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How to Register a New Company, Facility, or User for Part 80 Fuels Program

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Related Topics

- [Renewable Fuel Standards](#)
- [Gasoline Standards](#)
- [Diesel Fuel Standards](#)
- [Part 80 Pending Registration List](#)

Required Systems

The Part 80 Fuels Program requires the use of the following registration system:

- **OTAQREG: Office of Transportation and Air Quality (OTAQ) Fuels Registration**

Within OTAQREG, delegated users can be assigned roles to use the following compliance reporting systems:

- **OTAQDCFUEL: Quarterly and Annual Compliance Reporting**
- **OTAQEMTS: EPA Moderated Transaction System**

- [OTAQWaiverCredits: Cellulosic Biofuel Waiver Credits Pay.Gov Application](#)

To view completed and planned changes to the OTAQREG system, see: [System Updates for Fuels Registration](#)

Help Topics

- [Job Aids for OTAQREG](#)
- [EPA Webinar Slides on Tier 3 Gasoline Sulfur Regulations](#)
- [Guidance on Biogas used to Produce CNG or LNG under the Renewable Fuel Standard Program \(PDF\)](#)
(6 pp, 89 K, EPA-420-B-16-075, September 2016, [About PDF](#))

Registering as a New User

Users that must be registered include:

- Responsible Corporate Officers (RCOs) of companies
- Users delegated by an RCO to view or submit registration or reporting data within the EPA system

Step 1: Create a CDX Account and Complete an Electronic Signature Agreement

- All EPA Fuels Program registration and reporting systems are accessed through the Central Data Exchange (CDX).
- For instructions on how to create a CDX Account, see: [Creating a CDX Account](#)

Step 2: Associate your CDX Account to a company in OTAQREG

- For existing companies, new users can request a “user association.” For instructions on creating a user association, see: [How to Become a Delegated User of a Registered Company in OTAQREG \(PDF\)](#) (4 pp, 609 K, June 2018, EPA-420-B-18-032)
- For new companies, continue to the next section: “Registering a New Company”

Registering a New Company

Companies that must be registered include:

- Producers, importers, and exporters of:
 - Renewable Fuels (as defined under the Renewable Fuel Standard Program)
- Producers or importers of:
 - Gasoline, Reformulated Gasoline, Pentane, Ethanol Denaturant, or Oxygenates
 - Diesel fuel that is used to power highway vehicles and/or non-road engines and equipment
- RIN marketers and traders
- Oxygenate blenders
- Independent laboratories
- Independent third party companies that conduct audits of renewable fuel production under the Quality Assurance Plan (QAP) Program

Step 1: Register a user with a CDX Account (as applicable)

- See "Registering as a New User" section on this page

Step 2: Create a new company in OTAQREG

- For QAP companies, see: [How to Register a Quality Assurance Plan \(QAP\) Provider Company](#).
- For Renewable Fuel Producers, see: [How to Register a New Renewable Fuel Producer for the Renewable Fuel Standard \(RFS\)](#).

Registering a New Facility

Facilities that must be registered include:

Renewable Fuel

- Producer (Domestic or Foreign)
- Exporter
- Importer (including to PADDs)
- Small blender (as defined in 40 CFR 80.1440)

Gasoline

- Refinery (Non-renewable fuels or Ethanol Denaturant)
- Small refinery
- Importer (Non-renewable fuels, PADD, Oxygenate, or Ethanol Denaturant)
- Oxygenate blender or producer
- Pentane producer
- Independent lab

Diesel

- Refinery (Biodiesel, Renewable Diesel, or ECA Marine Fuel)
- Small refinery
- Terminal (Pipeline/Pass-Through, Truck Loading, or ECA Marine Fuel)
- Importer (Non-Renewable Fuels, PADD, or ECA Marine Fuel)
- Mobile facility
- Transmix facility

Step 1: Register a user with a CDX Account (as applicable)

- See “Registering as a New User” section on this page

Step 2: Create a new company in OTAQREG (as applicable)

- See "Registering a New Company" section on this page

Step 3: Add a new facility in OTAQREG

- A job aid for this task is being developed. If you have any questions, see: [Contact Us about Fuels Registration, Reporting, and Compliance Help](#)

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