EIA-817

MONTHLY TANKER AND BARGE MOVEMENT REPORT

YOUR RESPONSE IS REQUIRED BY LAW

This report is mandatory under Title 15 U.S.C. §772(b). Failure to comply may result in criminal fines, civil penalties and other sanctions as provided by Title 15 U.S.C. §797. Title 18 U.S.C. §1001 makes it a criminal offense for any person knowingly and willingly to make to any Agency or Department of the United States any false, fictitious, or fraudulent statements as to any matter within its jurisdiction.

The Form EIA-817 must be completed by:

- All companies that have custody of crude oil or petroleum products transported by tanker and barge between PAD Districts; and
- All companies that have custody of crude oil or petroleum products originating from a PAD District and transported to the Panama Canal with the intent that the crude oil or petroleum products be further transported to another PAD District.

Commodities transported on company-owned tankers and barges are to be reported on Form EIA-817. In addition, the EIA-817 requires those parties that charter or lease the services of transportation companies, either on a contract or spot basis, to report to EIA those shipments carried out by such firms.

For purposes of this report, **custody** is defined as physical possession of crude oil or petroleum products on a company-owned tanker or barge. Companies that lease vessels or contract for movement of crude oil or petroleum products on a tanker or barge between PAD Districts are also considered to have custody.

PURPOSE

The U.S. Energy Information Administration's (EIA) Form EIA-817, *Monthly Tanker and Barge Movements Report*, is used to collect data on the movement of crude oil and petroleum products. A summary of the data appears on EIA's website at http://www.eia.gov/ and in numerous government publications.

RESPONSE DUE DATE

EIA must receive the Form EIA-817 by the 20th calendar day following the end of the report period (e.g., the *Monthly Tanker and Barge Movement Report* covering the January report period must be received by February 20th).

HOW TO FILE A RESPONSE

To facilitate the processing of data, the use of EIA forms is required. The form can be downloaded in XLS format on the EIA website, which can be accessed from https://www.eia.gov/survey/#eia-817.

Respondents must use the EIA's Secure File Transfer system to submit their data. With this Internet-based option, EIA uses security protocols to protect the information against unauthorized access during transmission. EIA does not accept email, fax, or paper forms.

Data Submission Method

By Secure File Transfer: https://signon.eia.doe.gov/upload/noticeoog.jsp

QUESTIONS

Please contact the EIA Survey Support Team using the following communication methods:

By email: eia4usa@eia.gov
By phone: 1-855-EIA-4USA (1-855-342-4872) [Monday through Friday, 8:00 AM to 6:00 PM E.T.]

HOW TO USE EIA'S SECURE FILE TRANSFER

EIA is ensuring the security of your transactions by using the latest Internet security technology. The technology being used to protect your data is encryption which is the scrambling of data into a code that is unreadable to anyone who does not have the key that deciphers it. The secure hypertext transfer protocol (HTTPS) is a communications protocol designed to transfer this encrypted information between computers over the internet. All information is protected by 128-bit encryption to maintain the privacy and confidentiality of your data. The only thing you need to take advantage of strong encryption technology is a secure browser, one that supports 128-bit encryption.

1. Go to the EIA Secure File Transfer system located at https://signon.eia.doe.gov/upload/noticeoog.jsp
2. Read the Agreement and then click the **Accept** button.
3. Enter your name, company name, phone number and email address into the boxes provided. Note that the email address is required so that we can send you a confirmation of the receipt of your data.
4. Click on the **Choose Files** button to navigate to your saved Excel file submission. Select the file to upload and click on the **Open** button.
5. If you are ready to submit your file, click on the green **Submit File(s)** button. Please be patient, it may take a few minutes to upload your file. Do not close your browser during this upload. A confirmation page will be displayed with a Submission Successful banner and indicate the names of the files you have transferred, a confirmation number and the date and time of the transfer.

SANCTIONS

The timely submission of Form EIA-817 by those required to report is mandatory under 15 USC 772(b), as amended. Failure to respond may result in a civil penalty of not more than $13,273 each day for each violation. The government may bring a civil action to prohibit reporting violations which may result in a temporary restraining order or a preliminary or permanent injunction without bond. In such civil action, the court may also issue mandatory injunctions commanding any person to comply with these reporting requirements.

REPORTING BURDEN

Public reporting burden for this collection of information is estimated to average 2.03 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden to: Energy Information Administration, Statistical Methods and

Research, EI-21, 1000 Independence Avenue, S.W., Washington, D.C. 20585; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

DISCLOSURE OF INFORMATION

The information reported on this form will be protected and not disclosed to the public to the extent that it satisfies the criteria for exemption under the Freedom of Information Act (FOIA), 5 U.S.C. §552(b), the DOE regulations, 10 C.F.R. §1004.11, implementing the FOIA, and the Trade Secrets Act, 18 U.S.C. §1905.

The Federal Energy Administration Act requires EIA to provide company-specific data to other Federal agencies when requested for official use. The information reported on this form may also be made available, upon request, to another component of the Department of Energy (DOE); to any Committee of Congress, the Government Accountability Office, or other Federal agencies authorized by law to receive such information. A court of competent jurisdiction may obtain this information in response to an order. The information may be used for any nonstatistical purposes such as administrative, regulatory, law enforcement, or adjudicatory purposes.

Disclosure limitation procedures are not applied to the statistical data published from this survey's information. Thus, there may be some statistics that are based on data from fewer than three respondents, or that are dominated by data from one or two large respondents. In these cases, it may be possible for a knowledgeable person to estimate the information reported by a specific respondent.

Company specific data are also provided to other DOE offices for the purpose of examining specific petroleum operations in the context of emergency response planning and actual emergencies. The data collected on Form EIA-817, *Monthly Tanker and Barge Movement Report,* is used to report aggregate statistics on and conduct analyses of movements of crude oil and petroleum products.

SPECIFIC INSTRUCTIONS

Definitions of petroleum products and other terms are available on the EIA website. Please refer to these definitions before completing the survey form.

Quantities: Report using the following criteria:

- Report all quantities to the nearest whole number in thousand barrels (42 U.S. gallons/barrel). Quantities ending in 499 or less are rounded down, and quantities ending in 500 or more are rounded up (e.g., 106,499 barrels are reported as 106 and 106,500 barrels are reported as 107).
- Report data for only those lines which are applicable to your operation. If the quantity for a product for which you usually report data is zero, please leave the field blank and add a comment confirming no data. Shaded cells on the form are those in which data are not currently required to be reported.
- Report quantities corrected to 60 degrees Fahrenheit (°F) less basic sediment and water (BS&W).

PART 1: RESPONDENT IDENTIFICATION DATA

- Enter the month and year for which you are filing on each page. The monthly report period begins at 12:01 a.m. Eastern Time on the first day of the month and ends midnight Eastern Time on the last day of the month.
- Enter the 10-digit EIA ID Number. If you do not have a number, submit your report leaving this field blank. EIA will advise you of the number.
- If there has been a change since the last report, enter an “X” in the block provided.

- Enter the name of the company filing the report.
- Enter the Doing Business As “DBA” name if appropriate.
- Enter the physical address of the reporting company.
- Enter the mailing address of the Contact. (Note: If the physical address and mailing address are the same, provide the information only for the physical address.)
- Enter the name, telephone number, facsimile number, and e-mail address of the person to contact concerning information shown on the report. The person listed should be the person most knowledgeable of the specific data reported.

PART 2: SUBMISSION/RESUBMISSION INFORMATION

Submissions - Refer to the “How to File a Response” section for more details for submitting data.

Resubmissions - A resubmission is required whenever an error greater than 5 percent of the true value is discovered by a respondent or if requested by EIA. Enter "X" in the resubmission box if you are correcting information previously reported. Enter only those data cells which are affected by the changes. You are not required to file a complete form when you resubmit.

Comments - Report any unusual aspects of your reporting month’s operations in the Comments section at the bottom of the form below Parts 1 and 2. Comments will be used in the validation process and should address any data anomalies that could raise questions requiring contact by survey staff for clarification. Comments will be protected in the same manner as other information reported on this form as described in detail in the "Disclosure of Information" portion of these instructions.

SPECIFIC INSTRUCTIONS

PART 3. TANKER AND BARGE MOVEMENT

Report all shipments of crude oil or petroleum products for which your company has custody at the time of shipment.

Shipments that move through the Panama Canal from one PAD District to another PAD District are reported as regular waterborne movements between the original shipping PAD District and the final destination PAD District. To avoid double-counting in cases where there is a change in custody at the Panama Canal, the company that shipped the crude oil or petroleum products from a PAD District to the Panama Canal reports the entire movement. In the event the complete movement takes place in two different months, the entire movement is reported in the month when the crude oil or petroleum products were shipped to the Panama Canal.

Report movements of crude oil and/or petroleum products only between shipping PAD Districts and receiving PAD Districts. Use Table 1 to determine the PAD District classification of each State.

Table 1. State Classification

PAD DISTRICT 1		
SUB-PADD 1A	**SUB-PADD 1B**	**SUB-PADD 1C**
Connecticut	Delaware	Florida
Maine	Dist. Columbia	Georgia
Massachusetts	Maryland	N. Carolina
New Hampshire	New Jersey	S. Carolina
Rhode Island	New York	Virginia
Vermont	Pennsylvania	West Virginia

PAD DISTRICT 2			
Illinois	Kentucky	Nebraska	S. Dakota
Indiana	Michigan	N. Dakota	Tennessee
Iowa	Minnesota	Ohio	Wisconsin
Kansas	Missouri	Oklahoma	

PAD DISTRICT 3	PAD DISTRICT 4	PAD DISTRICT 5
Alabama	Colorado	Alaska
Arkansas	Idaho	Arizona
Louisiana	Montana	California
Mississippi	Utah	Hawaii
New Mexico	Wyoming	Nevada
Texas		Oregon
		Washington

Finished Motor Gasoline

Report finished motor gasoline blended with fuel ethanol that contains 55% denatured fuel ethanol or less by volume as Ed55 and Lower (code 166).

Report finished motor gasoline blended with fuel ethanol that contains greater than 55% denatured fuel ethanol by volume as Greater than Ed55 (code 149). All or most of the gasoline reported in this product category will be E85.