**RFS Independent Third Party List of Potentially Invalid RINs (RFS2300): Instructions for Completing**

**Who must report**

* All independent third-party auditors that verify RINs beginning on September 16, 2014.

**Reporting requirements**

* 40 CFR 80.1451(g)(2) sets forth the additional reporting requirements (available at: <http://www.ecfr.gov/cgi-bin/text-idx?SID=354294fee688f6d54979e2638c0decf5&node=se40.17.80_11451&rgn=div8>).
* Provide the identifying information for any RIN batches that the Independent Third Party Auditor has identified as Potentially Invalid RINs (PIR) pursuant to 80.1474.
* **Required fields and NA values** – Certain report fields or parameters may be specific to select product types. If a report field does not apply to the reported batch, enter the value “NA”. Do not leave the field blank.

**Reporting deadlines**

* Independent third-party auditors shall report on a quarterly basis:

|  |  |  |
| --- | --- | --- |
| Production 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-fuel-programs>

**Field Instructions**

| Field No. | Field Name | Units | Field Formats, Codes & Special Instructions |
| --- | --- | --- | --- |
| 1 | Report Form ID |  | **AAAAAA**; *Character*.Enter **RFS2300** |
| 2 | Report Type |  | **A**; *Character*. 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**; *Character*. 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**; *Character*. Enter the date the original or resubmitted report is created. |
| 5 | Compliance Period Year |  | **YYYY**; *Character*. Enter the averaging/compliance year the report covers. |
| 6 | Compliance Period Quarter |  | **AA;** *Character.* Enter the quarter under the compliance year this report covers:**Q1:** Quarter 1 (January – March)**Q2:** Quarter 2 (April – June)**Q3:** Quarter 3 (July – September)**Q4:** Quarter 4 (October – December) |
| 7 | Independent Third-Party Auditor Company ID |  | **AAAA**; *Character*. Enter the EPA assigned four-character ID for the Independent Third Party Auditor. |
| 8 | Independent Third-Party Auditor Company Name |  | **AAAA…;** *Character*. Enter the registered name of the Independent Third-Party Auditor |
| 9 | Audited Renewable Fuel Producer Company Name |  | **AAAA…;** *Character*. Enter the registered name of the renewable fuel producer audited under an approved QAP under 80.1469. |
| 10 | Audited Renewable Fuel Producer Company ID |  | **AAAA.** *Character*. Enter the four digit company ID of the renewable fuel producer audited under an approved QAP under 80.1469. |
| 11 | Audited Renewable Fuel Producer Facility ID |  | **AAAAA.** *Character*. Enter the five digit facility ID of the renewable fuel production facility audited under an approved QAP under 80.1469. |
| 12 | RIN Year |  | **YYYY.** *Character.* Enter the RIN Year representing the vintage of the batch identified as potentially invalid. |
| 13 | Batch ID of the renewable fuel |  | **AAAAAA.** *Character.* Enter the six digit character ID representing the batch identified as potentially invalid. |
| 14 | Potentially Invalid RIN Code |  | **AAA.** *Character.*Enter one of the three digit character code representing the reason the batch was identified as potentially invalid.**DUP:** A duplicate of a valid RIN**VOL:** Incorrect volumes or not standardized to 60˚ F**IEV:** Incorrect equivalence value**DEF:** Does not represent renewable fuel (§80.1401)**DCD:** Assigned an incorrect “D” code**OTH:** Other improper generation |
| 15 | Description why RIN batch identified as potentially invalid |  | **AAAA….** *Character (1000 character max).* Provide a description as to why the RIN batch has been identified by the Independent third-party auditor as potentially invalid. |

Paperwork Reduction Act Statement

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