

# **Frequently Asked Questions** **on the Form EIA-176,** ***Annual Report of Natural Gas and*** ***Supplemental Gas Supply and Disposition***

**The following material provides answers to questions that EIA has received about the Form EIA-176, *Annual Report of Natural and Supplemental Gas Supply and Disposition*. The survey collects annual data on natural, synthetic, and other supplemental gas supplies, disposition and certain revenues. If you do not find an answer to your specific question, please contact EIA staff, listed at the end of this product.**

**Q1:** I cannot file the information requested by the due date. Is it possible to get an extension? How can I obtain a filing extension for my company?

**A1:** If you are unable to meet the March 1st deadline, please reply directly to the email, send an email to [eia4usa@eia.gov](mailto:eia4usa@eia.gov), or call our toll-free line at 855-EIA-4USA (855-342-4872) to request a 30-day extension for your EIA-176 filing. Please include the EIA-176 identification number(s) on all correspondences.

**Q2:** What volumes am I supposed to report to EIA on Form EIA-176? My company operates a storage facility, and we also sell gas to our customers and transport gas for other firms to their customers or operations. Am I supposed to report all of these volumes?

**A2:** Report to EIA all volumes for which your company had physical possession (custody) during the report year. Each operation for which your company takes physical possession of gas should be reported to EIA. For example, a company that operates a storage facility and also delivers gas it owned or transported to consumers should report each activity on Form EIA-176.

**Q3:** My Company operated in a State for only part of the year. Is my company still required to file a Form EIA-176?

**A3:** Your Company is required to file a Form EIA-176 for each State in which it operated during the year, even though it may have operated only part of the year.

**Q4:** My Company operates in several States. Do I need to file a separate form for each State or can I file one form that covers the whole company?

**A4:** A separate EIA-176 form is required for each State of operations.

**Q5:** If I report for several companies that are affiliates/subsidiaries in a State, how many forms do I fill out?

**A5:** EIA would like a separate form for each company subsidiary or affiliate meeting the filing requirements that operated a system within a State. However, approval to report on a consolidated basis for a State may be granted upon request to the EIA. Such requests should be directed to EIA at 855-EIA-4USA (855-342-4872) or via email at [eia4usa@eia.gov](mailto:eia4usa@eia.gov). If filed on a consolidated basis, identify the separate systems, affiliates, or subsidiaries on Part 1 of the form.

**Q6:** My company has different operations in several States. How should I report these activities to EIA?

**A6:** A separate form must be filled out for each State. When completing the Form EIA-176, indicate all of your company's operations in the report State in Part 3. We realize that operations may vary from State to State.

**Q7:** My company recently merged with another company. Do I still need to file a Form EIA-176? What operations should I report - for my old company or the new, merged company?

**A7:** You should file separate reports for each company's operations before and after the merger or for the new merged company for the entire year's operations as a single, combined entity for all companies involved in the merger. Please notify EIA of the status of your filing(s) in notes in Part 7A in the "Comments" section of the form.

**Q8:** My company keeps its records on a fiscal year basis. Can I file for my company's fiscal year?

**A8:** No, EIA expects filings on a calendar year basis.

**Q9:** Does EIA expect that my company has data for all the sections of this form?

**A9:** Not necessarily. Some items may not apply, because your company is not engaged in that type of operation or business line in the report State.

**Q10:** I don't understand the shaded areas on the form. Should I be filling them out, or should I ignore them?

**A10:** Fill out only the blank, unshaded portions of the form.

**Q11:** My company uses storage services operated by another company. How should I report those gas storage services?

**A11:** Storage operations (injections and withdrawals) should be reported only by the operator of the storage facility. If you have additional questions, please contact EIA.

**Q12:** I don't have precise numbers at this time, can I file estimates?

**A12:** Yes, please file estimates if you do not have precise numbers available by the due date. Please check the block marked "E" under the Notes column next to data that are estimated. If you can provide more precise or final numbers at a later time, please resubmit when they are available. (See below for information on resubmitting data.)

**Q13:** If I can provide final numbers for my company at a later date or find that I have made an error in my earlier filing, what should I do?

**A13:** Please file estimates by the due date and then resubmit your EIA-176 form as soon as you have final or corrected numbers. Please check the resubmission block at the top of each page that contains corrections or updates.

**Q14:** My company tracks deliveries in terms of Btu content. EIA wants reporting on an Mcf (physical) basis. Can I file in units that are convenient for my company, or do I need to convert to EIA units? If so, how do I convert from therms to Mcf?

**A14:** Volumes reported on the Form EIA-176 should be in units of thousand cubic feet (Mcf). Most records kept for heat content are in therms or dekatherms (Dth). A therm is 100,000 British thermal units (Btu). A dekatherm is 10 therms. To convert from heat content to thousand cubic feet divide the volume stated in dekatherms by the average heating value in Btu per cubic foot of gas. Please use your best estimate if the heating value of gas was not recorded. As an example, if deliveries are 2 Dth and the heat content is 1,033 Btu per cubic foot, the resulting volume of delivery is 1,936 cubic feet (2,000,000 Btu/1,033 Btu per cubic foot) or 1.936 Mcf. As a reasonableness check, a dekatherm is equivalent to approximately one Mcf.

**Q15:** My company transports gas that is sold by marketers. Does EIA want me to report these volumes?

**A15:** Yes, EIA wants you to report gas volumes your company transports for marketers. How you report it depends on what type of company is receiving the gas. If the gas is delivered to a pipeline or a local distribution company within the State, it should be reported in Part 6, Line 18.1 or 18.2. If you deliver the gas to consumers, report the volumes in Part 6, in one of the Lines 11.1 - 11.6, depending on the type of customer receiving the gas (residential, commercial, industrial, electric power, natural gas vehicle refueler, or other end-use consumer). If there is an active Customer Choice Program available in your State for residential or commercial customers to purchase gas from a marketer, it should be reported in Part 3, Line C.

**Q16:** Part 6 of the form requests the number of customers my company serves. What is the difference between a "consumer" and a "customer"? Does EIA want to know the number of meters my company serves?

**A16:** Each individually-metered dwelling, building, plant, establishment, or location should be counted as a separate consumer.

**Q17:** My company classifies customers by rate schedules or tariffs that are different from the sectoral breakout that EIA wants. For instance, I am not sure how to report deliveries to consumers. I do not know if my customers are residential, commercial, electric power or industrial. What should I do?

**A17:** The instructions to the Form EIA-176 explain EIA's sectoral definitions. To view instructions, [click here](#). It is important that all deliveries, especially deliveries to consumers, are reported to EIA on Form EIA-176. If you are unsure of the customer type, use Line 10.6 or 11.6 in Part 6 and provide any specific information that will aid in determining a customer classification. If you have additional questions, please contact EIA staff (see contact list below).

**Q18:** My company combines residential and commercial consumers. EIA wants these sectors reported separately. I don't have sufficient information to separate the data. What should I do? How should I report these volumes?

**A18:** If your company combines categories that EIA needs reported separately, please provide your best estimate of the information for each category separately. If you have no reasonable basis for estimates, enter the information under the category you believe received the largest total volume of gas. Please provide an explanatory note in Part 7 of the form. If you have additional questions, please contact EIA staff (see contact list below).

**Q19:** My company delivers gas to a facility that generates electricity. How should I report it to EIA?

**A19:** How you report the delivery depends on whether electric generation is the primary line of business. If the primary line of business is industrial or commercial, report the deliveries in the appropriate category. If you do not know the customer's primary line of business, please call EIA staff and we will be happy to help you. A list of EIA staff contacts appears at the end of the FAQ.

**Q20:** My company's sole line of business in the report State is operation of an underground storage facility. Which lines should I report on?

**A20:** Report total withdrawals on Part 4 – Line 2.1, and total injections on Part 6 – Line 13.1. In addition, be sure to record injections as a receipt on Part 4 – Line 5.0, and

withdrawals as other disposition within the report State on Part 6 – Lines 18.1 through 18.4. Report all compressor use gas on Part 6 – Line 12.3. The difference between supply and disposition (Part 6 - Line 20.0) should be very close, or equal to, zero.

**Q21:** My company is a liquefied natural gas (LNG) Terminal. Should I report the volumes of LNG in storage on both Line 2.2 and Line 8.0?

**A21:** LNG peaking facilities should report inventory of LNG in storage on Line 8.1. Marine terminals should report inventory of LNG in storage on Line 8.2. LNG peaking facilities should report volumes of storage withdrawals on Line 2.2 and volumes injected into storage on Line 13.2. For additional detail on LNG Marine Terminals reporting, please see the section beginning on page 4 of the EIA-176 instructions. If you need further guidance, you may call our toll-free survey line at 855-EIA-4USA (855-342-4872) or contact EIA via email at [eia4usa@eia.gov](mailto:eia4usa@eia.gov).

**Q22:** I'm not sure how to properly report losses on Part 6 – Line 17.0. Is EIA only interested in measured leakage?

**A22:** Line 17.0 should include losses from leaks, damage, accidents, migration, and/or blow down. Ideally, this should include measured, known leaks, as well as an estimate for seepage that occurs as a natural consequence of natural gas transmission/distribution. If you need further guidance, you may call our toll-free survey line at 855-EIA-4USA (855-342-4872) or contact EIA via email at [eia4usa@eia.gov](mailto:eia4usa@eia.gov).

**Q23:** Do all companies report data in Part 3E Distribution Territory?

**A23:** Only distribution companies, companies with deliveries to end-users reported on Line 10.0 or 11.0, are required to report data on for Part 3E. You should identify all counties in which your company delivers natural gas. There is additional space to identify county names in Part 7C of the form.

**Q24:** My company utilizes a third-party LNG storage facility but is not the operator of the facility. Do we report that activity on the EIA-176?

**A24:** The name and zip code of any LNG storage facility that your company owns, operates or utilizes, even if they are not the operator, should be reported in Part 3F of the EIA-176. LNG storage activity for facilities that your company actually operates are reported on Lines 2.2, 8.0, and 13.2.

**Q25:** My company fleet utilizes an alternative fuel other than liquefied natural gas (LNG) or compressed natural gas (CNG). Should these volumes be reported on the EIA-176?

**A25:** No. In Part 3B you should use the dropdown menu to identify the type of alternative fuel that your company's vehicles use. If the alternative fuel is not LNG or CNG,

the volumes will not be reported anywhere on the EIA-176. On Line 12.5, the volume of LNG and/or CNG consumed in your company fleet should be reported. On Line 10.5 or 11.5, volumes delivered to power motor vehicles that are not your company fleet should be reported.

**Q26:** I'm not sure where to report line pack losses and gains in our pipelines. Should I report line pack data in both Lines 5.0 and 12.3?

**A26:** Yes, report negative line pack data in Line 5.0 and positive line pack data in Line 12.3.

**Q27:** I'm a renewable natural gas (RNG) producer, and I'm not sure where to report my data. Could you please advise which items normally apply to RNG producers?

**A27:** Yes, RNG producers will report production on Line 1.2, any end-use deliveries on Lines 10.0 and 11.0, company use on Line 12.0, lost and unaccounted for on Line 17.0, and deliveries to other entities on Line 18.0. If you are unsure about any aspect of your reporting, you may call our toll-free survey line at 855-EIA-4USA (855-342-4872) or contact EIA via email at [eia4usa@eia.gov](mailto:eia4usa@eia.gov).

**Q28:** I have a question that is not addressed in the instructions or answered on the website. Is there someone who can help me?

**A28:** EIA appreciates your efforts to provide accurate, timely data to EIA. Use the contact information listed below to receive further clarifications or other information to assist you.

Natural Gas Data Inbox: [eia4usa@eia.gov](mailto:eia4usa@eia.gov)

Office of Oil and Gas Hotline: 855-EIA-4USA (855-342-4872)