

## RFS2 Activity Report (RFS0106): Instructions for Completing

### Who must report

- All parties who own RINs during a reporting period (any calendar quarter), must submit the required RFS2 Activity report.

### Reporting requirements

- Complete this report representing all required elements calculated as a single entry for the compliance period.
- 40 CFR 80.1451(a) and (c) sets forth the additional reporting requirements (available at: [http://www.ecfr.gov/cgi-bin/text-idx?SID=92f329a74300c94eb629af9882f2297a&mc=true&node=se40.19.80\\_11451&rgn=div8](http://www.ecfr.gov/cgi-bin/text-idx?SID=92f329a74300c94eb629af9882f2297a&mc=true&node=se40.19.80_11451&rgn=div8))
- 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

- All RIN owning parties shall report on a quarterly basis:

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		<b>AAAAAA</b> ; <i>Character</i> . Enter <b>RFS0106</b>
2	Report Type		<b>A</b> ; <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. <b>O</b> = Original <b>R</b> = Resubmission

Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
3	CBI		<p><b>A</b>; <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.</p> <p>Per 80.1402, no claim of business confidentiality applies to 80.1451(c)(3)(v)(1) or 80.1451(c)(3)(v)(2) (or the RIN Holding threshold reporting)</p> <p><b>Y</b> = Confidential Business Information  <b>N</b> = Non-Confidential Business Information</p>
4	Report Date		<b>MM/DD/YYYY</b> ; <i>Character</i> . Enter the date the original or resubmitted report is created.
5	Compliance Period Year		<b>YYYY</b> ; <i>Character</i> . Enter the averaging/compliance year the report covers.
6	Company/Entity ID		<b>AAAA</b> ; <i>Character</i> . Enter the EPA assigned four-character ID for the company/entity.
7	Company Name		<b>AAAAAAAA...</b> ; <i>Character</i> (125 Max). The reporting party's name (Your company name).
8	Compliance Period Quarter		<p><b>AA</b>; <i>Character</i>. Enter the quarter under the compliance year this report covers:</p> <p><b>Q1:</b> Quarter 1 (January – March)  <b>Q2:</b> Quarter 2 (April – June)  <b>Q3:</b> Quarter 3 (July – September)  <b>Q4:</b> Quarter 4 (October – December)</p>

Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
9	Compliance Basis/ Facility ID		<p> <b>AAAAA</b>; <i>Character</i>. <b>Obligated Parties</b> indicate the compliance basis if aggregating or submit separate facility reports referencing individual facility ID numbers. <b>Non-Obligated Parties</b> indicate whether reporting as a renewable fuel producer/importer or as a RIN owner only.         </p> <p> <b>Compliance Basis:</b>  <b>AGIMP:</b> Aggregated Importer Compliance  <b>AGREF:</b> Aggregated Refiner Compliance  <b>#####:</b> The five <i>Character</i> EPA-assigned facility ID*  <b>EXPRT:</b> Exporter Compliance  <b>PRDCR:</b> Renewable Fuel Producer or Importer  <b>OWNER:</b> RIN Owner Only         </p> <p> <b>*Notes:</b> 1) Please include all preceding zeros in five-digit facility ID numbers. This field should only be used by obligated parties submitting separate facility reports.            2) When reporting RIN Holding Threshold information, and having multiple facilities under the facility-by-facility compliance basis, you may report RIN Holding Threshold information under one representative facility ID to reduce duplication         </p>

Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
10	Volume of Renewable Fuel / RIN Holding Threshold		<p><b>AAA</b>; Character. Enter the code for volume of renewable fuel or the appropriate RIN holding threshold code. Provide separate reports for volume and threshold reporting:</p> <p><u>Volume:</u></p> <p><b>VOL</b> – Indicate if end of quarter renewable fuel volume is being reported. Enter the volume in field 14. Report “NA” in fields 11, 12, and 13.</p> <p><u>RIN Holding Threshold:</u></p> <p>Indicate if the submitting party exceeded or was part of a corporate affiliate or affiliate group that exceeded the separated D6 RIN holding threshold in the quarter, as determined by the applicable calculation specified in §80.1435. Enter “NA” in field 14.</p> <p><b>PNO</b> – The submitting party or the submitting party’s affiliate group exceeded the primary threshold for separated D6 RIN holdings for one or more calendar days during the quarter and neither the submitting party or affiliate group is an obligated party</p> <p><b>POP</b> – The submitting party exceeded the primary threshold for separated D6 RIN holdings but NOT the secondary threshold for one or more calendar days during the quarter and is an obligated party or affiliated with an obligated party</p> <p><b>SOP</b> – The submitting party or the submitting party’s corporate affiliate group exceeded the primary and secondary threshold for separated D6 RIN holdings for one or more calendar days during the quarter and is an obligated party or affiliated with an obligated party</p> <p><b>NPS</b> – The submitting party did NOT exceed the primary or secondary separated D6 RIN holdings for any calendar day during the quarter</p> <p><b>UNK</b> – Unknown, the submitting party did not calculate or does not have information to know if the separated D6 RIN holdings threshold was exceeded for one or more periods during the quarter</p>

Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
11	Company ID of Affiliate		<p><b>AAAA</b>; <i>Character</i>. Enter the EPA assigned four-character ID for the company/entity affiliated to the submitting entity. If the affiliated entity is unregistered and has not been assigned an EPA company ID, enter "NA"</p> <p>Enter "NA" if reporting end of quarter renewable fuel volume.</p>
12	Company Name of Affiliate		<p><b>AAAAAAA...</b>; <i>Character (1000 Max)</i>. The company name of the affiliated entity</p> <p>Enter "NA" if reporting end of quarter renewable fuel volume.</p>
13	Affiliation Type		<p><b>AAAAA</b>; <i>Character (5 Max)</i>. Enter one of the codes shown below representing the affiliation type.</p> <p><b>CORPA</b> – Corporate Affiliate as defined §80.1401.</p> <p><b>CONTH</b> – Contractual Affiliate as defined in §80.1401 that delivers RINs to or takes delivery of RINs from another party.</p> <p><b>CONTP</b> – Contractual Affiliate as defined in §80.1401 that purchases or holds RINs for another party or has another party purchase or hold RINs on its behalf, but no RINs are delivered between the parties during the reporting period.</p> <p>Enter "NA" if reporting end of quarter renewable fuel volume.</p>

Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
14	Volume of Renewable Fuel Owned at the End of the Quarter	gallons	<p><b>9999999999</b>; <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 §80.1451(c)(2) (ii). Quarter, when applicable: March 31st, June 30th, September 30th, December 31st.</p> <p><b>Note:</b> RIN generators should not include the renewable fuel volume for which RINs have not yet been generated.</p> <p>Obligated parties should enter “NA”.</p> <p>Renewable fuel producer and other parties should enter “0” if they did not own any renewable fuel at the end of the quarter.</p> <p>No decimals.</p> <p>Enter “NA” if reporting RIN Holding Threshold</p>

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