

LCFS Guidance for 2022 Annual Reporting



FEBRUARY 27, 2023

Highlights for 2022 Annual Reporting

- For Annual Fuel Pathway Reports (AFPRs)
 - No change in submission process this year (joint applicants' AFPRs are submitted via AFP Correspondence, same as last year)
 - The deadline to submit the AFPR is **March 31, 2023**
- No change in submission process for Annual Project Reports, LC/LEU Reports, and Quarterly Fuel Transactions Reports (QFTRs)
- Minor changes in submission process for Annual Marketable Crude Oil Volume Reports (Annual MCONs)
- Clarification of requirements for previously deferred annual verification (AFPRs and QFTRs submitted for 2020 and/or 2021 compliance years)

Annual Fuel Pathway Reports (AFPRs)

1. Log in to entity's LRT-CBTS & AFP account from a web browser

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

LRT-CBTS & AFP Login

Username:

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

Annual Fuel Pathway Reports (AFPRs)

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

The screenshot displays the top navigation bar of the California Air Resources Board website. The navigation menu includes the following items: Home, Producer Profile, FPC, My Facilities, Annual Fuel Pathway Report (2024), Annual Fuel Pathway Report (highlighted with a red circle), Registered Facilities, and Reports. 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 contains 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

Annual Fuel Pathway Reports (AFPRs)

3. Select "Create AFP Report"

The screenshot displays a web application interface for managing Annual Fuel Pathway Reports (AFPRs). At the top right, there is a blue button labeled "Create AFP Report" which is circled in red. Below this is a table with 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 table contains one row with empty input fields for each column. The "Application Type", "Year", "Verification Outcome", and "Status" columns have dropdown arrows. The "Report Details" column is currently empty.

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

Annual Fuel Pathway Reports (AFPRs)

4. Add/Create Annual Fuel Pathway Report

- a) Select the relevant application number from the “Application Number” drop-down menu
- All application numbers in this drop-down menu are subject to AFPR submission

Add Annual Fuel Pathway Report

Year:* 2022

* **REQUIRED** Application Number:* Select...

Application Number	Facility Name
Select...	Select...
A0285	Random FPC Inco Production Center (F00479)
B0198	Random FPC Inco Production Center (F00479)

Open - Report has been created and ...line of March 31st deadline

Annual Fuel Pathway Reports (AFPRs)

4. Add/Create Annual Fuel Pathway Report

- b) Tier 1 and Tier 2 pathway holders are required to select
a Verification Body for their AFPRs before they can proceed

Add Annual Fuel Pathway Report

Year:*

Application Number:*

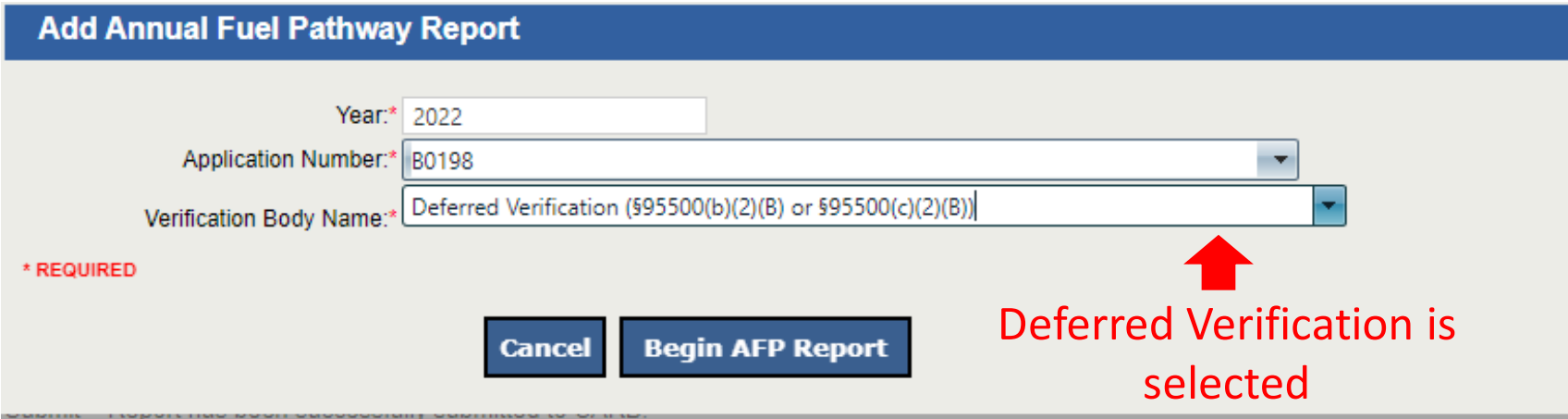
Verification Body Name:*

* REQUIRED

Annual Fuel Pathway Reports (AFPRs)

4. Add/Create Annual Fuel Pathway Report

- c) Deferred Verification: If a fuel pathway holder chooses to defer verification of its 2022 AFPR, it should select the "Deferred Verification" option from the "Verification Body Name" dropdown menu.



The screenshot shows a web form titled "Add Annual Fuel Pathway Report". It contains three input fields: "Year:*" with the value "2022", "Application Number:*" with the value "B0198", and "Verification Body Name:*" with the value "Deferred Verification (\$95500(b)(2)(B) or \$95500(c)(2)(B))". A red asterisk and the word "REQUIRED" are visible to the left of the "Verification Body Name" field. Below the fields are two buttons: "Cancel" and "Begin AFP Report". A red arrow points to the "Deferred Verification" option in the dropdown menu, with the text "Deferred Verification is selected" written in red below it.

Annual Fuel Pathway Reports (AFPRs)

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 model
 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

Annual Fuel Pathway Reports (AFPRs)

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 Body 1

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](#)

Annual Fuel Pathway Reports (AFPRs)

6. Upload required documents

- a) Tier 1 and Tier 2 pathways require Simplified CI Calculator or CA-GREET3.0
 - Primary applicants also can 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:

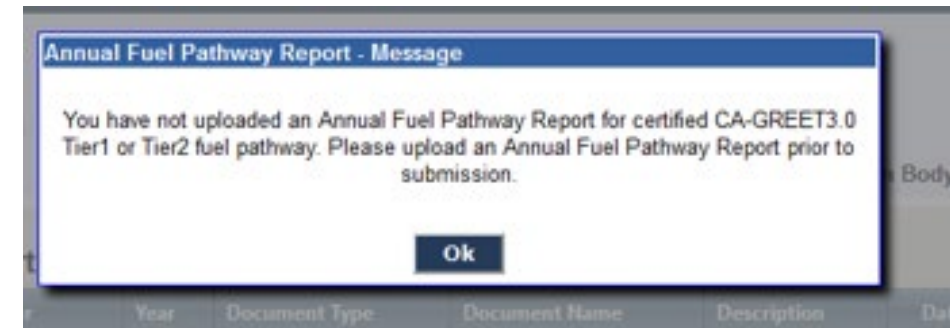
- Select...
- Pathway Calculator (Simplified CI Calculators OR CA-GREET 3.0)
- Supporting Document

Remarks:

(Max:500)

*REQUIRED

Facility Name	Application Number	Year	Document Type	Document Name	Description	Date	Download	Del
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Annual Fuel Pathway Reports (AFPRs)

7. Add Operational CI for Tier 1 and Tier 2 pathways

- The operational CI is required for each of the facilities certified fuel pathways.
- 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



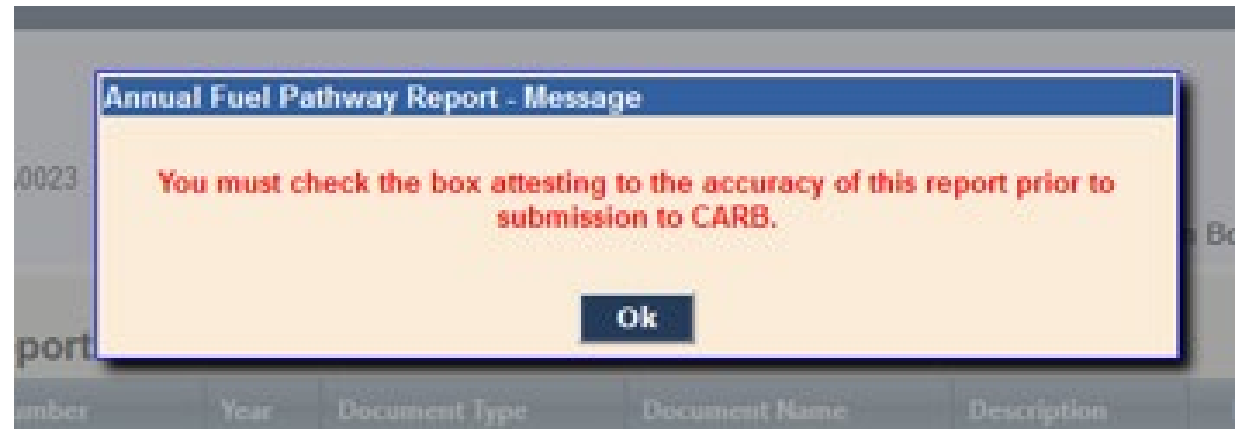
It is extremely important for the fuel pathway holders to enter the most up-to-date operational CI before submitting the annual report.

You have not entered an operational CI for certified CA-GREET3.0 Tier1 or Tier2 fuel pathway. Please enter an operational CI for each fuel pathway. Note the operational CI does not include the margin of safety as provided by the fuel pathway applicant at the time of certification.

Annual Fuel Pathway Reports (AFPRs)

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

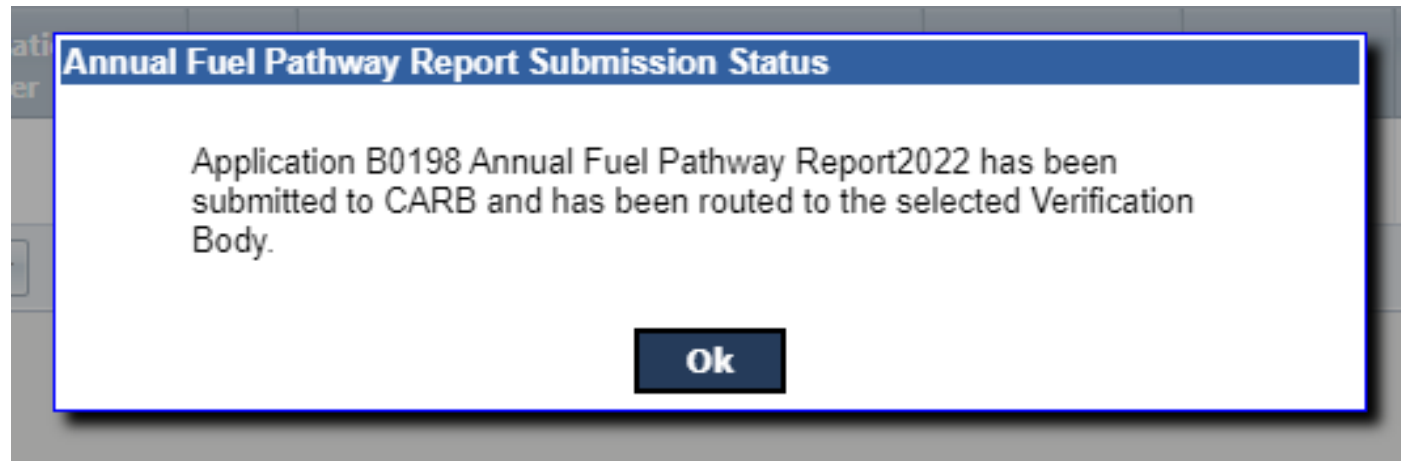
Error message appears if primary applicants try to submit without attesting to the report's accuracy.



Annual Fuel Pathway Reports (AFPRs)

9. Confirm submission

Message confirming successful Annual Fuel Pathway Report Submission



Annual Fuel Pathway Reports (AFPRs)

10. If the AFPR is returned from the Verification Body for corrections

The fuel pathway holder **MUST** re-enter **Revised Operational CI(s)** prior to re-submitting the corrected AFPR.



It is extremely important for the fuel pathway holders to enter the most up to date operational CI before submitting the annual report.

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.

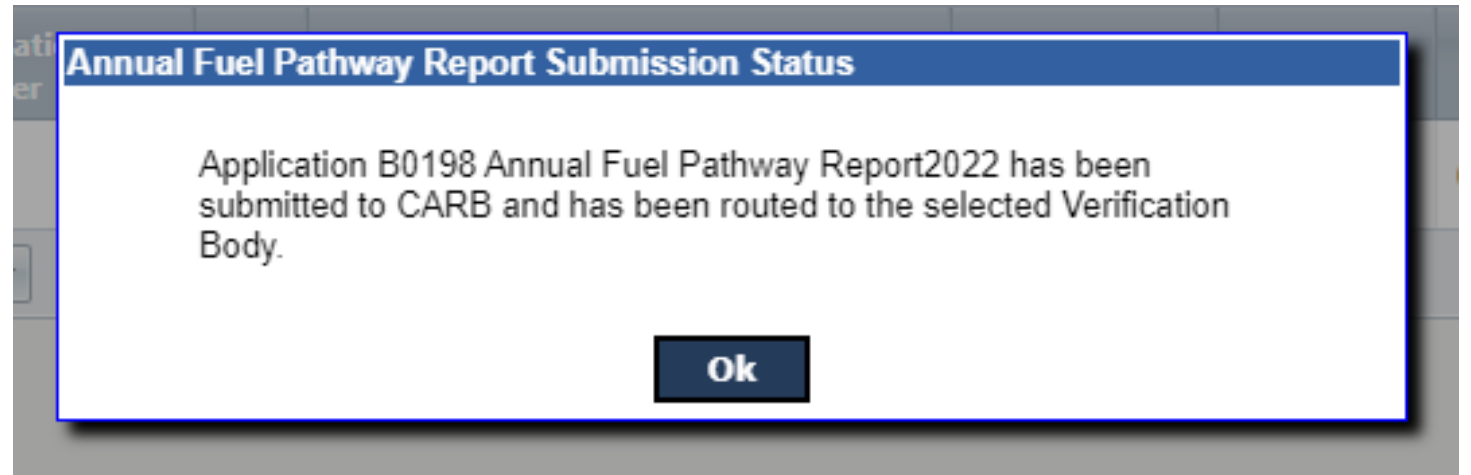
Furthermore, by submitting this report, I understand that I am bound by, and authenticate this record, and attest to the statements contained within. I also understand that submitting or attesting to false statements may constitute a serious crime, punishable under the California Penal Code, or other 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](#)

Annual Fuel Pathway Reports (AFPRs)

11. Re-submitting to CARB and Verification Body

Click on “Submit” button



Annual Fuel Pathway Reports (AFPRs)

12. Fuel Pathway Holder as Joint Applicant

A fuel pathway holder (Primary Applicant) who is a Joint Applicant to another fuel pathway (e.g., RNG pathway as joint applicant to hydrogen pathway) is advised to inform VB that the same verification statement and verified calculator must be submitted twice:

- One for the **primary applicant** (e.g., RNG pathway), under the assigned application number in the "**Annual Fuel Pathway Report**" function,
- One for the **joint applicant** (e.g., to the hydrogen pathway) via the **Verification On-line Tool Correspondence**

Overview: Submitting Other Annual Reports

- **Quarterly Fuel Transactions Reports (QFTRs)** are submitted through the **LRT Quarterly Report** according to regulatory deadlines and consistent with previous practice; Verification Statement due by August 31, 2023
- **Project Reports electing annual verification** must be submitted using the **LRT Correspondence** by **April 30, 2023**; Verification Statement is due by August 31, 2023
- **Low Complexity/Low Energy Use (LC/LEU) Reports** must be submitted using the **LRT Correspondence** by **March 31, 2023**; Verification Statement due by August 31, 2023
- **Annual Marketable Crude Oil Volume Reports (Annual MCONs)** must be submitted through the **LRT Correspondence** by **April 30, 2023**; Verification Statement due by August 31, 2023

Overview: Submitting Other Annual Reports

- If changes or corrections are made during the verification:
 - Prior to the completion of the verification, the reporting entities **MUST** submit the final verified version of the annual report to CARB.
 - We also ask VBs to remind the reporting entities to do so.

Previously Deferred Verification

- Deferred verification applies only to Annual Fuel Pathway Reports (AFPRs) and Quarterly Fuel Transactions Reports (QFTRs)
- Verification of all previously deferred reports is required when:
 - The reporting entity has deferred verification for the previous two years (see Example 1), or
 - The reporting entity is no longer eligible for deferred verification; e.g., entity generated more than 6000 credits in a calendar year (see Example 2)

Previously Deferred Verification

Example 1

- Entity A was eligible to defer verification of annual report for the data years 2020 and 2021. According to sections §95500(b)(2)(B) and §95500(c)(2)(B) entity A will not be eligible to defer verification of the 2022 annual report.
- Entity A must engage third-party verifiers to verify annual reports of the data years 2020, 2021, and 2022 and submit **THREE separate** verification statements by August 31, 2023.
- VBs must submit the annual report verifications for 2020, 2021, and 2022 separately.

Previously Deferred Verification

Example 2

- Entity B was eligible to defer verification for the annual report for the data year 2021.
- Entity B generated more than 6000 credits in data year 2022 and now verification is required.
- Entity B must engage third-party verifiers to verify the annual reports for data years 2021 and 2022 and submit **TWO separate** verification statements by August 31, 2023.
- VBs must submit the 2021 and 2022 annual report verifications separately.

Previously Deferred Verification

- A reminder email will soon be sent to entities that deferred verification of their AFPRs for 2020 and 2021 compliance years
- Reporting entities must coordinate with LCFSAnnualReport@arb.ca.gov to complete the required verification:
 - For deferred AFPRs for data year 2020, reporting entities must use AFP Correspondence to select VB, and separately provide all AFPR relevant documents to the VB
 - For deferred AFPRs for data year 2021, reporting entities must request CARB to unlock the previously deferred reports in the AFPR system, then follow the current AFPR submission process (see previous slides)

Public Comment Logistics

Webinar slides and recording will be available on the LCFS Meetings and Workshops page:

<https://ww2.arb.ca.gov/our-work/programs/low-carbon-fuel-standard/lcfs-meetings-and-workshops>

- Q&A during the webinar
 1. Use the “**Raise Hand**” function in the GoToWebinar toolbar, which should be located to the right of your screen as shown
 2. When staff call your name, please “**Unmute**” yourself by clicking the red button, and proceed to introduce yourself
 3. For annual reports related questions, please contact us at LCFSAnnualReport@arb.ca.gov
 4. Staff recommends reporting entities reviewing the updated version of the LCFS guidance documents before submitting annual reports



Questions?

For annual reports related questions, please contact us at LCFSAnnualReport@arb.ca.gov

Staff recommends reporting entities reviewing the updated version of the LCFS guidance documents before submitting annual reports

[LCFS Guidance Documents, User Guides, and FAQs | California Air Resources Board](#)