

PURPOSE

The U.S. Energy Information Administration's (EIA) Form EIA-63C, Densified Biomass Fuel Report, collects information on pellet fuel and other densified biomass fuel consumption, production, sales and inventory levels in the United States. The data collected are used to estimate densified biomass fuel production, sales and inventory at state, regional and national levels. A summary of the data will be published in various EIA publications and on the EIA website, including the Monthly Energy Review.

REQUIRED RESPONDENTS

Form EIA-63C must be completed by all companies that manufacture densified biomass fuel products for each operating and planned (within one year of expected operation) densified biomass fuel facility in the United States. The data should include the total production, inventory and sales of densified biomass fuel produced at the facility. Do not report densified biomass products for non-fuel purposes. Planned facilities and small plants, with a production capacity of less than 10,000 tons per year, report Part 1 and Part 2 only. Manufacturing plants with a capacity to produce 10,000 tons per year or more must report monthly.

YOUR RESPONSE IS REQUIRED BY LAW

The timely and factual submission of Form EIA-63C by those required to report is mandatory under 15 U.S.C. 772(b). Failure to respond may result in a civil penalty of not more than \$2,750 each day for each violation, or a fine of not more than \$5,000 for each willful violation. 18 U.S.C. 1001 makes it a criminal offense for any person knowingly and willingly to make to any Agency or Department of the United States any false, fictitious, or fraudulent statements as to any matter within its jurisdiction. The government may bring a civil action to prohibit reporting violations which may result in a temporary restraining order or a preliminary or permanent injunction without bond. In such civil action, the court may also issue mandatory injunctions commanding any person to comply with these reporting requirements.

REPORTING BURDEN

Public reporting burden for this collection of information is estimated to average one hour and fifteen minutes (1.4 hours) per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden to: Energy Information Administration, Survey Development and Statistical Integration, EI-21, 1000 Independence Avenue, S.W., Washington, D.C. 20585; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

DISCLOSURE OF INFORMATION

Information reported for the following three data elements: Part 1. Name of Facility; Question 1.2. Physical Location of Facility, and Question 2.2. Maximum Annual Production Capacity are considered public information and may be publicly released in company identifiable form. All other information reported on this survey 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 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 component of the Department of Energy (DOE), 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 non-statistical purposes such as administrative, regulatory, law enforcement, or adjudicatory purposes.

Disclosure limitation procedures are not applied to the aggregate statistical data published from this survey. 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 closely estimate the information reported by a specific respondent.

DUE DATE

The monthly report is due on the last day of the month following the reporting period, or the next business day. For example, data for June is due on July 31 or the next business day. Annual responses are due the first business day of June.

HOW TO FILE A RESPONSE

The form must be submitted to EIA via electronic filing using the Data XChange Portal. The Data XChange Portal is a secure Web-based application that will enable you to enter data interactively using a web form.

- Web Form: You may enter the required data manually via a web form into the Data XChange Portal. Follow the instructions on the Data XChange Portal to complete the online form.

QUESTIONS

For questions about the survey, please contact the Data Xchange help center at xxx xxx xxxx or XXXXX.eia.gov. For any additional questions or information regarding Form EIA-63C, contact the Survey Manager:

Name Connor Murphy
Telephone (202) 287-5982
Email connor.murphy@eia.gov



**FORM EIA-63C
DENSIFIED BIOMASS
FUEL REPORT**

OMB No. 1905-0209
Approval Expires: xx/xx/xxxx
Burden Hours: 1.4

Facility Name
EIA Facility ID

Reporting Month
Reporting Year

PART 1. IDENTIFICATION and CONTACT INFORMATION

All respondents complete Part 1 with the first filing. Thereafter, these data will be pre-populated.
Please verify or update the following information.

1.1 Please verify the legal name and mailing address of the reporting facility.

Name
Address 1
Address 2
City State Zip Code

1.2 Where is the facility physically located?

County or City
State

1.3 Please verify the parent company legal name and mailing address (if different from facility name and address above).

Name
Address 1
Address 2
City State Zip Code

1.4 Please verify the primary contact information.

Contact Name Contact Email
Contact Telephone Contact FAX
Company Name
Address 1
Address 2
City State Zip Code

1.5 Please verify the supervisor contact information.

Supervisor Name Supervisor Email
Supervisor Telephone Supervisor FAX
Company Name
Address 1
Address 2
City State Zip Code

Part 1. Comments

Please enter comments about Part 1 in this box.

Facility Name
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PART 2. FACILITY INFORMATION

Manufacturing plants with a maximum annual production capacity of LESS than 10,000 tons per year may stop after answering question 2.7. Parts 3 and 4 are not required for small (less than 10,000 capacity) plants.

2.1 What is the operational status of the facility at the end of this reporting period?

Select the operational status from the dropdown list:
 Currently Operating - facility is producing and/or selling densified fuel products.
 Temporarily Not in Operation - facility is closed down for less than a year and is expected to resume operations.
 Ceased Operation - facility is closed and is not expected to resume operations.
 Under Construction/Planned - facility is currently in a planning or construction phase and will likely be operating within the next twelve months.
 Sold - facility has been sold. Please provide new owner company, contact name, and telephone and/or email address.

If facility is Under Construction/Planned to come online within the next twelve months, report Parts 1 and 2 only.

Status
 If Sold, new owner:

2.2 What year did the facility begin or is expected to begin commercial operation?

Report the year the facility originally began producing and/or selling densified biomass fuel products. If original date is unknown, report the year your company began commercial operations.

Year

2.3 What is (or if planned, will be) the maximum annual production capacity at this facility?

Report the maximum amount of densified biomass fuel product that can be produced in a year with the presently installed equipment if fully utilized. Report in short tons per year.

Capacity short tons per year

2.4 If the pellet extrusion machinery was not fully utilized during the month, choose the applicable explanations. Choose all that apply.

Explanations	Checkbox
Shortage of raw materials	<input type="checkbox"/>
Drying Capacity	<input type="checkbox"/>
Grinding Capacity	<input type="checkbox"/>
Pelletizing Capacity	<input type="checkbox"/>
Lack of Market	<input type="checkbox"/>
Other (please explain in Comments below)	<input type="checkbox"/>

Part 2. Comments
 Please enter
 comments about
 Part 2 in this box.

Facility Name
 EIA Facility ID

Reporting Month
 Reporting Year

PART 3. DENSIFIED BIOMASS PRODUCTION AND INVENTORY INFORMATION

Plants with an annual maximum production capacity of 10,000 tons per year or more, complete PART 3 for each month.

3.1 For each type of feedstock received during the reporting period, what is the quantity in short tons and the total delivered cost in whole U.S. dollars (USD)?

Select the feedstock type from the dropdown list; select the wood type (hardwood or softwood); and select the units (bone dry or green). Aggregate data by feedstock type, wood type and unit. Report the Quantity in short tons. Report Total Delivered Cost in whole U.S. dollars (USD). If no cost is involved, put zero in the cost column. Report actual total cost, not averages.

Use as many lines as needed to describe each type of feedstock purchased or otherwise obtained during the reporting period for the manufacture of densified biomass fuel.

Feedstock Type	Wood Type	Wood Source	Units	Quantity	Total Delivered Cost
(choose from dropdown list)	(choose from dropdown list)	(choose from dropdown list)	(choose from dropdown list)	(short tons)	(USD)
Roundwood	Hardwood	Natural Forests (private)	Green Short Tons		\$0
Pulpwood	Softwood	Planted Forests (private)	Bone Dry Short Tons		\$0
Sawmill Residuals					
Wood Product Manufacturing Residuals					\$0
Logging Residues					\$0
Other (please specify below)					\$0

3.2 What is the quantity and what are the characteristics of each type of densified biomass fuel product produced during the reporting period?

Select the Product Type from the dropdown list. Provide the Quantity in short tons. Provide the Thermal (heat) Content of the Product Type in Btu per pound. For help in converting units see Page 6, Additional Information. Provide the Ash and Moisture Contents as a percentage by weight. Use average values for thermal, ash, and moisture contents.

Use as many lines as needed to accommodate all Product Types produced at the facility.

Product Type	Volume	Average Thermal (heat)	Average Ash Content	Average Moisture Content
(choose from dropdown list)	(short tons)	(British Thermal Units per Pound)	(Percentage by Weight)	(Percentage by Weight)
Wood Pellets for Heating with PFI Certification		Btu/lb	%	%
Wood Pellets for Heating without PFI Certification		Btu/lb	%	%
Industrial/Utility-grade Wood Pellets		Btu/lb	%	%
Other (please specify below)		Btu/lb	%	%

3.3 How much product was stored as inventory at the facility or offsite, such as at ports, at the end of the reporting period?

Select the Product Type from the dropdown list. Provide the amount in inventory stored in short tons. Include 'super sacks' in bulk inventory.

Use as many lines as needed for each Product Type stored at the facility.

Product Type	Inventory
(choose from dropdown list)	(short tons)
Wood Pellets for Heating with PFI Certification	
Wood Pellets for Heating without PFI Certification	
Industrial/Utility-grade Wood Pellets	
Other (please specify below)	

3.4 How many Full-time Equivalent (FTE) direct employees were employed in the densified biomass fuel production operations at this facility during the current reporting period? Only operating facilities should report this.

Number of FTE Employees

Part 3. Comments
Please enter comments about Part 3 in this box.



**FORM EIA-63C
DENSIFIED BIOMASS
FUEL REPORT**

OMB
Approval Exp
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Facility Name
EIA Facility ID

Reporting Month
Reporting Year

PART 4. PRODUCT SALES AND REVENUE INFORMATION

4.1 Of the products sold in the U.S. domestic market, what was the quantity sold at retail and at wholesale during the reporting period, and what was the associated revenue?

Select the Product Type from the dropdown list. Report the Quantity in short tons sold at Retail (directly to the end user) and at Wholesale (for resale). Report the Revenue Received for each On Board at the plant (excludes transportation to customers). Report the total revenue received (not averages) in whole U.S. dollars (USD).

Use as many lines as needed to describe each Product Type sold and the type of sale during the reporting period.

Product Type (choose from dropdown list)	Retail (to end users)		Wholesale (for resale)	
	Quantity (short tons)	Revenue (FOB at plant)	Volume (short tons)	Revenue (FOB at plant)
Wood Pellets for Heating with PFI Certification		\$0		\$0
Wood Pellets for Heating without PFI Certification		\$0		\$0
Industrial/Utility-grade Wood Pellets		\$0		\$0
Other (please specify below)		\$0		\$0

4.2 Of the products sold in the export market, what was the quantity sold at retail and at wholesale during the reporting period, and what was the associated revenue and destination country?

Select the Product Type from the dropdown list. If the Product Type is not listed, choose Other and provide the Product Type in the space below. Report the Quantity in short tons at Retail (directly to the end user) and at Wholesale (for resale). Report the Revenue Received for each sale as Free On Board at the plant (excludes transportation to customers, port costs/fees or other costs associated with export). Report the total revenue (not averages) in whole U.S. dollars (USD). Report the Destination Country. If the country cannot be determined, choose UNKNOWN.

Use as many lines as needed to describe each Product Type sold, the type of sale and the destination country for shipments made during the reporting period.

Product Type (choose from dropdown list)	Retail (to end users)		Wholesale (for resale)		Destination C (choose from dropdown list)
	Quantity (short tons)	Revenue (FOB at plant)	Volume (short tons)	Revenue (FOB at plant)	
Industrial/Utility-grade Wood Pellets		\$0		\$0	
Wood Pellets for Heating without PFI Certification		\$0		\$0	
Wood Pellets for Heating with PFI Certification					
Other (please specify below)		\$0		\$0	

Part 4. Comments

Please enter comments about Part 4 in this box.

No. 1905-0209
Dates: xx/xx/xxxx
Order Hours: 1.4

Preprinted
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sale as Free

Country
(in list)

Report

DEFINITIONS

Ash - Noncombustible matter contained in the densified biomass fuel product. The amount of ash, measured on a percentage by weight basis, affects the burning characteristics of a fuel. In general, utility grade densified biomass fuel is higher in ash than premium grades.

British Thermal Units (Btu) - The quantity of heat required to raise the temperature of 1 pound of liquid water by 1 degree Fahrenheit at the temperature at which water has its greatest density (approximately 39 degrees Fahrenheit).

Commercial Operation - Original month and year the facility began production of products for sale.

Conversion from Metric to Short Tons - One metric ton equals 1.1023 short tons.

Conversions to Btu per Pound - To convert from kilojoules (KJ) per metric ton to Btu per pound:

1 KJ = (.947817) Btu

1 Metric Ton = (1.1023* 2000) pounds

To convert from million Btu per ton (MMBtu/ton) to Btu per pound:

MMBtu per ton / .002 = Btu/lb

Densified Biomass Fuel Product - Raw biomass that has been condensed into a high energy density and homogenously sized product, such as wood pellets, intended for use as fuel.

Destination Country - Country where exported product is destined to arrive.

Feedstock Types - Raw biomass intended for densification purchased and received at the facility during the reporting period. Report the volume as received, not the volume actually converted into product in the reporting period.

Roundwood - Roundwood typically classified as timber, can be five to ten inches in diameter

Pulpwood - Roundwood, whole-tree chips, or wood residues used for the production of wood pulp. Typically less than five inches in diameter.

Sawmill residuals - Sawmill residues in the form of sawdust, chips, shavings, slabs or edges.

Wood Product manufacturing waste - Residual wood materials from consumer product manufacturing facilities.

Logging Residues (trimmings and limbs) - Residual trimmings, limbs, chips, bark or sawdust from logging activities.

Revenue Free on Board (FOB) at Plant - Revenue received for sales of product, excluding costs or revenue due to transportation to or from plant, sales taxes, tax incentives, rebates, insurance, etc.

Full-time Equivalent (FTE) Direct Employees - The full-time equivalent of the employees onsite at a production facility, directly employed by the company which owns and/or operates the facility

Moisture - The water content of a substance (a solid fuel) as measured under specified conditions being the "dry basis." Moisture content in densified biomass fuel is significantly reduced from the raw biomass feedstock, creating a higher density and thermal energy product. Moisture content should be reported as percentage by weight.

Product Types - Densified products such as pellets and the grade or certification standard met for the product.

Reporting Period - Calendar year and month covered in a single submitted report. Data reported should be inclusive of the calendar month for the report. If data are based on other than a calendar month, please provide a comment to describe the reporting period covered by the data.

Retail Sales (to end users) - Sales of product directly to the end user. Retail sales do NOT include sales to distributors, brokers or other entities with intent to resell the products.

Short Tons - Two thousand pounds.

Thermal (Heat) Content - The quantity of heat expressed in Btu contained in one unit of fuel. For the purposes of this report, Btu per pound of densified biomass fuel should be reported. Commonly, the value will fall between 5,000 and 12,000 Btu per pound (Btu/lb).

Total Delivered Cost (for feedstocks) - Cost of feedstock delivered to plant including all cost components (transportation, commodity costs, taxes, handling, etc.).

Units - Green Ton (GT) = 2,000 lbs of fresh cut woody material at a "green" moisture content

Bone Dry Ton (BDT or DT) = 2,000 lbs of woody material at 0% moisture content

Wholesale Sales (for resale) - Sales of products to entities that will resell the products to end users.

Wood Type - Softwood - Gymnosperm (seeds produced without covering, usually in cones) trees

Hardwood - Angiosperm (seeds produced with a covering) trees