

## RNG RIN Retirement – Supplemental Report (Report Form ID: RFS5400): Instructions for Completing

### Who must report

- All entities that retired RINs for RNG used as a feedstock or as process heat under 40 CFR 80.125(e)(3) during the calendar quarter.

### Reporting requirements

- [40 CFR 80.140\(f\)](#) sets forth the reporting requirements for this form.
- Complete this report for each withdrawal location for which RINs for RNG were retired and each D-code, RIN vintage, and verification status as a separate entry for the calendar quarter.
- If a report field does not apply, enter the value “NA”. **Do NOT leave any field blank.**

### Reporting Deadlines

- Entities retiring RINs for RNG must report on a quarterly basis as follows:

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

- 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>RFS5400</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 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. <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	Company/Entity ID		<b>AAAA</b> ; <i>Character</i> . Enter the EPA-assigned, four-character company/entity ID for the company/entity that retired the RINs for RNG.
7	Company Name		<b>AAAA...;</b> <i>Character (125 Max)</i> . Enter the registered company name for the company/entity that retired the RINs for RNG.
8	Facility ID		<b>AAAAA</b> ; <i>Character</i> . Enter the EPA-assigned, five-character facility or reporting ID of the company/entity retiring RINs for RNG.

Field	Field Name	Units	Field Formats, Codes & Special Instructions
9	Calendar Quarter		<b>AA</b> ; <i>Character</i> . Enter the calendar quarter under the compliance year this report covers: <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)
10	Pipeline withdrawal point location code		<b>AAAA...</b> ; <i>Character (125 Max)</i> . Enter the ID for the pipeline withdrawal point.
11	Total volume of renewable fuel produced		<b>999999999999</b> ; <i>Number</i> . Enter the total volume of renewable fuel produced from the RNG in the calendar quarter.
12	Volume of renewable fuel unit of measure		<b>AAA</b> ; <i>Character</i> . Enter the unit of measure for the renewable fuel produced from the RNG in the calendar quarter.  <b>BTU</b> : Btu LHV <b>GAL</b> : Gallons
13	D-code of RINs retired		<b>AA</b> ; <i>Character</i> . Enter the D-code of the RINs retired for the RNG.  <b>D3</b> : D3 fuel categorized as cellulosic biofuel <b>D4</b> : D4 fuel categorized as biomass-based diesel <b>D5</b> : D5 fuel categorized as advanced biofuel <b>D6</b> : D6 fuel categorized as renewable fuel <b>D7</b> : D7 fuel categorized as cellulosic diesel
14	RIN Year of RINs retired		<b>YYYY</b> ; <i>Character</i> . Indicate the RIN year of the RINs for RNG retired in the calendar quarter.
15	Verification status of the batch		<b>AAA</b> ; <i>Character</i> . Enter the verification status of the batch.  <b>10</b> : Verified <b>30</b> : Unverified
16	Total RNG RINs retired		<b>999999999999</b> ; <i>Number</i> . Enter the total number of RINs for RNG retired in the calendar quarter.
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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