



Renewable Fuel Standard (RFS2) Report Instructions
RFS2 2011 Activity Report
 Report Form ID: RFS0102

OMB Control No. 2060-0640
 Expires [PENDING]

The RFS0102 RFS2 2011 Activity report is only applicable for RIN activity from April 1, 2011 through December 31, 2011. For RIN transactions that take place during calendar year 2012, EPA will release a revised report that reflects that year’s requirements. This report is applicable for any activity of RFS1 and RFS2 RINs transferred under RFS2 regulations. Supplemental information for RFS2 RINs will be provided by EMTS after the end of each quarter. The EMTS supplemental information must be used to populate the RFS2 required fields of this report; however parties should not submit the EMTS Activity Report that is downloaded from EMTS. Please see the EPA Fuels Programs Reporting page for more information: <http://www.epa.gov/otaq/regs/fuels/rfsforms.htm>.

Any party that owns RINs during a given quarter shall summarize all RIN activities for the reporting period as described under §80.1451(c)(2). **Reports must be submitted individually for separated and assigned RINs.** A company that handles RINs or owns RINs during a quarter must submit reports for both separated and assigned RINs even if a company only has activity in one RIN Status (Assigned or Separated).

Obligated Parties with more than one registered facility may submit individual reports for each of their facilities, or aggregate facilities into a single report. Obligated parties that are gasoline importers with multiple import facilities must aggregate. Obligated parties who are both refiners and importers must report refiner and importer information separately.

This report is due quarterly for compliance year 2011 only: Second quarter (April – June) reports are due August 31; Third quarter (July – September) reports are due November 30; Fourth quarter (October – December) reports are due February 28.

Additional Notes

- All fields are required to be filled in.
- Fields 12 through 21, 38 and 39 are only applicable for January and February, 2011. These fields may contain values if applicable to the party, however, if not applicable the party must enter “NA”.
- This report is not applicable for Q1 2011 resubmissions.

Fields that must contain “NA”:

- For quarter 2 through 4, fields 12 through 21, 38 and 39 must contain “NA”.

Please check the RFS reporting web site for updated instructions and templates:
<http://epa.gov/otaq/regs/fuels/rfsforms.htm>

For information on submitting this report using EPA’s Central Data Exchange (CDX) visit:
<http://epa.gov/otaq/regs/fuels/cdxinfo.htm>

Field No.	Field Name	Units	Field Formats, Codes, & Special Instructions
1.	Report Form ID		AAAAAAA ; <i>Character.</i> RFS0102: Form ID for the RFS2 2011 Activity Report



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Field No.	Field Name	Units	Field Formats, Codes, & Special Instructions
2.	Report Type		<p>A; Character. Indicate whether this is the original report or a resubmission. Submit only one Original report, submit any corrections or updates as Resubmission(s):</p> <p>O: Original R: Resubmission</p>
3.	CBI		<p>A; Character. Specify if the data contained within the report is being claimed as Confidential Business Information (CBI) under 40 CFR Part 2, subpart B:</p> <p>Y: Confidential Business Information N: Non-Confidential Business Information</p>
4.	Report Date		<p>MM/DD/YYYY; Character. Enter the date the original or resubmitted report is submitted.</p>
5.	Report Year		<p>YYYY; Character. Indicate the compliance period (year) of the report.</p>
6.	Company/Entity ID		<p>9999; Number. Enter the four-digit, EPA-assigned company/entity ID.</p>
7.	Company Name		<p>AAAAAAA...; Character (125 Max). The reporting party's name (Your company name).</p>
8.	Compliance Period Code		<p>AA; Character. Indicate the compliance period for which the information is being reported. Month ranges are provided below to assist in labeling quarters:</p> <p>Q2: Second Quarter (April – June) Q3: Third Quarter (July – September) Q4: Fourth Quarter/Annual (October – December)</p>



Field No.	Field Name	Units	Field Formats, Codes, & Special Instructions
9.	Compliance Basis/ Facility ID		<p>AAAAA; <i>Character</i>. Obligated parties indicate the compliance basis if aggregating or submit separate facility reports referencing individual facility ID numbers. Non-Obligated Parties, including producers of renewable fuels and other RIN Owners must use "NOTOP."</p> <p>Compliance Basis: AGIMP: Aggregated Importer Compliance AGREF: Aggregated Refiner Compliance ##### : The five <i>Character</i> EPA-assigned facility ID* EXPRT: Exporter Compliance NOTOP: Non-Obligated Party (solely a RIN Generator or Owner)</p> <p>*Note: Please include all preceding zeros in five digit facility ID numbers.</p>
10.	RIN Status		<p>9; <i>Number</i>. Indicate whether the report is being submitted for RINs assigned to a volume of renewable fuel or for RINs that have been separated from renewable fuel. A separate report row must be submitted for each type of RIN owned. A company reporting in aggregate will have two (2) rows at most.</p> <p>1: Assigned RINs 2: Separated RINs</p>
11.	Volume of renewable fuel owned at the end of the quarter	gallons	<p>9999999999; <i>Character</i>. For non-obligated parties (RIN owners, marketers, and generators) reporting RINs assigned to volumes of neat renewable fuel. Enter the total volume of renewable fuel in gallons owned at the end of the quarter per §80.1452(c)(2)(xiv). (Quarter, when applicable, March 31st, June 30th, September 30th, December 31st).</p> <p>Note: RIN generators should not include the renewable fuel volume for which RINs have not yet been generated.</p> <p>Obligated parties and report rows with a RIN status of "2" should enter "NA".</p> <p>Renewable fuel producer or other parties should enter "0" if they did not own any renewable fuel at the end of the quarter.</p> <p>No decimals.</p>



Field No.	Field Name	Units	Field Formats, Codes, & Special Instructions
12.	2008, RR code of 15,16, or 17, RFS1 gallon-RINs owned at the start of the quarter		<p>9999999999; <i>Character.</i> Enter the total number of 2008, RR code of 15, 16, or 17 gallon-RINs owned at the start of the period (Quarter, when applicable, January 1st, April 1st, July 1st, October 1st). These RINs may not have been previously retired or used for compliance.</p> <p>Note: 2008 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2008, RR code of 15, 16, or 17, RFS1 gallon-RINs were owned at the start of the period, enter "NA".</p> <p>No decimals.</p>
13.	2008, RR code of 15,16, or 17, RFS1 gallon-RINs purchased		<p>9999999999; <i>Character.</i> Enter the total number 2008, RR code of 15, 16, or 17 gallon-RINs purchased for the period. These RINs may not have been previously retired or used for compliance.</p> <p>Note: 2008 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2008, RR code of 15, 16, or 17, RFS1 gallon-RINs were purchased during the period, enter "NA".</p> <p>No decimals.</p>
14.	2008, RR code of 15,16, or 17, RFS1 gallon-RINs sold		<p>9999999999; <i>Character.</i> Enter the total number of 2008, RR code of 15, 16, or 17 gallon-RINs sold for the period. These RINs may not have been previously retired or used for compliance.</p> <p>Note: 2008 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2008, RR code of 15, 16, or 17, RFS1 gallon-RINs were sold during the quarter, enter "NA".</p> <p>No decimals.</p>
15.	2008, RR code of 15, 16, or 17, RFS1 gallon-RINs retired		<p>9999999999; <i>Character.</i> Enter the total number of 2008, RR code of 15, 16, or 17 gallon-RINs retired for the period. These RINs may not have been previously retired or used for compliance.</p> <p>Note: 2008 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2008, RR code of 15, 16, or 17, RFS1 gallon-RINs were retired, enter "NA".</p> <p>No decimals.</p>



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16.	2008, RR code of 15, 16, or 17, RFS1 gallon-RINs owned at the end of the quarter		<p>9999999999; <i>Character.</i> Enter the total number of 2008, RR code of 15, 16, or 17 gallon-RINs owned at the end of the period (Quarter, when applicable, March 31st, June 30th, September 30th, December 31st). These RINs may not have been previously retired or used for compliance.</p> <p>Note: 2008 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2008, RR code of 15, 16, or 17, RFS1 gallon-RINs were owned at the end of the quarter, enter "NA".</p> <p>No decimals.</p>
17.	2009, RFS1 gallon-RINs owned at the start of the quarter		<p>9999999999; <i>Character.</i> Enter the total number of 2009, RFS1 gallon-RINs owned at the start of the period (Quarter, when applicable, January 1st, April 1st, July 1st, October 1st).</p> <p>Note: 2009 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2009, RFS1 RFS1 gallon-RINs were owned at the start of the period, enter "NA".</p> <p>No decimals.</p>
18.	2009, RFS1 gallon-RINs purchased		<p>9999999999; <i>Character.</i> Enter the total number of 2009, RFS1 gallon-RINs purchased for the period.</p> <p>Note: 2009, RFS1 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2009 RFS1 gallon-RINs were purchased during the period, enter "NA".</p> <p>No decimals.</p>
19.	2009, RFS1 gallon-RINs sold		<p>9999999999; <i>Character.</i> Enter the total number of 2009 RFS1 gallon-RINs sold for the period.</p> <p>Note: 2009, RFS1 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2009 RFS1 gallon-RINs were sold during the period, enter "NA".</p> <p>No decimals.</p>



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20.	2009, RFS1 gallon-RINs retired		<p>9999999999; <i>Character.</i> Enter the total number of 2009 RFS1 gallon-RINs retired for the period.</p> <p>Note: 2009, RFS1 RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2009, RFS1 gallon-RINs were retired during the period, enter "NA".</p> <p>No decimals.</p>
21.	2009, RFS1 gallon-RINs owned at the end of the quarter		<p>9999999999; <i>Character.</i> Enter the total number of 2009 RFS1 gallon-RINs owned at the end of the period (Quarter, when applicable, March 31st, June 30th, September 30th, December 31st.).</p> <p>Note: 2009RINs may only be transacted during January and February of 2011. For all other quarters, enter "NA".</p> <p>If no 2009, RFS1 gallon-RINs were owned at the end of the period, enter "NA".</p> <p>No decimals.</p>
22.	2010, RFS1 gallon-RINs owned at the start of the quarter		<p>9999999999; <i>Character.</i> Enter the total number of 2010 RFS1 gallon-RINs owned at the start of the period (Quarter, when applicable, January 1st, April 1st, July 1st, October 1st of reporting year.).</p> <p>Note: If no 2010 RFS1 gallon-RINs were owned at the start of the period, enter "NA".</p> <p>No decimals.</p>
23.	2010, RFS1 gallon-RINs purchased		<p>9999999999; <i>Character.</i> Enter the total number of 2010 RFS1 gallon-RINs purchased for the period.</p> <p>Note: If no 2010 RFS1 gallon-RINs were purchased during the period, enter "NA".</p> <p>No decimals.</p>
24.	2010, RFS1 gallon-RINs sold		<p>9999999999; <i>Character.</i> Enter the total number of 2010 RFS1 gallon-RINs sold for the period.</p> <p>Note: If no 2010 RFS1 gallon-RINs were sold during the period, enter "NA".</p> <p>No decimals.</p>



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25.	2010, RFS1 gallon-RINs retired		9999999999 ; <i>Character.</i> Enter the total number of 2010 RFS1 gallon-RINs retired for the period. Note: If no 2010 RFS1 gallon-RINs were retired during the period, enter "NA". No decimals.
26.	2010, RFS1 gallon-RINs owned at the end of the quarter		9999999999 ; <i>Character.</i> Enter the total number of 2010 RFS1 gallon-RINs owned at the end of the period (Quarter, when applicable, March 31st, June 30th, September 30th, December 31st). Note: If no 2010 RFS1 gallon-RINs were owned at the end of the period, enter "NA". No decimals.
27.	Prior-year RFS2 RINs owned at the start of the quarter in EMTS (2010)		9999999999 ; <i>Character.</i> Enter the total number of 2010 prior-year RFS2 gallon-RINs owned at the start of the period (Quarter, when applicable, January 1st, April 1st, July 1st, October 1st of reporting year). Note: If no 2010 prior-year RFS2 gallon-RINs were owned in EMTS at the start of the period, enter "NA". No decimals.
28.	Prior-year RFS2 RINs purchased in EMTS (2010)		9999999999 ; <i>Character.</i> Enter the total number of 2010 prior-year RFS2 gallon-RINs purchased for the period. Note: If no 2010 prior-year RFS2 gallon-RINs were purchased in EMTS during the period, enter "NA". No decimals.
29.	Prior-year RFS2 RINs sold in EMTS (2010)		9999999999 ; <i>Character.</i> Enter the total number of 2010 prior-year RFS2 gallon-RINs sold for the period. Note: If no 2010 prior-year RFS2 gallon-RINs were sold in EMTS during the period, enter "NA". No decimals.
30.	Prior-year RFS2 RINs retired in EMTS (2010)		9999999999 ; <i>Character.</i> Enter the total number of 2010 prior-year RFS2 gallon-RINs retired for the period. Note: If no 2010 prior-year RFS2 RINs were retired in EMTS during the period, enter "NA". No decimals.



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31.	Prior-year RFS2 RINs owned at the end of the quarter in EMTS (2010)		9999999999 ; <i>Character</i> . Enter the total number of 2010 prior-year RFS2 gallon-RINs owned at the end of the period (Quarter, when applicable, March 31st, June 30th, September 30th, December 31st). Note: If no 2010 prior-year RFS2 RINs were owned in EMTS at the end of the period, enter "NA". No decimals.
32.	Current-year RFS2 RINs owned at the start of the quarter in EMTS (2011)		9999999999 ; <i>Character</i> . Enter the total number of current-year gallon-RINs owned at the start of the period (Quarter, when applicable, January 1st, April 1st, July 1st, October 1st of reporting year). Note: If no current-year gallon-RINs were owned at the start of the quarter in EMTS, enter "NA". For Q1, all parties should enter "NA".
33.	Current-year RFS2 RINs purchased in EMTS (2011)		9999999999 ; <i>Character</i> . Enter the total number of current-year gallon-RINs purchased for the period. Note: If no current-year gallon-RINs were purchased in EMTS during the period, enter "NA". No decimals.
34.	Current-year RFS2 RINs sold in EMTS (2011)		9999999999 ; <i>Number</i> . Enter the total number of current-year gallon-RINs sold for the period. Note: If no current-year gallon-RINs were sold in EMTS during the period, enter "NA". No decimals.
35.	Current-year RFS2 RINs retired in EMTS (2011)		9999999999 ; <i>Character</i> . Enter the total number of current-year gallon-RINs retired for the period. Note: If no current-year gallon-RINs were retired in EMTS during the period, enter "NA". No decimals.



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36.	Current-year RFS2 RINs owned at the end of the quarter in EMTS (2011)		9999999999 ; <i>Character</i> . Enter the total number of current-year gallon-RINs owned at the end of the period (Quarter, when applicable, March 31st, June 30th, September 30th, December 31st). Note: If no current-year gallon-RINs were owned in EMTS at the end of the period, enter "NA". No decimals.
37.	RFS2 RINs generated during the quarter in EMTS		9999999999 ; <i>Character</i> . Enter the total number of RFS2 RINs generated during the quarter. Note: Any party who is not a RIN generator should enter "NA". If a RIN-generator did not generate any RFS2 RINs during the period, enter "0". If a RIN status of 2 was entered in field number 10, enter "NA". No decimals.
38.	2009 non-road RFS1 gallon-RINs reinstated		9999999999 ; <i>Character</i> . Enter the total number of 2010 non-road, RR code of 15, 16, or 17, gallon-RINs reinstated that were retired with a code of RNR or RBH. Note: These RINs can only be reinstated January and February of 2011. All other quarters, enter "NA". If no 2009 non-road, RR code of 15, 16, or 17, RFS1 gallon-RINs were reinstated, enter "NA". No decimals.
39.	2010 non-road RFS1 gallon-RINs reinstated		9999999999 ; <i>Number</i> . Enter the total number of 2010 non-road, RR code of 15, 16, or 17, gallon-RINs reinstated that were retired with a code of RNR or RBH. Note: These RINs can only be reinstated January and February of 2011. All other quarters, enter "NA". If no 2010 non-road, RR code of 15, 16, or 17, RFS1 gallon-RINs were reinstated, enter "NA". No decimals.

Sample report line:
 RFS0102, O, Y, 4/21/2011, 2011, 1234, Sample Company Name, Q2, NOTOP, 1, 20000, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, 500, NA, 500, NA, NA, NA, NA, NA, NA



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NA, 15000, 5000, NA, NA, 20000, NA, NA, NA, NA
RFS0102, O, Y, 4/21/2011, 2011, 1234, Sample Company Name, Q2, NOTOP, 2, NA,
NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA, 500, NA, NA, NA, 15000, 5000, NA, NA,
20000, NA, NA, NA, NA, NA, NA, NA, NA, NA, NA

Paperwork Reduction Act Statement

The public reporting and recordkeeping burden for this collection of information is disclosed in the estimates of the individual report form instructions. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

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