

I. SEARCH



Step 1. After the rebuttal comment period closes for the exclusion request:

- 1.a Search for rebuttals on www.regulations.gov.
- 1.b You are advised to go to the Commerce website and look at the instructions, if you believe it would be helpful. Download the [Excel spreadsheet on Commerce.gov](#) to determine whether a rebuttal was filed against your objection.¹
- 1.c Have your objection ID # to identify whether a rebuttal has been filed.

II. FILTER



Step 2. Using the [Excel spreadsheet on Commerce.gov](#) and your Objection ID:

- 2.a Go to column B (Objection ID) in the spreadsheet;
 - i. Click the down arrow on the header row;
 - ii. Enter your Objection ID # in the search bar and click OK to filter.
- 2.b If there are no rebuttals to your objection, Column C (Rebuttal ID) will indicate "No Rebuttal".
- 2.c If there is a rebuttal to your objection, Column C (Rebuttal ID) will indicate the Rebuttal ID.
- 2.d Continue to monitor regulations.gov and the [spreadsheet](#) to determine if rebuttals were filed to your objections.

III. REVIEW



Step 3. To review a rebuttal filed against your objection, go to www.regulations.gov:

- 3.a Enter the rebuttal ID# that corresponds to your objection.
- 3.b Confirm the surrebuttal comment period is open by checking the Excel spreadsheet column D (Comment Period For:).

IV. UPLOAD & SUBMIT



Step 4. To file a surrebuttal to a particular rebuttal:

- 4.a Go to the [Steel Docket](#) or [Aluminum Docket](#) and enter the original Exclusion Request ID # (i.e., BIS-2018-000X-XXXXX) to which you initially objected and want to submit a surrebuttal.
- 4.b Click the "Comment Now!" button found to the right of that specific exclusion request.
- 4.c Download, complete, and attach the Surrebuttal Form (for [steel](#) or [aluminum](#)); ensure that you include the corresponding Exclusion Request, Objection, and Rebuttal IDs in boxes 1.a, 1.b, and 1.c for your surrebuttal to be considered. Note: The steel Surrebuttal Form ID# is BIS-2018-0006-45145, the aluminum Surrebuttal Form ID # is BIS-2018-0002-4394.
- 4.d Your supporting documentation should:
 - i. Be no more than ten pages, and,
 - ii. Include public documents and public versions of your confidential business information (CBI) documentation.
- 4.e If confidential business information (CBI) is part of your surrebuttal, you must mark the appropriate box in the surrebuttal form.
- 4.f Note: All surrebuttal materials must be submitted within the 7-day rebuttal period indicated on the Exclusion Request posting in regulations.gov.

V. CONFIRM



Step 5: On the confirmation page, make note of your comment tracking number.

- 5.a Email yourself a receipt of your submission.

VI. CBI



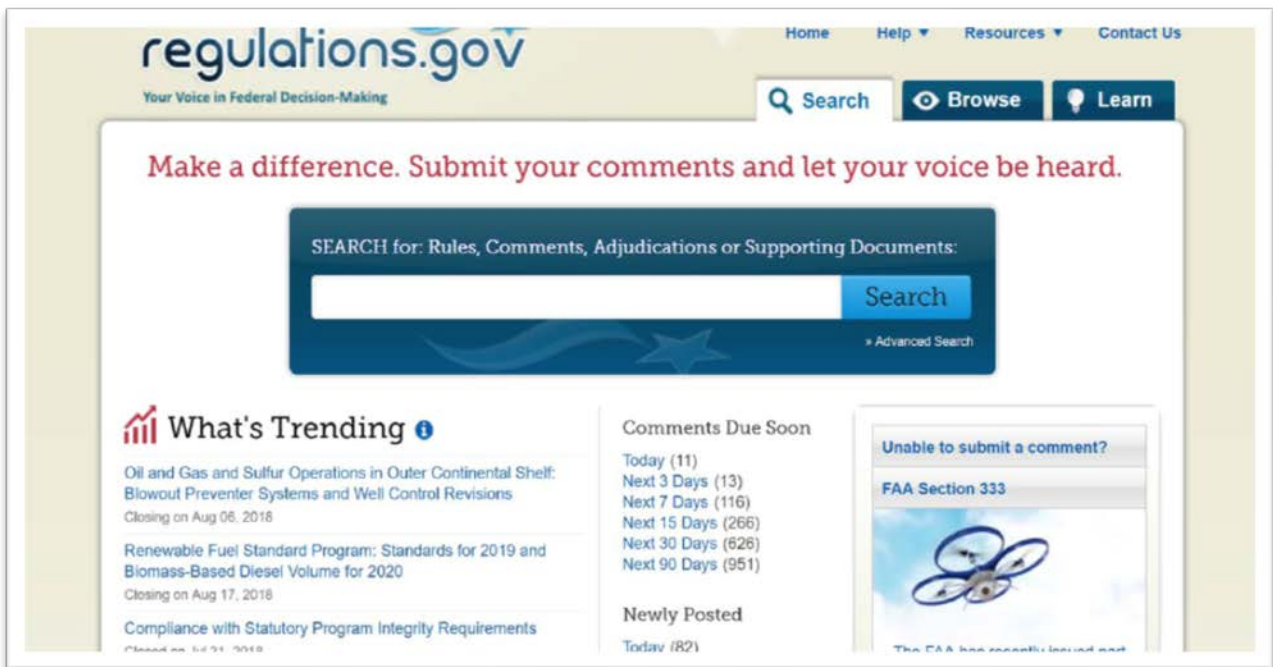
Step 6: Email your CBI document to 232surrebuttals@doc.gov on the same day you submit your surrebuttal on regulations.gov.

- 6.a The email subject line must include the original exclusion request ID # (BIS-2018-000X-XXXXX) and the body of the email must include the 11-digit alphanumeric tracking number (e.g., XXX-XXXX-XXXXX) you received from regulations.gov when you successfully submitted your surrebuttal. Submit no more than 5 pages of supporting CBI documentation via email.
- 6.b An adequate public version, adhering to the requirements outlined in the regulation, must simultaneously accompany the submission of each surrebuttal form.
- 6.c If you do not file a public version of the CBI, Commerce will not consider your surrebuttal to be properly submitted and will exclude it from the analysis.

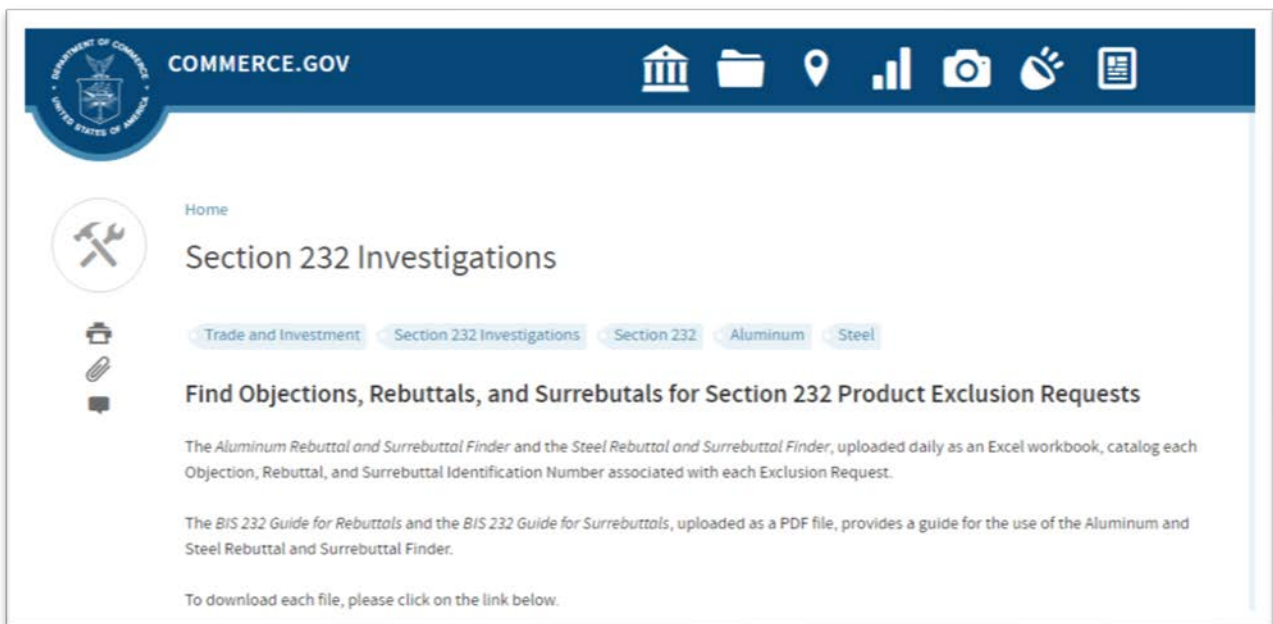
¹ Step 1.b. As a courtesy, the Commerce Department maintains an Excel spreadsheet available on www.commerce.gov that identifies all rebuttals filed against your objections. Please note, however, that these instructions are not meant to be considered binding and are only suggested guidance. While this spreadsheet is updated daily, parties should rely on the documents from www.regulations.gov to identify the universe of exclusion requests, objections, and comments.

STEP I. SEARCH

Step 1a. Search for rebuttals on www.regulations.gov



Step 1b. Download the Excel spreadsheet from www.commerce.gov/232

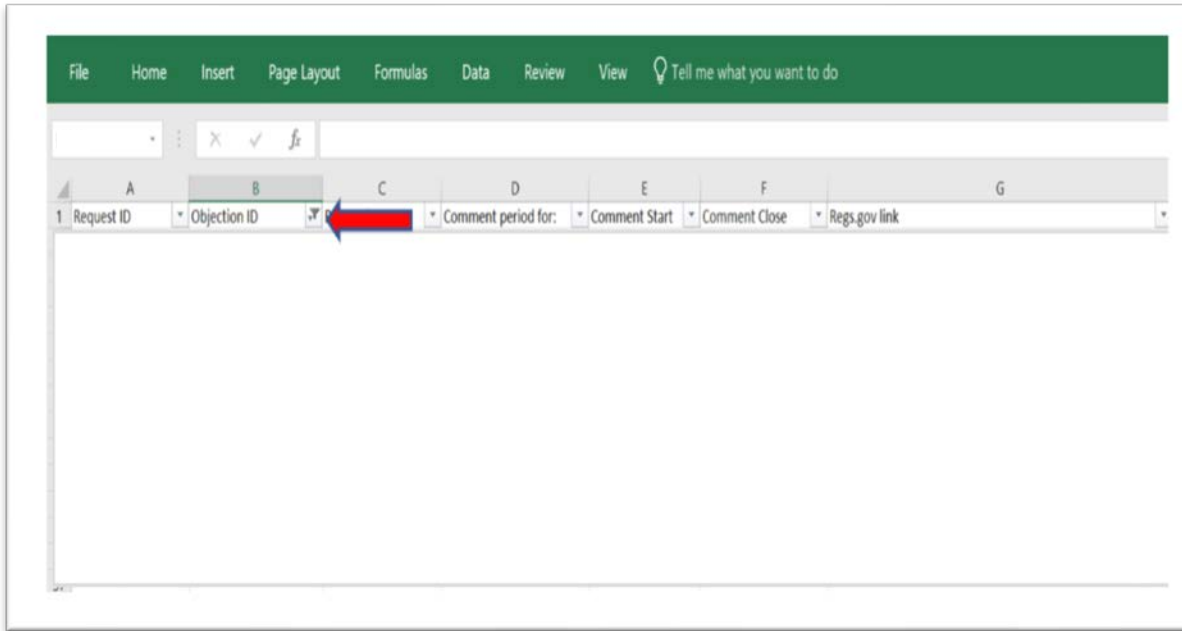


Step 1c. Have your Objection ID # to identify whether a rebuttal has been filed. For example: BIS-2018-000X-XXXXXX

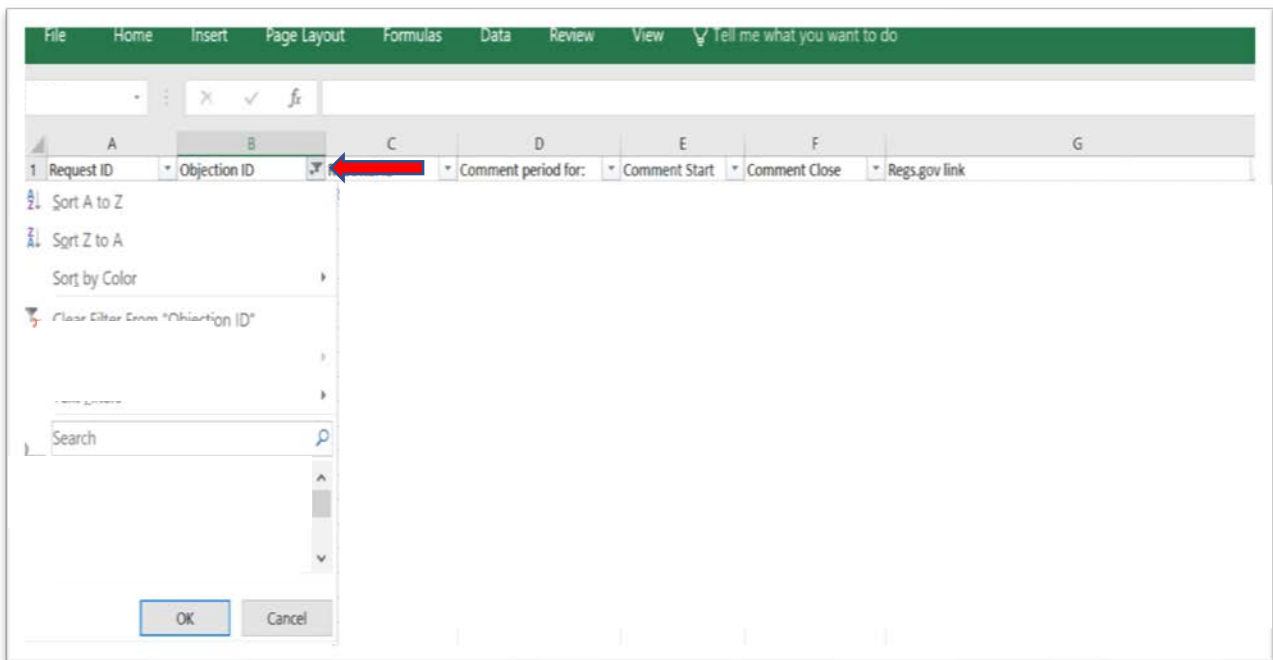
STEP II. FILTER

Open the Excel spreadsheet you downloaded on www.commerce.gov/232 and search for your Exclusion Request ID #.

Step 2a. Go to Objection ID (column B) in the Excel spreadsheet.



Step 2b. Click the down arrow on header row.



Step 2c. Enter your Objection ID # in the text box and click OK to filter.

The screenshot shows an Excel spreadsheet with a filter menu open for the 'Objection ID' column. The menu includes options for sorting and filtering. A red arrow points to the text input field in the 'Text Filters' section. The spreadsheet data is as follows:

Request ID	Objection ID	Rebuttal ID	Comment period for:	Comment Star	Comment Close	Regs.gov link
	BIS-2018-000	Surrebuttal		8/24/2018	8/31/2018	https://www.regulations.gov/searchResults?rpp=25&po=0&s=BIS-2018-0002-31338
	BIS-2018-000	Surrebuttal		8/24/2018	8/31/2018	https://www.regulations.gov/searchResults?rpp=25&po=0&s=BIS-2018-0002-31338
	BIS-2018-000	Surrebuttal		8/24/2018	8/31/2018	
	BIS-2018-000	Surrebuttal		8/24/2018	8/31/2018	
	BIS-2018-000	Surrebuttal		8/26/2018	9/2/2018	
	BIS-2018-000	Surrebuttal		8/26/2018	9/2/2018	
	No Rebuttal	Rebuttal		8/27/2018	9/3/2018	
	No Rebuttal	Rebuttal		8/27/2018	9/3/2018	
	No Rebuttal	Rebuttal		8/27/2018	9/3/2018	
	BIS-2018-000	Surrebuttal		8/25/2018	9/1/2018	
	BIS-2018-000	Surrebuttal		8/25/2018	9/1/2018	
	BIS-2018-000	Surrebuttal		8/25/2018	9/1/2018	
	No Rebuttal	Surrebuttal		8/25/2018	9/1/2018	
	No Rebuttal	Surrebuttal		8/25/2018	9/1/2018	

Step 2d. If there are no rebuttals filed against your objection (e.g., BIS-2018-000X-XXXXX), column C (Rebuttal ID) will indicate “No Rebuttal”.

The screenshot shows a filtered view of the spreadsheet. The 'Rebuttal ID' column contains 'No Rebuttal' for three entries, which are highlighted with a red box. The spreadsheet data is as follows:

Request ID	Objection ID	Rebuttal ID	Comment period for:	Comment Star	Comment Close	Regs.gov link
9	BIS-2018-0002-7961	BIS-2018-0002-7962	No Rebuttal	Rebuttal	8/28/2018	9/4/2018
0	BIS-2018-0002-7961	BIS-2018-0002-7963	No Rebuttal	Rebuttal	8/28/2018	9/4/2018
1	BIS-2018-0002-7961	BIS-2018-0002-7964	No Rebuttal	Rebuttal	8/28/2018	9/4/2018

Step 2e. If there is a rebuttal to your objection, Column C (Rebuttal ID) will indicate the Rebuttal ID (e.g., BIS-2018-000X-XXXX).

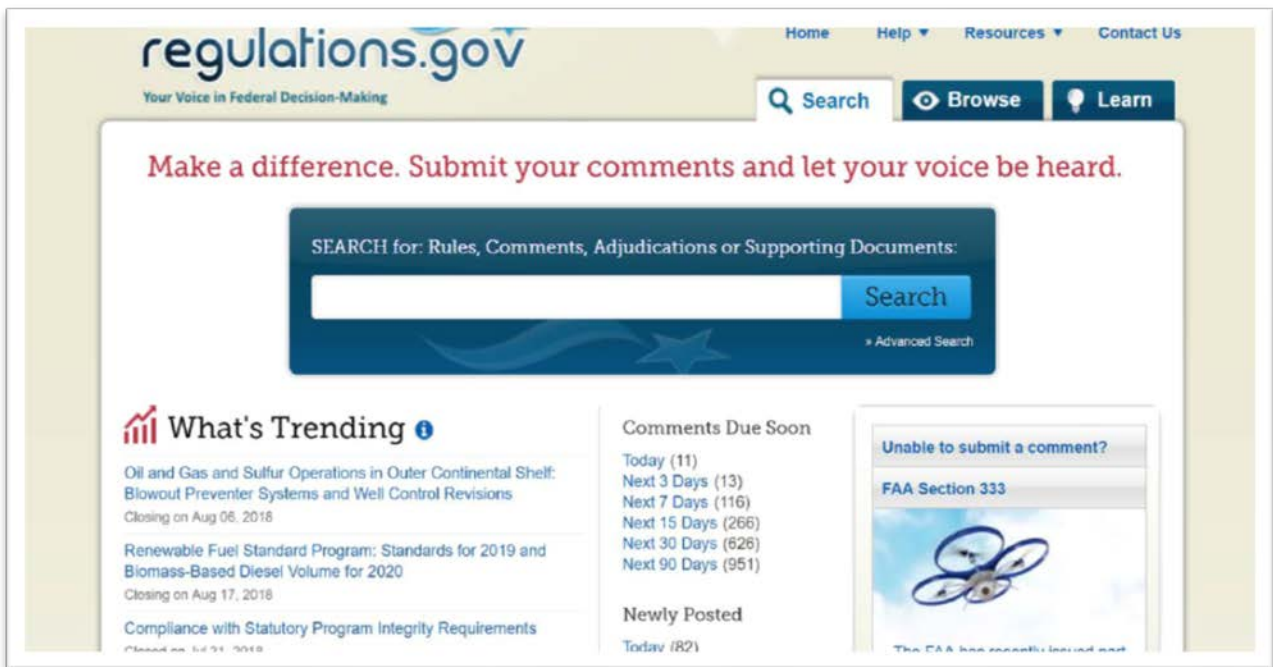
The screenshot shows an Excel spreadsheet with the following data:

	A	B	C	D	E	F	
1	Request ID	Objection ID	Rebuttal ID	Comment period for:	Comment Start	Comment Close	Regs.gov link
2	BIS-2018-0002-3133	BIS-2018-0002-3135	BIS-2018-0002-3136	urrebuttal	8/24/2018	8/31/2018	https://www.regulations.gov/searchResults?rpp=25&pc
25							
26							
27							
28							
29							
30							

Step 2f. Continue to monitor www.regulations.gov and download the latest spreadsheet available on www.commerce.gov/232 to determine whether rebuttals were filed against your objections.

STEP III. REVIEW

To review a rebuttal filed against your objection, go to www.regulations.gov



The screenshot shows the homepage of regulations.gov. At the top, there is a navigation bar with links for Home, Help, Resources, and Contact Us. Below this is the site logo "regulations.gov" with the tagline "Your Voice in Federal Decision-Making". A search bar is prominently displayed with the text "SEARCH for: Rules, Comments, Adjudications or Supporting Documents:". To the right of the search bar are buttons for "Search", "Browse", and "Learn". Below the search bar, there is a section titled "Make a difference. Submit your comments and let your voice be heard." followed by a large search input field and a "Search" button. To the left of the search bar, there is a "What's Trending" section with a bar chart icon and a list of trending items. To the right, there is a "Comments Due Soon" section with a list of comment counts for various time periods. Further right, there is a section titled "Unable to submit a comment?" with a sub-section for "FAA Section 333" and an image of a drone.

Step 3a. Enter the rebuttal ID # that corresponds to your objection.



This screenshot is identical to the previous one, but the search bar now contains the text "BIS-2018-0006-XXXX". The "What's Trending" section now lists "2020 Census Federal Register Notice". The "Comments Due Soon" section shows "Today (10)" and "Next 3 Days (35)". The "Unable to submit a comment?" section is now empty.

Step 3b. Confirm that the surrebuttal comment period is open by checking the Excel spreadsheet column D (Comment Period For).

STEP IV: UPLOAD & SUBMIT

Step 4a. Enter the original Exclusion Request ID to which you initially objected and would like to submit a surrebuttal.

The screenshot shows the regulations.gov homepage. At the top, there is a navigation bar with links for Home, Help, Resources, and Contact Us. Below this is a search bar with the text "SEARCH for: Rules, Comments, Adjudications or Supporting Documents:" and a search button. The search bar contains the ID "BIS-2018-0006-XXXX". To the right of the search bar is a "Browse" button and a "Learn" button. Below the search bar is a banner that says "Make a difference. Submit your comments and let your voice be heard." Below the banner is a "What's Trending" section with a bar chart and the text "2020 Census Federal Register Notice". To the right of this is a "Comments Due Soon" section with the text "Today (10) Next 3 Days (35)". Further right is a button that says "Unable to submit a comment?".

Step 4b. To submit your surrebuttal, click on the “*Comment Now!*” button found to the right of the specific exclusion request.

The screenshot shows a specific regulation page on regulations.gov. The page title is "Requirements for Submissions Requesting Exclusions from the Remedies Instituted in Presidential Proclamations Adjusting Imports of Steel into the United States and Adjusting Imports of Aluminum into the United States; and the filing of Objections to Submitted Exclusion Requests for Steel and Aluminum". Below the title is a "Docket Folder Summary" section with a link to "View all documents and comments in this Docket". The docket ID is "BIS-2018-0006" and the agency is "Bureau of Industry and Security (BIS)". The parent agency is "Department of Commerce (DOC)". The summary text describes the requirements for submissions requesting exclusions for steel. Below the summary is a "Primary Documents" section with a link to "View All (67)". The primary documents section shows a list of documents with columns for "Rule", "Posted", "ID", and "Comment Now!". The first document is "Requirements for Submissions Requesting Exclusions From the Remedies Instituted in Presidential". The second document is "Stainless Products - HTS 7304413015" with a red arrow pointing to its "Comment Now!" button. The third document is "Other" with a "Comment Now!" button. The fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The fifth document is "Other" with a "Comment Now!" button. The sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The seventh document is "Other" with a "Comment Now!" button. The eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The ninth document is "Other" with a "Comment Now!" button. The tenth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The eleventh document is "Other" with a "Comment Now!" button. The twelfth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The thirteenth document is "Other" with a "Comment Now!" button. The fourteenth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The fifteenth document is "Other" with a "Comment Now!" button. The sixteenth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The seventeenth document is "Other" with a "Comment Now!" button. The eighteenth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The nineteenth document is "Other" with a "Comment Now!" button. The twentieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The twenty-first document is "Other" with a "Comment Now!" button. The twenty-second document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The twenty-third document is "Other" with a "Comment Now!" button. The twenty-fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The twenty-fifth document is "Other" with a "Comment Now!" button. The twenty-sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The twenty-seventh document is "Other" with a "Comment Now!" button. The twenty-eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The twenty-ninth document is "Other" with a "Comment Now!" button. The thirtieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The thirty-first document is "Other" with a "Comment Now!" button. The thirty-second document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The thirty-third document is "Other" with a "Comment Now!" button. The thirty-fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The thirty-fifth document is "Other" with a "Comment Now!" button. The thirty-sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The thirty-seventh document is "Other" with a "Comment Now!" button. The thirty-eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The thirty-ninth document is "Other" with a "Comment Now!" button. The fortieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The forty-first document is "Other" with a "Comment Now!" button. The forty-second document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The forty-third document is "Other" with a "Comment Now!" button. The forty-fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The forty-fifth document is "Other" with a "Comment Now!" button. The forty-sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The forty-seventh document is "Other" with a "Comment Now!" button. The forty-eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The forty-ninth document is "Other" with a "Comment Now!" button. The fiftieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The fifty-first document is "Other" with a "Comment Now!" button. The fifty-second document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The fifty-third document is "Other" with a "Comment Now!" button. The fifty-fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The fifty-fifth document is "Other" with a "Comment Now!" button. The fifty-sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The fifty-seventh document is "Other" with a "Comment Now!" button. The fifty-eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The fifty-ninth document is "Other" with a "Comment Now!" button. The sixtieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The sixty-first document is "Other" with a "Comment Now!" button. The sixty-second document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The sixty-third document is "Other" with a "Comment Now!" button. The sixty-fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The sixty-fifth document is "Other" with a "Comment Now!" button. The sixty-sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The sixty-seventh document is "Other" with a "Comment Now!" button. The sixty-eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The sixty-ninth document is "Other" with a "Comment Now!" button. The seventieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The seventy-first document is "Other" with a "Comment Now!" button. The seventy-second document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The seventy-third document is "Other" with a "Comment Now!" button. The seventy-fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The seventy-fifth document is "Other" with a "Comment Now!" button. The seventy-sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The seventy-seventh document is "Other" with a "Comment Now!" button. The seventy-eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The seventy-ninth document is "Other" with a "Comment Now!" button. The eightieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The eighty-first document is "Other" with a "Comment Now!" button. The eighty-second document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The eighty-third document is "Other" with a "Comment Now!" button. The eighty-fourth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The eighty-fifth document is "Other" with a "Comment Now!" button. The eighty-sixth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The eighty-seventh document is "Other" with a "Comment Now!" button. The eighty-eighth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The eighty-ninth document is "Other" with a "Comment Now!" button. The ninetieth document is "Stainless Products - HTS 7304413015" with a "Comment Now!" button. The hundredth document is "Other" with a "Comment Now!" button.

Step 4c. Download and complete the Surrebuttal Form (for [steel](#) or [aluminum](#)); ensure that you include the corresponding Exclusion Request, Objection, and Rebuttal IDs in boxes 1.a, 1.b, and 1.c for your surrebuttal to be considered.

Step 4d. Your supporting documentation should be no more than ten pages and should include public documents and the public version of your confidential business information (CBI) documentation.

Note:

- If CBI is part of your surrebuttal, you must mark the appropriate box in the surrebuttal form.

Step 4d. Continued: Upload your Surrebuttal Form and provide contact information.

1 Your Information

Information entered will be viewable on Regulations.gov | View Commenter's Checklist (PDF) | Alternate Ways to Comment

Comment (Required)

4916 characters remaining

Upload file(s) (Optional) | Drop files here

Choose files

First Name | Last Name

I want to provide my contact information

I am submitting on behalf of a third party

Continue

Please see the [Privacy Notice](#) and [User Notice](#) regarding comment submission.

Any information (e.g., personal or contact) you provide on this comment form or in an attachment may be publicly disclosed and searchable on the Internet and in a paper docket and will be provided to the Department or Agency issuing the notice. To view any additional information for submitting comments, such as anonymous or sensitive submissions, refer to the [Privacy Notice](#) and [User Notice](#), the Federal Register notice on which you are commenting, and the Web site of the Department or Agency.

Step 4d. Continued: Review Information.

regulations.gov
Your Voice in Federal Decision-Making

Home Help Resources Contact Us

Advanced Search

You are commenting on:

The Bureau of Industry and Security (BIS) Other [REDACTED] - Stainless products - HTS 7304413015
For related information, [Open Docket Folder](#)

1 Your Information Your Information Your Preview Your Receipt

Information entered will be viewable on Regulations.gov [View Commenter's Checklist \(PDF\)](#)

Comment (Required)

Please see the attached

4952 characters remaining

Upload file(s) (Optional) Drop files here

Choose files

[REDACTED].xlsx 65.2KB Delete

First Name **Last Name**

Jane Smith

I want to provide my contact information

Mailing Address **Mailing Address 2**

123 Steel Way

City **State or Province** **ZIP/Postal Code**

Washington District of Columbia 20230

Country

United States

Email Address **Phone Number** **Fax Number**

jane@emailaddress.com 555-555-555

I am submitting on behalf of a third party

Continue

Step 4d. Continued: Submit Information.

The screenshot shows the 'regulations.gov' website interface. At the top, there is a navigation bar with 'Home', 'Help', 'Resources', and 'Contact Us' links, along with a search bar and an 'Advanced Search' button. Below the navigation bar, a banner reads 'You are commenting on:' followed by 'The Bureau of Industry and Security (BIS) Other: [redacted] - Stainless products - HTS 7304413015'. A link for 'Open Docket Folder' is provided. The main section is titled 'Your Preview' and includes a progress indicator with three steps: 'Your Information', 'Your Preview', and 'Your Receipt'. A preview of the comment is shown: 'Comment: Please see the attached'. Below this, an 'Uploaded File(s)' section shows one file: '[redacted].xlsx'. To the right, it indicates '4952 characters remaining'. Two columns of information are displayed: 'This information will appear on Regulations.gov' (First Name: Jane, Last Name: Smith) and 'This information will not appear on Regulations.gov' (Mailing Address: 123 Steel Way, ZIP/Postal Code: 20230, City: Washington, Email Address: jane@emailaddress.com, Country: United States, Phone Number: 555-555-555, State or Province: DC). A disclaimer states: 'You are filing a document into an official docket. Any personal information included in your comment and/or uploaded attachment(s) may be publicly viewable on the web.' A checkbox is checked with the text 'I read and understand the statement above.' At the bottom right, there are 'Edit' and 'Submit Comment' buttons.

NOTES:

- You must repeat this process for each distinct Exclusion Request and rebuttal pair to which you wish to submit your surrebuttal.
- All surrebuttal materials must be submitted within the 7-day surrebuttal period. You can find the submission deadline below the “Comment Now!” button for the Exclusion Request. However, please note that the regulations.gov page title will indicate the *type* of comment period:

Comment Period	Naming Convention	Duration
Objection	[Requestor]-[Product]-[HTSUS]	30 days
Rebuttal	Rebuttal Period-[Requestor]-[Product]-[HTSUS]	7 days
Surrebuttal	Surrebuttal Period-[Requestor]-[Product]-[HTSUS]	7 days

V. CONFIRM

Step 5. Save your tracking number. Email yourself a receipt of your submission.

regulations.gov
Your Voice in Federal Decision-Making

Home Help Resources Contact Us

Advanced Search

Your comment was submitted successfully!

The Bureau of Industry and Security (BIS) Other: [REDACTED] - Stainless products - HTS 7304413015
For related information, [Open Docket Folder](#)

3 Your Receipt 1 Your Information 2 Your Preview 3 Your Receipt

Your Comment Tracking Number: **1k2-92kf-87bq**

Your comment may be viewable on Regulations.gov once the agency has reviewed it. This process is dependent on agency public submission policies/procedures and processing times. Use your tracking number to find out the status of your comment.

Email Receipt

Your comment:

Comment:
Please see the attached single objection filing.

Uploaded File(s) (Optional)
• [REDACTED].xlsx: **success**

This information will appear on Regulations.gov:

First Name:
Jane

Last Name:
Smith

This information will not appear on Regulations.gov:

Mailing Address:
123 Steel Way

ZIP/Postal Code:
20230

City:
Washington

Email Address:
jane@emailaddress.com

Country:
United States

Phone Number:
555-555-555

State or Province:
DC

VI. CONFIDENTIAL BUSINESS INFORMATION

Step 6. Email your CBI document to 232surrebuttals@doc.gov on the same day you submit your surrebuttal on www.regulations.gov.

NOTES:

- Your email subject line must include the original Exclusion Request ID # (i.e., BIS-2018-000X-XXXXX).
- Your email body must include the 11-digit alphanumeric tracking number (i.e., XXX-XXXX-XXXXX) you received from regulations.gov when you successfully submitted your surrebuttal.
- Submit no more than five (5) pages of supporting CBI documentation via email.
- An adequate public version, adhering to the requirements outlined in the regulation, must simultaneously accompany the submission of each surrebuttal form.
- If you do NOT file a public version of the CBI, Commerce will NOT consider your surrebuttal to be submitted properly and will exclude it from the analysis.