

Instructions for:

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

Purpose: This report provides monthly information about the volume and cost of natural gas to categories to end-use customers. 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 California Energy Commission's Integrated Energy Policy Report.

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

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 by the 15th of February, May, August, and November. Requests for deadline extensions require formal review. To request an extension, email CEC staff (QFERconsumptionDSP@energy.ca.gov) at least 15 days before the reporting deadline.

How to file: Reports can be submitted by logging into the California Energy Commission's (CEC) secure Data Submission Portal (DSP) website and uploading files using the *QFER Consumption 1308B application*. First-time DSP users need to set up a secure account with the DSP prior to submitting files. The data must be submitted in a comma-separated values (CSV) format. Each quarterly submittal must include a certification that the information is true, correct, and complete, which can be completed within the DSP as a final step of the submission. If seeking automatic confidentiality of specific data under Section 2505(a)(5)(A) & (B), send the request for confidentiality to CEC staff (QFERconsumptionDSP@energy.ca.gov). For a valid request, the submitter must a) label each individual item of the submittal that is entitled to be designated confidential, and b) attest under penalty of perjury that the information submitted has not been previously released.

See *DSP QFER Consumption User Guide* for step-by-step guidance on using the DSP to submit data files.

Note: 1308B Schedule 2 filers (i.e., PGE, SoCalGas, & SDGE only), please email QFERconsumptionDSP@energy.ca.gov to coordinate a secure file transfer method with CEC staff to submit 1308B Schedule 2 data. Instructions for submitting 1308B Schedule 2 will be provided during coordination.

Where to file: California Energy Commission's secure DSP website.

CEC-1308B Schedule 1 – Gas Utility Deliveries and Revenue Quarterly Report

Notes: Each data submission shall:

- (1) Adhere to the order of the template (i.e., Company Number, Year, ..., Revenue (\$)) shown below to avoid DSP errors and rejection.
- (2) Exclude any extra information including data for other fields, miscellaneous calculations, blank rows, or totals.

	A	B	C	D	E	F	G	H	I
1	Company Number	Year	Month Number	County Number	NAICS Code	Rate Code	Number of Customers	Delivery Volume (therms)	Revenue (\$)
2									
3									

The table above is a screenshot of the report provided for reference purposes only. Add rows to the report as necessary. Refer to the instructions below for additional information.

CEC-1308B Schedule 1 Instructions

Company Number: The identification number assigned by CEC staff. Column A, numeric data type unless your Company Number contains a leading zero, in which case, text data type.

Year: Use four-digit year (e.g., 2025). Column B, numeric data type.

Month Number: Numeric month (i.e., 1, 2, 3, ..., 12). Column C, numeric data type.

County Number: Provide the county number where the end-use customer consumed the reported energy. A table of county numbers and their corresponding county names is provided at the end of this document. Column D, numeric data type for county numbers 1-58 and 99, and text data type for county "00".

NAICS Code: NAICS code shall describe the primary activity at the location where the energy is consumed. NAICS code must be exactly 6-characters in length and match the list of "Valid NAICS codes." See list of "Valid NAICS codes" for identifying which NAICS codes will be accepted by the DSP. Column E, text, or numeric data type.

For residential, streetlighting, water pump and unclassified customers, please use the following CEC custom classification codes.

Description	Classification Code
Residential	See table "Residential CEC Custom Classification Codes" at the end of the document
Streetlighting	925190
Water pumping, municipal water supply	221311
Water pumping, agriculture irrigation	221312
Unclassified	999999

Rate Code: Use the following rate codes to describe the type of gas delivery. Column F, text data type.

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

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. Column G, numeric data type.

Delivery Volume (therms)*: Report the amount of gas, expressed in therms, delivered to end-use customers. Column H, numeric data type.

Revenue (\$)*: Revenue for both sales and transport expressed in dollars rounded to the nearest cent. Revenue includes commodity costs and all non-commodity components of the utility's rates, including costs of receiving, transporting, distributing, injecting storage, recovering from storage, administration, regulatory, public purpose programs, energy market restructuring transition costs, and balancing accounts. Column I, numeric data type.

*** NOTES:** (1) For values of zero, please enter "0" instead of leaving the cell blank or entering NULL or "-". (2) Do not add any non-numeric characters such as letters, spaces, comma separator, dollar sign, etc.

County Numbers and Corresponding Names (for California)

1	Alameda	21	Marin	41	San Mateo
2	Alpine	22	Mariposa	42	Santa Barbara
3	Amador	23	Mendocino	43	Santa Clara
4	Butte	24	Merced	44	Santa Cruz
5	Calaveras	25	Modoc	45	Shasta
6	Colusa	26	Mono	46	Sierra
7	Contra Costa	27	Monterey	47	Siskiyou
8	Del Norte	28	Napa	48	Solano
9	El Dorado	29	Nevada	49	Sonoma
10	Fresno	30	Orange	50	Stanislaus
11	Glenn	31	Placer	51	Sutter
12	Humboldt	32	Plumas	52	Tehama
13	Imperial	33	Riverside	53	Trinity
14	Inyo	34	Sacramento	54	Tulare
15	Kern	35	San Benito	55	Tuolumne
16	Kings	36	San Bernardino	56	Ventura
17	Lake	37	San Diego	57	Yolo
18	Lassen	38	San Francisco	58	Yuba
19	Los Angeles	39	San Joaquin	99	Multi
20	Madera	40	San Luis Obispo	00	Unknown

Residential CEC Custom Classification Codes

RE0000	Residential (not further classified)	RE2300	Master metered other
RE1000	Individually metered account (type unknown)	RE2400	Apt. - Multiples - Master Metered
RE1100	Individually metered single family	RE2500	Apt. - Air Conditioning (Separately Metered)
RE1200	Individually metered multi-family	RE2600	Apt. - Water Supply (Separately Metered)
RE1300	Individually metered other	RE2700	Apt. - Outdoor Lighting (Walkway, etc.)
RE1400	Trailer - Multiples - Master Metered	RE2800	Apt. - Open
RE1500	Trailer - Air Conditioning (Separately Metered)	RE2900	Apt. - Other Residential Uses (Swimming Pools, Laundry rooms, etc.)
RE1600	Trailer - Water Supply (Separately Metered)	RE3000	Apt. - Residential - Miscellaneous
RE1700	Trailer - Outdoor Lighting (Walkway, etc.)	RE3200	Apt. - Residential Second Service
RE1800	Trailer - Open	RE3300	Apt. - Public Housing
RE1900	Trailer - Other Residential Uses (Swimming Pools, Laundry rooms, etc.)	RE3400	Apt. - Residential Hotels
RE2000	Master metered accounts (type unknown)	RE3700	Apt. - Outdoor Lighting (Walkway, etc.)
RE2100	Master metered single family	RE3900	Apt. - Miscellaneous Residential
RE2200	Master metered multi-family		