

## RFS Independent Third-Party On-Site Audit Report (RFS2200): Instructions for Completing

### Who must report

- All independent third-party auditors that verify RINs as of 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](http://www.ecfr.gov/cgi-bin/text-idx?SID=354294fee688f6d54979e2638c0decf5&node=se40.17.80_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

- 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		<b>AAAAAA</b> ; <i>Character</i> . Enter <b>RFS2200</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
3	CBI		<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: <b>Y</b> = Confidential Business Information <b>N</b> = Non-Confidential Business Information
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.

Field No.	Field Name	Units	Special Instructions	Field Formats, Codes &
6	Compliance Period Quarter		<b>AA</b> ; <i>Character</i> . Enter the quarter under the compliance year this report covers	
7	Independent Third-Party Auditor Company ID		<b>AAAA</b> ; <i>Character</i> . Enter the EPA assigned four-character ID for the independent third-party auditor.	
8	Independent Third-Party Auditor Company Name		<b>AAAA...;</b> <i>Character</i> . Enter the registered name of the independent third-party auditor.	
9	Audited Renewable Fuel or Biointermediate Producer Company Name		<b>AAAA...;</b> <i>Character</i> . Enter the registered name of the renewable fuel or biointermediate producer audited under an approved QAP under 80.1469.	
10	Audited Renewable Fuel or Biointermediate Producer Company ID		<b>AAAA</b> . <i>Character</i> . Enter the four- digit company ID of the renewable fuel or biointermediate producer audited under an approved QAP under 80.1469.	
11	Audited Renewable Fuel or Biointermediate Producer Facility ID		<b>AAAAA</b> . <i>Character</i> . Enter the five- digit facility ID of the renewable fuel or biointermediate production facility audited under an approved QAP under 80.1469.	
12	Date for any On-Site Audit		<b>MM/DD/YYYY</b> . <i>Date</i> . Enter the date for any on-site audit performed by the independent third-party auditors at the renewable fuel producer's facility.	

Paperwork Reduction Act Statement

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