

LCFS Annual Fuel Pathway Report (AFPR) User Guide

FEBRUARY 4, 2022



What is new for 2021 AFPR reporting?

- Fuel pathway holders (primary applicants) of certified Tier 1, Tier 2 and certain look-up table pathways are required to submit AFPRs per § 95488.10(a)
- Staff made system changes for submitting APFRs by primary applicants for 2021 reporting and beyond
 - No system changes for joint applicants
- Recommend reviewing the AFP User Guide (Updated January 2022) and LCFS Guidance 22-01 Guidance before AFPR submission

1. Go to LRT & AFP login page.

LOW CARBON FUEL STANDARD
Reducing the Carbon Intensity of California Transportation Fuels

LRT-CBTS & AFP Login

Username: XXXXXXXX

Password:

Login

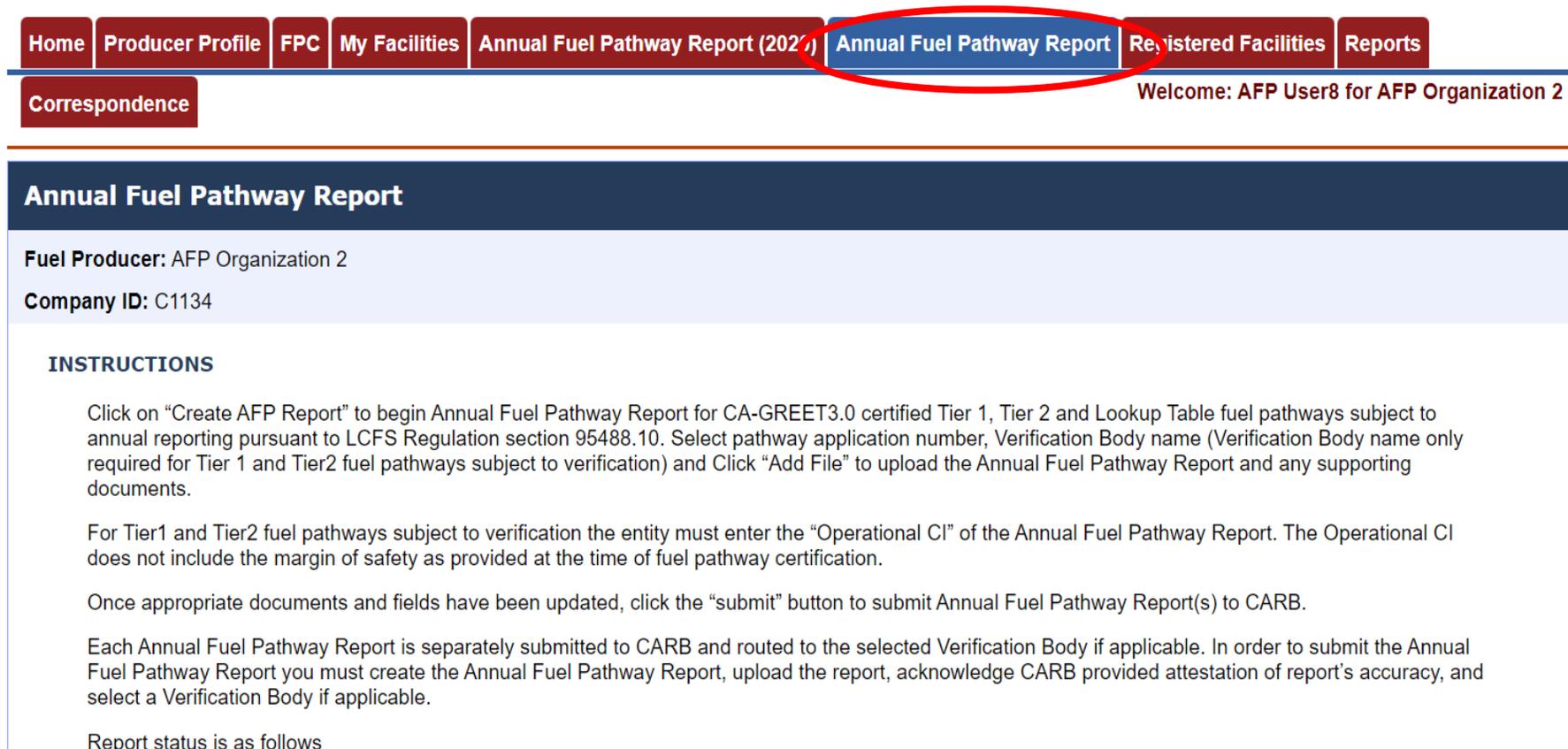
Reset Password

Low Carbon Fuel Standard Reporting Tool and Credit Bank & Transfer System (LRT-CBTS)

LRT-CBTS Account

Click the "LRT-CBTS Account" if you are the designated administrator or primary contact person for LCFS Quarterly and Annual Reporting and have not registered your organization. Upon account approval by CARB you will be able to login and assign roles to other users. Only users assigned "Signatory Authority" are able to submit LCFS reports. If you are an employee of a registered organization and you are only in need of a user account, please contact the administrator for your organization. Address Reporting questions to: LRTAdmin@arb.ca.gov

2. Navigate to the “Annual Fuel Pathway Report” tab at the top.



The screenshot shows the top navigation bar of the California Air Resources Board website. The navigation menu includes the following tabs: Home, Producer Profile, FPC, My Facilities, Annual Fuel Pathway Report (2024), Annual Fuel Pathway Report, Registered Facilities, and Reports. The "Annual Fuel Pathway Report" tab is highlighted with a red circle. Below the navigation bar, there is a "Correspondence" button and a welcome message: "Welcome: AFP User8 for AFP Organization 2". The main content area is titled "Annual Fuel Pathway Report" and displays the following information:

Fuel Producer: AFP Organization 2
Company ID: C1134

INSTRUCTIONS

Click on “Create AFP Report” to begin Annual Fuel Pathway Report for CA-GREET3.0 certified Tier 1, Tier 2 and Lookup Table fuel pathways subject to annual reporting pursuant to LCFS Regulation section 95488.10. Select pathway application number, Verification Body name (Verification Body name only required for Tier 1 and Tier2 fuel pathways subject to verification) and Click “Add File” to upload the Annual Fuel Pathway Report and any supporting documents.

For Tier1 and Tier2 fuel pathways subject to verification the entity must enter the “Operational CI” of the Annual Fuel Pathway Report. The Operational CI does not include the margin of safety as provided at the time of fuel pathway certification.

Once appropriate documents and fields have been updated, click the “submit” button to submit Annual Fuel Pathway Report(s) to CARB.

Each Annual Fuel Pathway Report is separately submitted to CARB and routed to the selected Verification Body if applicable. In order to submit the Annual Fuel Pathway Report you must create the Annual Fuel Pathway Report, upload the report, acknowledge CARB provided attestation of report’s accuracy, and select a Verification Body if applicable.

Report status is as follows

3. Select “Create AFP Report”.

The screenshot shows a web application interface with a table and a navigation bar. The table has the following columns: Producer & Facility, App No., Application Type, Year, Verificaiton Body, Verification Outcome, Status, Last Modified, Modified By, Report Details, History, Zip, and Delete. The 'Create AFP Report' link is highlighted with a red circle in the top right corner.

Producer & Facility	App No.	Application Type	Year	Verificaiton Body	Verification Outcome	Status	Last Modified	Modified By	Report Details	History	Zip	Delete
<input type="text"/>												

4. Add/Create Annual Fuel Pathway Report

- Drop down menu populates with all application numbers that require an AFPR.

Click on "Create AFP Report" to begin Annual Fuel Pathway Report for CA-GREET3.0 certified Tier 1, Tier 2 and Lookup Table fuel pathways subject to annual reporting pursuant to LCFS Regulation section 95488.10. Select Pathway application number and Verification Body Name for Tier 1 and Tier 2 pathways and click "Add Annual Fuel Pathway Report" to upload the Annual Fuel Pathway Report and Operational CI.

Click on "Add File" to upload the Annual Fuel Pathway Report for CA-GREET3.0 certified Tier 1, Tier 2 and Lookup Table fuel pathways subject to annual reporting pursuant to LCFS Regulation section 95488.10.

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Add Annual Fuel Pathway Report

Year:* 2020

* REQUIRED Application Number:* Select...

Application Number	Facility Name
Select...	
L0003	Sample1 (F10001)
L0004	S1 (F10108)
L0006	S1 (F10108)
A0010	S1 (F10108)
A0011	S1 (F10108)
L0007	S1 (F10108)
L0008	S1 (F10108)
L0009	S1 (F10108)
A0012	S1 (F10108)
A0013	S1 (F10108)
A0014	S1 (F10108)
A0015	S1 (F10108)

Producer & Facility	App No.	Application Type
Fuel Producer: 1 (ARB Test) (4200) Facility Name: a (F10060)	L0001	Lookup Table
Fuel Producer: 1 (ARB Test) (4200) Facility Name: S1	L0002	Lookup Table

Report Details History Zip Delete

Goto Report Details View

Goto Report Details View

4. b) Tier 1 and Tier 2 pathways require Verification Body selection prior to "creating," or showing Annual Fuel Pathway Report page.

Add Annual Fuel Pathway Report

Year:*

Application Number:*

Verification Body Name:*

*** REQUIRED**

5. Annual Fuel Pathway Report page

The following is required prior to submission to CARB and, for applicable fuel pathways, immediate routing to the Verification Body:

- a) Uploading required documents
 1. Tier 1 and Tier 2 pathways require "Simplified CI Calculator or CA-GREET3.0)
 2. Supplemental documents. Lookup Table pathways require "Supplemental Documents"
- b) Enter the operational CI for Tier 1 and Tier 2 pathways
- c) Attest to the report accuracy by selecting the check box

5. Annual Fuel Pathway Report page (cont'd)

Annual Fuel Pathway Report

Fuel Producer: AFP Organization 2	Company ID: C1134
Facility Name: AFP Facility2	Facility ID: F00365
Pathway Application Number: A0063	Year: 2020
Status: Open	Verification Body Name: Verification Body1

Annual Fuel Pathway Report Documents [+ Add File](#)

Facility Name	Application Number	Year	Document Type	Document Name	Description	Date	Download	Delete
No records to display.								

Page size: 5 0 items in 1 pages

Annual Fuel Pathway Report Operational CI [+ Add Operational CI](#)

Year	Fuel Pathway	Operational CI	Date	Edit	Delete
No records to display.					

Page size: 5 0 items in 1 pages

Comments:

(Max:10000)

I, **AFP User8**, as person with Signatory Authority, am submitting this report on behalf of **AFP Organization 2**, with the understanding that the information contained in this annual report is considered an official submission to the California Air Resources Board for purposes of compliance with the Low Carbon Fuels Standard (LCFS) regulation.

Furthermore, by submitting this report, I understand that I am bound by, and authenticate this record, and attest to the statements contained within. I also understand that submitting or attesting to false statements may constitute a serious crime, punishable under the California Penal Code, or other criminal offenses punishable under state, municipal, or federal law. I certify that information supplied herein is correct and that I have the authority by the company identified herein to submit this report.

[Back To Reports Home](#) [Submit](#)

6. Add File to upload required documents.

- a) Tier 1 and Tier 2 pathways require "Simplified CI Calculator or CA-GREET3.0)
 - 1. Primary applicants also have the ability to upload Supporting Documents
- b) Lookup Table pathways require "Supplemental Documents"
- c) Error message appears if primary applicants try to submit their Annual Fuel Pathway Report prior to uploading a required document

Profile | FPC | Mv Facilities | Annual Fuel Pathway Report (2020) | Annual Fuel Pathway Report | Registered Facility

Upload Document

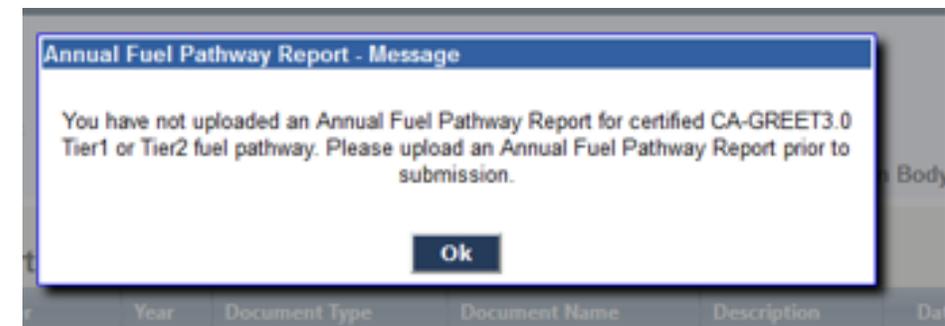
File Name: No file selected.

File or Document Type:
Select...
Pathway Calculator (Simplified CI Calculators OR CA-GREET 3.0)
Supporting Document

Remarks:
(Max:500)

* REQUIRED

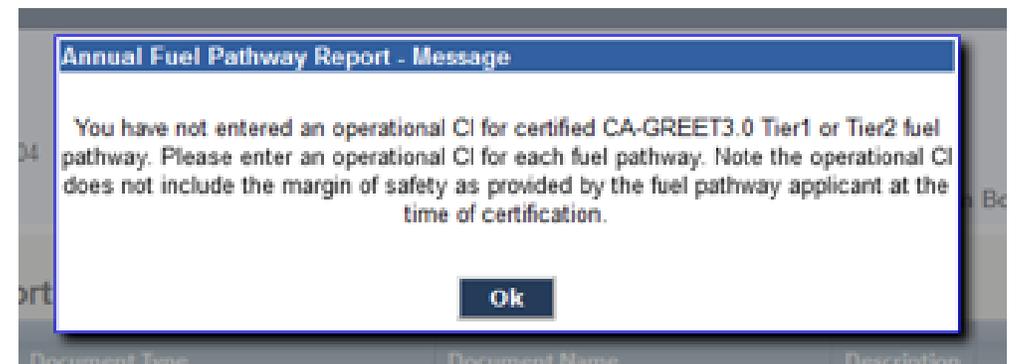
Facility Name	Application Number	Year	Document Type	Document Name	Description	Date	Download	Del
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7. Add Operational CI for Tier 1 and Tier 2 pathways, which are required for each of the facilities certified fuel pathways.

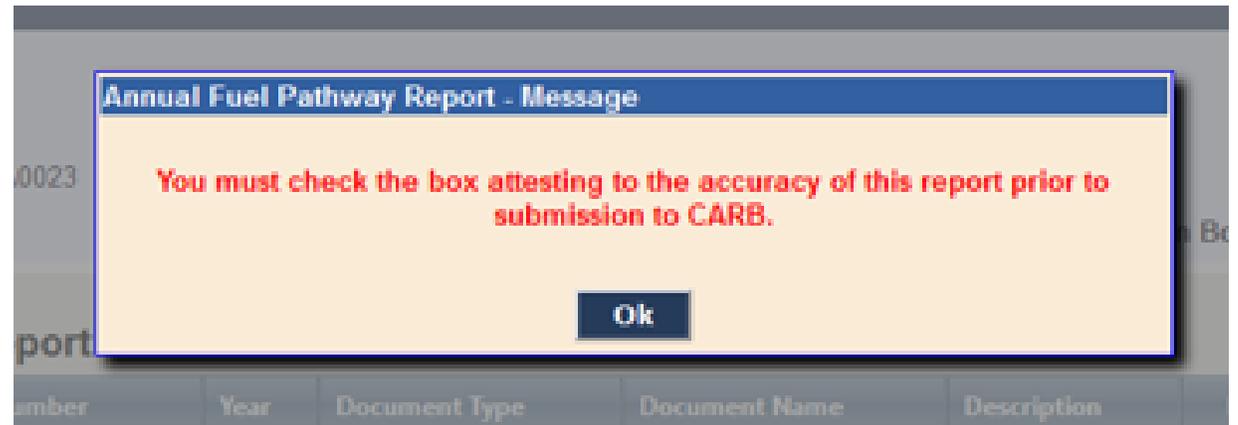
a) Error message appears if Operational CI for each fuel pathway is not entered.

Year	Fuel Pathway	Operational CI	Date	Edit	Delete
2020	B10004A00040200	56.00	10/28/2021	Edit	X



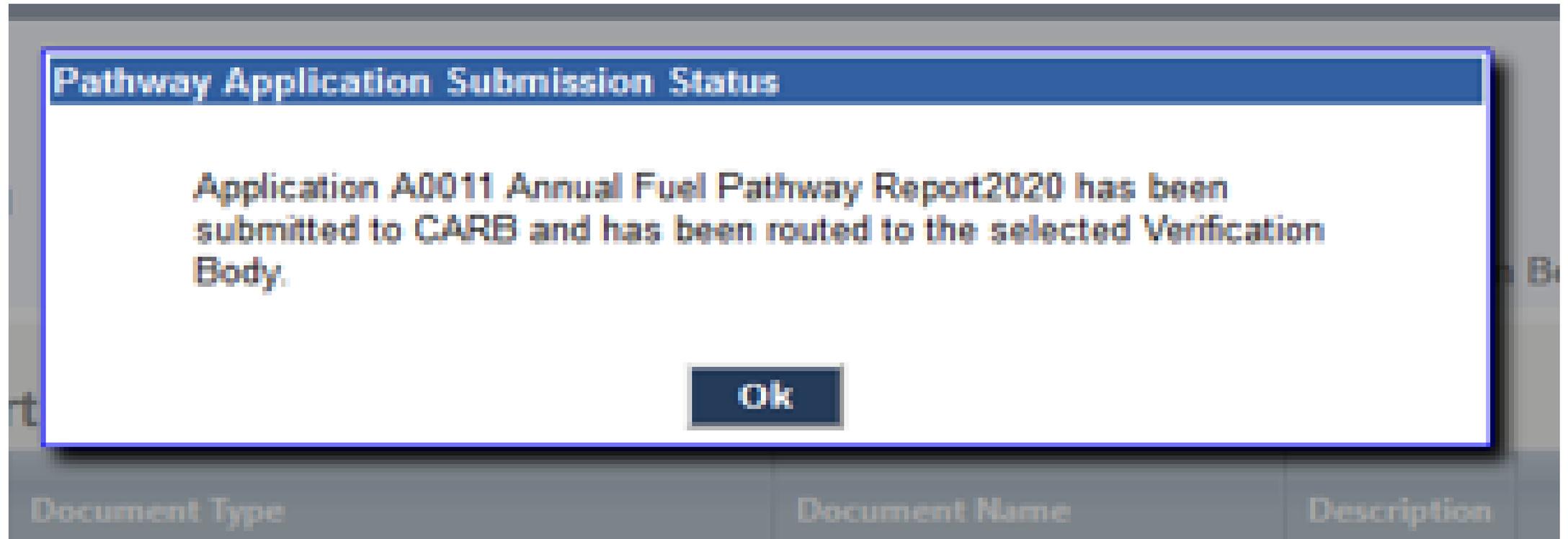
8. Attest to the report's accuracy by selecting the check box.

a) Error message appears if primary applicants try to submit without attesting to the report's accuracy.



9. Click on Submit Button.

- Message confirming successful Annual Fuel Pathway Report Submission.



10. If the AFPR is returned from the Verification Body for corrections, the fuel pathway holder may re-enter Revised Operational CI(s) prior to re-submitting the corrected AFPR.

Annual Fuel Pathway Report

Fuel Producer: AFP Organization 2 Company ID: C1134
Facility Name: AFP Facility2 Facility ID: F00365
Pathway Application Number: A0063 Year: 2020
Status: Open Verification Body Name: Verification Body1

Annual Fuel Pathway Report Documents [+ Add File](#)

Facility Name	Application Number	Year	Document Type	Document Name	Description	Date	Download	Delete
No records to display.								

Page size: 5 0 items in 1 pages

Annual Fuel Pathway Report Operational CI [+ Add Operational CI](#)

Year	Fuel Pathway	Operational CI	Date	Edit	Delete
No records to display.					

Page size: 5 0 items in 1 pages

Comments:

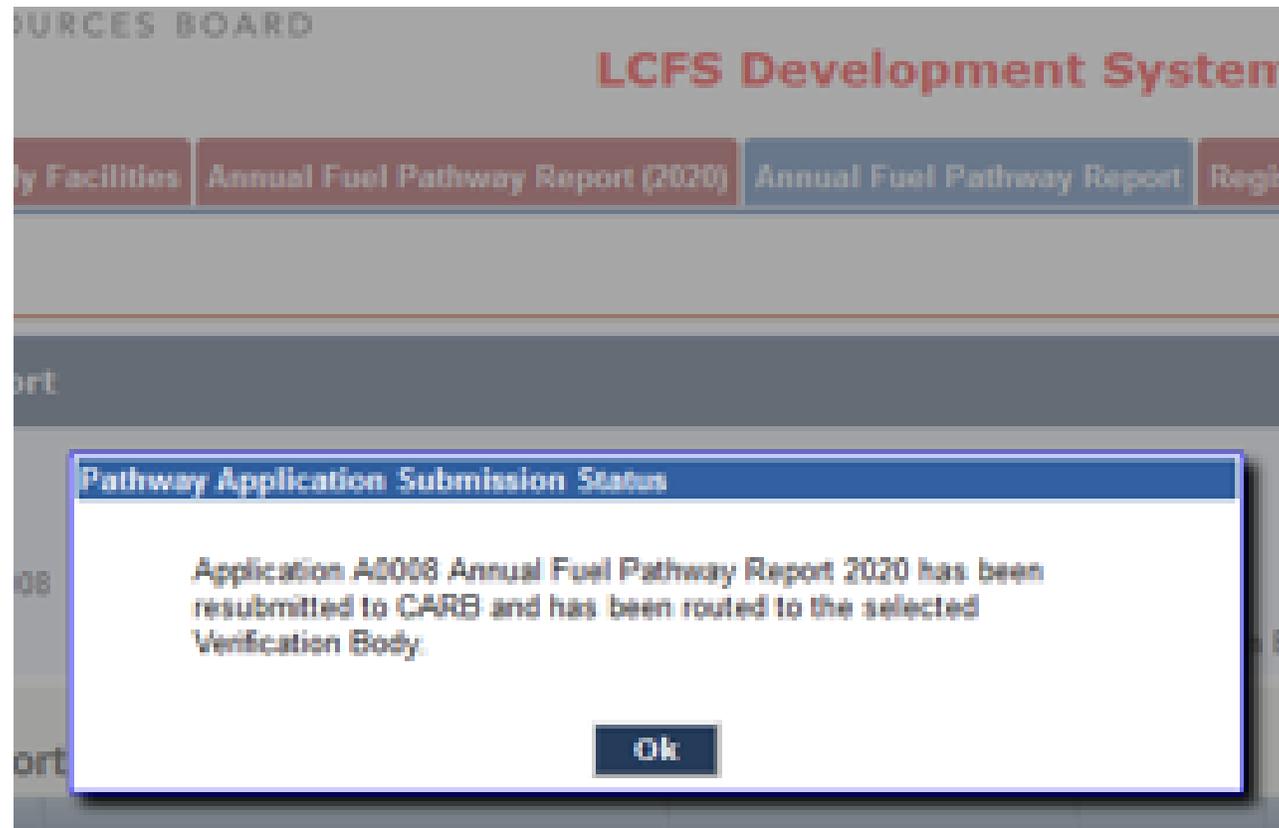
(Max:10000)

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[Back To Reports Home](#) **Submit**

11. Click on Submit Button to Re-submit to CARB and Verification Body



Overview: Other Annual Reports

- Project Reports electing annual verification must be submitted using the LRT Correspondence; Verification Statement due by August 31, 2022
- Low Complexity/Low Energy Use (LC/LEU) Reports must be submitted using the LRT Correspondence by April 1, 2022; Verification Statement due by August 31, 2022
- LRT system enhancement for Quarterly Fuel Transactions Reports (QFTRs) and Annual Marketable Crude Oil Volume Reports (MCONs) annual verification is expected in April 2022.
 - Quarterly Fuel Transactions Reports (QFTRs) are submitted through the LRT according to regulatory deadlines and consistent with previous practice
 - Annual Marketable Crude Oil Volume Reports (MCONs) must be submitted with the Annual Compliance Report, consistent with previous practice

Questions?

For AFPR related questions, please contact us at lcfsannualreport@arb.ca.gov