

Guidance for RFS 2012 Annual Compliance Reporting

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Compliance Division
Office of Transportation and Air Quality
U.S. Environmental Protection Agency

Guidance for RFS 2012 Annual Compliance Reporting

This guidance document is intended to assist obligated parties and renewable fuel exporters in reporting their RFS2 Renewable Volume Obligations (RVOs) reporting for the 2012 compliance year. The reports for 2012 are due February 28, 2013. In addition to this guidance document, EPA has posted RVO Q&As that can be found on the RFS web site at:

<http://www.epa.gov/otaq/fuels/renewablefuels/compliancehelp/rfs2-aq.htm#7>.

Any obligated party, as described in §80.1406, that produced or imported gasoline or MVNRLM diesel fuel for use in the contiguous 48 states plus Hawaii (Alaska if they opt-in) during a given compliance period must submit an RFS2 Annual Compliance Report pursuant to §80.1451(a).

Any exporter of renewable fuels, as described in §80.1430, that exported a volume of renewable fuel from the contiguous 48 states plus Hawaii (Alaska if they opt-in) during a given compliance period must submit an RFS2 Annual Compliance Report pursuant to §80.1451(a).

Parties that have more than one business activity that generate multiple Renewable Volume Obligations (RVOs), must report the information separately (i.e. imports, exports, and refining obligations must be met separately). Further, prior to retiring RFS2 RINs for compliance, gasoline and diesel refiners are required to indicate the compliance level that they choose to report based on (aggregate or refinery by refinery) in the OTAQReg: Fuels Programs Registration interface on Central Data Exchange (CDX). **Note:** The compliance level only needs to be indicated in OTAQReg once unless the company plans to change their compliance level. However, if the obligated party carries a deficit from one year to the next, then the party must maintain the same approach to aggregation in the next calendar year per §80.1427(b)(1)(iv).

The guidance document will briefly discuss features that have been implemented in EMTS to assist obligated parties and renewable fuel exporters with their RFS2 annual compliance requirements. These features will aid users in completing their RFS0303 Annual Compliance Report, which is required pursuant to §80.1451(a). For more information on all EMTS features, please visit the EMTS documents webpage at:

<http://www.epa.gov/otaq/fuels/renewablefuels/emtshtml/emtsdocuments.htm>

Regulated parties may use this document to aid in achieving compliance with the RFS2 program regulations. However, this document does not in any way alter the requirements of those regulations. This document does not establish or change legal rights or obligations. It does not establish binding rules or requirements and is not fully determinative of the issues addressed. Agency decisions in any particular case will be made applying the law and regulations on the basis of specific facts and actual action.

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1.0 General Information for Obligated Parties

All obligated parties are required to submit the RFS0303: RFS2 Annual Compliance Report. The RFS0303 report is used to demonstrate compliance with the Renewable Volume Obligations that obligated parties and renewable fuel exporters acquired based on their compliance year activities.

The following information is general information for all obligated parties and exporters. Specific information based on the business activities of an obligated party or exporter can be found in sections 2 through 4.

1.1 What information do I have to submit for 2012 Annual Compliance?

Obligated parties and renewable fuel exporters are required to submit all information listed in §80.1451(a). All of the required RFS2 RIN information will be entered and submitted in the RFS0303 report.

The RFS2 RIN information submitted on the RFS0303 report satisfies all of the requirements in 80.1451(a). Therefore, a partial EMTS Transaction History report showing all RINs retired for compliance purposes does not need to be submitted on February 28 but will be submitted on Quarter 1 reports instead.

1.2 What RINs can be used to satisfy each Renewable Volume Obligation?

In 2012, only RFS2 RINs (transacted in EMTS) may be used for compliance purposes. For 2012 compliance, unused 2010 RFS1 RINs are not eligible to be used for compliance purposes.

Different Types of RINs:

Under RFS2, certain types of RINs can be used to fulfill various obligations. Pursuant to 40 CFR 80.1427(a)(2)-(4), the following types of RINs may be used to satisfy the specific RVOs:

RINs Generated Under RFS2

- RINs with a D code of 3 or 7 are valid for compliance with the cellulosic biofuel RVO. *Note: If a RIN with a D code of 7 is used to meet the biomass-based diesel RVO, then it may not be used to satisfy the cellulosic biofuel RVO.*
- RINs with a D code of 4 or 7 are valid for compliance with the biomass-based diesel RVO. *Note: If a RIN with a D code of 7 is used to meet the cellulosic biofuel RVO, then it may not be used to satisfy the biomass-based diesel RVO.*
- RINs with a D code of 3, 4, 5, or 7 are valid for compliance with the advanced biofuel RVO.
- RINs with a D code of 3, 4, 5, 6, or 7 are valid for compliance with the renewable fuel RVO.

Renewable Volume Obligation Nesting:

RVOs are “nested,” meaning that certain types of RINs can be used to satisfy multiple RVOs. For example, a RIN with a D code of 4 may be used toward satisfying a biomass-based diesel RVO, an advanced biofuel RVO, and renewable fuel RVO for the same compliance year. However, a RIN with a D code of 5 or 6 may not be used to meet a biomass-based diesel RVO.

Table 1 – Which RIN D codes can satisfy each Renewable Volume Obligation (RVO) pursuant to 40 CFR 80.1427(a)(2)-(4)?

D Code	Cellulosic Biofuel RVO	Biomass-Based Diesel RVO	Advanced Biofuel RVO	Renewable Fuel RVO
3	X		X	X
4		X	X	X
5			X	X
6				X
7	X*	X*	X	X

Note: X* indicates a RIN with a D code of 7 may be used to meet either the Cellulosic Biofuel RVO or the Biomass-Based Diesel RVO, but not both RVOs pursuant to 40 CFR 80.1427(3)(ii).

Additional Notes:

- 1) When filling out the RFS0303 report, parties must carry the entire number of RINs used for compliance purposes throughout the nested standards regardless of showing an excess of RINs for another RVO category. (e.g. In a given compliance year, the number of cellulosic biofuel and biomass-based diesel may cover the advanced biofuel RVO in excess. The number of RINs retired should not be reduced to equal the advanced biofuel RVO, but instead should show a retirement in excess for the advanced biofuel RVO row.)

For example:

- An obligated party uses 400 D3 2012 RFS2 RINs for compliance, then 400 must appear in field 16 for the rows with “CB”, “AF”, and “RF” in field 9.
- An obligated party uses 110,000 D4 2011 RFS2 RINs for compliance, then 110,000 must appear in field 17 for the rows with “BD”, “AF”, and “RF” in field 9.

- 2) RINs can only be used in one compliance year

For example:

- An obligated party cannot use a D5 RIN to fulfill the advanced biofuel RVO 2011 and then use the same RIN to fulfill the renewable fuel RVO in 2012.

1.3 What is the last day that I can obtain RINs for compliance?

RFS2 RINs used to meet the 2012 obligation may be traded until February 28, 2013. For the 2012 compliance year, the RFS0303: RFS2 Annual Compliance Report must be submitted on February 28, 2013. The RFS0300: Annual Compliance Report was for compliance years 2007 through 2009, the RFS0301: RFS2 2010 Annual Compliance Report was for compliance year 2010, and the RFS0302: RFS2 2011 Annual Compliance Report was for compliance year 2011.

Additional RFS2 EMTS RIN Notes:

1. In order to retire RFS2 RINs for compliance by the deadline, all transactions must be completed and processed in EMTS prior to the deadline. Although EMTS can accept and process certain transactions rather quickly, RIN retirements may take longer to process when multiple RIN batches are involved. Therefore, parties should try to complete their RIN retirements by February 21, 2013. If EMTS is unable to process the transactions by February 28, then those RINs will be unavailable for retirement for that compliance year.
2. As discussed above, RIN retirements may take longer to process when multiple RIN batches are involved. Due to a longer processing time, a session in the EMTS User Interface may timeout prior to the processing completion. Therefore, EPA suggests that parties who intend to retire a large quantity of RINs for compliance use an XML file. XML files should be submitted at least one week prior to the compliance deadline (e.g. February 21). Obligated parties using the web user interface should retire no more than one million RINs at a time to avoid system delays.
3. RINs may not be retired for compliance purposes after February 28, 2013 for the 2012 compliance year.

1.4 EMTS Features

Compliance Data User Interface in EMTS

Home | Contact Us | Help | Logout
Logged in as: LucyPelt for RAP Inc. GEN Biodiesel (4671)

MTS

EPA Moderated Transaction System

Organization Submissions Trades Reports RINs

View Aggregate RINs Retired for Obligation

The following grid displays the number of RINs your organization has retired for obligation.

Fuel (D-Code)	RIN Year	Compliance Year	Compliance Level	Facility ID	Total RINs
Advanced Biofuel (D=5)	2010	2010	Aggregated Importer		34000
Biomass-Based Diesel (D=4)	2010	2010	Aggregated Importer		71500
Renewable Fuel (D=6)	2010	2010	Refinery by Refinery	Valley Medico Plant 12 (46711)	39000

Export options: [CSV](#) | [Excel](#) | [PDF](#)

Transaction Bin

Your organization has 0 un-submitted transactions in the transaction bin.

[View Transaction Bin](#)

[Organizations](#)

[Quick Search](#)

The Compliance Data user interface page in EMTS is a listing of all RINs retired for compliance, broken out by:

- RIN Type (D code)
- RIN Year
- Compliance Level (AGREF, AGIMP, EXPRT, or refinery-by-refinery)
- RIN Quantity

Obligated parties should use this page to accurately reflect the correct RIN quantities that have been retired for compliance on the Annual Compliance Report. This page will assist parties to complete fields 15 through 24 of the RFS0303: 2012 Annual Compliance Report.

This interface can be found under the Reports Tab on the horizontal toolbar in EMTS.

2.0 Obligated Parties: Gasoline or Diesel Refiners

Refiners of gasoline or diesel may comply in the aggregate or on a refinery-by-refinery basis. Prior to the retirement of RFS2 RINs in EMTS, refiners must update their registration via the OTAQReg: Fuels Programs Registration application to indicate how they plan to comply.

Note: The compliance level only needs to be indicated in OTAQReg once unless the company plans to change their compliance level. However, if the obligated party carries a deficit from one year to the next, then the party must maintain the same approach to aggregation in the next calendar year per §80.1427(b)(1)(iv).

2.1 Refiners: Selecting Compliance Level in CDX

Pursuant to 80.1406(c)(1), an obligated party may comply with its annual compliance requirements for all of its refineries in aggregate, or for each refinery individually. However, if the obligated party carries a deficit from one year to the next, then the party must maintain the same approach to aggregation in the next calendar year per §80.1427(b)(1)(iv).

Note: The compliance level only needs to be indicated in OTAQReg once unless the company plans to change their compliance level. The compliance level must be submitted and activated by EPA prior to the retirement of RINs for compliance.

In order to select the compliance level, a CDX user will login to CDX and:

1. Select the **OTAQReg: Fuels Programs Registration** link.
2. On the OTAQ Registration Program Home page, select your company by clicking the **Company Name**.
3. Select the EDIT button in the top right corner of the page.
4. Scroll down to the bottom of the page and select the compliance level.

Refiner Compliance Level

★ Pursuant to 80.1406(c)(1), an obligated party may comply with its annual compliance requirements for all of its refineries in the aggregate, or for each refinery individually. However, if the obligated party carries a deficit from one year to the next, then the party must maintain the same approach to aggregation in the next calendar year. Please indicate the compliance level below:

- ☒ Aggregation of Refineries
- ☐ N/A (Biodiesel Producers Only)
- ☐ Refinery-by-refinery

5. Once the compliance level has been selected, if no other updates need to be made in the registration, click **Review** at the top corner of the page.
6. Review the information. The user will be unable to edit any information on this page. If the information looks correct, click **Submit** at the bottom of the page.
7. The user must save and print out the PDF forms that are generated on the **Company Information: Print and Sign** page. Once the forms are printed, click **Continue**.

Note: The PDF registration must be printed and signed by the responsible corporate officer (RCO) that EPA currently has on file for the company. These forms must be sent to EPA by either:

US Mail:
U.S. Environmental Protection Agency
Fuels Programs Registration (6406J)
1200 Pennsylvania Avenue, NW
Washington, DC 20460

Commercial Delivery:
U.S. Environmental Protection Agency
Fuels Programs Registration
Room 647C, 202-343-9038
1310 L Street, NW
Washington, DC 20005

8. You will be taken back to the OTAQ Registration Home page where you should be able to see a pending company update request.

2.2 Refiners: RFS0303 Guidance (also available in the RFS0303 report instructions)

The RFS0303 reporting instructions can be found on the Renewable Fuel Standards Reporting Forms web page at <http://www.epa.gov/otaq/fuels/reporting/rfs.htm>.

In [Field No. 8] of the RFS0303 report, the refiner must enter either AGREF (aggregate) or the 5 digit facility ID (refinery-by-refinery). Regardless, the refiner will have at least four rows, one for each RVO (renewable fuel, advanced biofuel, biomass-based diesel and cellulosic biofuel.)

Note: If complying refinery-by-refinery, the obligated party should have one row for each RVO at each refinery (e.g. 2 refineries will have 8 rows, 3 refineries will have 12 rows, etc.).

Fields that must contain “NA” in the RFS0303: RFS2 Annual Compliance Report

- For a row with field 9 as CB, “NA” must be entered in field 17,18,19,20,21,22,23,24
- For a row with field 9 as BD, “NA” must be entered in field 15,16,19,20,21,22,25,26,27,28
- For a row with field 9 as AB, “NA” must be entered in field 21,22,26,27,28
- For a row with field 9 as RF, “NA” must be entered in field 26,27,28

Prior-year RIN limits

- For a row with field 9 as **CB**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formula:
$$[\text{No. 15}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **BD**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:
$$[\text{No. 17}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **AB**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:
$$[\text{No. 15}] + [\text{No. 17}] + [\text{No. 19}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **RF**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:

$$[\text{No. 15}] + [\text{No. 17}] + [\text{No. 19}] + [\text{No. 21}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$

2.3 Refiners: Deficit Carryovers

An obligated party who fails to meet its obligation in a given year may carryover a deficit into the following year pursuant to 40 CFR 80.1427(b) given that they meet the following requirements:

- A deficit has not been carried over from the previous year for that specific RVO; and
- The party meets all RVOs of the deficit category in the following year.

A deficit is calculated according to the following formula:

$$D_i = RVO_i - [(\Sigma RINNUM)_i + (\Sigma RINNUM)_{i-1}]$$

Where:

D_i = The deficit, in gallons, generated in calendar year i that must be carried over to year $i+1$ if allowed pursuant to paragraph (b)(1) of this section.

RVO_i = The Renewable Volume Obligation for the obligated party or renewable fuel exporter for calendar year i , in gallons.

$(\Sigma RINNUM)_i$ = Sum of all acquired gallon-RINs that were generated in year i and are being applied towards the RVO_i , in gallons.

$(\Sigma RINNUM)_{i-1}$ = Sum of all acquired gallon-RINs that were generated in year $i-1$ and are being applied towards the RVO_i , in gallons.

3.0 Obligated Parties: Gasoline or Diesel Importers

Importers of gasoline or diesel must comply in aggregate.

In [Field No. 8] of the RFS0303 report, the importer must enter AGIMP and will have four rows, one for each RVO.

3.1 Importers: RFS0303 Guidance

The RFS0303 reporting instructions can be found on the Renewable Fuel Standards Reporting Forms web page at <http://www.epa.gov/otaq/fuels/reporting/rfs.htm>.

Fields that must contain “NA” in the RFS0303: RFS2 Annual Compliance Report

- For a row with field 9 as CB, “NA” must be entered in field 17,18,19,20,21,22,23,24
- For a row with field 9 as BD, “NA” must be entered in field 15,16,19,20,21,22,25,26,27,28
- For a row with field 9 as AB, “NA” must be entered in field 21,22,26,27,28
- For a row with field 9 as RF, “NA” must be entered in field 26,27,28

Prior-year RIN limits

- For a row with field 9 as **CB**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formula:
$$[\text{No. 15}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **BD**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:
$$[\text{No. 17}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **AB**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:
$$[\text{No. 15}] + [\text{No. 17}] + [\text{No. 19}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **RF**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:
$$[\text{No. 15}] + [\text{No. 17}] + [\text{No. 19}] + [\text{No. 21}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$

3.2 Importers: Deficit Carryovers

An obligated party who fails to meet its obligation in a given year may carryover a deficit into the following year pursuant to 40 CFR 80.1427(b) given that they meet the following requirements:

- A deficit has not been carried over from the previous year for that specific RVO; and
- The party meets all RVOs of the deficit category in the following year;.

A deficit is calculated according to the following formula:

$$D_i = RVO_i - [(\Sigma RINNUM)_i + (\Sigma RINNUM)_{i-1}]$$

Where:

D_i = The deficit, in gallons, generated in calendar year i that must be carried over to year $i+1$ if allowed pursuant to paragraph (b)(1) of this section.

RVO_i = The Renewable Volume Obligation for the obligated party or renewable fuel exporter for calendar year i , in gallons.

$(\Sigma RINNUM)_i$ = Sum of all acquired gallon-RINs that were generated in year i and are being applied towards the RVO_i , in gallons.

$(\Sigma RINNUM)_{i-1}$ = Sum of all acquired gallon-RINs that were generated in year $i-1$ and are being applied towards the RVO_i , in gallons.

4.0 Renewable Fuel Exporters

Renewable fuel exporters must comply in aggregate.

In [Field No. 8] of the RFS0303 report, the exporter must enter EXPRT and will have between one and four rows based on the export activity.

Note: Renewable fuel exporters that have an RVO other than renewable fuel incur nested obligations (e.g. for an export of biodiesel, an exporter will have a Biomass-Based Diesel RVO, an Advanced Biofuel RVO, and a Renewable Fuel RVO). Table 2 describes which volumes of renewable fuel need to be included when an exporter calculates their RVO(s), pursuant to §80.1407.

Table 2 – This table provides examples of which volumes of a renewable fuel export incur specific Renewable Volume Obligations (RVO) pursuant to §80.1430.

Renewable Fuel Export	Cellulosic Biofuel RVO	Biomass-Based Diesel RVO	Advanced Biofuel RVO	Renewable Fuel RVO
Biodiesel	No	Yes	Yes	Yes
Non-Ester Renewable Diesel	No	Yes	Yes	Yes
Cellulosic Biofuel	Yes	No	Yes	Yes
Cellulosic Diesel	Either Cellulosic Biofuel or Biomass-Based Diesel (only 1)		Yes	Yes
Advanced Biofuel	No	No	Yes	Yes
Renewable Fuel	No	No	No	Yes

4.1 Exporters: RFS0303 Guidance

The RFS0303 reporting instructions can be found on the Renewable Fuel Standards Reporting Forms web page at <http://www.epa.gov/otaq/fuels/reporting/rfs.htm>.

Fields that must contain “NA” in the RFS0303: RFS2 Annual Compliance Report

- For a row with field 9 as CB, “NA” must be entered in field 17,18,19,20,21,22,23,24,26,27,28
- For a row with field 9 as BD, “NA” must be entered in field 15,16,19,20,21,22,25,26,27,28
- For a row with field 9 as AB, “NA” must be entered in field 21,22,26,27,28
- For a row with field 9 as RF, “NA” must be entered in field 26,27,28

Prior-year RIN limits

- For a row with field 9 as **CB**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formula:
$$[\text{No. 15}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$

- For a row with field 9 as **BD**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:

$$[\text{No. 17}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **AB**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:

$$[\text{No. 15}] + [\text{No. 17}] + [\text{No. 19}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$
- For a row with field 9 as **RF**, the amount of prior year 2011 RINs that may be used for compliance must satisfy the following formulas:

$$[\text{No. 15}] + [\text{No. 17}] + [\text{No. 19}] + [\text{No. 21}] + [\text{No. 23}] \leq 0.20 \times [\text{No. 13}]$$

4.2 Exporters: Deficit Carryovers

An obligated party who fails to meet its obligation in a given year may carryover a deficit into the following year pursuant to 40 CFR 80.1427(b) given that they meet the following requirements:

- A deficit has not been carried over from the previous year for that specific RVO; and
- The party meets all RVOs of the deficit category in the following year.

A deficit is calculated according to the following formula:

$$D_i = RVO_i - [(\Sigma RINNUM)_i + (\Sigma RINNUM)_{i-1}]$$

Where:

D_i = The deficit, in gallons, generated in calendar year i that must be carried over to year $i+1$ if allowed pursuant to paragraph (b)(1) of this section.

RVO_i = The Renewable Volume Obligation for the obligated party or renewable fuel exporter for calendar year i , in gallons.

$(\Sigma RINNUM)_i$ = Sum of all acquired gallon-RINs that were generated in year i and are being applied towards the RVO_i , in gallons.

$(\Sigma RINNUM)_{i-1}$ = Sum of all acquired gallon-RINs that were generated in year $i-1$ and are being applied towards the RVO_i , in gallons.

5.0 Purchasing Cellulosic Biofuel Waiver Credits

Any obligated party, as described in §80.1406, that produces or imports Gasoline or MVNRLM Diesel fuel for use in the contiguous 48 states plus Hawaii (Alaska if they opt-in) during a given compliance period, must submit an RFS2 Annual Compliance Report under §80.1451(a).

Pursuant to §80.1456, if EPA reduces the applicable volume of cellulosic biofuel pursuant to section 211(o)(7)(D)(i) of the Clean Air Act (42 U.S.C. 7545(o)(7)(D)(i)) for any given compliance year, then EPA will provide cellulosic biofuel waiver credits for purchase for that compliance year. This excludes biodiesel producers registered as diesel refiners and does not apply to renewable fuel exporters.

EPA has three methods for obligated parties to purchase EPA Cellulosic Biofuel Waiver Credits (Only **one** may be used):

1. Pay.gov electronic payment (credit card, debit card, or eCheck);
2. Fedwire payment (bank wire transfer); or
3. Mail Payment (paper check).

5.1 Pay.gov Electronic Payments

The OTAQ Cellulosic Biofuel Wavier Credits application is hosted by the Central Data Exchange (CDX). CDX is the system that EPA has provided to all programs to standardize and centralize the reporting functions and data submissions that are required of the various EPA regulated communities. In order to access Cellulosic Biofuel Waiver Credits, users must first be registered users of CDX.

5.1.1 Adding Pay.gov application to an existing CDX account:

In order to access Pay.gov, the user must add the application to their CDX account. Please add the Pay.gov application by following these steps:

- Login to CDX (<http://cdx.epa.gov>)
- You will be at the **MyCDX** page. Please select the “Edit Current Account Profiles” link:

Central Data Exchange - MyCDX		
Welcome, CDX Registration Status: Active	Last Login: February 22, 2011 Registered Since: May 7, 2009 Recertification Date: May 7, 2009	
You have 3 new messages in your Inbox		
Change System Password	Edit Personal Information	Edit Current Account Profiles
Add New Employer Profile		
Available Account Profiles:		

- On the **Edit Organization Profiles**, select the “Add New Program” link:

Program Status
▶ Edit Organization Contact Information OTAQEMTS OTAQREG ▶ Add New Program Add additional programs for Compass

- On the **Add Program** page, find the “Cellulosic Biofuel Waiver Credits Pay.gov Application (OTAQWaiverCredits) and click “Add”:

Add Program

Assessment Cleanup and Redevelopment Exchange System (ACRES): ☐

Environmental Appeals Board (EAB): ☐

Audit Policy Self-Disclosure (eDisclosure): ☐

Facility Registry System - Update Service (FRS-US): ☐

Great Lakes Environmental Database Query System (GLENDA): ☐

Exchange Network Grant Semi-Annual Reporting Forms (IEPB): ☐

Lead-Based Paint Program (LEAD): ☐

LT2: LT2, Stage 2, and IDSE Plan/Report Entry (LT2): ☐

National Environmental Methods Index Contaminants (NEMI-CBR): ☐

Ozone Depleting Substances (ODS): ☐

Cellulosic Biofuel Waiver Credits Pay.gov Application (OTAQWaiverCredits): ☒

Radionuclide NESHAPs (RAD): ☐

Radiation Network (RADNET): ☐

Stormwater Notice of Intent (eNOI) (SWENOI): ☐

Toxic Release Inventory Made Easy Web (TRIMEweb): ☐

TRI State Data Exchange (TRISDX): ☐

TSCA (TSCA): ☐

Toxic Substance Control Act - HaSD Form (TSCA-HASD): ☐

Compliance Information Systems (VERIFY): ☐

Request Manufacturer Code for OTAQ Compliance (VERIFY MFR REG): ☐

Water Contaminant Information Tool (WCIT): ☐

ADD

CANCEL

- On the **Add Role** page, all fields are completed with the exception of the “ID” field. Per the instructions, please enter “N/A” and click “Add”:

Add Program ID

Use the TAB key to move from field to field. * = REQUIRED FIELD

Role: A SUBMITTER *

Program ID Type: Submitter ID: N/A *

Submission Method: WEBFORM *

ADD

Please enter N/A.

- You will then receive the following message:

MyCDX > Registration

Congratulations! You have successfully completed the online portion of CDX registration. You should receive an e-mail confirmation shortly confirming receipt of your information.

Finished

Note: EPA must activate the addition of Pay.gov to your CDX profile. Until EPA has activated this, you will not be able to see the Pay.gov application.

In order to activate the Pay.gov application, users must submit a letter, on company letterhead requesting the activation of the Pay.gov application:

To Whom It May Concern:

I, [Insert RCO name], [Insert RCO Title], of [Insert Company Name and EPA ID] establish [User Name] of [User Company] as a delegate for the purpose of submitting the following reports for me to the US Environmental Protection Agency via the Central Data Exchange (CDX):

OTAQWaiverCredits: Cellulosic Biofuel Waiver Credits Pay.gov Application—Company Submitter Role—Pay.gov portal: Pay.gov is used to purchase cellulosic biofuel waiver credits to be applied to a company's RVO. In order to use this application, the user must know the amount of cellulosic biofuel waiver credits that the company needs. Additionally, a company may not purchase more credits than their company needs; nor may a company transfer credits to another party.

RCO Wet Ink Signature

5.1.2 Accessing the Cellulosic Biofuel Waiver Credit Program Application

In order to access the Cellulosic Biofuel Waiver Credit Program Application, the “OTAQWaiverCredits: Cellulosic Biofuel Waiver Credits Pay.gov Application” must be active in the user profile. Once it is active, it will show up on the **MyCDX** homepage. Click on the “OTAQWaiverCredits: Cellulosic Biofuel Waiver Credits Pay.gov Application” link to continue.

- The Cellulosic Biofuel Waiver Credit Program Home page looks like this:

The screenshot shows the EPA website interface for the Cellulosic Biofuel Waiver Credits program. The header includes the EPA logo and the text "United States Environmental Protection Agency". On the right, it says "Logged in as JENNIFERPAINE (Logout)". The main navigation menu on the left includes "MyCDX", "Inbox", "Biofuel Home", "Purchase Credits" (highlighted with a red box), and "Credit Purchase History". The main content area is titled "Cellulosic Biofuel Waiver Credit Home" and contains an "About Cellulosic Biofuel Waiver Credits" section. This section explains that the EPA is required under the Energy Independence and Security Act of 2007 (EISA) to offer cellulosic biofuel waiver credits for sale to obligated parties, gasoline and diesel refiners and importers. It also states that the price of the credits changes every year and is published in November of the previous year. A list of four rules for the use of credits is provided, followed by a link to the "Purchase Credits" page.

EPA United States Environmental Protection Agency

Logged in as JENNIFERPAINE (Logout)

Cellulosic Biofuel Waiver Credits [Contact Us](#)

MyCDX

Inbox

Biofuel Home

Purchase Credits

Credit Purchase History

Cellulosic Biofuel Waiver Credit Home

About Cellulosic Biofuel Waiver Credits

The U.S. Environmental Protection Agency is required under the Energy Independence and Security Act of 2007 (EISA) to offer cellulosic biofuel waiver credits for sale to obligated parties, gasoline and diesel refiners and importers. This excludes biodiesel producers registered as diesel refiners and does not apply to renewable fuel exporters.

The price of the cellulosic biofuel waiver credits changes every year and is published in November of the previous year. Please refer to 40 CFR 80.1405 for the current price.

80.1456(b) Use of cellulosic biofuel waiver credits:

- (1) Cellulosic biofuel waiver credits are only valid for use in the compliance year that they are made available.
- (2) Cellulosic biofuel waiver credits are nonrefundable.
- (3) Cellulosic biofuel waiver credits are nontransferable.
- (4) Cellulosic biofuel waiver credits may only be used for an obligated party's current year cellulosic biofuel RVO and not towards any prior year deficit cellulosic biofuel volume obligations.

To purchase EPA Cellulosic Biofuel Waiver credits, please continue to the [Purchase Credits](#) page.

Help Desk: (888) 890-1995
EPA Home | Privacy and Security Notice | Terms and Conditions | Contact Us

- Once on the homepage, click on “Purchase Credits” link to the left of the page.
- The “Purchase Information” page is where you will provide your payment information:

The screenshot shows the "Purchase Credits" page on the EPA website. The header is the same as the previous page. The main navigation menu on the left is the same, with "Purchase Credits" highlighted. The main content area is titled "Purchase Credits" and contains a "Purchase Information" section. This section includes a form with the following fields: "Price per credit for 2010: \$1.56", "Company:" (dropdown menu with "MRR Inc [3244]" selected), "Compliance Level:" (dropdown menu with "Aggregate Refiner" selected), "Facility ID:" (text input field), and "Number of Credits:" (text input field). A red circle highlights the "Calculate Total" button at the bottom of the form.

EPA United States Environmental Protection Agency

Logged in as JENNIFERPAINE (Logout)

Cellulosic Biofuel Waiver Credits [Contact Us](#)

MyCDX

Inbox

Biofuel Home

Purchase Credits

Credit Purchase History

Purchase Credits

Purchase Information

Price per credit for 2010: \$1.56

Company:

Compliance Level:

Facility ID:

Number of Credits:

Calculate Total

Help Desk: (888) 890-1995
EPA Home | Privacy and Security Notice | Terms and Conditions | Contact Us

- The following information must be provided on the **Purchase Credits** page:
 - o Company Name (selected from the drop down menu);
 - o Compliance Level;
 - o Facility ID (only required if complying on a refinery by refinery basis); and
 - o Number of Credits to be purchased.
- Once all the information has been entered on the **Purchase Credits** page, click the “Calculate Total” button.
- This will direct you to the **Review Purchase Information** page:

The screenshot displays the EPA's 'Cellulosic Biofuel Waiver Credits' interface. On the left is a navigation menu with links: MyCDX, Inbox, Biofuel Home, Purchase Credits, and Credit Purchase History. The main heading is 'Review Purchase Information'. Below this, a box titled 'Purchase Information' contains the text: 'You are purchasing 300 credits at a price of \$1.56 per credit for a total of **\$468.00**. Note: Your order will not be complete until you submit payment information to Pay.gov.' At the bottom of the page, there are two buttons: 'Continue to Pay.gov' (which is circled in red) and 'Go Back'. The footer includes contact information for the Help Desk and links to EPA Home, Privacy and Security Notice, Terms and Conditions, and Contact Us.

- Confirm the following information on the **Purchase Information** page:
 - o Amount of credits being purchased;
 - o Per-credit price; and
 - o Total purchasing price.
- If all the information looks correct click the “Continue to Pay.gov” button.

The **Payment Information** must be entered in order to continue with the purchase:

 **EPA** United States Environmental Protection Agency

Cellulosic Biofuel Waiver Credits

System Message

- The system has populated the Payment Date with the next available payment date.

Online Payment [Return to your originating application](#)
Step 1: Enter Payment Information 1 | 2
Pay Via Bank Account (ACH) [About ACH Debit](#)

Required fields are indicated with a red asterisk *

Account Holder Name:

Payment Amount: \$312.00

Account Type:

Routing Number:

Account Number:

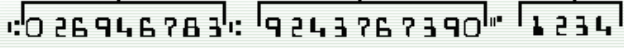
Confirm Account Number:

Check Number:

Routing Number

Account Number

Check Number



Payment Date: 02/10/2011

Number of Credits: 200

Total Purchase (in USD): 312.0

Company Name: MRR Inc

Company ID: 3244

Facility ID (only if complying on a Refiner by Refiner basis):

Select the "Continue with ACH Payment" button to continue to the next step in the ACH Debit Payment Process.

Continue with ACH Payment

Cancel

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

- Once all the information is added, click the "Continue with ACH Payment" button to continue.

- The **Authorize Payment** page contains the payment summary. Users may opt to enter in an email address to receive a confirmation receipt if they choose.


United States Environmental Protection Agency

Cellulosic Biofuel Waiver Credits

[Online Payment](#)
[Return to your originating application](#)

Step 2: Authorize Payment
1 | 2

Payment Summary
[Edit this information](#)

Account Holder Name: Test Payment Amount: \$312.00 Account Type: Personal Checking Routing Number: 042000424 Account Number: 1111 Check Number: 1111	Payment Date: 02/02/2011 Number of Credits: 200 Total Purchase (in USD): 312.0 Company Name: MRR Inc Company ID: 3244 Facility ID (only if complying on a Refiner by Refiner basis):
---	---

Email Confirmation Receipt

To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.

Email Address:
Confirm Email Address:
CC:
Separate multiple email addresses with a comma

Authorization and Disclosure

Required fields are indicated with a red asterisk *

I agree to the authorization and disclosure language ☐ *

Authorization and Disclosure--Consumers and Businesses

The debit transaction(s) to which you are agreeing are handled on behalf of Federal agencies by "Pay.gov," which consists of services offered by the U.S. Treasury Department's Financial Management Service. As used in this document, "we" or "us" refers to the Financial Management Service and its agents and contractors operating Pay.gov. "You" refers to the end-user reading this document and agreeing to it prior to engaging in a debit transaction.

I. Consumers

A. Authorization

You acknowledge that you have read and understand the consumer disclosure language and authorize the Federal Reserve financial institution of Cleveland to debit the named financial institution account. This authorization is to remain in full force and effect until we have received notification of its termination in such time and in such manner as to afford Pay.gov a reasonable opportunity to act on it, or unless otherwise terminated for any reason by Pay.gov.

B. Disclosure

[View Authorization and Disclosure in a separate window.](#)

Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

- If all the information is correct, the user must read accept the Authorization and Disclosure statement by clicking on the check box. Then the user may click “Submit Payment”.
- Once the submission has been accepted, the **Credit Purchase History Detail** page will be displayed. At the top of this page, it will indicate that the submission was a success:

The screenshot shows the EPA MyCDX interface. The header includes the EPA logo and "United States Environmental Protection Agency". The user is logged in as JENNIFERPAINE. The page title is "Cellulosic Biofuel Waiver Credits". The left sidebar contains links: MyCDX, Inbox, Biofuel Home, Purchase Credits, and Credit Purchase History. The main content area is titled "Credit Purchase History Detail" and features a green notification bar stating "Your payment has been successfully received." Below this is a "Purchase Information" section with the following details:

Transaction ID:	EPAOTAQBIOFUEL0000201
Status:	Success
Purchase Date:	02/01/2011 11:46 AM
User ID:	JENNIFERPAINE
User Name:	Jennifer L Paine
Company:	MRR Inc [3244]
Compliance Level:	Aggregate Refiner
Number of Credits:	200
Price per credit:	\$1.56
Total Purchase:	\$312.00
Year:	2010

A "Go Back" button is located below the purchase information. The footer includes the Help Desk contact information (888) 890-1995 and links to EPA Home, Privacy and Security Notice, Terms and Conditions, and Contact Us.

Congratulations! You have successfully submitted your payment to purchase cellulosic biofuel waiver credits.

If you have any general or technical questions related to the Central Data Exchange (CDX) you may contact any of the following:

- Telephone – Person-to-person telephone support is available from the CDX Help Desk 8:00 am – 6:00 pm EST. Call our toll-free line at 888-890-1995.
- Email - Send e-mail to Technical Support at helpdesk@epacdx.net with “Technical Support” in the Subject line.
- Fax- Assistance requests are accepted 24 hours a day at 703-227-4199. Support personnel will respond to faxed requests Monday through Friday from 8:00 am to 6:00 pm EST.

5.2 Electronic Payments via Fedwire

Be sure to include your Company Name, Company ID and reference "EPA Cellulosic Biofuel Waiver Credits" on the funds transfer.

Receiving Financial Institution = TREAS NYC
Receiving FI ABA (routing #) = 021030004
Beneficiary Account = 68011233
Beneficiary Name = EPA

On the RFS0303 Report, [Field No. 26] = Fedwire

5.3 Mail Payment

Parties must submit the RFS2 Cellulosic Biofuel Waiver Credit Form along with their paper checks. This form can be found on the RFS Reporting Forms webpage <http://www.epa.gov/otaq/fuels/reporting/rfs.htm>.

In addition to the form mentioned above, paper checks must have the following information:

- Pay to the order of: U.S. EPA
- Memo: RFS2 – CB

Address for check payments:

US Environmental Protection Agency
Las Vegas Finance Center
PO Box 979087
St. Louis, MO 63197-9000

On the RFS0303 Report, [Field No. 26] = Mail

Additional Notes:

- Renewable Fuel Exporters and other non-obligated parties may not purchase EPA cellulosic biofuel waiver credits
- Pursuant to 80.1456(b)(2), EPA cellulosic biofuel waiver credits are **nonrefundable**.
- Pursuant to 80.1456(b)(3), EPA cellulosic biofuel waiver credits are **nontransferable**.
- Pursuant to 80.1456(b)(4), EPA cellulosic biofuel waiver credits may only be used for an obligated party's current year cellulosic biofuel RVO and **not** towards any prior year deficit cellulosic biofuel volume obligations.