**RNG Producer – RIN-less RNG Report (Report Form ID: RFS4900): Instructions for Completing**

**Who must report**

* All foreign RNG producers that produced RIN-less RNG during the calendar month.

**Reporting requirements**

* [40 CFR 80.140(c)(2)](https://www.ecfr.gov/current/title-40/chapter-I/subchapter-C/part-80/subpart-E#p-80.140(c)(2)) sets forth the reporting requirements for this form.
* Complete this report as separate entries for each batch of RIN-less RNG produced during the calendar month.
* If a report field does not apply, enter the value “NA”. **Do NOT leave any field blank**.

**Reporting Deadlines**

* RNG RIN-less Producers must report on a monthly basis as follows:

|  |  |  |
| --- | --- | --- |
| Calendar Month | Time Period Covered | Report Deadline |
| January | January 1 – January 31 | February 28\* |
| February | February 1 – February 28\* | March 31 |
| March | March 1 – March 31 | April 30 |
| April | April 1 – April 30 | May 31 |
| May | May 1 – May 31 | June 30 |
| June | June 1 – June 30 | July 31 |
| July | July 1 – July 31 | August 31 |
| August | August 1 – August 31 | September 30 |
| September | September 1 – September 30 | October 31 |
| October | October 1 – October 31 | November 30 |
| November | November 1 – November 30 | December 31 |
| December | December 1 – December 31 | January 31 |

\* For leap years, the time period covered for February is February 1 through February 29 and January reports are due February 29.

**How to submit reports**

* Please check the RFS reporting web site for updated instructions and templates: <https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-fuel-programs>
* For information on submitting this report using EPA’s Central Data Exchange (CDX) visit: <https://www.epa.gov/fuels-registration-reporting-and-compliance-help/user-guides-otaqdcfuel-central-data-exchange-cdx>

**Field Instructions:**

| Field | Field Name | Units | Field Formats, Codes & Special Instructions |
| --- | --- | --- | --- |
| 1 | Report Form ID |  | **AAAAAAA**; *Character*. Enter **RFS4900** |
| 2 | Report Type |  | **A**; *Character*. Indicate whether this is the original report or a resubmission. Submit only one Original report, submit any corrections or updates as Resubmission(s):  **O**: Original  **R**: Resubmission |
| 3 | CBI |  | **A**; *Character*. Specify if the data contained within the report are being claimed as Confidential Business Information (CBI) under 40 CFR Part 2, subpart B, except the information that cannot be claimed as CBI per 40 CFR 80.1402.  **Y**: Confidential Business Information **N**: Non-Confidential Business Information |
| 4 | Report Date |  | **MM/DD/YYYY**; *Character*. Enter the date this report is completed. |
| 5 | Compliance Year |  | **YYYY**; *Character*. Enter the compliance year the report covers. |
| 6 | Foreign RNG Producer Company ID |  | **AAAA**; *Character*. Enter the EPA-assigned four-character*,* company ID for the foreign RNG producer. |
| 7 | Foreign RNG Producer Company Name |  | **AAAA…;** *Character (125 Max).* Enter the registered name of the foreign RNG producer. |
| 8 | RNG Production Facility ID |  | **AAAAA**; *Character.* Enter the EPA-assigned five-characterfacility ID of the RNG production facility where the RIN-less RNG was produced. |
| 9 | Calendar Month |  | **AAA**; *Character*. Indicate the month for which the information is being reported:  **JAN**: January  **FEB**: February  **MAR**: March **APR**: April  **MAY**: May  **JUN**: June  **JUL**: July  **AUG**: August  **SEP**: September  **OCT**: October  **NOV**: November  **DEC**: December |
| 10 | RIN-less RNG Batch Number |  | **AAAAAA;** *Character*. The batch number assigned by the foreign RNG producer identifying the RIN-less RNG batch this report describes. This six-character batch number must form a unique identifier when combined with company ID, facility and year (e.g., 4321-54321-14-**000001**, 4321-54321-14-**000002**, etc.), as described in 40 CFR 80.110(j)(3). Include leading zeros where applicable. |
| 11 | Production date |  | **MM/DD/YYYY**; *Character*. Enter the production date of the RIN-less RNG batch. This should be the last day RIN-less RNG is produced during the calendar month. |
| 12 | RIN-less RNG Batch volume (Btu) | Btu LHV | **999999999999;** *Number.* Enter the total volume of the batch of RNG transferred. |
| 13 | RIN-less RNG Batch volume (scf) | scf | **999999999999;** *Number.* Enter the total volume of the batch of RNG transferred. |
| 14 | RIN-less RNG D-Code |  | **AA**; *Character.* Enter the associated D-code of the RIN-less RNG.  **D3:** D3 fuel categorized as cellulosic biofuel  **D4:** D4 fuel categorized as biomass-based diesel  **D5:** D5 fuel categorized as advanced biofuel  **D6:** D6 fuel categorized as renewable fuel  **D7:** D7 fuel categorized as cellulosic diesel |
| 15 | Verification status |  | **A;** *Character*. Enter the verification status of the RIN-less RNG batch as follows:  **Y:** The batch was verified under the QAP program  **N:** The batch was not verified under the QAP program |
| 16 | Production Process Code |  | **AAA**; Character. Enter the three-character production process code used in the biogas batch.  Use process codes listed in  <https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-codes-and-fuel-pathways-epa-moderated> |
| 17 | Feedstock Code |  | **AAA;** *Character.* Enter the three-character feedstock code of the individual feedstock used in the batch.  Use feedstock codes listed in  <https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-codes-and-fuel-pathways-epa-moderated> |
| 18 | RNG Importer Company ID |  | **AAAA**; *Character.* Enter the EPA-assigned four-digitID of the RNG importer for the RIN-less RNG batch. |
| 19 | RNG Importer Facility ID |  | **AAAAA**; *Character.* Enter the EPA-assigned five-characterfacility ID of the RNG importer’s facility where the RINs for the RIN-less RNG batch are generated. |
| 20 | Comments |  | **AAAA…;** *Character (1000 Max).* Enter any necessary comments or recordkeeping information. Enter “NA” if there are no comments. |

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