

TCPC-W

Supplier Content Reporting Workbook

6th Edition



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TCPC-W

Supplier Content Reporting Workbook

Version 6, Issued 3/2018





FOREWORD

Background

In March of 1993, joint meetings were held with the U.S. automobile manufacturers--DaimlerChrysler, Ford and General Motor-- and the American Automobile Manufacturers Association (AAMA) to address the impact of meeting the new North American Free Trade Agreement (NAFTA), the American Automotive Labeling Act (AALA), and the Corporate Average Fuel Economy (CAFE) reporting standards. The result of this meeting was the formation of the Content Reporting Task Force under the AIAG in April 1993.

Under this task force, three work groups were formed to handle different stages of the Content Reporting Program:

- The Format Work Group took the automotive portion of the NAFTA and developed the technical content for the training class and for this workbook.
- The Communications and Training Work Group developed and held an awareness conference in August 1993 and has continued to communicate the importance of NAFTA compliance to suppliers.
- The Content Reporting Business Process Work Group developed this workbook and established a standard business process for gathering and electronically reporting content information.

Companies actively involved in the Content Reporting Task Force were Allied Signal, Automotive Parts Manufacturers Association (APMA), Robert Bosch, DaimlerChrysler, Dana, EDS, Ford, GM, Goodyear, Libralter Plastics, Navistar, and Nissan.

The August 31, 1993 Content Reporting Awareness Conference included presentations by representatives from the three NAFTA countries: John Simpson, Deputy Assistant Secretary Regulatory, Tariff, and Trade Enforcement of the U.S. Treasury Department; Slawek Skorupinski, Director General, Automotive, Urban Transit, & Rail of the Ministry of Industry and Science Canada; and Lic. Manuel Fernandez Perez, Director General de Formento Industrial of Mexico. Other speakers were Barry Felrice, Associate Administrator for Rulemaking of the National Highway Traffic Safety Administration (NHTSA), U.S. Department of Transportation; Bob Miller, President of the Motor and Equipment Manufacturers Association; Jon Maples, Director of DaimlerChrysler's Operations & Strategy Procurement & Supply; Norm Ehlers, Ford's Vice President of Purchasing & Supply; John Cray, Allied Signal's Vice President of Information Systems & Services; and Joseph Borrusco, Robert Bosch's Vice President of Marketing.

Content Reporting Work Group

The Content Reporting Task Force has been discontinued; however, the work continues under the Customs Work Group.

TCPC-W

Supplier Content Reporting Workbook

Version 6, Issued 3/2018



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Content Reporting Work Group

The Content Reporting Task Force has been discontinued; however, the work continues under the Customs Work Group.

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TABLE OF CONTENTS

ABOUT AIAG	1
FOREWORD	3
ACKNOWLEDGEMENTS	4
TABLE OF CONTENTS.....	5
INTRODUCTION	9
PURPOSE OF THE WORKBOOK.....	9
CONTENTS OF THE WORKBOOK	9
RELATED TOOLS.....	10
1 OVERVIEW OF REPORTING REQUIREMENTS	11
1.1 NORTH AMERICAN FREE TRADE AGREEMENT (NAFTA)	11
1.1.1 SUMMARY.....	11
1.1.2 KEY POINTS REGARDING NAFTA	12
1.2 CORPORATE AVERAGE FUEL ECONOMY (CAFE)	12
1.2.1 FOREIGN CONTENT DETERMINATION.....	13
1.2.2 IMPACT OF NAFTA ON CAFE REPORTING.....	13
1.2.3 SUBSTANTIAL TRANSFORMATION	13
1.3 AMERICAN AUTOMOBILE LABELING ACT (AALA)	13
1.3.1 SUMMARY.....	13
1.3.2 ADMINISTRATION	14
1.3.3 REPORTING REQUIREMENTS.....	14
2 NORTH AMERICAN FREE TRADE AGREEMENT (NAFTA)	15
2.1 BASIC GUIDE TO THE NAFTA RULES OF ORIGIN.....	18
2.1.1 BASIC NAFTA TERMINOLOGY.....	18
2.1.2 HOW NAFTA RULES OF ORIGIN AFFECT SUPPLIERS	19
2.1.3 USING PART 2.1.....	20
2.1.4 ROADMAP – ISSUING A CERTIFICATE OF ORIGIN.....	21
2.1.5 BASIC BACKGROUND INFORMATION.....	21
2.1.6 STRATEGY I – BASIC STEPS IN ISSUING A CERTIFICATE OF ORIGIN	26
2.1.7 THE FOUR PREFERENCE CRITERIA	26
2.1.8 DETERMINING THE SPECIFIC RULE OF ORIGIN THAT APPLIES TO YOUR GOOD	27
2.1.9 TARIFF SHIFT	29
2.1.10 RVC REQUIREMENT.....	32
2.1.11 NET COST METHOD.....	33
2.1.12 LIGHT DUTY VEHICLE TRACING	41
2.1.13 STRATEGY XI – CHOOSING BETWEEN THE NET COST METHOD AND THE TRANSACTION VALUE METHOD	49
2.1.14 TRANSACTION VALUE METHOD.....	50
2.1.15 ADMINISTRATIVE MATTERS.....	51
2.2 COUNTRY OF ORIGIN RULES	52
2.2.1 GOODS ENTERING THE UNITED STATES AND MEXICO.....	52
2.2.2 GOODS ENTERING CANADA.....	52
2.3 ADDITIONAL NAFTA CONCEPTS	53

TCPW

Supplier Content Reporting Workbook

Version 6, Issued 3/2018



2.3.1 NEXT BEST CALCULATIONS OF TRACED VALUE	53
2.3.2 PROVIDING TRACED VALUES FOR HEAVY DUTY VEHICLES.....	56
2.3.3 INTERMEDIATE MATERIALS	58
2.3.4 ACCUMULATION	59
2.3.5 Disassembly (Remanufacturing)	59
2.4 NAFTA EXAMPLES	61
2.4.1 TARIFF SHIFT EXAMPLE – LIGHT DUTY VEHICLE.....	62
2.4.2 TARIFF SHIFT WITH TRACING EXAMPLE – LIGHT DUTY VEHICLE.....	70
2.4.3 REGIONAL VALUE CONTENT (RVC) EXAMPLE – NET COST METHOD	79
2.4.4 REGIONAL VALUE CONTENT (RVC) EXAMPLE – NET COST METHOD FOR AFTERMARKET GOOD	87
3 REPORTING CONTENT DATA – PAPER SOLUTION	95
3.1 NAFTA CERTIFICATE OF ORIGIN	95
3.1.1 WHAT DOES THE FORM COVER?.....	95
3.2 AALA REPORTING REQUIREMENTS.....	101
4 AMERICAN AUTOMOBILE LABELING ACT (AALA).....	107
4.1 GLOSSARY OF TERMS.....	107
4.2 OUTSIDE SUPPLIER AND ALLIED SUPPLIER REQUIREMENTS	108
4.2.1 ALL SUPPLIERS.....	108
4.2.2 SUPPLIERS OF ENGINES AND TRANSMISSIONS	109
4.3 CALCULATIONS PROCEDURE	110
4.4 DETERMINING THE VALUE OF ITEMS OF EQUIPMENT / PARTS.....	110
4.4.1 DETERMINING THE COUNTRY OF ORIGIN OF ITEMS OF EQUIPMENT/ PARTS.....	111
4.5 TIMING	112
4.6 SUPPLIER AALA CERTIFICATION AND CERTIFICATES	112
4.7 CURRENCY CONVERSION RATE	112
4.8 MAINTENANCE OF RECORDS	112
5 CONTENT REPORTING THE BUSINESS PROCESS	113
5.1 THE NAFTA BUSINESS PROCESS – SUGGESTIONS.....	113
5.2 THE AALA BUSINESS PROCESS.....	113
5.3 STEPS IN CREATING THE BUSINESS PROCESS	113
APPENDIX A – RESOURCES.....	117
INTERNET ACCESS TO CUSTOMS DOCUMENTS	118
NAFTA INFORMATION CENTERS.....	119
APPENDIX B – CERTIFICATE(S) OF ORIGIN	121
PREFERENCE CRITERIA:.....	126
APPENDIX C - LIGHT DUTY TRACING LIST (403.1)	136
UNITED STATES TRACING LIST – DOES NOT REFLECT HST CHANGES TO TAKE EFFECT IN 2017	139
CANADIAN TRACING LIST – UPDATED TO REFLECT HTS CHANGES TAKING EFFECT IN CANADA ON SEPTEMBER 27, 2017.....	140
MEXICAN TRACING LIST - DOES NOT REFLECT HTS CHANGES TO TAKE EFFECT IN 2009	141
APPENDIX D – HEAVY DUTY TRACING LIST (403.2).....	142
APPENDIX E – COUNTRY CODES.....	143
APPENDIX F – MANUFACTURERS AFFIDIVIT	146
APPENDIX G: GLOSSARY OF TERMS	150



Figures

FIGURE 1. NET COST METHOD FORMULA	33
FIGURE 2. TRANSACTION VALUE METHOD FORMULA	50
FIGURE 3. FLOWCHART FOR TARIFF SHIFT--LIGHT DUTY VEHICLE	64
FIGURE 4. FLOWCHART FOR TARIFF SHIFT WITH TRACING--LIGHT DUTY VEHICLE	72
FIGURE 5. FLOWCHART FOR NET COST ANALYSIS.....	81
FIGURE 6. FLOWCHART FOR RVC AND NET COST METHOD FOR AFTERMARKET GOODS	89
FIGURE 7A. FLOWCHART OF NAFTA BUSINESS PROCESS	115

Tables

TABLE 1. HS CODES EXAMPLE.....	23
TABLE 2. SUMMARY OF NAFTA REQUIREMENTS.....	61

TCPC-W

Supplier Content Reporting Workbook

Version 6, Issued 3/2018





INTRODUCTION

PURPOSE OF THE WORKBOOK

The North American Automotive Industry is faced with a number of regulatory requirements--some new, and others that have been around for some time--that require gathering and reporting content information. These requirements include:

- North American Free Trade Agreement (NAFTA)
- American Automobile labeling Act (AALA)
- Automobile content labeling
- Energy Policy and Conservation Act
- Corporate Average Fuel Economy (CAFÉ)

This Workbook provides a guide for meeting these reporting requirements for AALA and NAFTA. Both OEMs and suppliers participated in the preparation of this Workbook with the goal of developing an approach that will make the Content Reporting process as easy, reliable, and common as possible.

THE PURPOSE OF THIS WORKBOOK IS TO PROVIDE A COMMON APPROACH TO REPORTING CONTENT INFORMATION TO MOTOR VEHICLE MANUFACTURERS AND HIGHER-TIER SUPPLIERS. THE LAWS REGARDING CONTENT REPORTING ARE COMPLEX, AND THIS WORKBOOK IS NOT A SUBSTITUTE FOR AN UNDERSTANDING OF HOW THE LAWS APPLY TO YOUR PARTICULAR CIRCUMSTANCE. YOU SHOULD OBTAIN LEGAL ADVICE TO ANSWER QUESTIONS ABOUT YOUR PARTICULAR CONTENT REPORTING NEEDS.

If you are a supplier to the North American Automotive Industry, the Workbook will provide you with information and guidelines about the reporting process.

Note: Although a great deal of effort has been expended by OEMs and other automotive companies to provide commonality to this process, content reporting requests from different customers will almost certainly be unique in some ways. You must understand your customers' unique requirements and respond accordingly.

CONTENTS OF THE WORKBOOK

This Workbook provides background on the laws and content reporting requirements. Guidelines and suggested strategies are included to help you determine your reporting requirements. The information provided will assist you in completing content reporting requests from OEMs or your other customers. Job aids are included such as forms, flowcharts, tables, excerpts from the regulations, and other items that you can use to complete the reporting forms. Useful information such as contact numbers, glossary of terms, appendices, etc. is included. Examples of completed forms and explanations of entries are also included.

This Workbook is divided into the following sections:

1. provides an overview of the requirements of NAFTA, AALA, and CAFE.