

## RFS2 Renewable Electricity RIN Generator – Renewable Electricity Data Transfer Report (Report Form ID: RFS4500): Instructions for Completing

### Who must report

- Generally, a Renewable Electricity RIN Generator generating RINs from a biogas-derived renewable fuel must comply with the reporting requirement found at 40 CFR § 80.150(d).

### Reporting Deadlines

- Renewable electricity RIN Generators must submit on a quarterly basis.

Production 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

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> . <b>RFS4500</b> : Form ID for the RFS Renewable Electricity Data Transfer Report.
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: <b>Y</b> : Confidential Business Information <b>N</b> : Non-Confidential Business Information

Field	Field Name	Units	Field Formats, Codes & Special Instructions
4.	Report Date		<b>MM/DD/YYYY</b> ; <i>Character</i> . Enter the date the original or resubmitted report is submitted.
5.	Report Year		<b>YYYY</b> ; <i>Character</i> . Indicate the compliance period (year) of the report.
6.	Company/Entity ID		<b>AAAA</b> ; <i>Character</i> . Enter the four-digit, EPA-assigned company/entity ID.
7.	Company Name		<b>AAAAAAA...</b> ; <i>Character (125 Max)</i> . The reporting party's name (Your company name).
8	Compliance Period Code		<b>AA</b> ; <i>Character</i> . Indicate the compliance period for which the information is being reported. Month ranges are provided below to assist in labeling quarters:  <b>Q1:</b> First Quarter (January – March) <b>Q2:</b> Second Quarter (April – June) <b>Q3:</b> Third Quarter (July – September) <b>Q4:</b> Fourth Quarter (October – December)
9	Renewable Electricity Producer Company Name		<b>AAAAAAA...</b> ; <i>Character (125 Max)</i> . Enter the name of the Renewable Electricity Producer company that was contracted to supply the renewable electricity.
10	Renewable Electricity Producer Company ID		<b>AAAA</b> ; <i>Character</i> . Enter the four-digit EPA-assigned ID of the Renewable Electricity Producer that was contracted to supply the renewable electricity.
11	Batch Number		<b>AAAA</b> ; <i>Character</i> . Enter the assigned batch ID.
12	Production Date		<b>MM/DD/YYYY</b> ; <i>Character</i> . Enter the production date of the renewable electricity batch.
13	Total volume transferred		<b>999999999999</b> ; <i>Number</i> . Enter the total volume transferred.
14	Associated D-code		<b>A</b> ; <i>Character</i> . Enter the associated D-code of the renewable electricity.  <b>3:</b> D3 fuel categorized as cellulosic biofuel <b>4:</b> D4 fuel categorized as biomass-based diesel <b>5:</b> D5 fuel categorized as advanced biofuel <b>6:</b> D6 fuel categorized as renewable fuel <b>7:</b> D7 fuel categorized as cellulosic diesel

Field	Field Name	Units	Field Formats, Codes & Special Instructions
15	Verification status		<b>AA</b> ; <i>Character</i> . Enter the code representing the verification status of the biogas or RNG.
16	Transfer Date		<b>MM/DD/YYYY</b> ; <i>Character</i> . Enter the transfer date of the renewable electricity batch
17	Comments		<b>AAAAAAAA...</b> ; <i>Character (1000 Max). Optional</i> . Enter any necessary comments or recordkeeping information.

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-#####). Responses to this collection of information are mandatory (40 CFR part 80). 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 be less than one hour 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.