

Instructions for STR0400: Independent Surveyor Reporting for Fuels

Who must report

Any independent surveyor must report on test results for gasoline and diesel on a per-sample basis. A separate report must be submitted for each retail outlet surveyed during the averaging period.

Reporting requirements

- 40 CFR 1090 subpart J provides key requirements and reporting information (available at [link to ECFR.gov]).

Reporting deadlines

- Independent surveyors must submit quarterly reports by the following deadlines:

| Calendar Quarter | Time Period Covered | Quarterly Report Deadline |
|------------------|-----------------------|---------------------------|
| Quarter 1 | January 1-March 31 | June 1. |
| Quarter 2 | April 1-June 30 | September 1. |
| Quarter 3 | July 1-September 30 | December 1. |
| Quarter 4 | October 1-December 31 | March 31. |

How to submit reports

- EPA maintains report templates, electronic submission procedures and additional support options at <https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-fuelprograms>.

Field Instructions

| Field No. | Field Name | Units | Field Formats, Codes & Special Instructions |
|-----------|-------------------------------|-------|---|
| 1 | Report Form ID | | AAAAAA ; <i>Character</i> . Enter STR0400 |
| 2 | Report Type | | A ; <i>Character</i> . Specify if the data submitted in this report is original or if it is being resubmitted. Submit only one original report; any corrections or updates should be marked as a resubmission. O = Original R = Resubmission |
| 3 | CBI | | A ; <i>Character</i> . Specify if the data contained within the report is claimed as Confidential Business Information (CBI) under 40 CFR Part 2, subpart B: Y = Confidential Business Information N = Non-Confidential Business Information |
| 4 | Report Date | | MM/DD/YYYY ; <i>Character</i> . Enter the date the original or resubmitted report is created. |
| 5 | Compliance Period | | YYYY ; <i>Character</i> . Enter the averaging/compliance year the report covers. |
| 6 | Compliance Period Quarter | | AA ; <i>Character</i> . Enter the quarter of the compliance period the report covers. Q1 – January 1 – March 31 Q2 – April 1 – June 30 Q3 – July 1 – September 30 Q4 – October 1 – December 31 |
| 7 | Reporter ID | | AAAA ; <i>Character</i> . Enter the EPA-assigned four-character ID of the independent surveyor submitting the report. |
| 8 | Retail Outlet Geographic Area | | AAA ; <i>Character</i> . Enter the geographic area (strata) code associated with this sample location per the approved sample plan. DPA – Densely Populated Area TCR – Transportation Corridor RRL – Rural Area NAT - National |
| 9 | Retail Outlet ID | | AAAAA ; <i>Character</i> . Enter the independent surveyor assigned identification number for the retail outlet |
| 10 | Retail Outlet Street Address | | AAAAAAAAA ; <i>Character</i> . Enter the street address of the retail outlet |
| 11 | Retail Outlet City | | AAAAAAAAA ; <i>Character</i> . Enter the city of the retail outlet |
| 12 | Retail Outlet – State | | AA ; <i>Character</i> . Enter the two-character state abbreviation of the retail outlet |
| 13 | Retail Outlet – Zip | | AAAAA ; <i>Zip Code</i> . Enter the zip code of the retail outlet |
| 14 | Retail Outlet – Brand Name | | AAAAAAAAA ; <i>Character</i> . Enter the displayed fuel manufacturer brand name at the retail outlet, if any |

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| 15 | Fuel Dispenser Label | | <p>AAAA; <i>Character</i>. Enter the code representing the fuel dispenser label by selecting one of the codes below</p> <p>E0 – E0 gasoline E10 – E10 gasoline E15 – E15 gasoline E85 – E85 gasoline ULSD – Ultra Low Sulfur Diesel fuel UNK - Unknown OTH – Other</p> <p>If “Other”, enter a description of the fuel in the “Comments” field.</p> |
| 16 | Fuel Dispenser Grade | | <p>AAA; <i>Character</i>. Enter the grade of gasoline</p> <p>REG – Regular MID – Mid-grade PRM – Premium OTH – Other NA – Use “NA” for diesel, e85, unknown, or other non-gasoline fuels sampled</p> <p>If “Other”, enter a description of the gasoline grade in the “Comments” field.</p> |
| 17 | Sample Collection Date | | MM/DD/YYYY ; <i>Character</i> . Date the reported sample was collected. |
| 18 | Sample Collection time | | AAAA ; <i>Character</i> . Enter the local time the sample was collected in military/24 hour formatted time. (e.g. 7:15 AM = 0715, and 9:30 PM = 2130) |
| 19 | Sulfur | ppm | 999 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 20 | Sulfur Parameter Test Method | N/A | AAAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. |
| 21 | ETOH Oxygenate - Volume | volume % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 22 | ETOH Oxygenate – Weight | Weight % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 23 | ETOH Oxygenate Parameter Test Method | N/A | AAAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. Use “NA” if this field is not applicable |

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| 24 | MTBE Oxygenate - Volume | volume % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 25 | MTBE Oxygenate – Weight | Weight % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 26 | MTBE Oxygenate Parameter Test Method | N/A | AAAAAAAAA; Character. Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. Use “NA” if this field is not applicable |
| 27 | ETBE Oxygenate - Volume | volume % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 28 | ETBE Oxygenate – Weight | Weight % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 29 | ETBE Oxygenate Parameter Test Method | N/A | AAAAAAAAA; Character. Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. Use “NA” if this field is not applicable |
| 30 | Isobutanol Oxygenate – Volume | volume % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 31 | Isobutanol Oxygenate – Weight | Weight % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 32 | Isobutanol Oxygenate Parameter Test Method | N/A | AAAAAAAAA; Character. Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. Use “NA” if this field is not applicable |
| 33 | TAME Oxygenate - Volume | volume % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 34 | TAME Oxygenate – Weight | Weight % | 99.99; Number. Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |

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| 35 | TAME Oxygenate Parameter Test Method | N/A | AAAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. Use “NA” if this field is not applicable |
| 36 | Methanol Oxygenate – Volume | volume % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 37 | Methanol Oxygenate – Weight | Weight % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 38 | Methanol Oxygenate Parameter Test Method | N/A | AAAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. Use “NA” if this field is not applicable |
| 39 | Tert-butanol Oxygenate - Volume | volume % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 40 | Tert-butanol Oxygenate – Weight | Weight % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 41 | Tert-butanol Oxygenate Parameter Test Method | N/A | AAAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state “Untested”. Use “NA” if this field is not applicable |
| 42 | Other Oxygenate - Volume | volume % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. If “other” is reported, enter the name of the oxygenate in the comments field. |
| 43 | Other Oxygenate – Weight | Weight % | 99.99 ; <i>Number</i> . Enter the measured value. Use “NA” if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. If “other” is reported, enter the name of the oxygenate in the comments field. |

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| 44 | Other Oxygenate Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 45 | Benzene | volume % | 99.99 ; <i>Number</i> . Enter the measured or presumed value under 1090.1710(g) as appropriate. Use "NA" if this field is not applicable (e.g. for diesel samples). Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero |
| 46 | Benzene Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 47 | RVP | psi | 99.99 ; <i>Number</i> . Enter the measured value, if tested. Use "NA" if this field is not applicable (e.g. for diesel samples). Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 48 | RVP Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 49 | API Specific Gravity | °API | 99.99 ; <i>Number</i> . Use "NA" if this field is not applicable (e.g. for diesel samples); use "ND" if "not detected" by the reported test method. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 50 | API Specific Gravity Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 51 | Aromatics | Vol % | 99.9 ; <i>Number</i> . Use "NA" if this field is not applicable (e.g. for diesel samples); use "ND" if "not detected" by the reported test method. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 52 | Aromatics Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 53 | Olefin | Vol % | 99.9 ; <i>Number</i> . Use "NA" if this field is not applicable (e.g. for diesel samples); use "ND" if "not detected" by the reported test method. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |

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|-----------|------------------------------|-------|---|
| 54 | Olefin Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 55 | E200 | Vol % | 999.9 ; <i>Number</i> . Use "NA" if this field is not applicable (e.g. for diesel samples); use "ND" if "not detected" by the reported test method. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 56 | E200 Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 57 | E300 | Vol % | 999.9 ; <i>Number</i> . Use "NA" if this field is not applicable (e.g. for diesel samples); use "ND" if "not detected" by the reported test method. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 58 | E300 Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 59 | T50 | °F | 999.9 ; <i>Number</i> . Use "NA" if this field is not applicable (e.g. for diesel samples); use "ND" if "not detected" by the reported test method. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 60 | T50 Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 61 | T90 | °F | 999.9 ; <i>Number</i> . Use "NA" if this field is not applicable (e.g. for diesel samples); use "ND" if "not detected" by the reported test method. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero. |
| 62 | T90 Parameter Test Method | N/A | AAAAAAAAA ; <i>Character</i> . Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested". Use "NA" if this field is not applicable |
| 63 | Comments | N/A | AAAA... ; <i>Character</i> . Optional. Enter any additional information or recordkeeping specific to this sample as needed. |

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