

## **Biogas Producer Closed Distribution System – Volume Report (Report Form ID: RFS5000): Instructions for Completing**

### Who must report

- All biogas closed distribution system (BCDS) RIN generators that generated RINs for biogas-derived renewable fuel during the calendar month.

### Reporting requirements

- [40 CFR 80.140\(d\)](#) sets forth the reporting requirements for this form.
- Complete this report separately for each type of biogas-derived renewable fuel for which RINs were generated during the calendar month.
- If a report field does not apply, enter the value “NA”. **Do NOT leave any field blank.**

### Reporting Deadlines

- BCDS RIN generators 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		<b>AAAAAAA</b> ; <i>Character</i> . Enter <b>RFS5000</b> .
2	Report Type		<b>A</b> ; <i>Character</i> . Indicate whether this is the original report or a resubmission. Submit only one original report, submit any corrections or updates as Resubmission(s): <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 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.  <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 this report is completed.
5	Compliance Year		<b>YYYY</b> ; <i>Character</i> . Enter the compliance year the report covers.
6	BCDS RIN Generator Company ID		<b>AAAA</b> ; <i>Character</i> . Enter the four-character EPA-assigned company ID.
7	Company Name		<b>AAAA...;</b> <i>Character (125 Max)</i> . The reporting party’s name (Your company name).
8	Facility ID		<b>AAAAA</b> ; <i>Character</i> . Enter the five-character EPA-assigned ID of the biogas closed distribution system facility or reporting ID.

Field	Field Name	Units	Field Formats, Codes & Special Instructions
9	Calendar Month		<p><b>AAA; Character.</b> Indicate the month for which the information is being reported:</p> <p><b>JAN:</b> January  <b>FEB:</b> February  <b>MAR:</b> March  <b>APR:</b> April  <b>MAY:</b> May  <b>JUN:</b> June  <b>JUL:</b> July  <b>AUG:</b> August  <b>SEP:</b> September  <b>OCT:</b> October  <b>NOV:</b> November  <b>DEC:</b> December</p>
10	Fuel category code		<p><b>AAA; Character.</b> Enter the associated code of the renewable fuel category code.</p> <p><b>190:</b> Renewable compressed natural gas  <b>200:</b> Renewable liquid natural gas</p> <p>For other fuel categories not listed, use fuel category code values listed in <a href="https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-codes-and-fuel-pathways-epa-moderated">https://www.epa.gov/fuels-registration-reporting-and-compliance-help/reporting-codes-and-fuel-pathways-epa-moderated</a></p>
11	Renewable fuel volume produced		<p><b>999999999999; Number.</b> Enter the total volume of renewable fuel produced.</p>
12	Renewable fuel volume produced Units		<p><b>AAA; Character.</b> Enter the associated code of the units for the renewable fuel volume produced.</p> <p><b>BTU:</b> Btu LHV  <b>GAL:</b> Gallons</p>
13	Volume of biogas used to produce treated biogas	Btu HHV	<p><b>999999999999; Number.</b> Enter the total volume of biogas used to produce treated biogas.</p> <p>If all biogas is used directly to produce biogas-derived renewable fuel without the production of treated biogas, enter 0.</p>

Field	Field Name	Units	Field Formats, Codes & Special Instructions
15	Volume of biogas used to produce biogas-derived renewable fuel	Btu HHV	<b>999999999999</b> ; <i>Number</i> . Enter the total volume of biogas used to produce biogas-derived renewable fuel.  If all biogas is used to produce treated biogas before producing biogas-derived renewable fuel, enter 0.
16	Volume of treated biogas used to produce biogas-derived renewable fuel	Btu HHV	<b>999999999999</b> ; <i>Number</i> . Enter the total volume of treated biogas used to produce biogas-derived renewable fuel.  If treated biogas is not used to produce biogas-derived renewable fuel, enter 0.
17	Comments		<b>AAAA...</b> ; <i>Character (1000 Max)</i> . Enter any necessary comments or recordkeeping information. Enter "NA" if there are no comments.

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