

**Supporting Statement
for the Petroleum Supply Reporting System
(OMB) Number 1905-0165**

Introduction

The Energy Information Administration (EIA) is proposing to revise the Petroleum Supply Reporting System (PSRS) survey forms listed below to improve market transparency and more effectively analyze the oil market. EIA is proposing to collect working and shell storage capacity for crude oil and petroleum products semi-annually in March and September on existing PSRS monthly survey forms. Inventories are an important source of supply in meeting regional and local demand. Industry treats inventories strategically as an economic means of helping to meet their market requirements and opportunities. Furthermore, as regulatory requirements change, there is a need to monitor whether or not capacity to store both crude oil and products is being either temporarily or permanently idled. Data regarding capacity to hold inventories is therefore of great interest.

Storage capacity reported on EIA surveys will include aboveground and underground storage for only those facilities and tanks for which inventory levels are currently reported on the surveys. Therefore, bonded storage capacity and storage capacity in secondary and tertiary sectors will be excluded. The first collection period will be for March 2010.

EIA is requesting a three-year extension of the following currently-approved EIA petroleum supply survey forms (OMB No. 1905-0165) with proposed revisions listed below:

- EIA-800, Weekly Refinery and Fractionator Report,
- EIA-801, Weekly Bulk Terminal Report,
- EIA-802, Weekly Product Pipeline Report,
- EIA-803, Weekly Crude Oil Stocks Report,
- EIA-804, Weekly Imports Report,
- EIA-805, Weekly Bulk Terminal and Blender Report,
- EIA-809, Weekly Oxygenate Report,
- EIA-810, Monthly Refinery Report,
- EIA-812, Monthly Product Pipeline Report,
- EIA-813, Monthly Crude Oil Report,
- EIA-814, Monthly Imports Report,
- EIA-815, Monthly Bulk Terminal and Blender Report,
- EIA-816, Monthly Natural Gas Liquids Report,
- EIA-817, Monthly Tanker and Barge Movement Report,
- EIA-819, Monthly Oxygenate Report, and
- EIA-820, Annual Refinery Report.

All of these forms are mandatory.

For 2010, the following monthly survey forms have been modified to collect working and shell

storage capacity:

Form EIA-810, Monthly Refinery Report

Collect working and shell storage capacity for crude oil, fuel ethanol, natural gas plant liquids and liquefied refinery gases, propane/propylene (dedicated), motor gasoline (including blending components), distillate fuel oil, kerosene and kerosene-type jet fuel, residual fuel oil, asphalt and road oil, all other products, and total. In addition, EIA is requesting a breakdown of shell storage capacity between idle and in operation.

Form EIA-812, Monthly Product Pipeline Report

Collect working and shell storage capacity for fuel ethanol, natural gas plant liquids and liquefied refinery gases, propane/propylene (dedicated), motor gasoline (including blending components), distillate fuel oil, kerosene and kerosene-type jet fuel, all other products and total. In addition, EIA is requesting a breakdown of shell storage capacity between idle and in operation. Additional information is being requested regarding tank access (whether pipeline and tanks are for exclusive use by the reporting company, whether tanks may be used by other companies, and whether any of the tanks are operated by the reporting company).

Form EIA-813, Monthly Crude Oil Report

Collect working and shell storage capacity for crude oil by Petroleum Administration for Defense Districts and specifically for Cushing, Oklahoma. In addition, EIA is requesting a breakdown of shell storage capacity between idle, in operation (exclusive use and leased to other companies).

Form EIA-815, Monthly Bulk Terminal and Blender Report

Collect working and shell storage capacity for fuel ethanol, natural gas plant liquids and liquefied refinery gases, propane/propylene (dedicated), motor gasoline (including blending components), distillate fuel oil, kerosene and kerosene-type jet fuel, residual fuel oil, asphalt and road oil, all other products, and total. In addition, EIA is requesting a breakdown of shell storage capacity between idle and in operation (exclusive use and leased to other companies). EIA is also asking yes/no to whether any tanks are used for trans-shipment of products by pipeline or other transportation modes.

Form EIA-819, Monthly Oxygenate Report

Collect working and shell storage (in operation and idle) for fuel ethanol.

In the Federal Register notice posted November 2, 2009, 74 FR 210, the EIA proposed that the above mentioned changes become effective with the collection of data for March 2010 reference period. The current version of the forms will be used until such time.

The information collection proposed in this supporting statement has been reviewed in light of applicable information quality guidelines. It has been determined that the information will be collected, maintained, and used in a manner consistent with the OMB, Department of Energy (DOE), and EIA information quality guidelines.

A. Justification

A1. Legal Authority

The authority for these data collections is provided by the following provisions:

15 U.S.C. §772(b), of the Federal Energy Administration Act of 1974 (FEA Act), Public Law 93-275, outlines the types of individuals subject to the information collection authority delegated to the [Secretary] and the general parameters of the type of data which can be required. Section 772(b) states:

“All persons owning or operating facilities or business premises who are engaged in any phase of energy supply or major energy consumption shall make available to the [Secretary] such information and periodic reports, records, documents, and other data relating to the purposes of this Act, including full identification of all data and projections as to source, time, and methodology of development, as the [Secretary] may prescribe by regulation or order as necessary or appropriate for the exercise of functions under the Act.”

The functions of the FEA Act are set forth in 15 U.S.C. §764(b), of the FEA Act, which states that the Administrator shall, to the extent he is authorized by Section 764(a) of the FEA Act,

“(2) assess the adequacy of energy resources to meet demands in the immediate and longer range future for all sectors of the economy and for the general public; . . .

(4) develop plans and programs for dealing with energy production shortages;

(5) promote stability in energy prices to the consumer, promote free and open competition in all aspects of the energy field, prevent unreasonable profits within the various segments of the energy industry, and promote free enterprise;

(6) assure that energy programs are designed and implemented in a fair and efficient manner so as to minimize hardship and inequity while assuring that the priority needs of the Nation are met;...

(9) collect, evaluate, assemble, and analyze energy information on reserves, production, demand, and related economic data.”

As the authority for invoking Section 764(b) above, 15 U.S.C. §764(a), of the FEA Act in turn states:

“Subject to the provisions and procedures set forth in this Act, the [Secretary] shall be responsible for such actions as are taken to assure that adequate provision is made to meet the energy needs of the Nation. To that end, he shall make such plans and direct and conduct such programs related to the production, conservation, use, control, distribution, rationing, and allocation of all forms of energy as are appropriate in connection with only those

authorities or functions:

“(1) specifically transferred to or vested in him by or pursuant to this Act: ...

“(3) otherwise specifically vested in the Administrator by the Congress.”

Additional authority for this information collection is provided by 15 U.S.C. §790a of the FEA Act, which states that the Administrator:

“... [Shall] establish a National Energy Information System ... [which] shall contain such information as is required to provide a description of and facilitate analysis of energy supply and consumption within and affecting the United States on the basis of such geographic areas and economic sectors as may be appropriate ...

“(b) At a minimum, the System shall contain such energy information as is necessary to carry out the Administration's statistical and forecasting activities, and shall include, such energy information as is required to define and permit analysis of:

“(1) the institutional structure of the energy supply system including patterns of ownership and control of mineral fuel and nonmineral energy resources and the production, distribution, and marketing of mineral fuels and electricity;

“(2) the consumption of mineral fuels, nonmineral energy resources, and electricity by such classes, sectors, and regions as may be appropriate for the purposes of this Act;...

“(5) industrial, labor, and regional impacts of changes and patterns of energy supply and consumption.”

A2. Needs and Uses of Data

The purpose of the PSRS package is to collect detailed petroleum industry data to meet EIA's mandates and energy data users' needs for credible, reliable, and timely energy information. Adequate evaluation of the industry requires data on production, receipts, inputs, movements, capacity to store and refine products, and stocks of crude oil, petroleum products, and natural gas liquids in the United States.

(1) The data that EIA collects are used to address significant energy industry issues. In line with its mandated responsibility to collect data that adequately describe the petroleum supply marketplace, EIA has been and will continue to be asked to evaluate the significance of a number of important issues related to the energy industry in general and the petroleum supply industry in particular. The data collected by the PSRS surveys are among those that are required to address these issues.

(2) Alternative data sources do not adequately satisfy the needs of EIA and its user

communities. Accurate, meaningful, and independent supply statistics are essential to describe and measure phenomena in the marketplace. It is necessary that this information be collected by an unbiased, independent source, if the data are to be credible.

Data from the forms in the PSRS are published or released on EIA's website in the *Weekly Petroleum Status Report (WPSR)*, *This Week in Petroleum (TWIP)*, *Petroleum Supply Monthly (PSM)*, *Petroleum Supply Annual (PSA)*, *Monthly Energy Review (MER)*, *Annual Energy Review (AER)*, *Short-Term Energy Outlook (STEO)*, *Annual Energy Outlook (AEO)*, *Refinery Capacity Report*, and numerous other EIA products.

EIA's petroleum supply program provides Congress, other government agencies, businesses, trade associations, and private research and consulting organizations with data for analysis, projections, and monitoring purposes.

Data collected weekly using Forms EIA-800 through EIA-809 is similar although less detailed, than the data collected monthly using Forms EIA-810, 812 through 814, 815, 816, and 819. Respondents to the weekly surveys are a sample of those reporting on the monthly surveys. The Form EIA-817 is also used to collect data monthly.

Data collected weekly appear in the EIA publications *WPSR* and *TWIP* on the Internet. This summary of petroleum supply, demand, and inventories is the only timely government source of consistent data regarding the current United States petroleum situation. The EIA instituted the *WPSR* in April 1979. The report was designed to provide prompt information during gasoline shortages that were part of the repercussions arising from the revolution in Iran. Since then, the report has informed a wide audience of the overall petroleum situation on a very timely basis with consistent, well-understood, and verifiable data. The *TWIP* was instituted in 2002 as a means to provide data, graphs, and analysis about petroleum supply and prices on the Internet.

The electronic access of the *WPSR* and the *TWIP* has accounted for over three million users of this data annually, if not more. Customers of the *WPSR* and the *TWIP* represent Federal and State government energy staffs, managers and analysts with the petroleum, financial, and other industries, the news media, and diverse groups in the general public. Data are used within the EIA as a source of current information required to develop meaningful supply and demand forecasts published monthly in the *STEO*. They are also used in a similar manner to provide timely information for United States petroleum supply forecasts made to the International Energy Agency (IEA) each month.

Output of the *WPSR* and the *TWIP* has reduced the number of ad hoc requests to the EIA for current petroleum supply information, ensured consistency in the supply information which is provided to the public, and acted as a deterrent to undue reaction to isolated supply problems. The *WPSR* and the *TWIP* are well-regarded by customers and have become necessary information and analytical tools that users heavily rely upon for timely data.

While more accurate and detailed data are presented in the EIA's publication, *PSM*, the monthly

surveys do not capture sudden or rapid changes in the petroleum market conditions nor do they provide data that is timely enough to be useful in a shortfall situation. There are well-defined needs for petroleum supply data to be collected both on a weekly and monthly basis in order to meet data requirements set forth by governments, industry, as well as, the general public. Altering either data collection effort in order to eliminate what appears to be duplication would result in disruption to the availability of necessary, valid, and timely petroleum supply information.

The EIA maintains that the data collected on these forms are unique. While some data are available from other Federal agencies and/or from private or industry sources, these data cannot adequately replace the high quality, independent, and timely data provided by these petroleum supply survey forms.

As a result of the Clean Air Act of 1990, the Form EIA-819 was implemented in order to monitor the availability of oxygenates. This information is used by Federal government agencies, energy analysts, and other public entities. It is published electronically in the *PSM*.

The Form EIA-820 is an annual survey used to collect current and projected data from refineries. This information is used by EIA analysts, other Federal and State government agencies, energy analysts, and a wide range of groups in the general public to analyze the refinery industry. Data are published on the Internet at the *Refinery Capacity Report* site.

A3. Technical Considerations to Reduce Burden

In an effort to reduce respondent burden and to provide for more timely processing of filings, automated reporting of the data is accepted, provided such reports are prepared and transmitted to EIA in the same format as the data collection form. Data are submitted by Internet using secure file transfer, facsimile, email, and by the PC Electronic Data Reporting Option (PEDRO). In various EIA surveys, several large respondents provide computer-generated reports in lieu of completing report forms. EIA encourages this type of reporting in order to reduce respondent burden.

The EIA encourages its survey respondents to transmit data using the Secure File Transfer System of an Excel spreadsheet through the Internet or to use PEDRO. The Secure File Transfer System encrypts (scrambles) the spreadsheet data into a code that is not readable to anyone without the key to decipher it. The secure hypertext transfer protocol (HTTPS) is a communications protocol designed to transfer encrypted information between computers over the World Wide Web. PEDRO was developed to reduce respondent burden and provide timely data to EIA. PEDRO is an advanced electronic data communications software package. It facilitates a fast, accurate, and efficient transmission of data from remote sites to a central computing facility. Using a personal computer for data entry, PEDRO provides the user with an image of a hard copy survey form. Users enter numeric data and text using the keyboard or by importing data from another computer system. PEDRO has the capability to perform a variety of data checks by comparing data against range checks, lists of accepted values, or criteria derived from historical data. Security of the data transmission is accomplished through the use of passwords and data encryption. Data accuracy is ensured by several levels of error detection.

A4. Efforts to Identify Duplication and Analysis of Similar Existing Information

EIA has conducted extensive review to ensure that its petroleum supply surveys do not duplicate other data available. In addition, EIA has analysts who are very knowledgeable of the petroleum data that reviewed these survey forms. As changes are proposed to petroleum supply survey forms, EIA conducts extensive review processes to ensure the avoidance of the unnecessary collection of data. At this time, every effort has been made to identify, through discussions with trade associations, private companies, and other government offices, potential duplication of data, data that is no longer necessary, or data that can be collected more efficiently by another survey.

The EIA has evaluated all known sources of data relating to the collection of product storage capacity and found no other sources to be as comprehensive or detailed to replace the data collections currently utilized by the Federal government.

Based on EIA's extensive research, EIA has determined that it does not need to collect product storage capacity information from gas processing and fractionator plants that currently file Form EIA-816, "Monthly Natural Gas Liquids Report." Information on storage capacity at specific gas plants is collected annually and is available from either the LPG Almanac (published by a private consulting firm) or from the Above Ground and Underground Storage Report published by the Gas Processors Association. While this information is only available on an annual basis, storage capacity information does not fluctuate sufficiently to require these respondents to file to EIA on a semi-annual basis.

A5. Burden Reduction for Small Businesses and Small Entities

Data requested provides the minimum information necessary to fulfill EIA's responsibility to provide meaningful, timely, objective, and accurate petroleum supply data. Respondents to the survey complete only those data elements applicable to their operations. Sampling practices are utilized in order to minimize burden on respondents whenever this will not impact the quality of the data. The use of PEDRO or the Internet by respondents reduces reporting burden by eliminating paperwork and reducing follow-up calls resulting in survey re-submissions. Also, EIA staff members are available during normal business hours to provide assistance by telephone.

A6. Consequences of Less Frequent Reporting

Data are required at the requested frequency in order to satisfy EIA's programmatic needs as described in A2 above. The EIA is recognized as the major collector of comprehensive and reliable United States energy supply and demand data. All sectors of the economy rely on EIA for energy statistics and consider its publications unfailing as timely Government indicators of current energy conditions and incipient trends. Less frequent reporting would prohibit EIA from meeting its mandate of providing timely and reliable energy information.

On a weekly basis, the data on the EIA-800 through EIA-804 have been collected since 1979 while

data on the EIA-805 have been collected since 2004 and data on the EIA-809 will be collected beginning in 2010. The data are used to generate the *Weekly Petroleum Status Report* and *This Week in Petroleum*. The reports generated from the weekly data are very much in demand by a wide audience. The EIA-810 through EIA-819 are collected on a monthly basis and are published in the *Petroleum Supply Monthly*, *Monthly Energy Review*, *Petroleum Supply Annual* and the *Annual Energy Review*. The data are required to meet the needs of the public and private sectors.

Data on the product storage capacity is being requested on a semi-annual basis (March and September) in order to provide for seasonal change in the storage of petroleum products (e.g., more motor gasoline would be stored in the summer months; more heating oil would be stored in the winter months).

A7. Special Circumstances

There are no special circumstances for these collections.

A8. Summary of Consultation Outside the EIA

A request for comments from interested persons was solicited in a notice describing the proposed extension of the forms and proposed modifications to each form. The notice was published November 2, 2009, in the Federal Register, 74 FR 210, page 56595. An announcement of the Federal Register notice was sent to a list of trade associations and other interested petroleum data programs. In addition, the notice and proposed versions of the forms were posted on EIA's website. EIA received one comment from a trade association.

The Gas Processor's Association submitted a comment to EIA opposing the collection of product storage capacity on the EIA-816, "Monthly Natural Gas Liquids Report." The reason for the opposition was due to:

- Gas plants have almost no storage and ship production directly to central supply hubs via the raw mix pipeline grid, or via trucks, railcars and barges. The storage capacities of the distribution systems are limited and are not known by the gas plant operating companies. Furthermore, any volumes of raw mix contained in pipelines or other elements of the distribution system are not available for use by customers.
- People who fill out the survey are typically not the same people who monitor or manage the storage assets.
- Gas plants do not have "reserve storage" in the sense that the term is used in refined products and crude oil terminals.

Based on this comment and because the information is available from another source on an annual basis (refer to item A4), the EIA has determine that it will not request storage capacity information from companies filing the EIA-816 survey form.

A9. Remuneration

There will be no payment or gift to respondents to respond.

A10. Disclosure Information

All Petroleum Supply Reporting System survey forms, with the exception of the Form EIA-814, utilize the same general disclosure statement. The information reported on Form EIA-814 will be considered “public information” and may be publicly released in company or individually identifiable form, and will not be protected from disclosure in identifiable form.

In addition to the use of the information by EIA for statistical purposes, the information may be made available, upon request, to other Federal agencies authorized by law to receive such information for any nonstatistical purposes such as administrative, regulatory, law enforcement, or adjudicatory purposes.

Excluding the Form EIA-814, the following statement is provided in the survey instructions for each form:

DISCLOSURE INFORMATION

The information reported on Forms EIA-800 through 809, 810, 812, 813, 815, 816, 817, 819, and 820 will be protected and not disclosed to the public to the extent that it satisfies the criteria for exemption under the Freedom of Information Act (FOIA), 5 U.S.C. §552, the Department of Energy (DOE) regulations, 10 C.F.R. §1004.11, implementing the FOIA, and the Trade Secrets Act, 18 U.S.C. §1905.

The Federal Energy Administration Act requires the EIA to provide company-specific data to other Federal agencies when requested for official use. The information reported on this form may also be made available, upon request, to another DOE component; to any Committee of Congress, the Government Accountability Office, or other Federal agencies authorized by law to receive such information. A court of competent jurisdiction may obtain this information in response to an order. The information may be used for any nonstatistical purposes such as administrative, regulatory, law enforcement, or adjudicatory purposes.

Disclosure limitation procedures are not applied to the statistical data published from this survey's information. Thus, there may be some statistics that are based on data from fewer than three respondents, or that are dominated by data from one or two large respondents. In these cases, it may be possible for a knowledgeable person to estimate the information reported by a specific respondent.

Form EIA-820: Information on operable atmospheric crude oil distillation capacity, downstream charge capacity, and production capacity reported on Form EIA-820 will be considered “public information” and may be publicly released in company or individually identifiable form, and will not be protected from disclosure in identifiable form. In addition to the use of the information by EIA for statistical purposes, the information may be made available, upon request, to other Federal agencies authorized by law to receive such information for any nonstatistical purposes such as administrative, regulatory, law enforcement, or adjudicatory purposes.

For these eight (15) surveys referenced above, the additional sentence below on data sharing is also included:

Company specific data are also provided to other DOE offices for the purpose of examining specific petroleum operations in the context of emergency response planning and actual emergencies.

The data appear in EIA publications such as WPSR, TWIP, *PSM*, *MER*, *PSA*, and the *AER*. Company specific data are also provided to other DOE offices for the purpose of examining specific facility operations in the context of emergency response planning and actual emergencies. The tables are not subject to statistical disclosure limitation procedures.

A11. Justification for Questions of a Sensitive Nature

The forms contain no questions of a sensitive nature.

A12. Estimates of Respondent Burden (Hours and Cost)

The estimates of respondent burden for the individual forms contained in this package are listed in Table A12. The overall annual respondent burden is estimated to be 209,958 hours for 2010 including the collection for product storage capacity. The estimated costs to respondents for the burden hours are estimated to be \$13,122,368 (209,958 hours times \$62.50 per hour) for 2010. An average cost per hour of \$62.50 is used because that is the average loaded (salary plus benefits) cost for an EIA employee. EIA assumes that the survey respondent workforce completing surveys for EIA is comparable with the EIA workforce.

Table A12. Estimated Respondent Burden

EIA Form Number/Title	Number of Respondents per Year	Number of Reports Annually	Total Number of Responses per Year	Average Response Rate (percent)	Burden Hours per Response	Annual Burden Hours 2010
Weekly Surveys						
EIA-800, Weekly Refinery and Fractionator Report	138	52	7,176	96	1.58	11,338
EIA-801, Weekly Bulk Terminal Report	110	52	5,720	96	0.95	5,434
EIA-802, Weekly Product Pipeline Report	49	52	2,548	99	0.95	2,421
EIA-803, Weekly Crude Oil Stocks Report	59	52	3,068	98	0.50	1,534
EIA-804, Weekly Imports Report	110	52	5,720	96	1.75	10,010
EIA-805, Weekly Terminal Blenders Report	496	52	25,792	99	1.50	38,688
EIA-809, Weekly Oxygenate Report	132	52	6,864		1.00	6,864
Monthly Surveys						
EIA-810, Monthly Refinery Report	204	12	2,448	99	6.00	14,688
EIA-812, Monthly Product Pipeline Report	75	12	900	99	4.30	3,870
EIA-813, Monthly Crude Oil Report	135	12	1,620	99	2.50	4,050
EIA-814, Monthly Imports Report	365	12	4,380	100	2.55	11,169
EIA-815, Monthly Terminal Blenders Report	1494	12	17,928	100	5.00	89,640
EIA-816, Monthly Natural Gas Liquids Report	420	12	5,040	99	0.95	4,788
EIA-817, Monthly Tanker and Barge Movement Report	34	12	408	99	2.25	918
EIA-819, Monthly Oxygenate Report	199	12	2,388	100	1.75	4,179
Annual Surveys						
EIA-820, Annual Refinery Report	153	1	153	100	2.40	367
TOTALS	4,173	461	92,153		35.93	209,958

A13. Estimates of Cost Burden to Respondents

The EIA estimates that there are no additional costs to respondents associated with the surveys in the PSRS other than the costs associated with the burden hours as set forth in item 12 above.

A14. Estimates of Annual Cost to the Government

The annual costs, including personnel, systems development and maintenance, collection, processing, analysis, and publication are estimated to be \$7,223,555 an increase of \$295,500.

A15. Changes in Burden to Respondents

The overall burden for the PSRS program is estimated to be 209,958 hours annually for all the forms included in this clearance package. The information collections in this request are currently approved under OMB control number 1905-0165 for a total existing burden of 186,195 hours. This request will result in a net increase of 23,763 hours for all the forms in this clearance package (See Table A15). The net increase in annual burden hours is a result of new data items being requested in this clearance package.

A16. Data Collection and Publication

Plans to tabulate and publish data collected by the PSRS survey forms are as follows:

a. Forms 800 through 809

The data reported on Forms EIA-800 through 809 are collected, reviewed, and tabulated by the EIA and used to produce weekly statistics on refinery capacity utilization, refinery inputs of crude oil, and production, stocks, and imports of selected products. The data are collected by facsimile, Internet using secure file transfer, or PEDRO. The data are published in the *WPSR* and the *TWIP* as well as used as preliminary estimates in the *PSM* and *MER*.

The time schedule for the collection, processing and submission of the final report for publishing is as follows:

Data collection due date- reports must be received by 5:00 p.m. EST on the Monday following the end of the report period. The weekly report period begins at 7:01 a.m. EST on Friday and ends at 7:00 a.m. EST on the following Friday.

Closeout- The file is closed to any data additions or corrections on Tuesday, close of business.

Data processing and analysis- update of edits occurs on Tuesday with a clean edit available by the close of business Tuesday.

Publication- the data are published in the *WPSR* and the *TWIP* every Wednesday for the report period ending on the previous Friday. Data are released electronically through EIA's Internet at 10:30 a.m. on Wednesday for selected tables from the *WPSR* and at 1:00 p.m. on Wednesday for the complete *WPSR* and the *TWIP*.

b. Forms EIA-810 through 817 and 819

The data reported on these EIA survey forms are collected, reviewed, and tabulated by the EIA and used to provide monthly statistics on stocks, production, inputs, receipts, shipments, and imports of crude oil and petroleum products. The data are collected by facsimile, Internet using secure file transfer, or electronic transmission. The data appear in several agency publications. The most prominent are the *PSM*, *PSA*, *MER*, and *AER*. The data are also used in other systems such as EIA's State Energy Data System and for DOE short-term forecast models.

The time schedule for the collection, processing, and submission of the final report for publication is as follows:

Data collection due date- reports must be received by the 20th calendar day after the end of the report month

Closeout- the file is closed to additions and corrections on the 10th calendar day of the second month following the report month described above.

Publication- the *PSM* is published approximately 52 days after the end of the report month. Tables are released electronically through the Internet between the 23rd and 26th of every month.

Note: Data for product storage capacity will be collected for the March and September time periods only. Data will be published as a stand alone release.

Table A15. Change in Burden to Respondents

EIA Form Number/Title	Number of Respondents 2010	Number of Respondents 2009	Burden Hours per Response With product storage 2010	Burden Hours per Response 2010	Annual Burden Hours With product storage 2010	Annual Burden 2010	Change in Burden	Adjustment*	Program Change*
Weekly Surveys									
EIA-800, Weekly Refinery and Fractionator Report	138		1.58		11,338				
EIA-801, Weekly Bulk Terminal Report	110		0.95		5,434				
EIA-802, Weekly Product Pipeline Report	49		0.95		2,421				
EIA-803, Weekly Crude Oil Stocks Report	59		0.50		1,534				
EIA-804, Weekly Imports Report	110		1.75		10,010				
EIA-805, Weekly Terminal Blenders Report	496		1.50		38,688				
EIA-809, Weekly Oxygenate Report	132		1.00		6,864				
Monthly Surveys									
EIA-810, Monthly Refinery Report	204		6.00	5.00	14,688	12,240	+2448		+2448
EIA-812, Monthly Product Pipeline Report	75		4.30	3.00	3,870	2,700	+1170		+1170
EIA-813, Monthly Crude Oil Report	135		2.50	1.50	4,050	2,430	+2790		+2790
EIA-814, Monthly Imports Report	365		2.55	2.55	11,169	11,169	0		0
EIA-815, Monthly Terminal Blenders Report	1,494		5.00	4.00	89,640	71,712	+17,928		+17,928
EIA-816, Monthly Natural Gas Liquids Report	420		0.95	0.95	4,788	4,788	0		0
EIA-817, Monthly Tanker and Barge Movement Report	34		2.25	2.25	918	918	0		0
EIA-819, Monthly Oxygenate Report	199		1.75	1.50	4,179	3,582	+597		+597
Annual Surveys									
EIA-820, Annual Refinery Report	153	153	2.40	2.40	367				
TOTALS	4,173	2,966	31.38	31.34	209,958	186,195	+23,763		+23,763

*An adjustment is considered a change that EIA did not have any control over.

**Program changes indicate an increase (or decrease) due to EIA adding/deleting elements.

c. **Form EIA-820**

The data reported on this form are collected, reviewed, and tabulated by the EIA and used to provide annual statistics on refinery receipts of crude oil by method of transportation during the preceding year; fuels consumed at the refinery during the preceding year; current year and next year projections for operable atmospheric crude oil distillation capacity, downstream charge capacity, and production capacity; and current year working and shell storage capacity for crude oil and petroleum products at the refinery. The data are collected by facsimile and Internet using secure file transfer. Data are published in the *Refinery Capacity Report*.

The time schedule for the collection, processing, and submission of the final report for publication is as follows:

Data collection due date- reports must be received by February 15th following the report year.

Closeout- the file is closed to additions or corrections approximately the middle of April following the report year.

Data processing and analysis- Update of final edits occurs during the first week of April.

Publication- data appears in the *Refinery Capacity Report* and is released electronically on the Internet in June.

A17. Display of Expiration Date

The expiration date of OMB approval will be displayed on all the forms.

A18. Exceptions to Certification Statement

EIA takes no exception to the certification statement in item 19 of the OMB Form 83-I.

Appendix A

Sample E-Mail Notifications to Respondents

Dear (insert name of contact):

The Energy Information Administration (EIA), of the Department of Energy, has revised the weekly, monthly and annual petroleum supply survey forms (EIA-800 through 820) to meet new industry regulations as mandated in the Energy Policy Act of 2005 (EPACT) requirements and petroleum practices and to improve the quality and consistency of reported data and to continue to meet the requirements of data users. **These changes have been approved by the Office of Management and Budget (OMB) for a three-year period – until 1/31/2013.**

Effective dates for these changes are listed below:

Weekly forms EIA-800 through 809 --- please begin using the new forms no later than the week ending February 19, 2010; due to EIA by February 22, 2010

Monthly forms EIA-810 through 819 --- effective with the reporting of the January 2010 data; due to EIA by February 20, 2010

Annual forms EIA-820 --- effective with the 2010 submission; due to EIA by February 16, 2010

Final excel forms and instructions are available on our website at:

http://www.eia.doe.gov/oil_gas/petroleum/survey_forms/pet_survey_forms.html. Detailed information regarding the survey form changes can also be found in the Federal Register Notice posted on our website at:

http://www.eia.doe.gov/oil_gas/petroleum/survey_forms/pet_survey_forms.html.

Forms may be submitted by secure file transfer to <https://signon.eia.gov/upload/noticeoog.jsp>, emailed to OOG.SURVEYS@eia.doe.gov, or faxed to (202) 586-1076,. In addition, **we are encouraging the use of our PC Electronic Data Reporting Option (PEDRO) software.** PEDRO is a Windows-based application that will enable you to enter data interactively, import data from your own database, validate your data online, and transmit the encrypted data electronically to EIA via the Internet. **PEDRO software is expected to be mailed to you no later than February 5, 2010.** If you are interested in receiving this free software, contact the Electronic Data Collection Support Staff at **(202) 586-9659.**

Response to these surveys is required by law. Specific statutory authorities are cited in the instructions. Questions you may have about the use and possible disclosure of the information you report are also answered in the instructions.

If you have any questions concerning the changes to the survey forms or your reporting requirements, please call or email:

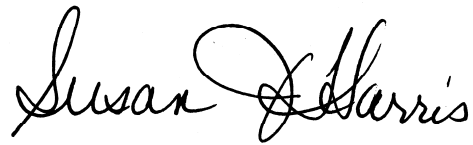
Weekly Surveys ---- James Beck at (202) 586-3307 (james.beck@eia.doe.gov)

Monthly/Annual Surveys ---- Michael Conner at (202) 586-1795

(Michael.Conner@eia.doe.gov) .

Thank you for you continued support in this program.

Sincerely,

A handwritten signature in black ink that reads "Susan J. Harris". The signature is written in a cursive style with a large, looping 'S' and 'H'.

Susan J. Harris
Manager, Survey Management Team
Petroleum Division
Office of Oil and Gas
Energy Information Administration