

OMB Control No. ###-### Expires: ##/##/####

#### **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**

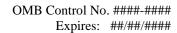
• EPA maintains report templates, electronic submission procedures and additional support options at https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-fuelprograms.



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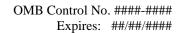
## **Field Instructions**

Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
1	Report Form ID		AAAAA; Character. Enter STR0400
2	Report Type		<ul> <li>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.</li> <li>O = Original</li> <li>R = Resubmission</li> </ul>
3	CBI		<ul> <li>A; Character. Specify if the data contained within the report is claimed as Confidential Business Information (CBI) under 40 CFR Part 2, subpart B:</li> <li>Y = Confidential Business Information</li> <li>N = Non-Confidential Business Information</li> </ul>
4	Report Date		<b>MM/DD/YYYY</b> ; <i>Character</i> . Enter the date the original or resubmitted report is created.
5	Compliance Period		<b>YYYY</b> ; <i>Character</i> . Enter the averaging/compliance year the report covers.
6	Compliance Period Quarter		AA; Character. 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		<b>AAAA</b> ; <i>Character</i> . Enter the EPA-assigned four-character ID of the independent surveyor submitting the report.
8	Retail Outlet Geographic Area		AAA; Character. 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		<b>AAAA</b> ; <i>Character</i> . Enter the independent surveyor assigned identification number for the retail outlet
10	Retail Outlet Street Address		<b>AAAAAAAA</b> ; <i>Character</i> . Enter the street address of the retail outlet
11	Retail Outlet City		<b>AAAAAAAA;</b> <i>Character</i> . Enter the city of the retail outlet
12	Retail Outlet – State		<b>AA;</b> <i>Character</i> . Enter the two-character state abbreviation of the retail outlet
13	Retail Outlet – Zip		<b>AAAAA</b> ; Zip Code. Enter the zip code of the retail outlet
14	Retail Outlet – Brand Name		<b>AAAAAAAA;</b> <i>Character</i> . Enter the displayed fuel manufacturer brand name at the retail outlet, if any



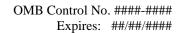


Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
15	Fuel Dispenser Label		AAAA; Character. Enter the code representing the fuel dispenser label by selecting one of the codes below  E0 – E0 gasoline  E10 – E10 gasoline  E15 – E15 gasoline  E85 – E85 gasoline  ULSD – Ultra Low Sulfur Diesel fuel  UNK - Unknown  OTH – Other  If "Other", enter a description of the fuel in the "Comments" field.
16	Fuel Dispenser Grade		AAA; Character. Enter the grade of gasoline  REG – Regular  MID – Mid-grade  PRM – Premium  OTH – Other  NA – Use "NA" for diesel, e85, unknown, or other non-gasoline fuels sampled  If "Other", enter a description of the gasoline grade in the "Comments" field.
17	Sample Collection Date		MM/DD/YYYY; <i>Character</i> . Date the reported sample was collected.
18	Sample Collection time		AAAA; Character. Enter the local time the sample was collected in military/24 hour formated time. (e.g. 7:15 AM = 0715, and 9:30 PM = 2130)
19	Sulfur	ppm	<b>999;</b> <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	<b>AAAAAAAA;</b> <i>Character.</i> Identify the ASTM Method number (e.g., D5191). If sample was un-tested, state "Untested".
21	ETOH Oxygenate - Volume	volume %	<b>99.99</b> ; <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 %	<b>99.99;</b> <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	<b>AAAAAAAA;</b> <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



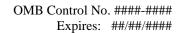


Field No.	Field Name	Units	Field Formats, Codes & Special Instructions
24	MTBE Oxygenate - Volume	volume %	<b>99.99</b> ; <i>Number</i> . Enter the measured value. Use "NA" if this field is not applicable. Note only enter a zero if testing resulted in 0 value on a test method that is validated down to zero.
25	MTBE Oxygenate – Weight	Weight %	<b>99.99;</b> <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.
26	MTBE Oxygenate Parameter Test Method	N/A	AAAAAAA; 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 %	<b>99.99</b> ; <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.
28	ETBE Oxygenate – Weight	Weight %	<b>99.99;</b> <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.
29	ETBE Oxygenate Parameter Test Method	N/A	AAAAAAAA; 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 %	<b>99.99</b> ; <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.
31	Isobutanol Oxygenate  – Weight	Weight %	<b>99.99;</b> <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.
32	Isobutanol Oxygenate Parameter Test Method	N/A	<b>AAAAAAAA;</b> <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
33	TAME Oxygenate - Volume	volume %	<b>99.99</b> ; <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.
34	TAME Oxygenate – Weight	Weight %	<b>99.99;</b> <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.





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35	TAME Oxygenate Parameter Test Method	N/A	<b>AAAAAAAA;</b> Character. 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 %	<b>99.99</b> ; <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 %	<b>99.99;</b> <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	<b>AAAAAAAA;</b> Character. 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 %	<b>99.99</b> ; <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 %	<b>99.99;</b> <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	<b>AAAAAAAA;</b> <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 %	<b>99.99</b> ; <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 %	<b>99.99;</b> <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	AAAAAAAA; Character. 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 %	<b>99.99</b> ; <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	AAAAAAAA; Character. 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	<b>99.99</b> ; <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	AAAAAAAA; Character. 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	<b>99.99</b> ; <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	AAAAAAAA; Character. 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 %	<b>99.9</b> ; <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	AAAAAAAA; Character. 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 %	<b>99.9</b> ; <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	<b>AAAAAAAA;</b> Character. 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 %	<b>999.9</b> ; <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	<b>AAAAAAAA;</b> <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 %	<b>999.9</b> ; <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	<b>AAAAAAAA;</b> Character. 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	<b>999.9</b> ; <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	<b>AAAAAAAA;</b> Character. 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	<b>999.9</b> ; <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	<b>AAAAAAAA;</b> Character. 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	<b>AAAA</b> ; <i>Character</i> . Optional. Enter any additional information or recordkeeping specific to this sample as needed.

# Paperwork Reduction Act Statement

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2060-XXXX). Responses to this collection of



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information are mandatory (40 CFR part 1090). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to range from five to 10 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.