

I. SEARCH



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

- 1.a** Search for objections 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 original request ID # to locate that specific exclusion request.

II. FILTER



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

- 2.a** Go to Request ID (column A) in the excel spreadsheet;
 - i.** Click the down arrow on the header row;
 - ii.** Enter your Request ID # in the search bar and click OK to filter.
- 2.b** If your Request ID # appears in column A (Request ID), you will see each objection filed on your request in column B (Objection ID). Note: Your request ID will appear more than once in column A if there are multiple objections to your request.
- 2.c** Continue to monitor www.regulations.gov and the [spreadsheet](#) to determine if objections were filed on your exclusion request.

III. REVIEW



Step 3. To review the objection(s) filed on your exclusion request, go to www.regulations.gov:

- 3.a** Enter the objection ID# that corresponds to your exclusion request.
- 3.b** Note that some exclusion requests may have multiple objections.
- 3.c** If your request has multiple objections, make note of *each* objection ID that you would like to file a rebuttal against. Note that a separate rebuttal must be filed for each objection, even those objecting to the same request.

IV. UPLOAD & SUBMIT



Step 4. To file your rebuttal to an objection:

- 4.a** Enter the Exclusion Request ID # (e.g., BIS-2018-000X-XXXXX) of the request you initially submitted.
- 4.b** Click the "Comment Now!" button found to the right of the specific exclusion request.
- 4.c** Download, complete, and attach the Rebuttal Form (for [steel](#) or [aluminum](#)); ensure that you include the corresponding Exclusion Request and Objection IDs in boxes 1.a and 1.b for your rebuttal to be considered. Note: The steel Rebuttal Form ID# is BIS-2018-0006-45144, the aluminum Rebuttal Form ID# is BIS-2018-0002-4393.
- 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 rebuttal, you must mark the appropriate box in the rebuttal form.
- 4.f** Note: All rebuttal materials must be submitted within the 7-day rebuttal period indicated on the Exclusion Request posting in www.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 232rebuttals@doc.gov on the same day you submit your rebuttal on www.regulations.gov.

- 6.a** The email subject line must include the original exclusion Request ID # (i.e., BIS-2018-000X-XXXXX) and the body of the email must include the 11-digit alphanumeric tracking number (XXX-XXXX-XXXXX) you received from www.regulations.gov when you successfully submitted your rebuttal. 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 rebuttal form.
- 6.c** If you do not file a public version of the CBI, Commerce will not consider your rebuttal to be properly submitted and will exclude it from the analysis.

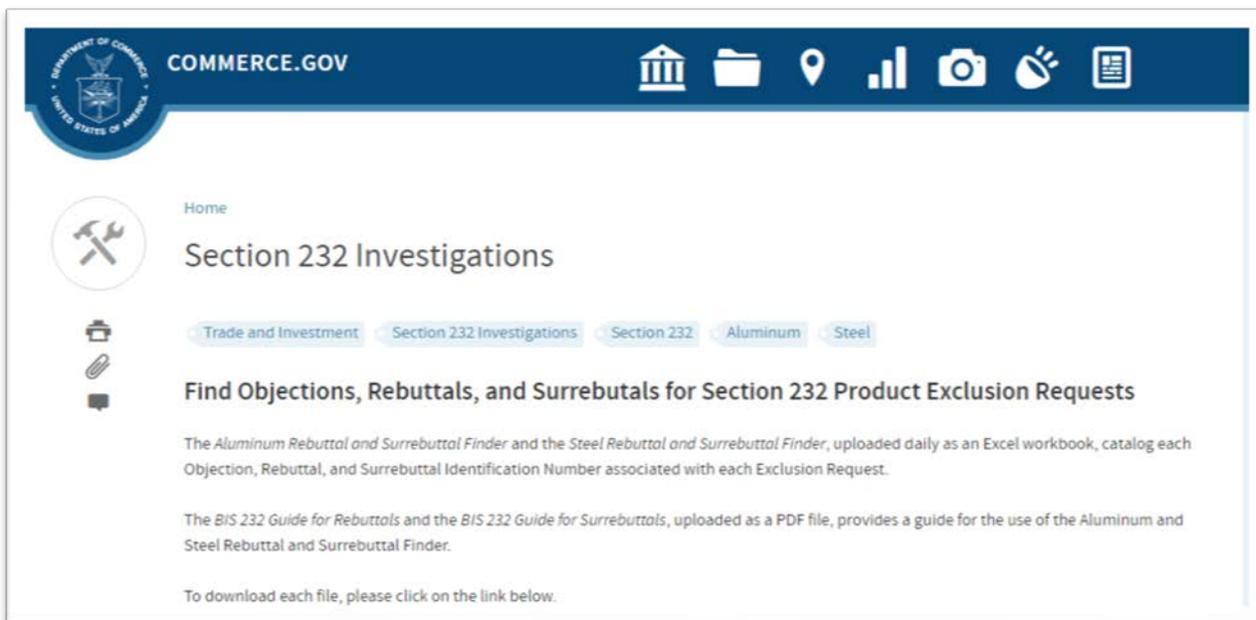
¹ Step 1.b. As a courtesy, the Commerce Department maintains an Excel spreadsheet available on www.commerce.gov that identifies all rebuttals filed against your objections. Please note, however, that these instructions are not meant to be considered binding, and are only suggested guidance. While this 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 objections on www.regulations.gov



Step 1b. Download the Excel spreadsheet on <https://www.commerce.gov/232>

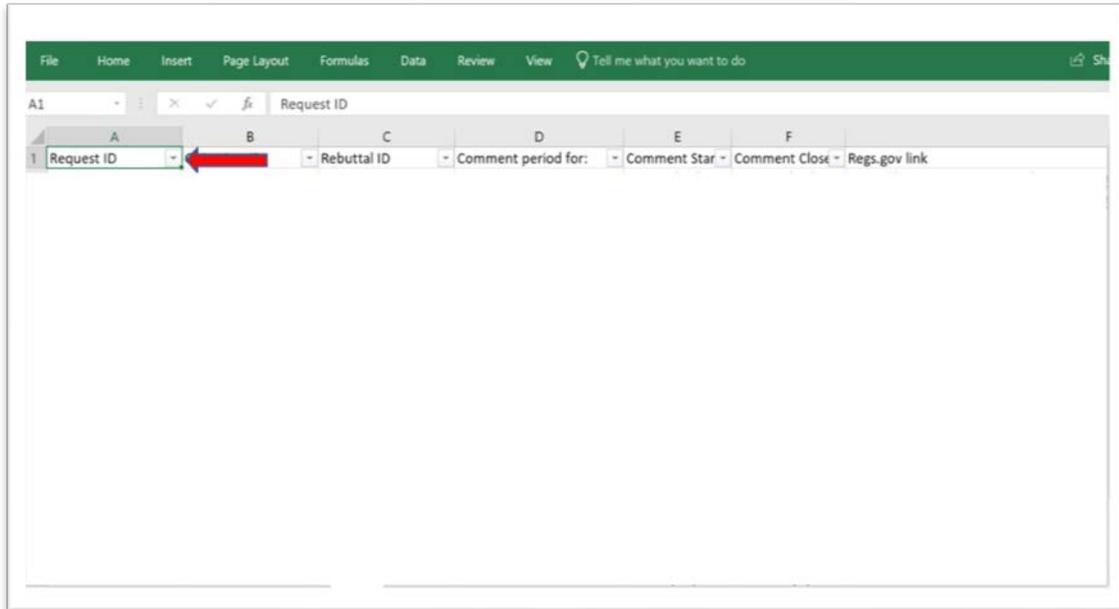


Step 1c. Have your original Request ID # to locate a specific exclusion request. For example: BIS-2018-000X-XXXXXX

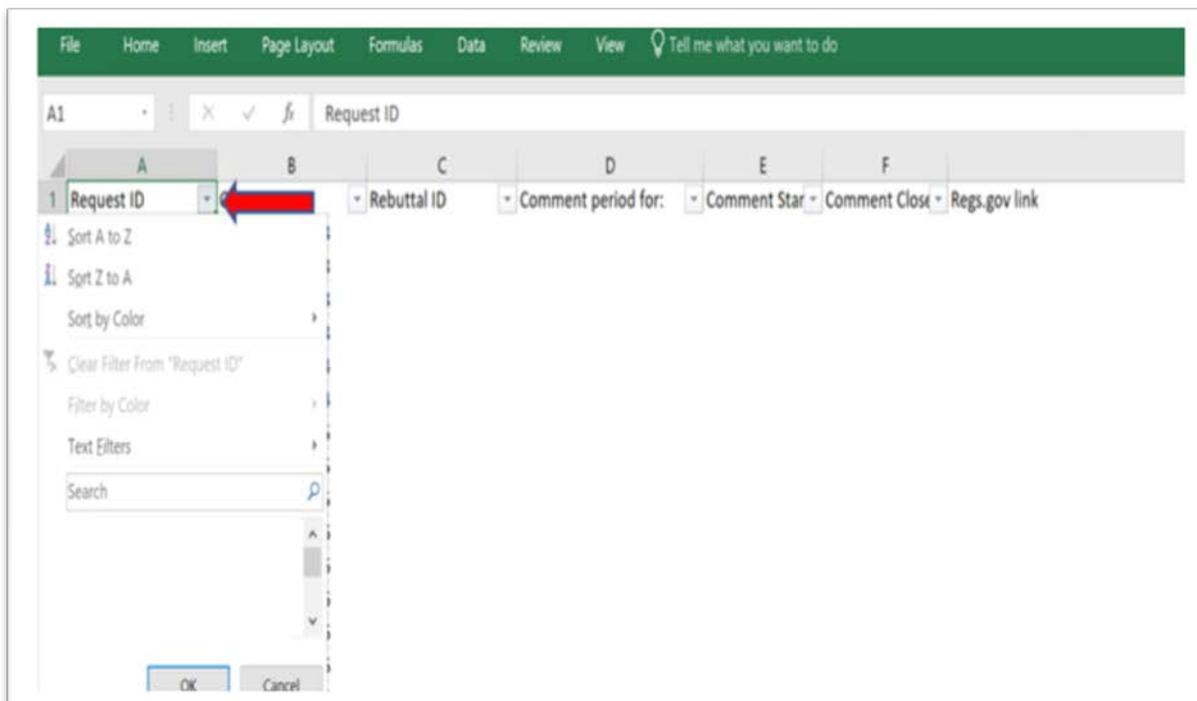
STEP II. FILTER

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

Step 2a. Go to Request ID (column A) in the Excel spreadsheet.



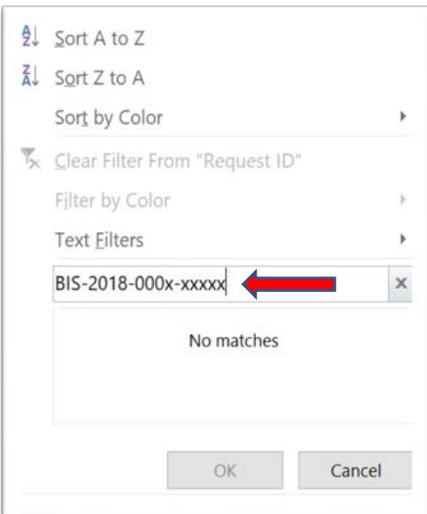
Step 2b. Click the down arrow on the header row.



Step 2c. Enter your Request ID # and click OK to filter.

Request ID	Objection ID	Rebuttal ID	Comment period for:	Comment Stat	Comment Clo	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 objections filed against your exclusion request (e.g., BIS-2018-000X-XXXXX), the field below the text filter will indicate “No Matches”.



Step 2e. If your Request ID # appears in column A (Request ID), you will see each objection filed against your request in column B (Objection ID).

Note:

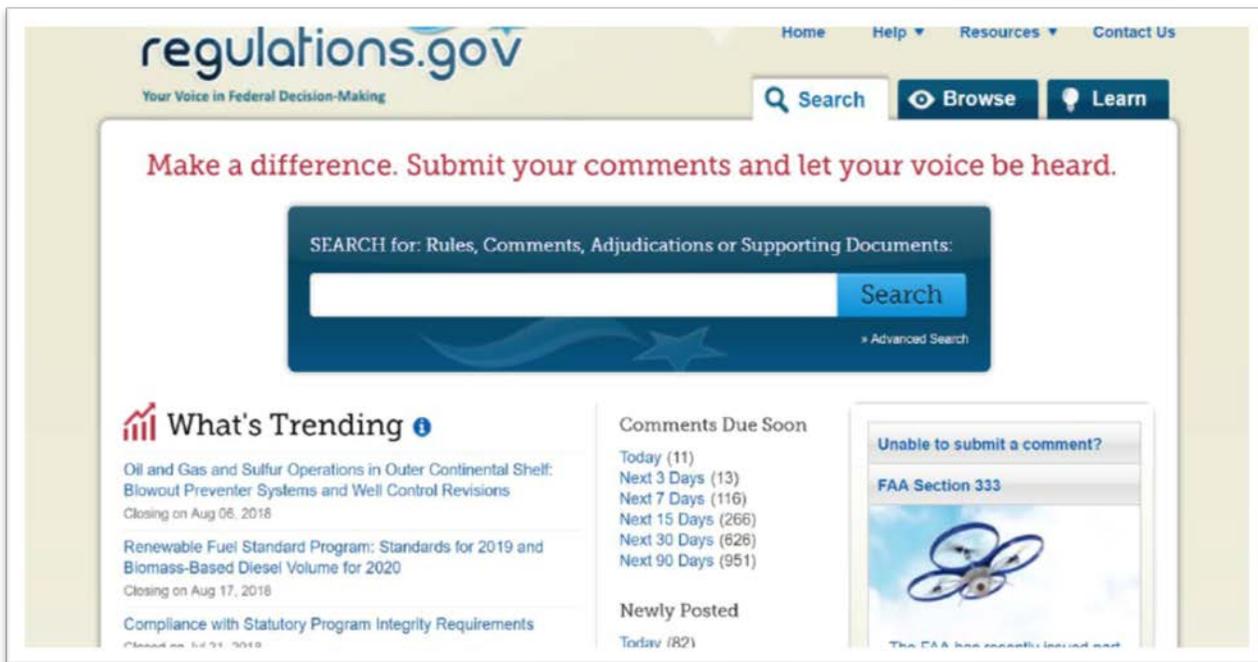
- Your Request ID # will appear more than once in column A if there are multiple objections to your request.

	A	B	C	D	E	F	G
1	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 2f. Continue to monitor www.regulations.gov and download the latest spreadsheet available on www.commerce.gov/232 to determine if objections were filed against your exclusion request.

STEP III. REVIEW

To review objections filed on your exclusion request, 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:" and a "Search" button. To the right of the search bar are buttons for "Browse" and "Learn". Below the search bar, there is a main heading: "Make a difference. Submit your comments and let your voice be heard." The page is divided into several sections: "What's Trending" with a bar chart icon, "Comments Due Soon" with a list of comment counts for various time periods, and "Newly Posted" with a count for today. There is also a section titled "Unable to submit a comment?" with a sub-heading "FAA Section 333" and an image of a drone.

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



This screenshot is identical to the previous one, but the search bar now contains the text "BIS-2018-0006-XXXX". The "Comments Due Soon" section shows updated counts: "Today (10)" and "Next 3 Days (35)". The "Unable to submit a comment?" section is now empty.

Step 3b. Note that some exclusion requests may have multiple objections.

Step 3c. If your request has multiple objections, make note of *each* objection ID that you would like to file a rebuttal against. Note that a separate rebuttal must be filed for each objection, even those objecting to the same request.

STEP IV: UPLOAD & SUBMIT

Step 4a. Enter the Exclusion Request ID# (i.e., BIS-2018-000X-XXXX) of the request you initially submitted.



The screenshot shows the homepage of regulations.gov. The header includes the logo "regulations.gov" with the tagline "Your Voice in Federal Decision-Making". Navigation links for Home, Help, Resources, and Contact Us are present. A search bar is prominently displayed with the text "SEARCH for: Rules, Comments, Adjudications or Supporting Documents:". The search input field contains the ID "BIS-2018-0006-XXXX" and a blue "Search" button. Below the search bar, there are sections for "What's Trending" (listing "2020 Census Federal Register Notice"), "Comments Due Soon" (listing "Today (10)" and "Next 3 Days (35)"), and a button labeled "Unable to submit a comment?".

Step 4b. Click the “*Comment Now!*” button found to the right of the specific exclusion request.

The screenshot shows the regulations.gov website interface. At the top, there is a navigation bar with links for Home, Help, Resources, and Contact. Below the header, the main title of the docket is displayed: "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". The docket ID is BIS-2018-0006, and the parent agency is the Department of Commerce (DOC). A summary section provides details about the docket and the process for submitting exclusion requests. Below the summary, there is a list of primary documents. The first document is titled "Requirements for Submissions Requesting Exclusions From the Remedies Instituted in Presidential..." and has a "Comment Now!" button. A red arrow points to this button. The other documents in the list are also titled "Stainless Products - HTS 7304413015" and have "Comment Now!" buttons. On the right side of the page, there is a sidebar with a "Take a Tour" button, a "Sign up for Email Alerts" button, and a "Comments Received" counter showing 2,185. Below the counter, there are social media sharing options for Twitter, Facebook, and Email. A disclaimer at the bottom of the sidebar states: "This count refers to the total comment/submissions received on this docket, as of 11:59 PM yesterday. Note: Agencies review all submissions, however some agencies may choose to reject, or withhold, certain submissions or portions thereof (such as those containing private or proprietary information, inappropriate language, or duplicative content) duplicate examples of a mass-mail message. This may result in discrepancies between this count and those displayed when conducting searches on the Public Submission document type. For specific information about an agency's public submission policy, refer to its website or the Federal Register document."

Step 4c. Download, complete, and attach the Rebuttal Form (for [steel](#) or [aluminum](#)); ensure that you include the corresponding Exclusion Request and Objection IDs in boxes 1.a and 1.b for your rebuttal 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 rebuttal, you must mark the appropriate box in the rebuttal form.

Step 4d. Continued: Upload your rebuttal file and provide contact information.

1 Your Information

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

1 Your Information | **2 Your Preview** | **3 Your Receipt**

Comment (Required)

1976 characters remaining

Upload file(s) (Optional)

Choose files

Drop files here

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: Jane Last Name: Smith

I want to provide my contact information

Mailing Address: 123 Steel Way Mailing Address 2: [REDACTED]

City: Washington State or Province: District of Columbia ZIP/Postal Code: 20230

Country: United States

Email Address: jane@emailaddress.com Phone Number: 555-555-555 Fax Number: [REDACTED]

I am submitting on behalf of a third party

Continue

Step 4d. Continued: Submit Information.

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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](#)

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

This is how your comment will appear on Regulations.gov:

Comment:
Please see the attached

Uploaded File(s) (Optional) 4952 characters remaining

- [REDACTED].xlsx

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
City: Washington
Country: United States
State or Province: DC

ZIP/Postal Code: 20230
Email Address: jane@emailaddress.com
Phone Number: 555-555-555

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.

I read and understand the statement above.

Edit **Submit Comment**

NOTE:

- All rebuttal materials must be submitted within the 7-day rebuttal 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.

jane@emailaddress.com **Email Receipt**

Your comment:

Comment:
Please see the attached single objection filing.

Uploaded File(s) (Optional)
• [REDACTED].dxc: **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
City: Washington
Country: United States
State or Province: DC

ZIP/Postal Code: 20230
Email Address: jane@emailaddress.com
Phone Number: 555-555-555

VI. CONFIDENTIAL BUSINESS INFORMATION

Step 6. Email your CBI document to 232rebuttals@doc.gov on the same day you submit your rebuttal 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 rebuttal.
- 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 rebuttal form.
- If you do NOT file a public version of the CBI, Commerce will NOT consider your rebuttal to be submitted properly and will exclude it from the analysis.