CALIFORNIA ENERGY COMMISSION

ELECTRICITY AND NATURAL GAS

DATA COLLECTION

Forms and Instructions

DRAFT

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Introduction and Overview

Electricity and Natural Gas Data Collection Forms and Instructions updates the Energy Commission's forms and instructions that were published in May 2001.[1] This manual is in response to revisions to the California Code of Regulations, Title 20, Division 2, Chapter 3. Appendix B contains a chart that shows how the requirements for the forms have been updated since May 2001.

Organization of this Manual

The Electricity and Natural Gas Data Collection Forms and Instructions contains eight sections. The first section provides general information about filing extensions, submitting alternative reports, and releasing data. The next seven sections contain the forms and instructions for each type of company required to file energy-related reports to the California Energy Commission.

Who Must File Reports?

- Power plant owners serving California
- Control area operators with California end users in California
- Utility distribution companies and load serving entities in California
- Natural gas utilities and retailers serving customers in California
- Interstate pipeline companies delivering natural gas into California
- Natural gas processors in California
- Publicly-owned utilities energy efficiency programs in California

Data Collection Background

The Energy Commission began collecting energy information in 1976. The commission's data collection effort has evolved since that time. In 1996, California enacted major electricity restructuring legislation to create both a competitive generation industry and opportunities for marketers to sell electricity directly to retail customers. To determine data collection needs in this restructured industry, the commission began an investigation involving representatives from all types of participants in the electricity and natural gas markets. Following public discussions, the commission published its *Report on Generator & Consumer Data Reporting Requirements*, also know as the ‘Data Report’ in 1999.

Following recommendations in the 'Data Report', commission staff began to draft regulations. The regulations that involve energy consumption and generation data

[1] *Electric/Gas Sales and Electric Generation Forms and Instructions*, California Energy Commission, May 2001.

collection became effective February 23, 2001. The May 2001, *Electric/Gas Sales and Electric Generation Forms and Instructions* were based on these regulations.

Over the next five years, the energy industry continued to change. Senate Bill 1389 (Bowen and Sher, Chapter 568, Statutes of 2002) directed the California Energy Commission "...to conduct assessments and forecasts of energy supply, production, transportation, delivery, distribution, demands and prices." In carrying out its responsibilities, the commission is required to "...manage a data collection system for obtaining the information necessary to develop policy reports and analyses required by [SB 1389]."

In October 2005, the commission established an Order Instituting Rulemaking (OIR) to determine whether the existing data collection regulations should be amended or repealed, and whether new regulations should be adopted. This OIR was under the direction of the commission's Energy Policy Report Committee. The committee held workshops that allowed those interested in the energy industry to participate in the commission's rulemaking proceeding. After working with these outside parties and staff, the committee developed amendments to the existing data collection regulations. The amendments were adopted by the Energy Commission and in July 2007 approved by California's Office of Administrative Law. These newly amended regulations[1] are divided into two articles. Article 1, known as Quarterly Fuel and Energy Report (QFER), is directed at current California energy information. Article 2 is directed at the forecast and assessment of energy loads and resources.

The regulations under QFER specify that the data and reports are submitted on forms, and in accordance with instructions for the forms, specified by the Energy Commission's executive director. The executive director must consult with interested companies before specifying forms and instructions adopted by the Energy Commission.

To facilitate interested companies review and comments, the Energy Commission's executive director is distributing *Electricity and Natural Gas Data Collection, Draft Forms and Instructions*, November 2007. All interested companies are invited to review and comment on the draft forms and instructions presented in this document. All comments and suggestions will be considered before the forms and instructions are finalized. The final version that is adopted by the Energy Commission will replace the current forms and instructions: *Electric/Gas Sales and Electric Generation Data Collection*, May 2001. A chart with a summary of the proposed changes to the forms is provided in Appendix B.

After reviewing the following draft forms and instructions, please provide your feedback to the Energy Commission's executive director on the clarity of the forms and instructions and any concerns about their content in relation to the QFER regulations. Submit your comments and suggestions no later than **Wednesday, December 19, 2007**, to qfercom@energy.state.ca.us.

[1] California Code of Regulations, Title 20, Division 2, Chapter 3, Article 1.

General Data Collection Instructions

Who to Contact if You Have Questions

If you have questions about the commission's data collection or about filling out forms, please contact:

Ted Dang
California Energy Commission
1516 Ninth Street, MS-22
Sacramento, CA 95814
or
tdang@energy.state.ca.us
or
phone (916) 651-0317 fax (916) 654-4901

A list of Energy Commission staff contacts for specific forms is provided in Appendix A.

Time Periods for Reporting

Monthly reports are submitted for the previous month on the 15th day of each month.

Quarterly reports are submitted for the previous calendar quarter on the 15th day of February, May, August and November.

Annual reports are usually submitted for the previous calendar year (January through December) on the 15th day of February. For CEC-1311 forms, annual reports are due March 15 and may cover a fiscal year or a calendar years.

If reports are mailed, they can be postmarked on the submittal date. Reports that are provided by facsimile or electronically must be faxed, emailed, or posted on the submittal date.

For further information about who must file forms during each specific time period, see the specific instructions for each form.

Extension of Deadlines

The company responsible or delegated the responsibility for submitting a report may apply for an extension from the commission's executive director. The executive director will act on an application within five business days after it is received at the commission. The executive director's decision may be appealed to the full commission. The commission will act on an appeal within 14 days after the appeal is received.

If granted, an extension will be no more than 30 days if:

(1) The company submits no later than 15 days before the report is due an application that includes:

a. Full legal name, address of the principal place of business, telephone number, fax number, e-mail address, and website address of the company submitting the application;

b. Name, address of the principal place of business, telephone number, fax number, and e-mail address of the person employed by the company submitting the application, who should be contacted with questions about the application;

c. Name of the report and the sections of the California Code of Regulations applicable to the report;

d. Reasons why the company believes the report cannot be, or may not be able to be, submitted on time;

e. Measures the company is taking to complete the report on time or as soon thereafter as possible;

f. Date the company believes the report will be submitted;

g. Declaration executed under penalty of perjury of the laws of the State of California stating:

1) Full legal name, address of the principal place of business, telephone number, fax number, and e-mail address of both the person executing the declaration and the company submitting the application and the title of the person.

2) That the person executing the declaration is authorized to do so and to submit the application on behalf of the company; and

3) That the matters contain in the application are, to the best of the person's knowledge and belief and based on diligent investigation, true, accurate, complete, and in compliance with California Code of Regulations.

(2) Executive director finds that good cause exists for an extension and that the report is likely to be submitted by the extended due date.

Declaration Statement

Each report must include a declaration executed under penalty of perjury of the laws of the State of California, and executed by an authorized employee of the company responsible for submitting the report, stating:

(1) the name, address of the principal place of business, telephone number, fax number, and e-mail address of both the person executing the declaration and the company responsible for submitting the report, and the title of the person;

(2) that the person executing the declaration is authorized to do so and submit the report on behalf of the company responsible for submitting the report; and

(3) that the matters contained in the report are, to the best of the person's knowledge and belief and based on diligent investigation, true, accurate, complete, and in compliance with the California Code of Regulations that affect the data required in *Electricity and Gas Forms and Instructions*.

A sample declaration statement is available in Appendix D.

Submittal of Previous Report.

If the data included in a report is exactly the same as the data contained in a previously submitted report from the same company, the current report need only reference the previously submitted data in sufficient detail to allow its easy retrieval.

Submittal of Alternative Data, Reports, or Format

The company responsible (or delegated the responsibility) for submitting data or a report may apply for and receive from the Energy Commission's executive director authorization to submit, in lieu of the required data or report: another collection of data assembled and prepared for a purpose other than compliance with the *Electricity and Gas Forms and Instructions*, or submit data not in accordance with *Electricity and Gas Forms and Instructions.*

(1) The executive director shall act on an application for the submission of alternative data within 20 days after it is received by the commission.
(2) If the application is granted for the submission of alternative data, then the company may submit the alternative data for each report required in this article without the need for a subsequent application, if the alternative data contains all of the data required by *Electricity and Gas Forms and Instructions*.

(3) The executive director's decision may be appealed to the full commission; the commission shall act on an appeal within 14 days after the appeal is received; the

commission may summarily deny an appeal without a hearing. The executive director may revoke authorization to submit alternative data at any time for any reason.

(4) An application for the submission of alternate data shall be granted if:

(A) The company submits and the executive director receives, no later than 30 days before the report is due, an application that includes:

1. the full legal name, address of the principal place of business, telephone number, fax number, e-mail address, and website address of the company submitting the application to provide alternative data;

2. the name, address of the principal place of business, telephone number, fax number, and e-mail address of a contact person who can answer questions about the application for submission of alternative data;

3. the name of the report and the sections of these regulations applicable to the report;

4. the reasons why the alternative collection of data meets each applicable requirement of *Electricity and Gas Forms and Instructions*; and

5. a declaration executed under penalty of perjury of the laws of the State of California stating:

a. the full legal name, address of the principal place of business, telephone number, fax number, and e-mail address of both the person executing the declaration and the company submitting the application;

b. that the person executing the declaration is authorized to submit the application on behalf of the company; and

c. that the matters contained in the application are, to the best of the person's knowledge and belief and based on diligent investigation, true, accurate, complete, and in compliance with these regulations.

(B) The executive director finds that good cause exists for granting the application to submit alternative data. That determination shall include a finding that compliance with these regulations and the needs of the commission, other entities and the pubic will not be harmed by the granting of the application.

Delegation

Any company required to submit data or a report may delegate to another company the submittal of the data or report if the delegatee agrees. In any event the company required to submit data or a report is responsible for the timely, accurate, and complete submittal of the data or report. An authorized employee of the responsible company must execute a declaration statement as described below.

NAICS Code Accuracy

Electricity and natural gas sales data reported on CEC-1306 and CEC-1308 forms must be accurately classified by NAICS (North American Industry Classification System) codes. Data shall be deemed accurately classified if, based on a random sample comparing (I) the NAICS code used for classification used for general customer record keeping to (II) an independently-derived NAICS code known to be accurate for each non-residential establishment in the sample, 99 percent of customer accounts, weighted by energy, are correctly classified at the major customer sector level and 90 percent of customer accounts, weighted by energy, are correctly classified at the four-digit NAICS code level.

If the executive director believes that sales data provided by a UDC or gas utility is not accurately classified by NAICS codes, he or she may require the appropriate UDC or gas utility to conduct a study of the UDC or gas utility's records to verify the accuracy of the NAICS coding of the data submitted to the commission. The study shall be provided to the commission within three months of the date of the executive director's notification of the requirement for a study. If the study reveals that the accuracy requirements are not being met, the UDC or gas utility shall submit a plan to correct the NAICS coding to meet the accuracy requirements. Such plan shall be submitted within six months of the date of the executive director's notification of the requirement for a study and shall contain the following:

(1) an identification of the measures needed to ensure that the accuracy requirements are met; and

(2) a commitment to implement the plan to correct the NAICS coding so it will meet the accuracy requirements no later than one year from the date of the executive director's notification of the requirement for a study.

For information about NAICS, go to http://www.census.gov/epcd/www/naics.html or contact Ted Dang (tdang@energy.state.ca.us).

Release of Data

The California Legislature has declared that access to information concerning the conduct of people's business is a fundamental and necessary right of every person in California. The Legislature has also recognized that sound reasons exist for protecting privacy. The commission adopted regulations that give members of the public an opportunity to exercise their right to inspect and copy commission records with the least possible delay and expense, while protecting legitimate confidentiality interests.

Any person providing data to the commission can file a petition requesting that specific data is a marketing or trade secret that should not be publicly disclosed. The commission will act on a petition and provide a written decision determining whether the specific information is a marketing or trade secret.

To streamline the commission's confidentiality process, regulations were drafted that allow some types of data to be automatically designated as confidential.[1] Information submitted shall be designated confidential without an application for confidentiality if requirements are met. Requirements include:

- The entity submitting the information shall label each individual item of the submittal that is entitled to be designated confidential.

- The entity submitting the information shall attest under penalty of perjury that the information submitted has not been previously released and that it falls within one of the following categories.

    - Energy sales data provided pursuant to California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1306, 1307, or 1308(c), if the data is at the greatest level of disaggregation required therein.

    - Fuel cost data provided for individual electric generators under Section 1304 and fuel price data provided pursuant to California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1308(d).

    - Electric power plant-specific hourly generation data.

    - Electric power plant name, nameplate capacity, voltage at which the power plant is interconnected with a UDC system or transmission grid, address where the power plant is physically located, power plant owner's full legal name and address or longitude and latitude, if power plant is privately owned and its identity as a power plant is not public knowledge (e.g., backup generator or solar installation at residence or business), under California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1304.

[1] California Code of Regulations, Title 20, Division 2, Chapter 7, Section 2505

Records designated confidential may be released only if the information is aggregated to the point where confidentiality is protected. Aggregation rules include:

(1) Data provided pursuant to California Code of Regulations, Title 20, Division 2, Sections 1306(a)(1) or 1307(a)(1) may be disclosed at the following levels of aggregation or higher:

a. For individual gas retailers or electric service providers, data aggregated at the statewide level by major customer sector;

b. For the sum of all natural gas retailers or electric service providers, (1) data aggregated at the county level by residential and non-residential groups and (2) data aggregated at the service area, planning area, or statewide levels by major customer sector;

c. For small UDCs (experiences less than 1000 megawatt peak demand) and small LDCs (delivers less that 100 billion cubic feet of natural gas per year), data aggregated at the service area, planning area, or statewide level by customer sector;

d. For large UDCs (experiences a peak demand of 1000 megawatts or more) and large LDCs (delivers 100 billion cubic feet of natural gas per year), (1) data aggregated at the county level by residential and non-residential groups and (2) data aggregated at the service area, planning area, or statewide level by customer sector;

e. For the total sales of the sum of all electric retailers, or the total sales of the sum of all natural gas retailers, data aggregated at the county level by the economic industry groupings used by the California Employment Development Department in its June 2000 Current Employment Statistics survey county reports.

f. For total consumption by end users (total sales by retailers plus energy generated or produced onsite) data aggregated at the county level by the economic industry groupings used by the California Employment Development Department in its June 2000 Current Employment Statistics survey county reports.

(2) Commodity energy price data provided pursuant to California Code of Regulations, Title 20, Division 2, Sections 1306(a)(2) or 1307(a)(2) may be disclosed by major customer sector at the following levels of aggregation or higher:

a. the sum of all non-utility retailers;
b. the sum of utility retailers; and
c. the sum of all retailers.

(3) Electric generator fuel cost data and electric generator fuel price data computed from fuel cost and fuel use data reported pursuant to provided California Code of Regulations, Title 20, Division 2, Section 1304(a)(2)(C), may be disclosed if aggregated by fuel type and gas service area or higher, if the disclosure is six months after the last day of the month for which prices were reported.

Records previously designated confidential may be released in either of the following circumstances:

(1) upon written permission for such release from all entities who have a right to maintain the information confidential; or

(2) under any other circumstances where the information is no longer entitled to confidential treatment. In this case, the executive director shall provide notice to the person who originally submitted the information of the intent to release that information. An appeal may be filed with the commission within fourteen days of that notice and the commission shall issue a decision within four weeks of its filing.

Form CEC-1304

Power Plant Owners In California

CEC-1304 Schedule 1 Part A Power Plant Identification Quarterly Report

One Schedule 1-A for each power plant. Copy this file (or save again) for another plant.

Reporting Period	Year:	
	Quarter:	

Line No.		
1	**Plant Name**	
2	**CEC Plant ID**	
3a	**EIA Plant ID**	
3b	**Qualifying Facility ID** (if applicable)	
4	**Plant Location**	
4a	Street Address	
4b	City	
4c	County	
4d	State	
4e	Zip Code	
4f	Latitude (optional)	
4g	Longitude (optional)	
4h	Operating Mode	
4j	Interconnection Agreement Type	
5	**Plant Owner**	
5a	Full Legal Name	
5b	PO Box	
5c	Street Address	
5d	City	
5e	State	
5f	Zip Code	
6	**Plant Operator**	(Leave blanks if same as owner)
6a	Full Legal Name	
6b	PO Box	
6c	Street Address	
6d	City	
6e	State	
6f	Zip Code	
7	**Nameplate Capacity (MW)**	
8	**Number of Generators**	
9	**NAICS Code of Thermal Host if Cogeneration**	
10	**NAICS Code of Direct Onsite User of Electricity**	
11	**Date of Sale (during Reporting Period)**	
12	**Purchaser of Plant (during Reporting Period)**	
12a	Full Legal Name	
12b	PO Box	
12c	Street Address	
12d	City	
12e	State	
12f	Zip Code	
12g	Contact Person	
12h	Telephone Number	
Notes		

CEC-1304 Schedule 1 Part B Generator Information Quarterly Report

Reporting Period Year:
Quarter:

Plant Name

CEC Plant ID:
EIA Plant ID:

1	**Generator (Unit) ID**	
2	**Generator Nameplate Capacity (MW)**	
3	**Date of Initial Operation**	
4	**Operating Status**	
5	**Date of Retirement (if retired during reporting period)**	
6	**Prime Mover Type**	
7	**Primary Fuel**	
	Primary Fuel Physical Units (MCF,bbl., ton or other)	
8	**Secondary Fuel**	
	Secondary Fuel Physical Units (MCF,bbl., ton or other)	
9	**Number of Wind Turbines**	
10	**Part of Combined-cycle Unit?** (Yes/No)	

Notes

CEC-1304 Schedule 2 Part A Generation and Fuel Use by Generator Quarterly Report

One Schedule 2-A for each generator (unit) in plant.

Reporting Period **Year:**
Quarter:

CEC Plant ID:
EIA Plant ID:
Generator (Unit) ID:
Qualifing Facility ID:

			Primary Energy Source :				Secondary Energy Source:			
Month	**Gross MWh**	**Net MWh**	**Fuel Use in MCF, bbl. or ton**	**Fuel Use in MMBtu**	**Fuel Supplied by Tolling Agreement (Percent)**	**Fuel Cost***	**Fuel Use in MCF, bbl. or ton**	**Fuel Use in MMBtu**	**Fuel Supplied by Tolling Agreement (Percent)**	**Fuel Cost***
January										
February										
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Annual Total**										
Notes										

* Fuel Cost is required for plants of 50 MW or more. Fuel Costis for any portion of fuel not supplied through a tolling agreement. Fuel Cost will be kept confidential.
** For plants with plant nameplate capacity of less than 10 MW, monthly data are not required.

CEC-1304 Schedule 2 Part A Addendum **Cogeneration and Fuel Use by Generator Quarterly Report**

One Schedule 2-A(Cogen) for each cogenerator (unit) in plant.

Reporting Period **Year:**
Quarter:

CEC Plant ID:
EIA Plant ID:
Generator (Unit) ID:

	Primary Energy Source Type			Primary Energy Source Type			Secondary Energy Source Type			Secondary Energy Source Type		
	Fuel Use in MCF, bbl. or ton			Fuel Use in MMBtu			Fuel Use in MCF, bbl. or ton			Fuel Use in MMBtu		
Month	**Fuel Attributable to Electric Generation (1)**	**Fuel Attributable to Cogeneration (1)**	**Total Fuel Used (2)**	**Fuel Attributable to Electric Generation (1)**	**Fuel Attributable to Cogeneration (1)**	**Total Fuel Used (2)**	**Fuel Attributable to Electric Generation (1)**	**Fuel Attributable to Cogeneration (1)**	**Total Fuel Used (2)**	**Fuel Attributable to Electric Generation (1)**	**Fuel Attributable to Cogeneration (1)**	**Total Fuel Used (2)**
January												
February												
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
Annual Total (3)												
Notes												

(1) Due to the wide variety of useful thermal processes available to cogeneration plants assume 100% conversion of fuel to useful thermal.
(2) Total fuel is automatically copied from the previous page.
(3) For plants with plant nameplate capacity of less than 10 MW, monthly data is not required.

(1 MMBtu = 10 therms)

CEC-1304 Schedule 2 Part B Sales by Power Plant Quarterly Report

One Schedule 2-B for each power plant.

Reporting Period **Year:**

Quarter:

0

CEC Plant ID:

EIA Plant ID:

Month	Onsite Use (self-gen) MWh	Sales for Resale MWh	Sales to End-User 1 MWh	Customer Classification Code End-User 1	Sales to End-User 2 MWh	Customer Classification Code End-User 2
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Annual Total*						
Notes						

* For plants with plant nameplate capacity of less than 10 MW, monthly data are not required.

Note: Net plant output = onsite use + sales for resale + sales to end-users.

Form CEC-1304 Schedule 1 and 2 – Power Plant Generation and Fuel Quarterly Reports

Purpose: This form provides electric generation and fuel use information related to power plant operations. This information is used by Energy Commission staff for various analyses including the commission's *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1304(a)(1)-(2)

Who must file: Each owner of a power plant located within California or within a control area with end users inside California.

When to file: For power plants with nameplate capacity of ten megawatts (10 MW) or more, this form is submitted on the 15th day of February, May, August, and November for the previous quarter. For power plants with nameplate capacity from one megawatt (1 MW) to less than ten megawatts (10 MW), this form is submitted annually on the 15th day of February for the previous calendar year.

How to file: Reports in paper or electronic file format may be submitted by email or U.S. mail. Each submittal must be accompanied with a declaration. A sample declaration statement is available in Appendix D.

Where to file: California Energy Commission
1516 Ninth Street, MS-20
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us

CEC-1304 Schedule 1 Part A Instructions

1. **Plant Name**. Name of the power plant.
2. **CEC Plant ID.** The California Energy Commission will assign this code of identification when the power plant is first reported on Form CEC-1304 schedules. The respondent should use the commission assigned code in subsequent filings.

   a) **EIA Plant ID**. Code of identification used by the Energy Information Administration. Also known as EIA Facility Code.

   b) **Qualifying Facility ID**. Identification code used by the purchasing utility for PURPA qualifying facilities. Also known as QFID.

3. **Plant Location**. Location of the power plant with street address, city, county, state, and zip code. The map coordinates of latitude and longitude is optional.

4. **Plant Owner**. The full legal name of the plant owner and principal business address with street address, city, state, and zip code.

5. **Plant Operator**. The full legal name of the plant operator and principal business address with street address, city, state, and zip code.

6. **Nameplate Capacity**. The sum of the nameplate capacity in megawatts of all generators in the power plant.

7. **Number of Generators**. The number of generators in the power plant. If the prime movers for all generators are wind turbines, enter one (1) here and report the number of wind turbines in Part B of Form CEC 1304 Schedule 1.

8. **NAICS Code of Thermal Host if Cogeneration**. If the power plant is a cogeneration facility, provide the NAICS code of the entity that consumes the useful thermal output (steam or waste heat) of the plant. For information about NAICS codes, go to http://www.census.gov/epcd/www/naics.html or contact Ted Dang (tdang@energy.state.ca.us).

9. **NAICS Code of Direct Onsite User of Electricity**. If all or part of electricity produced by the power plant is consumed by an entity onsite, other than consumption by the auxiliary equipment of the power plant, provide the NAICS code of that entity. For information about NAICS codes, go to http://www.census.gov/epcd/www/naics.html or contact Ted Dang (tdang@energy.state.ca.us).

10. **Date of Sale**. The date of sale in year and month if the plant is sold during the reporting period.

11. **Purchaser of Plant**. The full legal name of the plant purchaser and principal business address with street address, city, state, and zip code. (If the plant is sold during the reporting period.)

CEC 1304 Schedule 1 Part B Instructions

1. **Generator (Unit) ID**. Unique identification code of the generator within the power plant as assigned by the plant owner/operator.

2. **Generator Nameplate Capacity**. The capacity, in megawatt, of the generator as shown on the nameplate or the full continuous rating under standard conditions.

3. **Date of Initial Operation**. Year and month of initial commercial operation.

4. **Operating Status**. Such as:
   Operating
   Maintenance
   Standby
   Cold Standby
   On Test
   Out of Service
   Indefinite Shutdown
   Retired

5. **Date of Retirement**. Year and month of retirement.

6. **Prime Mover Type**
   ST Steam Turbine
   GT Combustion (Gas) Turbine
   IC Internal Combustion (diesel, piston) Engine
   HY Hydraulic Turbine
   PS Hydraulic Turbine – Reversible (Pumped Storage)
   PV Photovoltaic
   WT Wind Turbine
   FC Fuel Cell
   MT Micro Turbine
   OT Other (please specify)

7. & 8. **Energy Source Type (Primary and Secondary Fuel)**. Enter the code for the Energy Source Type from the table below and the physical unit of measurement (Mcf, bbl, ton or other) for this energy source.

BIT	Bituminous Coal
LIG	Lignite
SUB	Sub-bituminous Coal
WC	Waste/Other Coal (Anthracite Coal, Coal Mixtures, Coke, Breeze, Tar, Coal)
DFO	Distillate Fuel Oil (all Diesel, and No. 1, No. 2, and No. 4 Fuel Oils)
JF	Jet Fuel
KER	Kerosene
RFO	Residual Fuel Oil (includes No 5, and No 6 Fuel Oil, and Bunker C Fuel Oil)
WO	Oil-Other, and Waste Oil (Butane (Liquid), Crude Oil, Liquid Byproducts, Propane (Liquid), Oil Waste, Re-Refined Motor Oil, Sludge Oil, Tar Oil)
PC	Petroleum Coke
NG	Natural Gas
BFG	Blast-Furnace Gas
OG	Other Gas (Coke-Oven, Coal Processes, Butane, Refinery, Other Processes)
PG	Propane
NUC	Nuclear (Uranium, Plutonium, Thorium)
AB	Agriculture Crop Byproducts/Straw/Energy Crops
BLQ	Black Liquor
GEO	Geothermal
LFG	Landfill Gas
MSW	Municipal Solid Waste
OBS	Other Biomass Solids (Animal Manure and Waste, Solid Byproducts, and Other Solid Biomass not specified)

OBL	Other Biomass Liquids (Fish Oil, Liquid Acetonitrile Waste, Medical Waste, Tall Oil, ethanol, Waste Alcohol, and Other Biomass Liquids not specified)
OBG	Other Biomass Gases (Digester Gas, Methane, and other Biomass Gases)
OTH	Other (Batteries, Chemicals, Hydrogen, Pitch, Sulfur, miscellaneous. technologies)
SLW	Sludge Waste
SUN	Solar (Photovoltaic, Thermal)
TDF	Tires
WAT	Water (Conventional, Pumped Storage)
WDS	Wood/Wood Waste Solids (Paper Pellets, Railroad Ties, Utility Poles, Wood Chips, and Other Wood Solids)
WDL	Wood Waste Liquids (Red Liquor, Sludge Wood, Spent Sulfite Liquor, and other Wood Related Liquids not specified)
WND	Wind

9. **Number of Wind Turbines**. Provide the number of wind turbines If the prime mover type is wind turbine.

10. **Part of Combined-cycle Unit?** Answer "Yes" if the generator is part of a combined-cycle unit.

CEC-1304 Schedule 2 Part A Instructions

For each generator (unit), provide the following information.

1. **Gross MWh**. Total output of the generator in megawatt hours.

2. **Net MWh**. Gross Generation less plant use by auxiliary equipment or pumping energy in case of pumped storage facility (in megawatt hours).

For the primary energy source, provide the following information.

3. **Fuel Use in Mcf, bbl, or ton**. Physical quantity of fuel consumption in thousand cubic feet, 42-gallon barrel, or ton. (One ton equals 2,000 pounds.)

4. **Fuel Use in MMBtu**. Fuel consumption in millions of British thermal units.

5. **Fuel Supplied by Tolling Agreement (Percent)**. For power plants with nameplate capacity of 50 MW or more, if fuel is provided through a tolling agreement, indicate the portion of the fuel that is provided to the generator through the tolling agreement.

6. **Fuel Cost.** Report in U.S. dollars. For power plants with nameplate capacity of 50 MW or greater, provide the fuel cost except for the cost of fuel provided to the generator through a tolling agreement. The fuel cost data will be kept confidential by the California Energy Commission.

If a secondary energy source is used, provide the following information. If there are more than two energy sources, please add additional columns.

7. **Fuel Use in Mcf, bbl, or ton**. Physical quantity of fuel consumption in thousand cubic feet, 42-gallon barrel, or ton. (One ton equals 2,000 pounds.)

8. **Fuel Use in MMBtu**. Fuel consumption in millions of British thermal units.

9. **Fuel Supplied by Tolling Agreement (Percent)**. For power plants with nameplate capacity of 50 MW or more, if fuel is provided through a tolling agreement, indicate the portion of the fuel that is provided to the generator through the tolling agreement.

10. **Fuel Cost.** Report in U.S. dollars. For power plants with nameplate capacity of 50 MW or greater, provide the fuel cost except for the cost of fuel provided to the generator through a tolling agreement. The fuel cost data will be kept confidential by the California Energy Commission.

CEC-1304 Schedule 2 Part A -- Addendum Cogeneration and Fuel Use by Generator Instructions

For each cogenerator, enter the following for the primary energy source.

1. **Fuel Attributable to Electric Generation** (physical units). The amount of primary fuel attributable to electric generation. The total of primary fuel attributable to electric generation and useful thermal output should total primary fuel use.

2. **Fuel Attributable to Cogeneration** (physical units). The amount of primary fuel attributable to useful thermal output. Due to the wide variety of useful thermal processes available to cogeneration plants, assume 100% conversion of fuel to useful thermal.

3. **Fuel Attributable to Electric Generation (MMBTU)**. The portion of primary fuel attributable to electric generation. The total of primary fuel attributable to electric generation and useful thermal out should total primary fuel use.

4. **Fuel Attributable to Useful Thermal Output (MMBTU)**. The amount of primary fuel attributable to useful thermal output. Due to the wide variety of useful thermal processes available to cogeneration plants, assume 100% conversion of fuel to useful thermal.

Enter the following for the secondary energy source.

5. **Fuel Attributable to Electric Generation** (physical units). The amount of secondary fuel attributable to electric generation. The total of secondary fuel attributable to electric generation and useful thermal out should total secondary fuel use.

6. **Fuel Attributable to Cogeneration** (physical units). The amount of secondary fuel attributable to useful thermal output. Due to the wide variety of useful thermal processes available to cogeneration plants, assume 100% conversion of fuel to useful thermal.

7. **Fuel Attributable to Electric Generation (MMBTU)**. The portion of secondary fuel attributable to electric generation. The total of secondary fuel attributable to electric generation and useful thermal output should total secondary fuel use.

8. **Fuel Attributable to Cogeneration (MMBTU)**. The amount of secondary fuel attributable to useful thermal output. Due to the wide variety of useful thermal processes available to cogeneration plants, assume 100% conversion of fuel to useful thermal.

CEC-1304 Schedule 2 Part B Instructions

For each power plant, report the following.

1. **Onsite Use (self-gen)**. Consumption of electricity, in megawatt hours, onsite by the power plant owner, other than that by the auxiliary equipment of the power plant. This is commonly referred to as self generation.

2. **Sales for Resale**. Sales of electricity, in megawatt hours, not directly to end users.

3. **Sales to End Users**. Sales of electricity, in megawatt hours, directly to end users. If there are sales to more than two end users in a reporting period, provide data on additional forms.

4. **End User NAICS Code**. Provide a NAICS code for each end user. If there are more than two end users in a reporting period, provide data on additional forms. For more information about NAICS go to http://www.census.gov/epcd/www/naics.html or contact Ted Dang (tdang@energy.state.ca.us).

Form CEC-1304 Schedule 3 – Power Plant Environmental Annual Report

Purpose: This form is optional, but the data submittals are required. The data submittals provide environmental information related to water and biological resources used by power plants in California. This information is used by Energy Commission staff for various analyses including the commission's *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1304(a)(3).

Who must file: Each owner of an electric power plant located within California or within a control area with end users inside California.

When to file: Annual reports are due February 15 for the previous year. For example, the 2007 reports would be due February 15, 2008.

How to file: Reports in paper or electronic file format may be submitted by email or U.S. mail. Each submittal must be accompanied with a declaration. A sample declaration statement is available in Appendix D.

Where to file: California Energy Commission
1516 Ninth Street, MS-20
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us

CEC-1304 Schedule 3 Part A **(Optional Form)**

Environmental Information related to Water Supply and Water/Wastewater Discharge Annual Report

Reporting Period **Year:**

One Schedule 3-A for each generator (unit) in plant.

0

CEC Plant ID:

EIA Plant ID:

Generator (Unit) ID:

Water Supply

Type of Cooling Technology:												
	Supplier 1				**Supplier 2**				**Supplier 3**			
Name of Water Supplier or Water Source:												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Monthly Amount of Water (gallons):												
Daily Average Water use Volumes			gallons									
Daily Maximum Water use Volumes			gallons									
Metering Technology:												
Frequency Meter Readings are Recorded:												

Waste Water Discharges

	Source Water Characteristics						**Waste Water Characteristics**					
Physical and Chemical Characteristics:												
	System 1				**System 2**				**System 3**			
Waste Water Disposal System												
Manufacturer												
Year of Installation												
Measures Taken												
Devises Installed on System Outfall												
	Organization 1				**Organization 2**				**Organization 3**			
Name of Organization Receiving Wastewater												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Monthly Amount of Waste Water (acre feet):												
Daily Average Waste Water Discharge:			gallons									
Daily Maximum Waste Water Discharge:			gallons									

Notes

CEC-1304 Schedule 3 Part A -- Environmental Information Related to Water Supply and Water/Wastewater Discharge

Below is a description of environmental information related to power plant operations that must be reported annually for each generator (unit). In lieu of providing copies of reports and filings, power plant owners can optionally choose to complete the form titled CEC-1304 Schedule 3 Part A.

1. **Water Supplies**. Owners of power plants with a generating capacity of 20 megawatts and greater shall submit copies of reports or filings[1] required by regulations, permit, or contract conditions that identify any of the following information for the previous calendar year:

   a. a description of the type of cooling technology being used for each unit within a power plant;

   b. the name of the water supplier(s) under contract to provide water to the power plant, if applicable, or the name of the water source as assigned by the U.S. Geological Survey on its 7.5-minute map series. Or, if well water is used, provide the well identification number and location as specified in the California Department of Water Resources, Water Facts, Issue No. 7, "Numbering Water Wells in California", June 2000.

   c. the daily average and daily maximum water use volumes in gallons for all power plant purposes;

   d. the monthly and annual amounts of water used for all power plant purposes in acre-feet; and

   e. the metering technology used to measure and track water use at the power plant and the frequency at which meter readings are recorded (hourly, daily, weekly, monthly or annually).

2. **Wastewater Discharges**. Owners of power plants with a generating capacity of 20 megawatts and greater shall submit copies of reports or filings[2] required by regulations, permit, or contract conditions that identify any of the following information for the previous calendar year:

   a. a description of the physical and chemical characteristics of the source water or the wastewater discharge, including any information prepared with the approved test methodology and detection limits specified by the U.S. Environmental Protection Agency in 40 CFR §136.3 for analyzing the constituents in wastewater.

[1] Rather than submitting copies of reports or filings, power plant owners can choose to complete the CEC-1304 Schedule 3 Part A form.
[2] Ibid.

b. the wastewater disposal system(s) used at the power plant for discharges related to power plant cooling and operations, the manufacturer(s), and the year of installation;

c. the measures taken, and the devices installed on the wastewater disposal system's outfall, to control pollution discharges to municipal systems, receiving waters or land;

d. the name of the utility or organization receiving the wastewater discharge, if applicable, or the name of the receiving water as assigned by the U.S. Geological Survey on its 7.5-minute map series;

e. the monthly and annual totals of wastewater that are created from power plant operations in acre-feet; and

f. the daily average and daily maximum waste water discharge volumes in gallons.

CEC-1304 Schedule 3 Part B -- Environmental Information Related to Biological Resources

Owners of power plants with a generating capacity of one megawatt or greater shall submit copies of reports or filings required by regulations, permit, or contract conditions that identify any of the following information for the previous calendar year:

1. documentation of the "take" of terrestrial, avian and aquatic wildlife subject to legal protection under California Fish & G. Code § 2050 et seq., 16 U.S.C.A. § 1371 et seq., 16 U.S.C.A. § 1531 et seq., and 16 U.S.C. A. § 668 et seq. that occurred as a result of operation of the power plant; and .

2. documentation and identification of the biomass (by weight) and species composition of fishes and marine mammals killed by impingement on the intake screens of each once-through cooling system.

CEC-1304 Schedule 3 Part C – Notification of Violation

Owners of power plants with a generating capacity of one megawatt or more are required to provide copies to the Energy Commission of any written notifications provided by any state or federal regulatory agency stating that operation of their power plant has created a violation of an applicable statute, regulation, or permit condition related to environmental quality or public health during the previous calendar year, or that there is an ongoing investigation regarding a potential violation at the time that the data identified in CEC-1304 Schedule 3 Part A and Part B is required to be filed with the commission.

Form CEC-1305

Control Area Operators

Serving California

Form CEC-1305 Control Area Operator Reports

Purpose: This form provides monthly system peak demand and hourly load in each California control area. The report also lists utility distribution companies (UDCs) in each California control area and the interconnections and interchanges with adjacent control areas. The report tracks changes that occur when UDCs join or leave a control area. The data is used in analyzing electricity generation resources and imports and exports of electricity.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1305.

Who must file: Each control area operator with California end users in their control area.

How to file: Reports in electronic file format may be submitted by email, U.S. mail, or fax. Each submittal must be accompanied with a declaration. A sample declaration statement is in Appendix D.

CEC-1305A Control Area Peak Demand Monthly Report

Control Area Operator:_____
___Original Submittal
___Revised Submittal. Date revision submitted:_____

Month	Date	Hour Ending	Peak Demand (MW)
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			

CEC-1305A Instructions:

1. **Control Area Operator**. Name of the respondent control area.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.
4. **Month**. The reporting period.

5. **Date**. The date, in mm/dd/yyyy format, of the monthly peak demand.
6. **Hour Ending**. The hour during which the peak demand was recorded. For example, the hour ending 15:00 (3:00 PM) is the hour from 14:00:01 to 15:00:00.
7. **Peak Demand**. The monthly maximum average hourly demand in megawatts.
8. **When to file**: Submit for the previous month on the 15th day of each month. For example January 2008, is due February 15, 2008.
9. **Where to file:** California Energy Commission
   1516 Ninth Street, MS-20
   Sacramento, CA 95814
   email: QFERGEN@energy.state.ca.us or
   Fax: (916) 654-4559

CEC-1305B Schedule 1--Adjacent Control Area Interconnections Quarterly Report

Control Area Operator: _____ Year_____ Quarter_____

___Original Submittal
___Revised Submittal. Date revision submitted:_____

Adjacent Control Area	Interconnection Line or Bus Names	Line or Bus Voltage (kV)

Note: If necessary, add additional data rows to the form.

CEC-1305B Schedule 1 Instructions:

1. **Control Area Operator**. Name of the respondent control area.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.
4. **Year**. The reporting year.
5. **Quarter**. The reporting quarter. Quarter 1 is January–March. Quarter 2 is April–June. Quarter 3 is July–September. Quarter 4 is October–December.
6. **Adjacent Control Area**. The proper name of each adjacent interconnected control area, as provided in the NERC Operating Manual.
7. **Control Area Interconnection Line or Bus Names**
8. **Line or Bus Voltage** (kV)

9. **When to file**: Submit for the previous quarter on the 15th day February, May, August, and November. For example, Quarter 1, 2008, is due May 15, 2008.

10. **Where to file:** California Energy Commission
1516 Ninth Street, MS-20
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us
or
Fax: (916) 654-4559

CEC-1305B Schedule 2--Control Area Interchanges Quarterly Report

Control Area Operator: **Year_____ Quarter_____**
___Original Submittal
___Revised Submittal. Date revision submitted:_____

Control Area	Month	Scheduled Interchange Between Control Areas (MWh)		Interchange Between Control Areas (MWh)	
		Received	Delivered	Received	Delivered

Add additional rows to the form as necessary.

CEC-1305B Schedule 2 Instructions

1. **Control Area Operator**. Name of the respondent control area.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.
4. **Year**. The reporting year.
5. **Quarter**. The reporting quarter. Quarter 1 is January–March. Quarter 2 is April–June. Quarter 3 is July–September. Quarter 4 is October–December.
6. **Control Area**. Name of each control area listed in CEC-1305B.
7. **Month**. The month that the interchange occurred. Month should be numeric (1, 2, 3, etc.)
8. **Scheduled Interchange between Control Areas, Received**. Quarterly scheduled interchange **received** by the respondent control area from each control area listed in CEC-1305B, in megawatt hours.

9. **Scheduled Interchange between Control Areas, Delivered**. Quarterly scheduled interchange **delivered** by the respondent control area to each control area listed in CEC-1305B, in megawatt hours.

10. **Actual Interchange between Control Areas, Received**. Quarterly actual metered interchange **received** by the respondent control area from each control area listed in CEC-1305B, in megawatt hours.

11. **Actual Interchange between Control Areas, Delivered**. Quarterly actual metered interchange **delivered** by the respondent control area to each control area listed in CEC-1305B, in megawatt hours.

12. **When to file**: Submit for the previous quarter on the 15th day February, May, August, and November. For example, Quarter 1, 2008, is due May 15, 2008.

13. **Where to file:** California Energy Commission
    1516 Ninth Street, MS-20
    Sacramento, CA 95814
    or
    QFERGEN@energy.state.ca.us
    or
    Fax: (916) 654-4559

CEC-1305C Schedule 1--UDCs Operating Within Control Area Annual Report

Control Area Operator:_____Year:_____

___Original Submittal

___Revised Submittal. Date revision submitted:_____

	UDC Name	Contact	Street	City	Zip	Email	Date Started	Date Ended
1								
2								
3								
4								
5								
6								
7								
8								

Note: Add additional data rows to the form as necessary.

Control Area Changes:

CEC-1305C Schedule 1 Instructions:

1. **Control Area Operator**. Name of the respondent control area.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.

4. **Year**. The reporting year. For example, if this report is provided on February 15, 2008, the reporting year would be the calendar year 2007.
5. **UDC Name**. List all utility distribution companies (UDCs) providing distribution services within the control area as of December 31 of the reporting year. Include the name of a contact person at the UDC and their mailing and email address.
6. **Start Date**. The date the UDC began providing distribution services within the control area.
7. **End Date**. The date the UDC ceased providing distribution services within the control area. If the UDC continues to provide distribution services in the control area, enter "N/A."
8. **Control Area Changes**. For each UDC start date and/or end date that occurred within the reporting year, report:

   (A) Updates to the CEC-1305 forms submitted by the control area operator to the Energy Commission that are necessary to ensure that the commission possesses a continuous series for that data for the three previous calendar years for the control area as defined at the close of the reporting year.

   (B) Copies of all data submitted by the control area operator to WECC as part of WECC's Control Area Certification Procedure, adopted December 5, 2003.

9. **When to file**: Submit for the previous year on the 15th day of February of the current year. For example, the 2007 report is due February 15, 2008.
10. **Where to file:** California Energy Commission
    1516 Ninth Street, MS-21
    Sacramento, CA 95814
    QFERCOM@energy.state.ca.us

CEC-1305C Schedule 2--Hourly Loads Annual Report

Control Area Operator:

___Original Submittal **Year _____**

___Revised Submittal. **Date revision submitted:_____**

Hour Ending	Hour	Control Area Load: Total of Consumption and Losses (MW)
1/1/2007 1:00	1	
1/1/2007 2:00	2	
1/1/2007 3:00	3	
1/1/2007 4:00	4	
1/1/2007 5:00	5	
1/1/2007 6:00	6	
.	.	
.	.	
.	.	
12/31/2007 18:00	8754	
12/31/2007 19:00	8755	
12/31/2007 20:00	8756	
12/31/2007 21:00	8757	
12/31/2007 22:00	8758	
12/31/2007 23:00	8759	
12/31/2007 24:00	8760	

Control Area Changes:

DRAFT

CEC-1305C Schedule 2 Instructions:

1. **Control Area Operator**. Name of the respondent control area.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.
4. **Year**. The reporting year. For example, if this report is provided on February 15, 2008, the reporting year would be calendar year 2007.
5. **Hour Ending**. List the date and hour of the hourly load.
6. **Control Area Load**. Hourly loads (MW) for all electricity consumption and losses in the control area.
7. **Control Area Changes**. If the definition of the control area changed during the reporting year, provide the date of the change, describe the nature of the change, and explain how this change affected the identification of hourly loads in the control area's CEC-1305E Hourly Loads Annual Report.
8. **When to file**: Submit for the previous year on the 15th day of February of the current year. For example, the 2007 report is due February 15, 2008.
9. **Where to file:** California Energy Commission
   1516 Ninth Street, MS-21 or QFERCOM@energy.state.ca.us
   Sacramento, CA 95814

Form CEC-1306

Utility Distribution Companies and

Load Serving Entities

Selling or Delivering Electricity in California

CEC-1306A -- UDC Electricity Sales/Deliveries Quarterly Report

Purpose: This form provides the quantity of electricity delivered monthly by utility distribution companies to end-use customers. This information is used in analyzing electricity demand for local planning and state energy forecasts.

Authority: California Code of Regulations, Title 20, Section 1306(a).

Who must file: Each utility distribution company (UDC) that sells or delivers electricity to end-use customers in California. A UDC is an electric utility, or a business unit of an electric utility, that distributes electricity to customers.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. If requesting an extension, please see **Extension of Deadlines** on page 3.

How to file: Reports can be submitted on magnetic cartridge, compact disc, diskette, e-mail or other digital media. Each quarterly submittal must be accompanied with a declaration. A sample declaration statement is provided in Appendix D.

Where to file: California Energy Commission
1516 Ninth Street, MS-21
Sacramento, CA 95814
or
QFERCOM@energy.state.ca.us

CEC-1306A Schedule 1 -- UDC Electricity Sales/Delivery Quarterly Report

Company Number	Year	Month	County Number	Customer Type	Rate Class	NAICS Code	Number of Customers	Sales/ Delivery Amount (KWh)	Revenue ($)

Add rows to the form as necessary.

CEC-1306A Schedule 1 Instructions

1. **Company Number**. The identification number assigned by Energy Commission staff.

2. **Year**. Use four-digit year (e.g., 2008).

3. **Month Number**. Numeric month (i.e., 1, 2, 3).

4. **Customer Type**. D = Direct Access Customer. B = Bundled Customer.

5. **Rate Class**. General level of retail rate class used by the reporting UDC. UDCs whose annual peak demand in the last two years is less than 200 megawatts (MW) are not required to provide rate class.

6. **County Number**. Provide the county number where the end-use customer consumed the reported energy. A list of county numbers is in Appendix C.

7. **NAICS Code**. NAICS code should describe the primary activity at the location where the energy is consumed. For residential, streetlighting, water pump and unclassified customers, please use the following classification codes:

Description	Classification Code
Residential	RE0000
Streetlighting	925190
Water pumping, municipal water supply	221311
Water pumping, agriculture irrigation	221312
Unclassified	999999

8. **Number of Customers**. Number of end-use customers for the reported NAICS code. A customer is an active revenue meter or an active billed account.

9. **Sales/Delivery Amount**. Electricity amount sold or delivered in kilowatt-hours for the reported NAICS code.

10. **Revenue**. Revenue for electricity sold or delivered for the reported NAICS code rounded to the nearest dollar, excluding taxes.

CEC 1306A Schedule 2 -- UDC Retail Rate Description Quarterly Report				
UDC Company Number	Year	Quarter Number	Retail Rate Class	Description

Add rows to the form as necessary.

CEC-1306A Schedule 2 Instructions

1. **UDC Company Number**. The identification number assigned by Energy Commission staff.

2. **Year**. Use four-digit year (e.g., 2008)

3. **Quarter Number**. Calendar year quarter (i.e., 1, 2, 3, 4).

4. **Retail Rate Class**. The general level of rate class used by UDC.

5. **Description**. Description explaining retail rate classes.

CEC 1306A Schedule 3 -- Quarterly UDC Report of Retailers					
UDC Company Number	Year	Month	Name of LSE	Business Address	Sales Amount (kWh)

Add more rows to the form as necessary.

CEC-1306A Schedule 3 Instructions

1. **UDC Company Number**. The identification number assigned by Energy Commission staff.

2. **Year**. Use four-digit year (e.g., 2008)

3. **Month Number**. Numeric Month (i.e., 1, 2, 3, 4).

4. **LSE Name**. Provide the name of each load serving entity (LSE) that the UDC provided distribution services.

5. **LSE Business Address**. Business address for LSE being serviced.

6. **Sales Amount**. Sales of electricity, expressed in kilowatt hours, by each LSE in the UDC's service area.

CEC 1306B -- LSE Quarterly Report								
Company Number	Year	Month Number	Utility Delivery Company (UDC)	Customer Group	County Number	Number of Customers	Sales Amount (KWh)	Revenue ($)

Add rows to the form as necessary.

CEC-1306B – LSE Quarterly Report

Purpose: This form provides the quantity of electricity sold by local service entities (LSEs) that are not utility distribution companies (UDCs). This information is used in analyzing electricity demand for local planning and state energy forecasts.

Authority: California Code of Regulations, Title 20, Section 1306(b).

Who must file: Each LSE that sells electricity in California and is not a UDC. Examples of these types of LSEs are energy service providers and community aggregators.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. If requesting an extension, please see **Extension of Deadlines** on page 3.

How to file: Reports can be submitted on magnetic cartridge, compact disc, diskette, e-mail or other digital media. Each quarterly submittal must be accompanied with a declaration. A sample declaration statement is provided in Appendix D.

Where to file: California Energy Commission
1516 Ninth Street, MS-21
Sacramento, CA 95814
or
QFERCOM@energy.state.ca.us

CEC-1306B Instructions

1. **Company Number**. The identification number assigned by Energy Commission staff.

2. **Year**. Use four-digit year (e.g., 2001)

3. **Month Number**. Numeric Quarter (i.e., 1, 2, 3, 4.)

4. **UDC**. Utility Distribution Company means an utility that distributes electricity to customer.

5. **Customer Group**. Customer Group means the following:

   Residential: customers consuming electricity for residential purposes
   Commerical: customers consuming electricity for commercial purposes
   Industrial: customers consuming electricity for industrial purposes
   Other: customers consuming electricity for other purposes

6. **County Number**. Provide the county number where the end-use customer consumed the reported energy. A list of county numbers is in Appendix C.

7. **Number of Customers**. Number of end-use customers that bought electricity from your company. A customer is an active revenue meter or an active billed account.

8. **Sales Amount**. Amount in kilowatt-hours for electricity sold to end-use customers.

9. **Revenue**. Report revenue for sales rounded to the nearest dollar, excluding taxes.

CEC-1306C -- UDC List of Power Plants Semi-Annual Report

Purpose: This is a list of power plants located within the utility distribution company (UDC) service area; The list provides power plant owner contact information so they can be contacted to report generation and fuel use data. This information contributes to the commission's analysis of distributed generation. The intent of the commission's regulations is to closely obtain a universal listing of power plants and as such the size threshold on the plants to be reported is generating capacity of 100 or more kilowatts.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1304(b).

Who must file: Each UDC with California end users in its service area. A UDC is an electric utility or a distribution unit of an electric utility that distributes electricity to customers.

When to file: January 31 and July 31 of each year.

How to file: Reports in electronic file format may be submitted by email or U.S. mail. Each submittal must be accompanied with a declaration. A sample declaration statement is provided in Appendix D.

Where to file: California Energy Commission
1516 Ninth Street, MS-20
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us

CEC-1306C Instructions

There is not an official form for CEC-1306C. Each UDC is to provide a list of power plants in comma-separated value (csv) text file, Microsoft Excel (xls), or Microsoft Access (mdb) file format with the data items listed below. If information for an existing plant has already been provided, and is unchanged, the current CEC-1306C need only identify the source and date of the information was previously provided.

1. **EIA Facility Code**. Use the code (identification number) assigned to the plant by the U.S. Department of Energy, Energy Information Administration if EIA had assigned the code to the plant. It appears in EIA Forms 759, 860A, 860B, 900, etc.
2. **Plant Name**. The name of the power plant.
3. **Nameplate MW**. The capacity of the power plant as shown on the nameplate of the generator(s) of the plant.
4. **Interconnect Voltage**. The voltage (V) at which the power plant interconnects with the UDC's transmission or distribution grid.
5. **Operating mode**. For example, independent power producer, cogeneration, dispatched as part of a demand side management program, parallel operation with

utility deliveries in order achieve premium power reliability, customer-dispatched to reduce delivered energy charges, peak shaving, emergency/backup/interruptible.

6. **Technology Type**. For example, combined cycle, combustion turbine, microturbine, internal combustion engine, photovoltaic, wind turbine, fuel cell.
7. **Interconnection Agreement Type**. For example, interconnection agreements required by interconnection standards adopted in California Public Utilities Commission D.00-12-037 and in modifications to that decision, net energy metering agreement.
8. **Fuel Type**. For example, natural gas, biogas, diesel, solar, wind.
9. **Plant Street Address**. The street address of the power plant.
10. **Plant City**. The city where the power plant is located.
11. **Plant State**. The state where the power plant is located.
12. **Plant Zip Code**. The zip code of the power plant.
13. **Plant Longitude**. The longitude, to the nearest degree, of the power plant's location (if available).
14. **Plant Latitude**. The latitude, to the nearest degree, of the power plant's location (if available).
15. **Owner Name**. The full legal name of the power plant owner.
16. **Owner Street Address**. The street address of the power plant owner's principal place of business.
17. **Owner City**. The city of the power plant owner's principal place of business.
18. **Owner State**. The state of the power plant owner's principal place of business.
19. **Owner Zip Code**. The zip code of the power plant owner's principal place of business.

CEC-1306D Natural Gas Tolling Agreement Quarterly Report

Load Serving Entity Name_____

Reporting Year: ____

Check One

___Original Submittal

___Correction. Date Correction is Submitted_____

Reporting Quarter: ____

Contract/Counterparty	Toll Type (S/U)	Electric Generator Unit Name(s) (for system toll leave blank)	Month	Amount (decatherm)	Supply Price	Transport Price
1.						
2.						
3.						
4.						
5.						
6.						

Add rows to the form as necessary.

CEC-1306D – UDC Natural Gas Tolling Agreement Quarterly Report

Purpose: This form provides a list of electric power plants located within the utility distribution company (UDC) service area; so that the owners of the power plants can be contacted to report generation and fuel use data and contribute to the commission's analysis of distributed generation. The intent of the commission's regulations is to obtain a universal listing of power plants and as such there is no size threshold or limit on the plants to be reported.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1308(d).

Who must file: Each LSE that has entered into a tolling agreement to provide natural gas to the owner or operator of an electric generator with a capacity of 50 MW or more for the operation of that generator.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. If requesting an extension, please see **Extension of Deadlines** on page 3.

How to file: Reports in electronic file format may be submitted by email or U.S. mail. Each submittal must be accompanied with a declaration. A sample declaration statement is provided iin Appendix D.

Where to file: California Energy Commission
1516 Ninth Street, MS-20
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us

CEC-1306D Instructions:

1. **Load Serving Entity Name**. The name of the reporting company.

2. **Original submittal**. Check here if this is the first submittal for the reported month.

3. **Correction**. Check here if this is a correction to the original report.

4. **LSE Company Number**. The five-digit number assigned by the Energy Commission to identify the load serving entity.

5. **Reporting Year**. Report the year using four digits, for example 2008.

6. **Reporting Quarter**. Report the calendar year quarter.

7. **Contract/Counterparty**. Provide the contract identifier or electric generator(s) owner or operator. Only required to report electric generators with a capacity of 50 MW or more.

8. **Toll Type**. Designate the type of tolling agreement by marking "S" for system toll or "U" for unit toll. A system toll does not specify the generator(s). A unit toll specifies the generation unit or units that provide energy under the contract.

9. **Electric Generator Unit Name(s)**. For unit tolls, provide the name of the electric generator(s) to whom the gas was delivered. For system toll, leave blank.

10. **Month**. Report the month the delivery occurred.

11. **Amount**. Report the amount of natural gas expressed in decatherms delivered to the electric generator.

12. **Supply Price**. Report the price in dollars of the natural gas delivered to the electric generator ($ per decatherm).

Transportation Price. Report the transportation price ($ per decatherm).

Form CEC-1308

Natural Gas Utilities and Retailers

Serving Customers in California

CEC-1308A -- Gas Utility Receipts and Sendout Monthly Report

Purpose: This form provides data that reveals the monthly behavior of the gas utility distribution network in California thereby furnishing information for gas supply forecasting and monitoring possible shortages. This information also contributes to the modeling of the gas supply and price forecasts for the commission's *Natural Gas Assessment*.

Authority: California Code of Regulations, Title 20, Division 2, Section 1308(a)-(b).

Who must file: Gas utilities doing business in California.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. If requesting an extension, please read **Extension of Deadlines** on page 3.

How to file: Reports can be submitted by e-mail, electronic format (diskette), fax or U.S. mail. Each submittal must be accompanied with a declaration statement. A sample declaration statement is in Appendix D.

Where to file: California Energy Commission, MS-20
1516 Ninth Street
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us
or
Fax: (916) 654-4559

CEC-1308A Schedule 1: Gas Utility Receipts

Check one
Monthly Report____
Annual Report____

Company Name_____

Check One
___Original Submittal
___Correction. Date Correction Submitted:_____

Company Number [ ] Yr/Mo [ ]

Units: ___Therms ___ MCF

Line Number	Natural Gas Utility Supply Source	Utility Purchase	Transport for Others	Total
	California Border Locations			
1	El Paso at Topock			
2	El Paso at Blythe			
3	Transwestern at Needles			
4	PG&E GT-NW at Malin			
5	Other Calif Border Points (Designate)			
6	1			
7	2			
8	3			
9				
10	**Instate Locations**			
11	Kern River/Mojave at Dagget			
12	Kern River/Mojave at Wheeler Ridge			
13	Kern River/Mojave at Hector Road			
14	PG&E/SoCal Gas at Kern River Station			
15	PG&E at Wheeler Ridge			
16	Calif Production at Wheeler Ridge			
17	Rainbow Compression Station			
18	Dana Point Compression Station			
19	Other Instate Points (Designate)			
19	Otay Mesa			
20	1			
21	2			
22	3			
23				
24	**California Production**			
25	Calif Onshore (other than Wheeler Ridge)			
26	Calif Offshore From State Lands			
27	Calif Outer Continental Shelf			
28				
29	Storage Withdrawal			
30	Utility Storage			
31	Other Storage			
32				
33	Total Receipts			
34				
35	Btu per Cubic Foot			

CEC-1308A Schedule 1 Instructions

1. **Company Name**. The name of the Reporting Company.

2. **Monthly Report**. Check here if this report is for one month.

3. **Annual Report**. Check here if this report is for the calendar year's total sendout activities.

4. **Original submittal**. Check here if this is the first submittal for the reported month.

5. **Correction**. Check here if this is a correction to the original report. Provide the date that the correction is submitted to the Energy Commission

6. **Company Number**. The five-digit number assigned by the Energy Commission to identify the reporting company.

7. **Yr/Mo**. Year/Month, for example 2008/01.

8. **Units**. Check Therms or mcf (thousand cubic feet).

9. **Utility Purchase**. Report all natural gas received or withdrawn from storage for this month, expressed in thousands of cubic feet (mcf) or in therms. Report where and from whom the natural gas was received according to pipeline locations at the California border, in-state locations, and California production.

10. **Transport for Others**. Report all natural gas transported for others for this month, expressed in thousands of cubic feet (mcf) or in therms. Report where and from whom the natural gas was received according to pipeline locations at the California border, instate locations, and California production.

11. **Btu per cubic foot**. Average heat content of the natural gas received, expressed in Btu per cubic foot.

Notes: Include natural gas received for exchange or inter-utility transport in the "Transport for Others" column.

CEC-1308A Schedule 2: Gas Utility Sendout

Check one
____ Monthly Report
____ Annual Report

Company Name_____

Check One
___Original Submittal

Company Number [ ]

Yr/Mo [ ]

___Correction. Date Correction Submitted:_____

Units: __Therms __mcf

Line No.	Natural Gas Utility Sendout	Sendout
	Core Customer Deliveries	
1	Residential	
2	Commercial	
3	Industrial	
4	Non-EOR Cogen	
5	EOR Cogen	
6	EOR Steaming	
7	Other Electric Gen	
8		
9	**Noncore Customer Deliveries**	
10	Residential	
11	Commercial	
12	Industrial	
13	Non-EOR Cogen	
14	EOR Cogen	
15	EOR Steaming	
16	Other Electric Gen	
17		
18	**Delivery to Other Utilities**	
19	Kern River Station	
20	Wheeler Ridge	
21	Rainbow Compression Station	
22	Dana Compression Station	
23	Other Points (Designate)	
24	1	
25	2	
26	3	

CEC-1308A Schedule 2: Gas Utility Sendout

Check one
____ Monthly Report
____ Annual Report

Company Name_____
Check One
___Original Submittal Company Number [ ] Yr/Mo [ ]
___Correction. Date Correction Submitted:_____
Units: __Therms __mcf

Line No.	Natural Gas Utility Sendout	Sendout
28	**Delivery to Interstate Pipelines**	
29	Kern River Station	
30	Wheeler Ridge	
31	Hector Road	
32	Daggett	
33	Other Points (Designate)	
34	1	
35	2	
36	3	
37	**Delivery to International Pipelines**	
38	Otay Mesa into Mexico	
39	Caliexico into Mexico	
40	Other Points (Designate)	
41	1	
42	2	
43	3	
44		
45	**For Storage Injection into:**	
46	Gas Utility-Owned Storage Facilities	
47	Non-gas Utility-Owned Storage Facilities	
48		
49	Losses and Unaccounted	
50		
51	Total Sendout	
52		
53	Btu per Cubic Foot	

CEC-1308A Schedule 2 Instructions

1. **Company Name**. The name of the reporting company.

2. **Monthly Report**. Check here if this report is for one month.

3. **Annual Report**. Check here if this report is for the calendar year's total sendout activities.

4. **Original submittal**. Check here if this is the first submittal for the reported month.

5. **Correction**. Check here if this is a correction to the original report. Provide the date that the correction is submitted to the Energy Commission.

6. **Company Number**. The five-digit number assigned by the Energy Commission to identify the reporting company.

7. **Yr/Mo**. For monthly report, use year/month format (for example, 2008/01). For annual report, use year format (for example, 2008).

8. **Units**. Check therms or mcf (one thousand cubic feet).

9. **Sendout**. Report all natural gas delivered by the gas utility for the month, expressed in thousands of cubic feet or in therms (mcf). Report core customer deliveries and noncore customer deliveries to designated customer sectors, delivery to other utilities, interstate and international pipelines though indicated delivery points, delivery to storage and losses and unaccounted for.

10. **Btu per cubic foot**. Average heat content of the natural gas received, expressed in Btu per cubic foot.

Notes: Include exchange and inter-utility transport in deliveries to other utilities, interstate pipelines and international pipelines.

Form CEC-1308B -- Gas Utility Deliveries and Revenue Quarterly Report

Purpose: This form provides monthly information about the volume and cost of natural gas to categories of end users and provides a list of gas retailers selling gas in California. This information is used to determine how gas consumption and its cost affect demand in various sectors of the economy. These analyses contribute to the commission's *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Section 1307(b) and 1308(c).

Who must file: Each gas utility that distributes gas to end-use customers in California.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. If requesting an extension, please read **Extension of Deadlines** on page 3.

How to file: Reports can be submitted on magnetic cartridge, compact disc, diskette, e-mail or other digital media. Each quarterly submittal must be accompanied with a declaration. A sample declaration is provided in Appendix D.

Where to file: QFER Unit, MS-21
1516 Ninth Street
Sacramento, CA 95814
or
qfercom@energy.state.ca.us

CEC-1308B Schedule 1 -- Gas Utility Deliveries and Revenue Quarterly Report								
Company Number	Year	Month Number	County Number	NAICS Code	Rate Code	Number of Accounts	Delivery Volume (therms)	Revenue ($)

Please add additional rows as necessary.

CEC-1308B Schedule 1 Instructions

1. **Company Number**. The identification number of the gas utility assigned by Energy Commission staff.

2. **Year**. Use four-digit year (e.g., 2008)

3. **Month Number**. Numeric month (i.e., 1, 2, 3).

4. **County Number**. Provide the county number where the end-use customer consumed the reported energy. A list of county numbers is in Appendix C.

5. **NAICS Code**. NAICS code should describe the primary activity at the location where the energy is consumed. For residential, streetlighting, water pump and unclassified customers, please use the following classification codes.

Description	Classification Code
Residential	RE0000
Streetlighting	925190
Water pumping, municipal water supply	221311
Water pumping, agriculture irrigation	221312
Unclassified	999999

6. **Rate Code**. Use the following rate codes to describe the type of gas delivery:

Description	Rate Code
Sales to core customers, excluding core cogeneration customers	10
Sales to core cogeneration customers	20
Sales to noncore customers, excluding noncore cogeneration customers	30
Sales to noncore cogeneration customers	40
Transportation to core customers, excluding cogeneration	50
Transportation to core customers for cogeneration;	60
Transportation to noncore customers, excluding cogeneration	70
Transportation to noncore customers for cogeneration	80

7. **Delivery**. Report the amount of all natural gas delivered to end-use customers, including amount transported for other companies.

8. **Revenue**. Report all non-commodity revenues received by the gas utility (expressed in dollars) for natural gas deliveries to end-use customers. Non-commodity delivery revenue includes all components of the utility's rates, including costs of receiving, transporting, distributing, injecting to storage, recovering from storage, administration, regulatory, public purpose programs, energy market restructuring transition costs, and balancing accounts.

CEC-1308B Schedule 2 -- Gas Utility Report of Retailers Quarterly Report					
Gas Utility Company Number	Year	Month	Name of Gas Retailer	Business Address	Sales Amount (therms)

Please add additional rows as necessary.

CEC-1308B Schedule 2 Instructions

1. **Gas Utility Company Number**. The identification number assigned to the gas utility by Energy Commission staff.

2. **Year**. Use four-digit year (e.g., 2008)

3. **Month Number**. Numeric Month (i.e., 1, 2, 3, 4).

4. **Gas Retailer Name**. Provide the name of each gas retailer that sells natural gas to customers in the gas utility's service area.

5. **Business Address**. Business address for each gas retailer.

6. **Delivery Amount**. Retail natural gas delivery, expressed in therms, for each gas retailer in the gas utility's service area.

CEC-1308C -- Gas Retailer Quarterly Report							
Company Number	Year	Month	County Number	Customer Group	Number of Customers	Sales/ Delivery (therms)	Revenue ($)

Please add additional rows as necessary.

Form CEC-1308C –Gas Retailer Quarterly Report

Purpose: This form provides monthly information about the volume and cost of natural gas sold to categories of end users. This information is used to track the affect of gas retailer activities on California's gas consumers. This analysis contributes to the commission's *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Section 1307(a).

Who must file: Each gas retailer serving end-use customers in California that is not required to submit CEC-1308B. A gas retailer is any company that (a) sells natural gas to end users or customers located in California, (b) produces and consumes natural gas on-site in California (except for gas consumed for gathering, processing, or compressing purposes), and (c) produces natural gas at one site and consumes natural gas at another site that is in California and that is owned or controlled by the company.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. If requesting an extension, please read **Extension of Deadlines** on page 3.

How to file: Reports can be submitted on magnetic cartridge, compact disc, diskette, e-mail or other digital media. Each quarterly submittal must be accompanied with a declaration. A sample declaration is provided in Appendix D.

Where to file: QFER Unit, MS-21
1516 Ninth Street
Sacramento, CA 95814
or
qfercom@energy.state.ca.us

CEC-1308C Instructions

1. **Company Number**. The identification number of the gas retailer assigned by Energy Commission staff.

2. **Year**. Use four-digit year (e.g., 2008)

3. **Month Number**. Numeric month (i.e., 1, 2, 3).

4. **County Number.** County number listed below where end-use customers consume the reported energy.

5. **Customer Group.** Customer group means the following:

   Residential - customers consuming natural gas for residential purposes
   Commercial - customers consuming natural gas for commercial purposes
   Industrial - customers consuming natural gas for industrial purposes
   TEOR – thermally enhanced oil recovery
   UEG – utility electric generation (including cogeneration)
   Other - customers consuming natural gas for other purposes

6. **Number of Customers**. Number of end-use customers for the reported customer group. A customer is an active revenue meter or an active billed account.

7. **Sales/Delivery Amount**. Natural gas amount sold or delivered stated in therms to the reported customer group.

8. **Revenue**. Revenue expressed in dollars, including commodity charges, adjustments, and any other charges billed for gas sold or delivered.

Form CEC-1309

Interstate Pipeline Companies

Delivering Natural Gas in California

Form CEC-1309 Interstate Pipeline Company Quarterly Report

Purpose: This form provides data that reveals the annual receipts of natural gas from sources inside California's border. This information is necessary to complete the total natural gas supply picture for California. The information contributes to the Energy Commission's modeling of the gas supply and price forecasts.

Authority: California Code of Regulations, Title 20, Division 2, Section 1309.

Who must file: Interstate pipeline companies doing business in California.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. If requesting an extension, please read **Extension of Deadlines** on page 3.

How to file: Reports can be submitted by e-mail, electronic format (CD or diskette), fax or U.S. mail. Each submittal must be accompanied with a declaration stating that the person executing the declaration is authorized to do so and is authorized to submit the report on behalf of the company responsible for submitting the report. See the tab labeled "declaration" for a sample declaration statement.

Where to file:

California Energy Commission
1516 Ninth Street, MS-20
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us
or
Fax: (916) 654-4559

CEC-1309 Schedule 1: Interstate Pipeline Natural Gas Receipts in California Quarterly Report

Company Name_____ Company Number_____ Year\Quarter _____/_____

heck One
___Original Submittal
___Correction

Units: __Therms __mcf

Line No	Natural Gas Receipts	Volume											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	**Sources Inside California**												
2	California Production												
3	Kern River Station												
4	Hector Road												
5	Daggett												
6	Wheeler Ridge												
7	Other (Designate)												
8	1												
9	2												
10	3												
11	4												
12													
13	Total												
14													
15	BTU per Cubic Foot												

CEC-1309 Schedule 1 Instructions

1. **Company Name**. The name of the Reporting Company.

2. **Original submittal**. Check here if this is the first submittal for the reported month.

3. **Correction**. Check here if this is a correction to the original report.

4. **Company Number**. The five-digit number assigned by the Energy Commission to identify the reporting company.

5. **Year/Quarter**. Report the year using four digits, for example 2008. Report the calendar quarter. January-March is quarter 1, April-June is quarter 2, July-September is quarter 3, and October-December is quarter 4.

6. **Units**. Check therms or mcf (thousand cubic feet).

7. **Volume**. For each month, report all natural gas receipts from sources inside California's border, expressed in thousand cubic feet or therms.

8. **Btu per cubic foot**. For each month, report the average heat content of the natural gas received, expressed in Btu per cubic foot, at point of receipt.

CEC-1309 Schedule 2: Interstate Pipeline Natural Gas Deliveries Quarterly Report

Company Name_____ Company Number_____

Check One
___Original Submittal Year/Quarter_____/_____
___Correction

Units: __therms __mcf

Line No	Month	County Number	NAICS	Number of Accounts	Volume
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11	Btu per cubic foot				

Please add additional rows as necessary.

CEC-1309 Schedule 2 Instructions

1. **Company Name**. The name of the Reporting Company.

2. **Original submittal**. Check here if this is the first submittal for the reported month.

3. **Correction**. Check here if this is a correction to the original report.

4. **Company Number**. The five-digit number assigned by the Energy Commission to identify the reporting company.

5. **Year/Quarter**. Report the year using four digits, for example 2008. Report the calendar quarter. January-March is quarter 1, April-June is quarter 2, July-September is quarter 3, and October-December is quarter 4.

6. **Units**. Check therms or mcf (thousand cubic feet).

7. **Month**. Report the month the deliveries occurred.

8. **County**. Report the two-digit county number where end-use customers consume the reported energy. A list of county numbers is provided below.

9. **NAICS Code**. The NAICS code describes the primary activity at the location where the natural gas is consumed. At the following website,

http://www.census.gov/epcd/www/naics.html, the NAICS code can be determined by typing a keyword that describes the primary activity of where the natural gas is consumed.

10. **Number of Accounts**. Report the number of customers that purchased end-use gas from your company. California customers are those who will directly consume the natural gas received. Exclude deliveries to a natural gas utility, interstate pipeline or other company for re-delivery.

11. **Volume**. Report natural gas volumes delivered to designated end-use customers locations in California, expressed in thousand cubic feet (mcf) or therms. California customers are those who will directly consume the natural gas received. Exclude deliveries to a natural gas utility, interstate pipeline or other company for re-delivery.

12. **Btu per cubic foot**. Report the average heat content of the natural gas received expressed in Btu per cubic foot, at point of receipt.

CEC-1309 Schedule 3: Interstate Pipeline Deliveries to California Gas Utilities and Other Interstate Pipelines Quarterly Report

Company Name_____ Company Number_____

Check One
___Original Submittal
___Correction

Year/Quarter_____/_____

Units: __therms __mcf

				Volume				
Line No	Delivery to Gas Utility or Interstate Pipeline	Pipeline Code	Month	Pipeline	PG&E	SoCal Gas	SDG&E	Other (Designate)
	Delivery Point							
1	Topock							
2	Needles							
3	Blythe							
4	Malin							
5	Wheeler Ridge							
6	Hector Road							
7	Daggett							
8	Kern River Station							
	Other (Designate)							
9	1							
10	2							
11	Btu per Cubic Foot							

CEC-1309 Schedule 3 Instructions

1. **Company Name**. The name of the reporting company.

2. **Original submittal**. Check here if this is the first submittal for the reported month.

3. **Correction**. Check here if this is a correction to the original report.

4. **Company Number**. The five-digit number assigned by the Energy Commission to identify the reporting company.

5. **Year/Quarter**. Report the year using four digits, for example 2008. Report the calendar quarter. January-March is quarter 1, April-June is quarter 2, July-September is quarter 3, and October-December is quarter 4.

6. **Units**. Check therms or mcf (thousand cubic feet).

7. **Pipeline Code**. Enter the appropriate two-digit interstate pipeline by code:

   01 Kern River Transmission System
   02 Mojave Pipeline Company
   03 North Baja Pipeline
   04 PG&E GT-Northwest
   05 Southern Trails Pipeline
   06 Transwestern Pipeline Company
   07 Tuscararo Pipeline Company

   If delivering gas to more than one pipeline at the delivery point, use the Other (Designate) columns to report the volumes delivered to the second pipeline.

8. **Month**. Report the month the deliveries occurred.

9. **Volume**. Report all natural gas volumes delivered to designated locations in California or at the California border, expressed in thousand cubic feet or therms.

10. **Btu per cubic foot**. Report the average heat content of the natural gas expressed in Btu per cubic foot, at point of delivery.

Form CEC-1310

Natural Gas Processors in California

Form CEC-1310 -- Natural Gas Processor Quarterly Report

Purpose: This form provides information that reveals the monthly balance between the supply (beginning stocks, receipts, and productions) and the disposition (input, shipments, fuel use and loses, and ending stocks) of natural gas liquids. The information contributes to the modeling of gas supply for the commission's *Natural Gas Assessment Report*.

Authority: California Code of Regulations, Title 20, Division 2, Section 1308(a).

Who must file: Natural gas processors and petroleum product storers doing business in California.

.

When to file: Submit monthly data for the previous quarter on the 15th day of February, May, August and November. The first report will be due May 15, 2001. If requesting an extension, please read **Extension of Deadlines** on page 3.

How to file: In lieu of a CEC-1310 form, please provide a copy of EIA-816 for each facility in California. Reports can be submitted by e-mail, fax or U.S. mail.

Where to file: California Energy Commission, MS-20
1516 Ninth Street
Sacramento, CA 95814
or
QFERGEN@energy.state.ca.us
or
Fax: (916) 654-4559

Form CEC-1311

Publicly-Owned Utility

Energy Efficiency Programs

Form CEC-1311 -- Publicly-Owned Utility Energy Efficiency and Demand Reduction Annual Report

Purpose: This form provides annual information (on a fiscal or calendar year basis) about publicly-owned electric utility investments in energy efficiency and demand reduction programs. The intent of this form is to collect information similarly collected by the California Public Utilities Commission from investor-owned electric utilities.

The information collected from publicly-owned utilities includes a description of each program by category, expenditures by category, broken down into the types of costs--administrative, delivery, incentive and installation costs, and evaluation costs. Expected (or forecasted) and actual annual energy and peak demand savings verified for the previous year's program are identified by program category. The form also includes information on the estimated cost effectiveness of each program using the total resource cost test. This information contributes to the Energy Commission's staff analyses for the *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1311.

Who must file: Each publicly owned electric utility in California

How to file: Reports in electronic file format may be submitted by email, U.S. mail, or fax. Each submittal must be accompanied with a declaration. A sample declaration statement is in Appendix D.

Utilities can opt to use an aggregator, such as NCPA to file this information for a number of utilities in the same report.

When to file: Submit for the previous year on the 15th day of March, beginning with March 15, 2008.

Where to file: California Energy Commission
1516 Ninth Street, MS-21
Sacramento, CA 95814
or
QFERCOM@energy.state.ca.us
or
Fax: (916) 654-4901

CEC-1311 Schedule 1 Energy Efficiency Programs Annual Report

Utility Name:_____ **Reporting Year:** ____

___Original Submittal ___Fiscal Year

___Revised Submittal. Date revision submitted:_____ ___Calendar Year

	Expenditures					Actual Savings		Expected Savings		
Program Category/ Description	Administrative Cost	Delivery Cost	Incentive Cost	Installation Cost	EM&V Cost	Energy (MWh)	Peak Demand (MW)	Energy (MWh)	Peak Demand (MW)	Cost Effective Explanation
Residential										
1)										
2)										
3)										
4)										
Nonresidential										
1)										
2)										
3)										
4)										
New Construction										
1)										
2)										
3)										
4)										
Cross-customer										
1)										
2)										
3)										
4)										
Other (specify)										
1)										
2)										
3)										
4)										
5)										

Please add additional rows as necessary

CEC-1311 Schedule 1 Instructions

1. **Utility name**. Name of the respondent publicly owned utility.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.
4. **Year**. The reporting year. Check whether reporting year is fiscal or calendar year. Fiscal year programs would be, for example, program savings from July 2006 to June 2007.
5. **Program Category/Program Description.** There are five possible program categories: residential, nonresidential, new construction, cross-customer, and other. Under each program category, list the specific efficiency programs by providing a brief description. Please add additional rows to the form as necessary.
6. **Expenditures**
   a. **Administrative costs**. Provide the dollar amount for administrative costs.
   b. **Delivery costs**. Provide the dollar amount for delivery costs.
   c. **Incentive costs**. Provide the dollar amount for incentive costs.
   d. **Installation costs**. Provide the dollar amount for installation costs.
   e. **EM & V costs**. Provide the dollar amount for evaluation, measurement, and verification costs.
7. **Actual Savings.** Actual savings are verified energy and peak savings from the previous year's program. On a separate sheet for each program, the utility must describe the process used to verify measures that were installed and confirm the ex ante estimates of energy savings per measure.
   a. **Energy (MWh)**. Provide the verified energy savings in megawatt-hours (MWh) from the previous year's program.
   b. **Peak Demand (MW)**. Provide the verified peak demand savings in megawatts (MW) from the previous year's program.
8. **Expected Savings.** Expected savings is the forecast of energy and peak savings from the current year programs. On a separate sheet for each program, utility must clearly identify assumptions used to make this forecast, including participation rates and energy and peak savings assumptions.
   a. **Energy (MWh)**. Provide the expected amount of energy savings in megawatt-hours (MWh).
   b. **Peak Demand (MW)**. Provide the actual amount of peak demand savings in megawatts (MW).
9. **Cost Effective Explanation.** Provide an explanation of how the energy efficiency program was determined to be cost-effective. The explanations can be provided on a separate page. In the explanation, include:

a. sources of funding for the POU's investments in energy efficiency,
b. methodologies and input assumptions used to determine cost-effectiveness, and
c. results of an independent evaluation that measures and verifies the energy efficiency savings achieved by the POU's energy efficiency programs.

CEC-1311 Schedule 2 Demand Reduction Programs Annual Report

Utility Name:_____ **Reporting Year:** [ ]

___Original Submittal ___Fiscal Year

___Revised Submittal. Date revision submitted:_____ ___Calendar Year

	Expenditures					Actual Savings		Expected Savings		
Program Category/ Description	Administrative Cost	Delivery Cost	Incentive Cost	Installation Cost	EM&V Cost	Energy (MWh)	Peak Demand (MW)	Energy (MWh)	Peak Demand (MW)	Cost Effective Explanation
Residential										
1)										
2)										
3)										
4)										
Nonresidential										
1)										
2)										
3)										
4)										
New Construction										
1)										
2)										
3)										
4)										
Cross-customer										
1)										
2)										
3)										
4)										
Other (specify)										
1)										
2)										
3)										
4)										
5)										

Please add additional rows as necessary

CEC-1311 Schedule 2 Instructions

1. **Utility name**. Name of the respondent publicly owned utility.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.
4. **Year**. The reporting year. Check whether reporting year is fiscal or calendar year. Fiscal year programs would be, for example, program savings from July 2006 to June 2007.
5. **Program Category/Program Description.** There are five possible program categories: residential, nonresidential, new construction, cross-customer, and other. Under each program category, list the specific efficiency programs by providing a brief description. Please add additional rows to the form as necessary.
6. **Expenditures**
   a. **Administrative costs**. Provide the dollar amount for administrative costs.
   b. **Delivery costs**. Provide the dollar amount for delivery costs.
   c. **Incentive costs**. Provide the dollar amount for incentive costs.
   d. **Installation costs**. Provide the dollar amount for installation costs.
   e. **EM & V costs**. Provide the dollar amount for evaluation, measurement, and verification costs.
7. **Actual Savings**
   a. **Energy (MWh)**. Provide the actual amount of energy savings in megawatt-hours (MWh).
   b. **Peak Demand (MW)**. Provide the actual amount of peak demand savings in megawatts (MW).
8. **Expected Savings**
   a. **Energy (MWh)**. Provide the expected amount of energy savings in megawatt-hours (MWh).
   b. **Peak Demand (MW)**. Provide the actual amount of peak demand savings in megawatts (MW).
9. **Cost Effective Explanation.** Provide an explanation of how the demand reduction program was determined to be cost-effective. The explanation can be provided on a separate page. In the explanation, include:
   a. sources of funding for the POU's investments in demand reduction,
   b. methodologies and input assumptions used to determine cost-effectiveness, and
   c. results of an independent evaluation that measures and verifies the demand reduction achieved by the POU's demand reduction programs.

Appendix A

California Energy Commission Staff Contact Information

Form	Staff Contact	Office	Phone	Email
1304 Sch 1	Daryl Metz	Electricity Analysis	(916) 654-4760	dmetz@energy.state.ca.us
1304 Sch 1	Michael Nyberg	Electricity Analysis	(916) 654-5968	mnyberg@energy.state.ca.us
1304 Sch 2	Daryl Metz	Electricity Analysis	(916) 654-4760	dmetz@energy.state.ca.us
1304 Sch 2	Michael Nyberg	Electricity Analysis	(916) 654-5968	mnyberg@energy.state.ca.us
1304 Sch 3 Part A	Ellie Townsend-Hough	Environmental	(916) 654-4170	etownsen@energy.state.ca.us
1304 Sch 3 Part B	Jim McKinney	Environmental	(916) 654-3999	mmckinne@energy.state.ca.us
1304 Sch 3 Part C	Jim McKinney	Environmental	(916) 654-3999	mmckinne@energy.state.ca.us
1305A	David Vidaver	Electricity Analysis	(916) 654-4656	dvidaver@energy.state.ca.us
1305B	David Vidaver	Electricity Analysis	(916) 654-4656	dvidaver@energy.state.ca.us
1305C	David Vidaver	Electricity Analysis	(916) 654-4656	dvidaver@energy.state.ca.us
1305D	Mitch Tian	Demand Analysis	(916) 654-4917	mtian@energy.state.ca.us
1305E	Mitch Tian	Demand Analysis	(916) 654-4917	mtian@energy.state.ca.us
1306A	Ted Dang	Demand Analysis	(916) 651-0317	tdang@energy.state.ca.us
1306B	Ted Dang	Demand Analysis	(916) 651-0317	tdang@energy.state.ca.us
1306C	David Vidaver	Electricity Analysis	(916) 654-4656	dvidaver@energy.state.ca.us
1306D	David Vidaver	Electricity Analysis	(916) 654-4656	dvidaver@energy.state.ca.us
1308A	Leon Brathwaite	Electricity Analysis	(916) 654-4771	lbrathwa@energy.state.ca.us
1308A	Bill Wood	Electricity Analysis	(916) 654-4882	bwood@energy.state.ca.us
1308B	Ted Dang	Demand Analysis	(916) 651-0317	tdang@energy.state.ca.us
1308C	Ted Dang	Demand Analysis	(916) 651-0317	tdang@energy.state.ca.us
1309	Bill Wood	Electricity Analysis	(916) 654-4882	bwood@energy.state.ca.us
1309	Leon Brathwaite	Electricity Analysis	(916) 654-4771	lbrathwa@energy.state.ca.us
1310	Bill Wood	Electricity Analysis	(916) 654-4882	bwood@energy.state.ca.us
1310	Leon Brathwaite	Electricity Analysis	(916) 654-4771	lbrathwa@energy.state.ca.us
1311	Gary Klein	Demand Analysis	(916) 653-8555	gklein@energy.state.ca.us
1311	Mike Messenger	Efficiency	(916) 654-4774	mmesseng@energy.state.ca.us

Appendix B

Changes in Reporting Requirements

New Form #	Former Form #	Authority*	Description	How often submitted?	Changes to form in order to comply with updated data collection regulations**	Contact Person***
Electric Generators						
1304 Sch 1	1304 Sch 1	§1304(a)(1)	Power plant and generator information	Quarterly (plants <10MW Annually)	No change	Metz/Nyberg
1304 Sch 2 Part A	1304 Sch 2	§1304(a)(2)(A)	Power plant generation and fuel use	Quarterly (plants <10MW Annually)	Cogenerators now required to report fuel separately for thermal energy production and electricity generation. No longer required to report available capacity at time of control area peak	Metz/Nyberg
1304 Sch 2 Part B	1304 Sch 2	§1304(a)(2)(B)	Power plant electricity sales and use on site	Quarterly (plants <10MW Annually)	No change	Metz/Nyberg
1304 Sch 3 Part A	n/a	§1304(a)(3)(A)	Environmental information related to water supply and water/wastewater discharge	Annually	New form. Please see specific instructions for the new form.	Townsend-Hough
1304 Sch 3 Part B	n/a	§1304(a)(3)(B)	Environmental information related to biological resources	Annually	New form. Please see specific instructions for the new form.	McKinney
1304 Sch 3 Part C	n/a	§1304(a)(3)(C)	Violation notification	Annually	New form. Please see specific instructions for the new form.	McKinney
Electric Control Area Operators						
1305A	1305 Sch 1	§1305(a)	Control area peak demand	Quarterly	No change	Metz/Nyberg
1305B	1305 Sch 2	§1305(b)	Adjacent control area interconnections	Quarterly	No change	Metz/Nyberg
1305C	1305 Sch 3	§1305(c)	Control area scheduled and actual interchanges	Quarterly	No change	Metz/Nyberg
1305D	n/a	§1305(d)	UDCs operating within control area	Quarterly	New form. Please see specific instructions for the new form.	Tian
1305E	n/a	§1305(e)	Hourly loads and control area definition change	Annually	New form. Please see specific instructions for the new form.	Tian
Electric UDCs and LSEs						
1306A Sch 1	1306 Sch 1	§1306(a)(1)-(2)	UDC retail electricity retail sales and deliveries by county and NAICS	Quarterly	Completed by UDCs only. UDCs report additional information about direct access sales, retail rate class, and revenue	Dang
1306A Sch 2	n/a	§1306(a)(3)	Retail rate class description	Quarterly	New form. Please see specific instructions for the new form.	Dang
	1306 Sch 2		Energy retailers electricity/gas commodity price		Eliminated	Dang
1306A Sch 3	1306 Sch 3	§1306(a)(4)	UDC report of LSEs selling in service area	Quarterly	Completed by UDCs only. UDCs report the same type of information that was reported on the previous 1306 Sch 3	Dang
1306B	n/a	§1306(b)	LSE that do not provide 1306A retail electricity sales by county and sector	Quarterly	New form. Please see specific instructions for the new form.	Dang
	1306 Sch 4		UDC/LDC customer classification codes to retailers		Eliminated	Dang
1306C	1304(B)	§1304(b)	UDC list of interconnected power plants	Semi-annually	UDCs report additional information--operating mode, technology type, interconnection agreement type, and fuel type. Power plants threshold is ≥100 kW	Vidaver
1306D	n/a	§1308(d)	UDC Natural Gas Tolling Agreements	Quarterly	New form. Please see specific instructions for the new form.	Vidaver

* California Code of Regulations, Title 20, Division 2
** California Energy Commission's data collection regulations (CCR, Title 20, Div 2) were updated 7-6-2007.
*** See Appendix A for complete contact person information.

New Form #	Former Form #	Authority*	Description	How often submitted?	Changes to form in order to comply with data collection regulations	Energy Commission Staff Contact
Natural Gas Utilities and Retailers						
1308A Sch 1	1308 Sch 1	§1308(a)	Gas utility receipts	Quarterly	No change	Brathwaite/Wood
1308A Sch 2	1308 Sch 2	§1308(b)	Gas utility sendout	Quarterly	No change	Brathwaite/Wood
1308B Schedule 1	1308 Sch 3 and 1306 (gas utilities)	§1308(c)	Gas utility deliveries and revenue by county and NAICS	Quarterly	New form. Please see specific instructions for the new form. incorporates 1306 Sch 1 with 1308 Sch 3.	Dang
1308B Schedule 2	1306 Schedule 3 (LDCs)	§1307(b)	Gas utility report of gas retailers selling in service area	Quarterly	LDCs (gas utilities) report the same information. The only difference is that the form is for gas uitilities only.	Dang
1308C	1306 (natural gas service providers)	§1307(a)	Gas retailers that do not provide 1308B reports natural gas sales by county and sector	Quarterly	Completed by gas retailers that do not provide 1308B. These gas retailers now report sales and revenue by sector rather than reporting gas sales by NAICS codes as previously reported on 1306 Sch 1	Dang
Natural Gas Interstate Pipelines						
1309 Sch 1	1309 Sch 1	§1309(a)	Interstate pipeline gas receipts	Quarterly	Change from annual to monthly	Brathwaite/Wood
1309 Sch 2	1309 Sch 2	§1309(b)	Interstate pipeline end use gas deliveries	Quarterly	Change from annual to monthly	Brathwaite/Wood
1309 Sch 3	1309 Sch 3	§1309(c)	Interstate pipeline deliveries to utilities and other interstate pipelines	Quarterly	Change from annual to monthly	Brathwaite/Wood
Natural Gas Processors						
1310	1310	§1310	Natural gas processor report	Quarterly	Gas processors include an additional fuel: methane	Brathwaite/Wood
Publicly-owned Utility Electricity Efficiency Programs						
1311 Schedule 1	n/a	§1310(a)	Publicly-owned utility electric energy efficiency programs	Annually	New form. Please see specific instructions for the new form.	Messenger
1311 Schedule 2	n/a	§1310(b)	Publicly-owned utility demand reduction programs	Annually	New form. Please see specific instructions for the new form.	Messenger

* California Code of Regulations, Title 20, Division 2
** California Energy Commission's data collection regulations (CCR, Title 20, Div 2) were updated 7-6-2007.
*** See Appendix A for complete contact person information.

Appendix C

County Numbers

1	Alameda	21	Marin	40	San Luis Obispo
2	Alpine	22	Mariposa	41	San Mateo
3	Amador	23	Mendocino	42	Santa Barbara
4	Butte	24	Merced	43	Santa Clara
5	Calaveras	25	Modoc	44	Santa Cruz
6	Colusa	26	Mono	45	Shasta
7	Contra Costa	27	Monterey	46	Sierra
8	Del Norte	28	Napa	47	Siskiyou
9	El Dorado	29	Nevada	48	Solano
10	Fresno	30	Orange	49	Sonoma
11	Glenn	31	Placer	50	Stanislaus
12	Humboldt	32	Plumas	51	Sutter
13	Imperial	33	Riverside	52	Tehama
14	Inyo	34	Sacramento	53	Trinity
15	Kern	35	San Benito	54	Tulare
16	Kings	36	San Bernardino	55	Tuolumne
17	Lake	37	San Diego	56	Ventura
18	Lassen	38	San Francisco	57	Yolo
19	Los Angeles	39	San Joaquin	58	Yuba
20	Madera				

Appendix D

Sample Declaration

California Code of Regulations, Title 20, Section 1303(l) requires reports to contain specific identification information that includes a declaration that is executed under penalty of perjury of the laws of the Sate of California and that is executed by an authorized employee of the company responsible for submitting the report.

A sample declaration that contains the required information follows. Replace the **bolded** areas with the reporting company's information.

Declaration Statement

Person submitting the Report:

John Smith
Eleccom, Inc.
555 Main Street
Sacramento, CA 95814
Phone: (888) 777-7777 fax (888) 777-6666
Email: eleccom@valley.com
www.eleccom.com

Company responsible for submitting the Report:

National Power
2424 Green Street
San Francisco, CA
Phone: (415) 234-5678 Fax (415) 234-2345
Email: np@legacy.com
www.national.power.com

I certify under the penalty of perjury of the laws of the State of California that I am authorized by **National Power** to submit the enclosed report. This report fulfills the requirement for CCR, Title 20, Division 2, **Section 1304** for the period beginning **January 1, 2008 and ending March 31, 2008**. The matters contained in this report are, to the best of my knowledge and belief and based on diligent investigation, true, accurate, complete and in compliance with these regulations.

_____ _____

Signed **John Smith, Eleccom** Date