

RFS2 Biogas Producer – Batch Report (Report Form ID: RFS4100): Instructions for Completing

Who must report

- Generally, a biogas producer that produces biogas for use to produce a biogas-derived renewable fuel must comply with the reporting requirement found at 40 CFR § 80.150(b).

Reporting Deadlines

- Biogas producers must submit such information or reports on monthly biogas batches by the end of the subsequent calendar month.

The following fields are required for domestic importers of biogas:

- Field 9: Foreign Company ID. This field is required if the reporting party is importing biogas produced by a registered and accepted foreign company.
- Field 10: Foreign Company Name: This field is required if the reporting party is importing biogas produced by a registered and accepted foreign company.
- Field 11: Foreign Company Facility ID: This field is required if the reporting party is importing biogas fuel produced by a registered and accepted foreign company.

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 ; <i>Character</i> . RFS4100 : Form ID for the RFS Biogas Producer Batch Report.
2.	Report Type		A ; <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): O : Original R : Resubmission

Field	Field Name	Units	Field Formats, Codes & Special Instructions
3.	CBI		A; <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: Y: Confidential Business Information N: Non-Confidential Business Information
4.	Report Date		MM/DD/YYYY ; <i>Character</i> . Enter the date the original or resubmitted report is submitted.
5.	Report Year		YYYY ; <i>Character</i> . Indicate the compliance period (year) of the report.
6.	Company/Entity ID		AAAA ; <i>Character</i> . Enter the four-digit, EPA-assigned company/entity ID.
7.	Company Name		AAAAAAAA... ; <i>Character (125 Max)</i> . The reporting party's name (Your company name).
8.	Facility ID		AAAA ; <i>Character</i> . Enter the five-digit, EPA-assigned facility ID.
9.	Foreign Company ID		AAAA; <i>Character</i>. Enter the four-digit EPA-assigned foreign company ID who is producing biogas for import. Note: Domestic biogas producers enter "NA".
10.	Foreign Company Name		AAAAAAAA...; <i>Character (125 Max)</i>. The foreign company's name who is producing biogas for import. Note: Domestic biogas producers enter "NA".
11.	Foreign Company Facility ID		AAAAA; <i>Character</i>. Enter the five-digit, EPA-assigned foreign company's facility ID who is producing biogas for import. Note: Domestic biogas producers enter "NA".

Field	Field Name	Units	Field Formats, Codes & Special Instructions
12 .	Compliance Period Code		AA; <i>Character</i>. Indicate the compliance period for which the information is being reported. Month ranges are provided below to assist in labeling quarters: Q1: First Quarter (January – March) Q2: Second Quarter (April – June) Q3: Third Quarter (July – September) Q4: Fourth Quarter (October – December)
13	Batch number		AAAAAA; <i>Character</i>. The batch number assigned by the biointermediate producer identifying the biointermediate batch this report describes. This six digit 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 80.1475(h). Please include leading zeros where applicable.
14	Production date		MM/DD/YYYY; <i>Character</i>. Date the reported batch was produced.
15	Designated use of the batch		AAA; <i>Character</i>. Enter the two or three character code representing the renewable fuel for which the biogas batch was designated to be used as a feedstock material.
16	Batch volume		999999999; <i>Number</i>. Production quantity of the reported batch of biogas.

Field	Field Name	Units	Field Formats, Codes & Special Instructions
17	D-code		A; <i>Character.</i> Enter the single digit identifier of the D-code representing the type of renewable fuel for which the biointermediate was designated to be used as a feedstock material. The D-codes are: 3: D3 fuel categorized as cellulosic biofuel 4: D4 fuel categorized as biomass-based diesel 5: D5 fuel categorized as advanced biofuel 6: D6 fuel categorized as renewable fuel 7: D7 fuel categorized as cellulosic diesel
18	Production Process		AAA; <i>Character.</i> Enter the three-digit code of the production process used in the biogas batch.
19	Feedstock Code		AAA; <i>Character.</i> Enter the feedstock code of the individual feedstock used in the batch.
20	Feedstock Amount		999999999999; <i>Number.</i> Enter the amount of the individual feedstock used in the production of the batch.
21	Feedstock Unit of Measure		AAA; <i>Character.</i> Enter the unit of measure. 10: Cubic Feet 20: 100 Cubic Feet 30: 1,000,000 Cubic Feet 40: Gallon 50: Liter 60: Short Ton 70: Cubic Meters 80: Therm 90: Decatherm 100: Bushel 110: Pounds 120: Million Gallons Per Day
22	Verification status of the batch		AAA; <i>Character.</i> Enter the verification status of the batch. 10: Verified 30: Unverified

Field	Field Name	Units	Field Formats, Codes & Special Instructions
23	Comments		AAAAAAA...; Character (1000 Max). Optional. Enter any necessary comments or recordkeeping information.

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