.

**E1 Your purchases of ammonium nitrate**

Please provide details of all your purchases (domestic and imported) of ammonium nitrate during the period 1 April 2019 to 30 June 2020.

Please provide this information in the worksheet titled Part E – purchases of AN.

Please provide this data on a ‘line-by-line’ basis, showing details of each purchase transaction. **You may provide this information (in MS excel format) directly from your relevant purchase ledger**.

## Checklist

* Return by **27 August 2020**
* **Response to Part A**
  + Your company details
  + Details of your ammonium nitrate suppliers
  + Details for on-site verification (if possible)
* Return by **3 September 2020**
* **Response to Part B**
* Cost to import and sell information
* Information regarding forward orders
* **Response to Part C**
  + Information in relation to ammonium nitrate sales (if any)
  + SG&A expenses
* **Response to Part D**
  + Information relating to your contracts for the supply of ammonium nitrate and bulk explosives
* **Response to Part E**
  + Information relating to your purchases of ammonium nitrate (domestic and imports)
* For verification purposes, the following documents may be required:
  + copies of source documents for post-exportation costs of shipments;
  + financial statements;
  + bank records;
  + import and post-exportation documents for other shipments;
  + sales invoices;
  + documentation to support selling costs (e.g. freight, warehousing); and
  + documentation to support SG&A expenses.