

FAQs for Survey Form EIA-817

Essentials

What is the Form EIA-817?

The Energy Information Administration (EIA) Form EIA-817, “Monthly Tanker and Barge Movements Report,” is used to collect data on the movement of crude oil and petroleum products.

Is reporting data on Forms EIA-817 mandatory?

For those companies identified as respondents, yes, reporting is mandatory based on Title 15 U.S.C. §772(b), as amended.

Why does my company have to submit its data to EIA?

Form EIA-817 is used to collect data on the movement of crude oil and petroleum products. on the movement of crude oil and petroleum products. Data from this survey informs policy and business decisions, and the data promote efficient markets by providing transparency to petroleum and biofuel supplies. Use of this data by academic researchers, educators, news media, and the general public promotes understanding of energy and its interaction with the economy and the environment.

How does EIA identify companies that must respond to the EIA-817?

Form EIA-817 must be completed by all companies that have custody of crude oil or petroleum products transported by tanker and barge between PAD Districts. Form EIA-817 must also be completed by all companies that have custody of crude oil or petroleum products originating from a PAD District and transported to the Panama Canal with the intent that the crude oil or petroleum products be further transported to another PAD District.

What will the information collected be used for?

EIA uses this survey data in statistical reports including, but not limited to, the Petroleum Supply Monthly (PSM), and the Monthly Energy Review (MER). EIA uses this survey data to support analysis and projection work with results reported in the Short Term Energy Outlook (STEO), Annual Energy Outlook (AEO), and other reports. EIA makes reports available at [https:// www.eia.gov/](https://www.eia.gov/).

Submission

What is the reporting deadline?

Form EIA-817 must be received by EIA by the 20th calendar day following the end of the report period (e.g., the Form EIA-817 covering the January report period must be received by February 20).

How do I submit the form?

EIA has the secure file transmission (HTTPS) for companies to use when sending these forms to EIA. Secure transmission is an industry standard method to send information over the internet using

encrypted processes. Access the EIA secure transmission site at:
<https://signon.eia.doe.gov/upload/noticeoog.jsp>

What time period should the data represent?

The Form EIA-817 monthly report period begins at 12:01 a.m. EST on the first day of the month and ends midnight of the last day of the month.

Is the form still due even if the due date is a Federal holiday?

For Form EIA-817, if the 20th calendar day following the end of the report period happens to be a Federal holiday, your EIA-817 form must be filed on the first business day after that holiday.

Who do I contact if I need assistance submitting the form?

Call the EIA Survey Support Team at 1-855-EIA-4USA (1-855-342-4872) or email to eia4usa@eia.gov.

Resubmission

Am I required to submit revised data?

A resubmission is required whenever an error greater than 5 percent of a previously reported value is discovered by a respondent or if requested by the EIA. EIA reserves the right to request resubmissions as part of the data quality review process.

How do I correct data after I have already submitted the form?

Resubmit the form by Secure File Transfer according to the form instructions. Enter "X" in the resubmission box if you are correcting information previously reported. Enter only those data cells which are affected by the changes. You are not required to file a complete form when you resubmit. Report any unusual aspects of your reporting month's operations in the Comments section below Part 3.

Contact EIA

Who do I contact if I have technical questions on completing the form?

Call the EIA Survey Support Team at 1-855-EIA-4USA (1-855-342-4872) or email to eia4usa@eia.gov.

I have questions about the form. How do I request help?

If you have any questions about this U.S. Energy Information Administration (EIA) survey after reading the instructions, please contact the EIA Survey Support Team Contact Center at 1-855-EIA-4USA (1-855-342-4872) or send an email to eia4usa@eia.gov.