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GOVERNOR



CARLITO P. CALIBOSO  
CHAIRMAN

JOHN E. COLE  
COMMISSIONER

**STATE OF HAWAII**  
**PUBLIC UTILITIES COMMISSION**  
**DEPARTMENT OF BUDGET AND FINANCE**  
465 S. KING STREET, #103  
HONOLULU, HAWAII 96813

Telephone: (808) 586-2020  
Facsimile: (808) 586-2066

e-mail: Hawaii.PUC@hawaii.gov

June 18, 2007

**Re: FINAL WEEKLY AND MONTHLY REPORTING FORMS FOR THE  
PETROLEUM INDUSTRY MONITORING, ANALYSIS AND REPORTING  
("PIMAR") PROGRAM**

**To: Distribution List**

The Public Utilities Commission ("Commission") hereby issues the enclosed PIMAR reporting forms and instructions that will be used to collect petroleum industry data and information, beginning in July 2007, from manufacturers, wholesalers, jobbers, distributors and major fuel users doing business in the State of Hawaii.<sup>1</sup> The Commission has developed these forms pursuant to Hawaii Revised Statutes ("HRS") Chapters 486H and 486J and as part of the PIMAR Program.

On May 11, 2007, the Commission issued draft PIMAR forms and allowed manufacturers, wholesalers, jobbers, distributors and major fuel users to provide comments and suggestions on the draft forms until May 25, 2007. Timely filed written comments were received from: Chevron U.S.A. Inc. ("Chevron"); Tesoro Hawaii Corporation ("Tesoro"); Aloha Petroleum, Ltd. ("Aloha"); Mid Pac Petroleum, LLC ("Mid Pac"); Garlow Petroleum, Inc. ("Garlow"); Hawaii Petroleum, Inc. ("Hawaii Petroleum"); Maui Petroleum, Inc. ("Maui Petroleum"); Akana Petroleum Inc. ("Akana"); Island Petroleum, Inc. ("Island Petroleum"); Senter Petroleum, Inc. ("Senter Petroleum"); Maui Oil Company, Inc. ("Maui Oil"); Lanai Oil Company, Inc. ("Lanai Oil"); Shell Oil Company ("Shell"); Hawaiian Electric Company, Inc., Hawaii Electric Light Company, Inc., and Maui Electric Company, Ltd. (collectively, "HECO Companies"); The Gas Company, LLC ("TGC"); and Kauai Island Utility Cooperative ("KIUC").<sup>2</sup> Thereafter, the Commission held informal meetings with reporting entities on June 1, 2007, allowing them to provide background and further explanation of their

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<sup>1</sup>Electronic copies of the enclosures are being provided via CD, one (1) to each reporting entity.

<sup>2</sup>Written comments were also received from Pacific Biodiesel, Inc. via e-mail dated May 26, 2007.

written comments on the draft PIMAR forms.<sup>3</sup> The Commission followed those June 1, 2007, meetings with information requests issued to certain reporting entities. Responses to the information requests were received by June 15, 2007.

The Commission has reviewed and given serious consideration to the reporting entities' written and oral comments and responses to information requests. The PIMAR forms issued herein reflect changes and adjustments to address reporting entities' valid concerns, to the extent possible. For example, the Commission received comments that its proposed time period between the reporting week and the due date of the reports (i.e., five (5) days) was insufficient and would require the use of provisional prices. Provisional pricing would be necessary to meet the proposed 5-day deadline, given that actual prices are not determined until the end of each month, according to general industry practice. Upon review, the Commission has determined that the weekly reports shall be filed after the product transactions are completed and closed, rather than reported with provisional or tentative pricing that would be subject to change, which would cause unnecessary confusion and administrative inefficiencies. The filing deadline for the weekly reports must take into account the fact that the transactions are not completed until after the final prices are known and finally determined at the end of each calendar month, and allow for sufficient data processing and transmittal time thereafter. Accordingly, the Commission has revised the time period between the reporting week and the filing deadline to approximately seven (7) weeks,<sup>4</sup> subject to the receipt and review of additional detailed information and documentation requested by the Commission.

Additionally, reporting entities expressed concern that some of the weekly reports, such as the draft W-100 and W-101 reporting forms, would be unduly burdensome and require substantial resources. To address these concerns, and since such information is not required to be filed weekly under Chapter 486J, HRS, the Commission has changed draft W-100 and W-101 into monthly reporting forms to be filed by manufacturers, wholesalers and jobbers for wholesale gasoline transactions only (which

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<sup>3</sup>The Commission met individually with Chevron, Tesoro, Shell and TGC. A joint meeting was held with the Hawaii Petroleum Marketers Association, attended by Aloha, Garlow, Hawaii Petroleum, Maui Petroleum, Maui Oil, Lanai Oil, Mid Pac, Island Petroleum, and Senter Petroleum. A separate joint meeting was then held with Island Petroleum, Senter Petroleum, Maui Oil, and Lanai Oil. Finally, the Commission met jointly with the HECO Companies and KIUC.

<sup>4</sup>See HRS § 486J-3(a) ("The commission shall prescribe applicable standards and practices for reporting to facilitate uniformity, consistency, and comparability of the data to be submitted.")

is essentially the same as the monthly reports these reporting entities are currently filing under requirements established in 2005).<sup>5</sup>

At this time, the Commission issues herein a registration form and weekly and monthly reporting forms.<sup>6</sup> All reporting entities must complete and submit the registration form, Form R-001, by July 16, 2007.

The first weekly reports, for the week of June 25, 2007, through July 1, 2007, shall be filed with the Commission by August 22, 2007. The first monthly reports, for the calendar month of July 2007, are due by August 20, 2007. Reporting entities shall complete only those forms that pertain to their respective business transactions and operations, for each zone in which they conduct business and on a statewide consolidated basis.

In addition, the Commission requires reporting entities to submit historical data and information, using these forms, for the period of January 1, 2007, through June 24, 2007.<sup>7</sup> The deadline for filing of the historical data and information is August 31, 2007.

For each filing, please provide three (3) hard copies and two (2) CDs with an electronic copy of the reports. Filings must be received by 4:30 p.m. on their respective deadlines at the Commission's main office, located at 465 S. King Street, Room 103, Honolulu, Hawaii 96813.

With the initiation of the new PIMAR reporting requirements as discussed above and set forth in the enclosed forms, the current reporting requirements established through a joint letter dated December 20, 2005, from the Department of Business, Economic Development and Tourism; the State Petroleum Commissioner; and the Commission shall be terminated after the filing of reports due on July 16, 2007.

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<sup>5</sup>These new monthly forms (Forms M-100 and M-101) now include definitions for "bulk," "rack," and "DTW" ("dealer tank wagon") transactions, which are identical to the definitions used by the Energy Information Administration of the U.S. Department of Energy. The Commission requests reporting entities to classify their transactions according to these defined terms. The definitions are also provided in Form W-130.

<sup>6</sup>Semi-annual and annual reporting forms are still being revised, based on comments from reporting entities, and will be issued at a later time. The Commission will also be issuing a weekly form shortly to collect data on the effective date and time, and the amount of change in cents per gallon, of increases and decreases in wholesale prices, pursuant to HRS § 486J-3(a).

<sup>7</sup>Based on comments from reporting entities, the Commission will not seek 2005-2006 historical data from reporting entities at this time.

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Thank you for your cooperation. Please contact Lisa Kikuta or Bill Peters at 586-2020 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Carlito P. Caliboso". The signature is fluid and cursive, with the first name being the most prominent.

Carlito P. Caliboso  
Chairman

CPC:LYK:sl

Enclosures

c: The Honorable Theodore Liu  
The Honorable Mark Bennett  
The Honorable Kurt Kawafuchi  
Catherine P. Awakuni

LINDA LINGLE  
GOVERNOR



CARLITO P. CALIBOSO  
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LESLIE H. KONDO  
COMMISSIONER

**STATE OF HAWAII**  
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Telephone: (808) 586-2020  
Facsimile: (808) 586-2066

e-mail: Hawaii.PUC@hawaii.gov

August 10, 2007

**Re: PETROLEUM INDUSTRY MONITORING, ANALYSIS AND REPORTING  
("PIMAR") PROGRAM – CLARIFICATIONS FOR WEEKLY AND MONTHLY  
REPORTING**

**To: Distribution List**

On June 18, 2007, the Public Utilities Commission ("Commission") issued PIMAR reporting forms and instructions for the collection of petroleum industry data and information from manufacturers, wholesalers, jobbers, distributors and major fuel users doing business in the State of Hawaii.<sup>1</sup> In response to questions raised and to ensure that all reporting entities report data on a consistent basis<sup>2</sup>, the Commission clarifies the weekly and monthly PIMAR forms and instructions as follows<sup>3</sup>:

**Forms M-100 and M-101:**

- Include any and all HIBOB (Hawaii Blendstock for Oxygenate Blend) gasoline grades, conventional gasoline grades and ethanol blended gasoline grades as separate products in monthly wholesale sales and purchases reports.

**Form W-110:**

- Import Landed Costs should include charges incurred at the discharge port, such as demurrage and import duties, for all landed cargoes.

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<sup>1</sup>The Commission also issued instructions for the Weekly Price Report (Form W-160) on July 19, 2007.

<sup>2</sup>The first monthly reports, for the calendar month of July 2007, are due by August 20, 2007. The first weekly reports, for the week of June 25, 2007, through July 1, 2007, are due by August 22, 2007. In addition, historical data and information for the period of January 1, 2007, through June 24, 2007 are due by August 31, 2007.

<sup>3</sup>The clarifications in this letter supersede any contradictory instructions in the issued PIMAR forms.

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- For crude oil imports, under the column entitled State or Country of Origin, identify the country of origin and the specific crude oil being imported, as appropriate (e.g., Vietnam – Bach Ho).
- Include imports of BOB (Blendstock for Oxygenate Blending) products and ethanol, by product.
- Each individual import should be reported on its own line.
- Costs should be reported in dollars per barrel.

Form W-111:

- For Selling Price of Export (Total Price), report the export price in dollars per barrel on an FOB (free on board) basis netted back to Hawaii (i.e., price on loading in Hawaii), excluding shipping, insurance, taxes, storage fees, profit, etc., up to the point where transfer of title occurs.
- Include exports of BOB products and ethanol, by product.
- Each individual export should be reported on its own line.

Form W-120:

- Include inventory of HIBOB gasoline grades, naphtha and gas oil.

Form W-130:

- Include any and all sales of HIBOB gasoline grades, conventional gasoline grades and ethanol blended gasoline grades.
- HIBOB sales should be categorized as wholesale bulk sales, even if individual transactions are truck-load size.
- Under Wholesale Transactions (for Resale) on Page 1 of 7, include diesel fuel wholesale transactions, categorized as DTW, rack or bulk sales.
- Petroleum Product Transactions (Summary of Totals) on Page 3 of 7 is intended to capture weekly *total* retail and wholesale transactions, respectively. These totals may or may not be a summary of the data reported on other pages of the report.

- Report exchanges in Transferred, Exchanged or Distributor Used on Page 7 of 7, covered by Instruction No. 13. Do not include exchanges under Retail Transactions (Direct to End-Users); Retail Transactions by Customer Class (Direct to End-Users); and Petroleum Product Transactions (Summary of Totals).
- Reporting distributor used fuels under Transferred, Exchanged or Distributor Used should include own consumption of naphtha, gas oil, HIBOB and residual fuels.
- §486J-3(a)(4) Customer Class data is not a subset or continuation of any other table, such as Retail Transactions by Customer Class (Direct to End-Users). Data reported under Retail Transactions by Customer Class, which should add up to total retail sales, is merely a different breakdown of retail transaction data than the §486J-3(a)(4) Customer Class data.
- Under §486J-3(a)(4) Customer Class, report only retail transactions for the following §486J-3(a)(4) Customers: Federal Agencies, State Agencies, County Agencies, Commercial Agricultural, and Commercial Non-Agricultural. Report only wholesale transactions for the following §486J-3(a)(4) Customers: Base Exchanges, Ships Stores, and Retail Dealers.

Form W-140:

- Under Other Inputs, report any naphtha and gas oil that are purchased for use as inputs. For example, list "Naphtha – Purchased" under Other Inputs and report the volume. Stocks of any purchased naphtha or gas oil should be added to the stocks of any produced naphtha or gas oil and reported under the production section.
- Report any naphtha, gas oil and other unfinished stocks that are produced as separate line items under production. As stated above, stocks of naphtha and gas oil reported under production should include both purchased and produced naphtha and gas oil.

Form W-150:

- For blended products, the acquisition price should be weighted accordingly. For example, if gasoline is blended with 10% ethanol, the acquisition price should be weighted such that 10% of the acquisition price is the price of the 10% ethanol blendstock (minus any ethanol blending credits), and 90% of the acquisition price is the price of the gasoline blendstock.

August 10, 2007

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Other:

- o Jet fuel sold as bonded fuel should be included in inventory, production and sales report data. Any other fuel sold as bonded fuel should be reported in the appropriate product category, together with non-bonded products.
- o If the units of measurement stated on the forms (e.g., gallons, barrels) do not apply to products you produce, sell, purchase, import, etc., show the data using the appropriate units and identifying the units.
- o Distinct biodiesel products such as B100 and B20 should be reported as separate products.
- o Include any and all HIBOB gasoline grades, conventional gasoline grades and ethanol blended gasoline grades as separate products in inventory, production and sales report data.

Please contact Bill Peters at 586-2020 if you have any questions.

Sincerely,



Lisa Y. Kikuta  
Chief Researcher

LYK:BP:sl

c: The Honorable Theodore Liu  
The Honorable Kurt Kawafuchi  
Catherine P. Awakuni, Division of Consumer Advocacy  
Gregg J. Kinkley, Department of the Attorney General



Public Utilities Commission  
State of Hawaii

# **Petroleum Industry Monitoring, Analysis, and Reporting (“PIMAR”) Program Reporting Instructions**

June 18, 2007

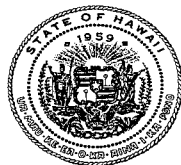
## Table of PIMAR Reports

<b>Report Number</b>	<b>Report Title</b>	<b>Companies Required to File Report</b>
W-110	Weekly Petroleum Import Report	Distributors and Major Fuel Users
W-111	Weekly Petroleum Export Report	Distributors and Major Fuel Users
W-120	Weekly Petroleum Inventory Report	Distributors and Major Fuel Users
W-130	Weekly Petroleum Product Transactions Report	Distributors and Major Fuel Users
W-140	Weekly Refinery Production and Stock Report	Distributors
W-150	Weekly Gross Margin Report	Distributors
W-160	Weekly Price Report	Distributors
M-100	Monthly Wholesale Gasoline Sales Report	Manufacturers, Wholesalers and Jobbers
M-101	Monthly Wholesale Gasoline Purchases Report	Manufacturers, Wholesalers and Jobbers

Note: As of June 18, 2007, semi-annual and annual reporting forms are currently being revised and will be issued at a later time.

# Petroleum Industry Monitoring, Analysis and Reporting ("PIMAR") Program Reporting Forms

## **R-001 - Registration Form**



**Public Utilities Commission  
State of Hawaii  
PIMAR Program  
REGISTRATION FORM  
Form R-001**

Date: \_\_\_\_\_

**COMPANY IDENTIFICATION**

Company Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Phone No.: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext: \_\_\_\_\_  
 Fax No.: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Mobile No.: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Email address: \_\_\_\_\_

**Check all that apply to your company:**

- Distributor
- Major Fuel User
- Petroleum Product Marketer
- Petroleum Product Storer
- Petroleum Product Transporter
- Petroleum Product Refiner

If this is a resubmission, enter an "X" in the block

**File completed reports to:**

Attn: PIMAR Program  
 Public Utilities Commission  
 465 S. King Street, #103  
 Honolulu, Hawaii 96813

**Questions?**

Contact - Lisa Kikuta or Bill Peters  
 Telephone: (808) 586-2020  
 E-Mail Address: puc.pimar@hawaii.gov

**Reporting Requirements under Chapters 486H and 486J, Hawaii Revised Statutes:**

Type of Report	Reporting Period	Filing Deadline*
Registration	Initial registration, with resubmissions as necessary.	Prior to becoming a distributor or major fuel user, as defined in chapter 486J, HRS. For existing distributors and major fuel users as of July 2, 2007; the filing deadline is July 16, 2007.
Weekly	7-Day period beginning 12:01 AM HST Monday ("Week").	4:30 PM HST on the weekly filing deadlines in attached Schedule "A".
Monthly	Calendar Month	4:30 PM HST on the third Monday of each month for the preceding month's transactions.
Semi-Annual	6-Month period beginning 12:01 AM HST January 1 ("Jan-Jun 6-Month Period"); 6-Month period beginning 12:01 AM HST July 1 ("Jul-Dec 6-Month Period").	4:30 PM HST January 31 for the preceding Jul-Dec 6-Month Period and 4:30 PM HST July 31 for the preceding Jan-Jun 6-Month Period.
Annual	12-Month period beginning 12:01 AM HST January 1 ("12-Month Period").	4:30 PM HST January 31 for preceding 12-Month Period.

\*Filing deadlines are subject to change by the Public Utilities Commission. If the filing deadline for a report falls on a State holiday, the report shall be due on the next business day.

## PIMAR Program Reports

Report Number	Report Title	Companies Required to File This Report
W-110	Weekly Petroleum Import Report	Distributors and Major Fuel Users
W-111	Weekly Petroleum Export Report	Distributors and Major Fuel Users
W-120	Weekly Petroleum Inventory Report	Distributors and Major Fuel Users
W-130	Weekly Petroleum Product Transactions Report	Distributors and Major Fuel Users
W-140	Weekly Refinery Production and Stock Report	Distributors
W-150	Weekly Gross Margin Report	Distributors
W-160	Weekly Price Report	Distributors
M-100	Monthly Wholesale Gasoline Sales Report	Manufacturers, Wholesalers and Jobbers
M-101	Monthly Wholesale Gasoline Purchases Report	Manufacturers, Wholesalers and Jobbers
S-200	Semi-Annual Informational Cost Report	Distributors and Major Fuel Users
S-201	Semi-Annual Informational Cost Report	Refiners
A-300	Annual Informational Report	Major Oil Transporters
A-301	Annual Informational Report	Major Oil Stores
A-302	Annual Informational Report	Refiners
A-303	Annual Informational Report	Major Oil Marketers

**Check all that apply to your company:**

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/>            | W-110 Weekly Petroleum Import Report               |
| <input type="checkbox"/>            | W-111 Weekly Petroleum Export                      |
| <input type="checkbox"/>            | W-120 Weekly Petroleum Inventory Report            |
| <input type="checkbox"/>            | W-130 Weekly Petroleum Product Transactions Report |
| <input type="checkbox"/>            | W-140 Weekly Refinery Production and Stock Report  |
| <input type="checkbox"/>            | W-150 Weekly Gross Margin Report                   |
| <input type="checkbox"/>            | W-160 Weekly Price Report                          |
| <input type="checkbox"/>            | M-100 Monthly Wholesale Gasoline Sales Report      |
| <input type="checkbox"/>            | M-101 Monthly Wholesale Gasoline Purchases Report  |
| <input checked="" type="checkbox"/> | S-200 Semi-Annual Informational Cost Report        |
| <input checked="" type="checkbox"/> | S-201 Semi-Annual Informational Cost Report        |
| <input checked="" type="checkbox"/> | A-300 Annual Informational Report                  |
| <input checked="" type="checkbox"/> | A-301 Annual Informational Report                  |
| <input checked="" type="checkbox"/> | A-302 Annual Informational Report                  |
| <input checked="" type="checkbox"/> | A-303 Annual Informational Report                  |

Note: As of June 18, 2007, the semi-annual and annual reporting forms listed above are being revised and will be issued at a later time.

For Commission Use Only:      Date Received: \_\_\_\_\_

Company ID No. \_\_\_\_\_

**Schedule "A"**  
**2007 Weekly Filing Deadlines**

(All weekly reports are due at 4:30 PM HST on the respective filing deadlines)

<b>Report beginning Monday:</b>	<b>Report ending Sunday:</b>	<b>Filing Deadline on Wednesday*:</b>
06/25/07	07/01/07	08/22/07
07/02/07	07/08/07	08/29/07
07/09/07	07/15/07	09/05/07
07/16/07	07/22/07	09/12/07
07/23/07	07/29/07	09/19/07
07/30/07	08/05/07	09/26/07
08/06/07	08/12/07	10/03/07
08/13/07	08/19/07	10/10/07
08/20/07	08/26/07	10/17/07
08/27/07	09/02/07	10/24/07
09/03/07	09/09/07	10/31/07
09/10/07	09/16/07	11/07/07
09/17/07	09/23/07	11/14/07
09/24/07	09/30/07	11/21/07
10/01/07	10/07/07	11/28/07
10/08/07	10/14/07	12/05/07
10/15/07	10/21/07	12/12/07
10/22/07	10/28/07	12/19/07
10/29/07	11/04/07	12/26/07
11/05/07	11/11/07	01/02/08
11/12/07	11/18/07	01/09/08
11/19/07	11/25/07	01/16/08
11/26/07	12/02/07	01/23/08
12/03/07	12/09/07	01/30/08
12/10/07	12/16/07	02/06/08
12/17/07	12/23/07	02/13/08
12/24/07	12/30/07	02/20/08
12/31/07	01/06/08	02/27/08

\*Filing deadlines are subject to change by the Public Utilities Commission. If the filing deadline for a report falls on a State holiday, the report shall be due on the next business day. Future weekly filing deadlines will be published by the Public Utilities Commission.

**INSTRUCTIONS  
REGISTRATION FORM  
(Distributor and Major Fuel User)  
Form R-001**

All new distributors and major fuel users as defined in §486J, HRS shall complete and file this form with the Public Utilities Commission prior to becoming a distributor or major fuel user.

For distributors and major fuel users existing as of July 2, 2007, the initial filing date is no later than July 16, 2007.

All changes to a previously filed report shall be filed no later than seven (7) business days from the date of the change.

- 1) Company Name – Enter the name of your company.
- 2) Street Address – Enter the street address, city, state and zip code of your company.
- 3) Mailing Address - Enter the mailing address of your company.
- 4) Contact Person – Provide the name of a contact person for your company.
- 5) Phone No. – Enter the phone number of the contact person.
- 6) Fax No. – Enter the fax number of the contact person.
- 7) Mobile No. – Enter the mobile number of the contact person, if applicable.
- 8) Email address – Enter the email address of the contact person.
- 9) Check the boxes that apply to your company:

<b>Distributor</b>	1) Every person who refines, manufactures, produces, or compounds fuel in the State and sells it at wholesale or at retail; (2) Every person who imports or causes to be imported into the State, or exports or causes to be exported from the State, any fuel; (3) Every person who acquires fuel through exchanges with another distributor; or(4) Every person who purchases fuel for resale at wholesale or retail from any person described in paragraph (1), (2), or (3); provided that "distributor" shall not include a marina, lessee dealer-operated station, owner-operated station, or other retailer that retails fuel only to end users or the public.
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<b>Major Fuel User</b>	Any person who uses fuel in the manufacture of products or for the generation of power in amounts determined by the commission as having a major effect on energy supplies.
<b>Petroleum Product Marketer</b>	Any person who sells natural gas, propane, synthetic natural gas or oil.
<b>Petroleum Product Storer</b>	Any person who stores oil or other petroleum products.
<b>Petroleum Product Transporter</b>	Any person who transports oil or other petroleum products.
<b>Petroleum Product Refiner</b>	Any person who owns, operates, or controls the operations of one or more refineries in Hawaii.

- 10) Resubmission (Y/N) – Enter “Y” if this report is a resubmission of a report that was previously filed with the Commission. On a separate sheet, provide an explanation of why the report is being resubmitted.
  
- 11) Review the PIMAR Program Reports table and check the boxes that apply to your company, to indicate which reports your company will file with the Commission.

Petroleum Industry Monitoring, Analysis and  
Reporting ("PIMAR") Program Reporting Forms

**Weekly Reporting Forms & Instructions**

**W-110 – Weekly Petroleum Import Report**

**W-111 – Weekly Petroleum Export Report**

**W-120 – Weekly Petroleum Inventory Report**

**W-130 – Weekly Petroleum Transactions Report**

**W-140 – Weekly Refinery Production and Stock Report**

**W-150 – Weekly Gross Margin Report**



**INSTRUCTIONS**  
**WEEKLY PETROLEUM IMPORT REPORT**  
**(Distributors and Major Fuel Users)**  
**Form W-110**

For each 7-Day period, beginning 12:01 AM HST Monday, every distributor and major fuel user, as defined in HRS § 486J-1, shall file this report with the Public Utilities Commission ("Commission"). A statewide consolidated report and a separate report for each Zone within which and whereon fuel is sold or used during the last preceding reporting week, must be filed with the Commission.

Report **ALL** petroleum products imported into the state of Hawaii. Do not include intrastate product movements. If the petroleum product is not listed, report the type of petroleum product imported below "Other Products".

- 1) Company Name – Enter the name of your company.
- 2) Zone - Enter the zone number, as defined in HRS § 486H-13, where the terminal receiving the import(s) is located. If this report is a statewide consolidated report, enter "HI".

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 3) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 4) Report Period (Week Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 5) Resubmission (Y/N) – Enter "Y" if this report is a resubmission of a report that was previously filed with the Commission. Please provide an explanation of why the report is being resubmitted.

- 6) Domestic or Foreign Import - Report the type of import as "domestic" or "foreign". For domestic imports, include imports from other locations in the United States, its territories and possessions. For foreign imports, include imports from locations outside the United States, its territories and possessions.
- 7) State or Country of Origin – Report the petroleum product's state or country of origin.
- 8) Volume of Import – Report the amount (in number of barrels) of petroleum product imported.
- 9) F.O.B. Costs – Report the price actually charged at the foreign port of loading. The reported price includes deductions for any rebates and discounts or additions of premiums where applicable and should be the actual price paid with no adjustment for credit terms.
- 10) Landed Cost – Report the dollar per barrel price at the port of discharge. Includes charges associated with the purchase, transporting, and insuring of a cargo from the purchase point to the port of discharge. Do not include charges incurred at the discharge port (e.g. import tariffs or fees, wharfage charges, and demurrage).
- 11) The Certification section shall be completed and executed by the person filing the report on behalf of the company.
- 12) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.



**INSTRUCTIONS**  
**WEEKLY PETROLEUM EXPORT REPORT**  
**(Distributors and Major Fuel Users)**  
**Form W-111**

For each 7-Day period, beginning 12:01 AM HST Monday, every distributor and major fuel user, as defined in HRS § 486J-1, shall file this report with the Public Utilities Commission ("Commission"). A statewide consolidated report and a separate report for each Zone within which and whereon fuel is sold or used during the last preceding reporting week, must be filed with the Commission.

Report **ALL** petroleum products exported out of the state of Hawaii. If the petroleum product is not listed, report the type of petroleum product exported below "Other Products".

- 1) Company Name – Enter the name of your company.
- 2) Zone - Enter the zone number, as defined in HRS § 486H-13, where the exporting terminal is located. If this report is a statewide consolidated report, enter "HI".

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 3) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 4) Report Period (Week Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 5) Resubmission (Y/N) – Enter "Y" if this report is a resubmission of a report that was previously filed with the Commission. On a separate sheet, provide an explanation of why the report is being resubmitted.

- 6) Domestic or Foreign Export – Report the type of export as “domestic” or “foreign”. For domestic exports, include exports to other destinations in the United States, its territories and possessions. For foreign exports, include exports to destinations outside the United States, its territories and possessions.
- 7) Destination State or Country – Enter the product’s destination.
- 8) Volume of Export – Report the amount (in number of barrels) of petroleum products exported to other destinations in the United States, its territories and possessions, and to foreign countries.
- 9) Selling Price of Export - Report all charges associated with the selling of the petroleum product, including shipping, insurance, taxes, storage fees, profit, etc, up to the point where transfer of title occurs.
- 10) Site of FOB – Identify the place or site where the free on board (FOB) occurred.
- 11) The Certification section shall be completed and executed by the person filing the report on behalf of the company.
- 12) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.

Public Utilities Commission  
 State of Hawaii  
 Attn: PIMAR Program  
 465 South King Street, #103  
 Honolulu, HI 96813



Phone: (808) 586-2020  
 Fax: (808) 586-2066  
 Email: puc.pimar@hawaii.gov  
 www.hawaii.gov/budget/puc/pimar/

This Report is mandatory under chapters 486H and 486J, Hawaii Revised Statutes ("HRS"). Violations are subject to civil and criminal penalties pursuant to HRS § 486J-9 and other applicable laws or orders.

CONFIDENTIAL PURSUANT TO APPLICABLE STATUTORY AUTHORITY (E.G., HRS § 486J-6) AND COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).

**WEEKLY PETROLEUM INVENTORY REPORT  
 (Distributors and Major Fuel Users)  
 Form W-120**

<b>Company Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

Terminal:	Total Product Received		Ending Inventory		Total Product Received		Ending Inventory		Total Product Received		Ending Inventory	
	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)	(Barrels)
Crude Oil												
Gasoline Regular												
Gasoline Midgrade												
Gasoline Premium												
Gasoline Aviation												
Kerosene-type Jet Fuel												
No. 2 Diesel Sulfur ≤ 15 ppm												
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm												
No. 2 Diesel Sulfur > 500 ppm												
Residual Fuel Oil ≤ 1% Sulfur												
Residual Fuel Oil > 1% Sulfur												
Propane, Consumer Grade												
No. 1 Distillate												
No. 2 Fuel Oil												
No. 4 Fuel Oil												
Kerosene												
Ethanol												
Biodiesel												
Other Products:												

I certify under penalty of perjury that the information contained in this report is true, correct and complete to the best of my knowledge. I am authorized to file this report on behalf of the company.

Print Name & Title

Signature

Date

**INSTRUCTIONS**  
**WEEKLY PETROLEUM PRODUCTS INVENTORY REPORT**  
**(Distributors and Major Fuel Users)**  
**Form W-120**

For each 7-Day period, beginning 12:01 AM HST Monday, every distributor and major fuel user, as defined in HRS § 486J-1, shall file this report with the Public Utilities Commission ("Commission"). A statewide consolidated report and a separate report for each Zone within which and whereon fuel is sold or used during the last preceding reporting week, must be filed with the Commission.

The entity with control of the storage tanks (that is, responsible for maintenance, monitoring inventory levels, etc.) is required to file this report. Report all domestic and foreign stocks held at bulk terminals. Report all stocks in the custody of the bulk terminal, regardless of ownership. Do not include petroleum products stored in underground tanks.

- 1) Company Name – Enter the name of your company.
- 2) Zone - Enter the zone number, as defined in HRS § 486H-13 where the terminal is located. For your statewide consolidated report, enter "HI".

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 3) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 4) Report Period (Week Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 5) Resubmission (Y/N) – Enter "Y" if this report is a resubmission of a report that was previously filed with the Commission. On a separate sheet, provide an explanation of why the report is being resubmitted.

- 6) Terminal - Enter the name your company uses to refer to the terminal.
- 7) Total Product Received - Enter the volume of petroleum product received in barrels. If a delivery into a terminal ends after the report cutoff, please include the balance of the receipts in the following week's report.
- 8) Ending Inventory - Enter the inventory on hand as of the 11:59 PM HST Sunday close of the reporting period in barrels.
- 9) The Certification section shall be completed and executed by the person filing the report on behalf of the company.
- 10) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.



This Report is mandatory under chapters 486H and 486J, Hawaii Revised Statutes ("HRS"). Violations are subject to civil and criminal penalties pursuant to HRS § 486J-9 and other applicable laws or orders.

CONFIDENTIAL PURSUANT TO APPLICABLE STATUTORY AUTHORITY (E.G., HRS § 486J-6) AND COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).

**WEEKLY PETROLEUM PRODUCT TRANSACTION REPORT**  
**(Distributors and Major Fuel Users)**  
**Form W-130**

<b>Company Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

**Retail Transactions (Direct to End-Users)**

	<i>Through Company-Operated Retail Outlets</i>		<i>To Other End Users</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
<b>Product</b>				
Gasoline Regular				
Gasoline Midgrade				
Gasoline Premium				
No. 2 Diesel Sulfur ≤ 15 ppm				
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm				
No. 2 Diesel Sulfur > 500 ppm				
Propane, Consumer Grade				

**Wholesale Transactions (for Resale)**

	<i>DTW</i>		<i>Rack</i>		<i>Bulk</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
<b>Product</b>						
Gasoline Regular						
Gasoline Midgrade						
Gasoline Premium						

Company Name	
Zone	
Report Date	
Report Period (Week Ending)	
Resubmission (Y/N)	

**Retail Transactions by Customer Class (Direct to End-Users)**

Product	<i>Residential</i>		<i>Commercial/Institutional</i>		<i>Industrial</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
Gasoline Aviation						
Kerosene-type Jet Fuel						
No. 2 Diesel Sulfur ≤ 15 ppm						
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm						
No. 2 Diesel Sulfur > 500 ppm						
Residual Fuel Oil ≤ 1% Sulfur						
Residual Fuel Oil > 1% Sulfur						
Propane, Consumer Grade						
No. 1 Distillate						
No. 2 Fuel Oil						
No. 4 Fuel Oil						
Kerosene						
Ethanol						
Biodiesel						
Other Products:						

<b>Company Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

**Petroleum Product Transactions (Summary of Totals)**

<b>Product</b>	<i>Retail (Direct to End-Users)</i>		<i>Wholesale (For Resale)</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
Gasoline Regular				
Gasoline Midgrade				
Gasoline Premium				
Gasoline Aviation				
Kerosene-type Jet Fuel				
No. 2 Diesel Sulfur ≤ 15 ppm				
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm				
No. 2 Diesel Sulfur > 500 ppm				
Residual Fuel Oil ≤ 1% Sulfur				
Residual Fuel Oil > 1% Sulfur				
Propane, Consumer Grade				
No. 1 Distillate				
No. 2 Fuel Oil				
No. 4 Fuel Oil				
Kerosene				
Ethanol				
Biodiesel				
Other Products:				

<b>Company Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

**486J-3(a)4 Customer Classes**

	<i>Federal Agencies</i>		<i>State Agencies</i>		<i>County Agencies</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
<b>Product</b>						
Gasoline Regular						
Gasoline Midgrade						
Gasoline Premium						
Gasoline Aviation						
Kerosene-type Jet Fuel						
No. 2 Diesel Sulfur ≤ 15 ppm						
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm						
No. 2 Diesel Sulfur > 500 ppm						
Residual Fuel Oil ≤ 1% Sulfur						
Residual Fuel Oil > 1% Sulfur						
Propane, Consumer Grade						
No. 1 Distillate						
No. 2 Fuel Oil						
No. 4 Fuel Oil						
Kerosene						
Ethanol						
Biodiesel						
Other Products:						

<b>Company Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

**486J-3(a)4 Customer Classes (continued)**

<b>Product</b>	<i>Ship Stores</i>		<i>Base Exchanges</i>		<i>Retail Dealers</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
Gasoline Regular						
Gasoline Midgrade						
Gasoline Premium						
Gasoline Aviation						
Kerosene-type Jet Fuel						
No. 2 Diesel Sulfur ≤ 15 ppm						
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm						
No. 2 Diesel Sulfur > 500 ppm						
Residual Fuel Oil ≤ 1% Sulfur						
Residual Fuel Oil > 1% Sulfur						
Propane, Consumer Grade						
No. 1 Distillate						
No. 2 Fuel Oil						
No. 4 Fuel Oil						
Kerosene						
Ethanol						
Biodiesel						
Other Products:						

<b>Company Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

**486J-3(a)4 Customer Classes (continued)**

<b>Product</b>	<i>Commercial Agricultural</i>		<i>Commercial Non-Agricultural</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
Gasoline Regular				
Gasoline Midgrade				
Gasoline Premium				
Gasoline Aviation				
Kerosene-type Jet Fuel				
No. 2 Diesel Sulfur ≤ 15 ppm				
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm				
No. 2 Diesel Sulfur > 500 ppm				
Residual Fuel Oil ≤ 1% Sulfur				
Residual Fuel Oil > 1% Sulfur				
Propane, Consumer Grade				
No. 1 Distillate				
No. 2 Fuel Oil				
No. 4 Fuel Oil				
Kerosene				
Ethanol				
Biodiesel				
Other Products:				

<b>Company Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

**Transferred, Exchanged or Distributor Used**

Product	<i>Transferred</i>		<i>Exchanged</i>		<i>Distributor Used</i>	
	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>	<b>Volume (Thousand Gallons)</b>	<b>Price (\$/Gallon)</b>
Gasoline Regular						
Gasoline Midgrade						
Gasoline Premium						
Gasoline Aviation						
Kerosene-type Jet Fuel						
No. 2 Diesel Sulfur ≤ 15 ppm						
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm						
No. 2 Diesel Sulfur > 500 ppm						
Residual Fuel Oil ≤ 1% Sulfur						
Residual Fuel Oil > 1% Sulfur						
Propane, Consumer Grade						
No. 1 Distillate						
No. 2 Fuel Oil						
No. 4 Fuel Oil						
Kerosene						
Ethanol						
Biodiesel						
Other Products:						

*I certify under penalty of perjury that the information contained in this report is true, correct and complete to the best of my knowledge. I am authorized to file this report on behalf of the company.*

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**INSTRUCTIONS**  
**WEEKLY PETROLEUM PRODUCT TRANSACTIONS REPORT**  
**(Distributors and Major Fuel Users)**  
**Form W-130**

For each 7-Day period, beginning 12:01 AM HST Monday, every distributor and major fuel user, as defined in HRS § 486J-1, shall file this report with the Public Utilities Commission ("Commission"). A statewide consolidated report and a separate report for each Zone within which and whereon fuel is sold or used during the last preceding reporting week, must be filed with the Commission. This report applies to wholesale and retail transactions

- 1) Company Name – Enter the name of your company.
- 2) Zone - Enter the zone number, as defined in HRS § 486H-13, where the report covers. For your statewide consolidated report, enter "HI".

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 3) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 4) Report Period (Week Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 5) Resubmission (Y/N) – Enter "Y" if this report is a resubmission of a report that was previously filed with the Commission. On a separate sheet, provide an explanation of why the report is being resubmitted.
- 6) Volume – Report product sales volumes in thousand gallons by class of trade and type or grade of product, in accordance with their classification at the time of sale.

- 7) Price - Report unit prices in US dollars, expressed to the nearest tenth of a cent. Weighted average prices are calculated by dividing the total revenues derived from the sales of the product by the total number of gallons sold during the reporting period. The unit price should exclude all taxes on the sale of the petroleum product such as federal, state, and local excise or sales taxes. Taxes incurred while obtaining, importing, or producing petroleum products should be included in the reported price. Transportation costs that are paid as part of the sales price at the point of sale should be included in the reported price.

Do not calculate unit prices using rounded volumes.

- 8) Retail Transactions (Direct to End-Users)
- a. Through Company Operated Retail Outlets - Include sales and exchanges of petroleum products in thousand gallons made through company-operated retail outlets which are subject to motor fuel gallonage taxes. For diesel fuel, include sales made through company-operated retail outlets which are subject to motor fuel gallonage taxes. For propane, include sales and exchanges for on-highway vehicle transportation use including fleet vehicle sales to private firms, local, state government, federal government, schools, religious institutions, universities or other government-supported organizations.
  - b. Sales to Other End-Users - Include all direct sales and exchanges of motor gasoline in thousand gallons to end-users that were not made through company-operated retail outlets. For diesel fuel and propane, include sales and exchanges to agricultural customers, utilities, or others not included in the company operated retail outlets, residential sales; commercial/institutional sales; or industrial sales categories.
- 9) Wholesale Transactions (for Resale) – DTW, Rack or Bulk
- a. Motor gasoline sales in thousand gallons made to retail outlets other than those operated directly by the company, its affiliates, or subsidiaries, should be included in the wholesale sales categories DTW, Rack or Bulk.
    - **DTW** (Dealer Tank Wagon) means wholesale sales of gasoline priced on a delivered basis to a retail outlet.
    - **Rack** means wholesale truckload sales or smaller of gasoline where title transfers at a terminal.
    - **Bulk** means wholesale sales of gasoline in individual transactions which exceed the size of a truckload.

- 10) Retail Transactions by Customer Class (Direct to End-Users)
  - a. Residential Sales – Include sales and exchanges to individual households. For propane, include both sales of bottled gas delivered to the residence and truck sales delivered to customer tanks.
  - b. Commercial/Institutional Sales - Include sales and exchanges to firms engaged in transportation, wholesale or retail trade, finance, insurance, real estate, hotels, office buildings, local government, state government facilities, federal government facilities, hospitals, religious institutions, universities, and or other government supported organizations, to apartment buildings or other multi-family dwellings and diesel fuel sales for vessel bunkering. Sales of propane to firms engaged in wholesale or retail trade, finance, insurance and real estate and sales to apartment building/complexes, hospitals, religious institutions, universities or other government supported organizations should also be included in the category.
  - c. Industrial Sales - Include sales and exchanges in thousand gallons to public or private firms engaged in mining, construction or manufacturing.
  
- 11) Petroleum Product Transactions (Summary of Totals)
  - a. Retail (Direct to End-Users) - Report the total volumes in thousand gallons and price per gallon of all direct sales and exchanges to end-users, by product. Residual fuel oil sales for vessel bunkering should be reported under this category.
  - b. Wholesale (For Resale) - Report the total volumes in thousand gallons and price per gallon of all wholesale sales and exchanges to resellers or retailers by product.
  
- 12) §486J-3(a)4 Customers – Report the total volume in thousands of gallons and price per gallon for all petroleum products sold to “federal, state, and county agencies, ships stores, or base exchanges, commercial agricultural accounts, commercial nonagricultural accounts, and retail dealers”.
  
- 13) Transferred, Exchanged or Distributor Used
  - a. Transferred – Report the net volumes in thousand gallons and price per gallon of all transfers of petroleum products. If there is no associated price, leave the space blank.
  - b. Exchanged - Report the net volumes in thousand gallons and price per gallon of all exchanges of petroleum products. If there is no associated price, leave the space blank.
  - c. Distributor Used – Report all volumes in thousand gallons and price per gallon of petroleum products used internally by the distributor. If there is no associated price, leave the space blank.

- 14) The Certification section shall be completed and executed by the person filing the report on behalf of the company.
- 15) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.

Public Utilities Commission  
 State of Hawaii  
 Attn: PIMAR Program  
 465 South King Street, #103  
 Honolulu, HI 96813



Phone: (808) 586-2020  
 Fax: (808) 586-2066  
 Email: puc.pimar@hawaii.gov  
 www.hawaii.gov/budget/puc/pimar/

This Report is mandatory under chapters 486H and 486J, Hawaii Revised Statutes ("HRS"). Violations are subject to civil and criminal penalties pursuant to HRS § 486J-9 and other applicable laws or orders.  
**CONFIDENTIAL PURSUANT TO APPLICABLE STATUTORY AUTHORITY (E.G., HRS § 486J-6) AND COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).**

**WEEKLY REFINERY PRODUCTION AND STOCK REPORT  
 (Distributors)  
 Form W-140**

<b>Company Name</b>	
<b>Refinery Name</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Week Ending)</b>	
<b>Resubmission (Y/N)</b>	

<b>Inputs</b>	<b>Input (Barrels)</b>	<b>Stocks (Barrels)</b>
Crude Oil		
Unfinished Oils		
Other Inputs		
<b>Total Inputs</b>		

<b>Product Description</b>	<b>Net Production (Barrels)</b>	<b>Stocks (Barrels)</b>
Gasoline Regular		
Gasoline Midgrade		
Gasoline Premium		
Gasoline Aviation		
Kerosene-type Jet Fuel		
No. 2 Diesel Sulfur ≤ 15 ppm		
No. 2 Diesel 15 ppm < Sulfur ≤ 500 ppm		
No. 2 Diesel Sulfur > 500 ppm		
Residual Fuel Oil ≤ 1% Sulfur		
Residual Fuel Oil > 1% Sulfur		
Propane, Consumer Grade		
No. 1 Distillate		
No. 2 Fuel Oil		
No. 4 Fuel Oil		
Kerosene		
Ethanol		
Biodiesel		
Other Products:		

*I certify under penalty of perjury that the information contained in this report is true, correct and complete to the best of my knowledge. I am authorized to file this report on behalf of the company.*

\_\_\_\_\_  
 Print Name & Title

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**INSTRUCTIONS  
WEEKLY REFINERY PRODUCTION AND STOCK REPORT  
(Distributors)  
Form W-140**

For each 7-Day period, beginning 12:01 AM HST Monday, every distributor, as defined in HRS § 486J-1, shall file this report with the Public Utilities Commission ("Commission"). A statewide consolidated report and a separate report for each Zone within which and whereon fuel is sold or used during the last preceding reporting week, must be filed with the Commission.

Report **ALL** petroleum products refined, manufactured, produced or compounded in the state of Hawaii. If the petroleum product is not listed, report the type of petroleum product refined, manufactured, produced or compounded below "Other Products".

- 1) Company Name – Enter the name of your company.
- 2) Refinery Name – Enter the name of the refinery.
- 3) Zone - Enter the zone number, as defined in HRS § 486H-13, where the refinery is located. If this report is a statewide consolidated report, enter "HI".

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 4) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 5) Report Period (Week Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 6) Resubmission (Y/N) – Enter "Y" if this report is a resubmission of a report that was previously filed with the Commission. On a separate sheet, provide an explanation of why the report is being resubmitted.

- 7) Input - Report the volumes of the inputs used for the purpose of producing finished petroleum products.
- 8) Stocks - Report stocks in the custody of the refinery regardless of ownership. Report stocks as of 11:59 PM HST, Sunday.
- 9) Total Inputs - Include all refinery inputs (crude oil, unfinished oils net reruns, oxygenates, gasoline blending component net reruns, other hydrocarbons, and hydrogen) charged to all processing units.
- 10) Net Production - Enter the quantities that represent the net production of each product listed (gross refinery production of each product minus refinery input of each product). In calculating net production, do not subtract any product used as input to a petrochemical facility within the refinery. If net production is a negative number, enter it as a negative number.
- 11) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.
- 12) The Certification section shall be completed and executed by the person filing the report on behalf of the company



**INSTRUCTIONS  
WEEKLY GROSS MARGIN REPORT  
(Distributors)  
Form W-150**

For each 7-Day period, beginning 12:01 AM HST Monday, every distributor, as defined in HRS § 486J-1, shall file this report with the Public Utilities Commission ("Commission"). A statewide consolidated report and a separate report for each Zone within which and whereon fuel is sold or used during the last preceding reporting week, must be filed with the Commission.

Each distributor that is a refiner must report the gross margins or spreads between a refiner's average weighted acquisition price for each gallon of crude oil and blendstock refined within the State and the average weighted prices for each gallon or unit of fuel sold, by county or island, to another distributor, a retail dealer, end-user, and consumer.

Each distributor that is not a refiner must report the gross margins or spreads between the distributor's average weighted price for each gallon or unit of fuel acquired by the distributor and the average weighted prices for each gallon or unit of fuel sold, by county or island, to another distributor, a retail dealer, end-user, or consumer.

- 1) Company Name – Enter the name of your company.
- 2) Zone - Enter the zone number, as defined in HRS § 486H-13, where the report covers. For your statewide consolidated report, enter "HI".

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 3) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.

- 4) Report Period (Week Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 5) Resubmission (Y/N) – Enter “Y” if this report is a resubmission of a report that was previously filed with the Commission. On a separate sheet, provide an explanation of why the report is being resubmitted.
- 6) Price – Report the weekly average weighted prices for each petroleum product sold (Dollars per Gallon) to another distributor, a retail dealer, end-user, or consumer.
- 7) Acquisition Price – Report the weekly weighted average acquisition price for each gallon of crude oil and blendstock refined within the State, or the weekly weighted average price for each gallon or unit of fuel acquired by the distributor for resale.
- 8) Gross Margin – Report the gross margin by subtracting the weekly weighted average acquisition price from the weekly weighted average price.
- 9) Additional Required Information – Provide workpapers showing and supporting the calculation of the information provided in this report.
- 10) The Certification section shall be completed and executed by the person filing the report on behalf of the company.
- 11) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.

Petroleum Industry Monitoring, Analysis and  
Reporting ("PIMAR") Program Reporting Forms

**Monthly Reporting Forms & Instructions**

**M-100 – Monthly Wholesale Gasoline Sales Report**

**M-101 – Monthly Wholesale Gasoline Purchases Report**

Public Utilities Commission  
State of Hawaii  
Attn: PIMAR Program  
465 South King Street, #103  
Honolulu, HI 96813



Phone: (808) 586-2020  
Fax: (808) 586-2066  
Email: [puc.pimar@hawaii.gov](mailto:puc.pimar@hawaii.gov)  
[www.hawaii.gov/budget/puc/pimar/](http://www.hawaii.gov/budget/puc/pimar/)

*This Report is mandatory under chapters 486H and 486J, Hawaii Revised Statutes ("HRS"). Violations are subject to civil and criminal penalties pursuant to HRS § 486J-9 and other applicable laws or orders. CONFIDENTIAL PURSUANT TO APPLICABLE STATUTORY AUTHORITY (E.G., HRS § 486J-6) AND COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).*

**INSTRUCTIONS  
MONTHLY WHOLESALE GASOLINE SALES REPORT  
(Manufacturers, Wholesalers and Jobbers)  
Form M-100**

In accordance with HRS § 486H, all manufacturers, wholesalers and jobbers shall report every wholesale gasoline sales transaction with the Public Utilities Commission ("Commission") on a monthly basis.

The Commission will only accept a specific type of file of data export, formatted a specific way. Please follow the instructions detailed below:

- 1) The data shall be in only one (1) table.  
The types of data exports in a single table format that will be accepted are:
  - a) Microsoft Access database (\*.mdb,) 2.0, 7.0/95, 8.0/97, 9.0/2000
  - b) Microsoft Excel (\*.xls)
  - c) Text files (\*.txt, \*.csv, \*.tab), which can be comma or tab delimited.
- 2) The data shall be submitted on two (2) CDROM discs. Floppies and DVDROM discs, or any media other than CDROM discs, will not be accepted. Also, submit three (3) hard copies of the table of data.
- 3) The table of data shall have thirteen (13) column headings, specifically in the following order, with "Company Short Name" in the left most column, followed by "Company Sold To" in the next column, etc.:

Company Short Name  
Company Sold To  
Transaction Date  
Zone Number  
Invoice Number  
Type of Sale  
Product Type  
Price Per Gallon  
Volume Sold in Gallons  
All Taxes

Other Charges  
Total Transaction Amount  
Certified By

- 4) The "Company Short Name" column will identify YOUR company. Please refer the following table for your company's assigned short name:

<b>Company</b>	<b>Company Short Name</b>
Akana Petroleum, Inc.	Akana
Aloha Petroleum, Ltd.	Aloha
B&E Petroleum, Inc.	BEPetro
Chevron U.S.A. Inc.	Chevron
Garlow Petroleum, Inc.	Garlow
Hawaii Petroleum, Inc.	HIPetro
Island Petroleum, Inc.	Island
Lanai Oil Company, Inc.	LOCI
Maui Oil Company, Inc.	MOCI
Maui Petroleum, Inc.	MIPetro
Mid Pac Petroleum, LLC	MidPac
Senter Petroleum, Inc.	Senter
Shell Oil Company	Shell
Tesoro Hawaii Corporation	Tesoro

If your company's name is not listed above, please contact the Commission.

- 5) The "Company Sold To" column will contain the name, not the account number, of the company that you sold the gasoline product to. Furthermore, the name of the company that purchased the gasoline product must not change in form; i.e., the company's name must remain the same in all reports to the Commission. For example, if you list the purchaser in one data export as XYZ Superstore, you may not list the same company in another data export as XYZ Superstore, Inc., with the intention that the two are one-and-the-same. This would be incorrect, as the name should be XYZ Superstore (from the first data export).
- 6) "Transaction Date" column will contain the date in the format of MM/DD/YYYY, for example 07/01/2007.

- 7) The "Zone Number" column will contain the zone number, as defined in HRS § 486H-13, not the actual name or geographical description. For example, 1, instead of Oahu.

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8

- 8) The "Invoice Number" column will contain the invoice number.
- 9) The "Type of Sale" column will contain one of the different types of sales, from the following list:
- **Bulk** means wholesale sales of gasoline in individual transactions which exceed the size of a truckload.
  - **DTW** (Dealer Tank Wagon) means wholesale sales of gasoline priced on a delivered basis to a retail outlet.
  - **Rack** means wholesale truckload sales or smaller of gasoline where title transfers at a terminal.
- 10) The "Product Type" column will contain the grade of gasoline sold (regular, mid-grade or premium).
- 11) The "Price Per Gallon" column will contain the pre-tax price of the specified gasoline sold in dollars per gallon, to the fourth decimal place, with no monetary signage (\$ or ¢). For example, just 2.3456, nothing else.
- 12) The "Volume Sold in Gallons" columns will contain the volume of the specified gasoline sold to the purchaser rounded to whole gallons, no decimals. For example, 607, not 607.03.
- 13) The "All Taxes" column will contain federal, state, and county fuel tax and general excise tax, etc. combined, to the second decimal place, with no monetary signage (\$ or ¢). For example, just 0.50, nothing else.
- 14) The "Other Charges" column will contain any other charges not related to the "All Taxes" column, to the second decimal place, with no monetary signage (\$ or ¢). For

example, just 2.34, nothing else.

- 15) The "Total Transaction Amount" column will contain the total amount charged to purchaser, to the second decimal place, with no monetary signage (\$ or ¢). For example, just 2.34, nothing else.
- 16) The "Certified By" column will include the name and title of the authorized person filing the report on behalf of the company.
- 17) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.

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State of Hawaii  
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Honolulu, HI 96813



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**INSTRUCTIONS  
MONTHLY WHOLESALE GASOLINE PURCHASES REPORT  
(Manufacturers, Wholesalers and Jobbers)  
Form M-101**

In accordance with HRS § 486H, all manufacturers, wholesalers and jobbers shall report every wholesale gasoline purchase transaction with the Public Utilities Commission ("Commission") on a monthly basis.

The Commission will only accept a specific type of file of data export, formatted a specific way. Please follow the instructions detailed below:

- 1) The data shall be in only one (1) table.  
The types of data exports in a single table format that will be accepted are:
  - a) Microsoft Access database (\*.mdb,) 2.0, 7.0/95, 8.0/97, 9.0/2000
  - b) Microsoft Excel (\*.xls)
  - c) Text files (\*.txt, \*.csv, \*.tab), which can be comma or tab delimited.
- 2) The data shall be submitted on two (2) CDROM discs. Floppies and DVDROM discs, or any media other than CDROM discs, will not be accepted. Please also submit three (3) hard copies of the table of data.
- 3) The table of data shall have thirteen (13) column headings, specifically in the following order, with "Company Short Name" in the left most column, followed by "Company Purchased From" in the next column, etc.:

Company Short Name  
Company Purchased From  
Transaction Date  
Zone Number  
Invoice Number  
Type of Purchase  
Product Type  
Price Per Gallon  
Volume Purchased in Gallons  
All Taxes

Other Charges  
Total Transaction Amount  
Certified By

- 4) The "Company Short Name" column will identify YOUR company. Please refer the following table for your company's assigned short name,:

Company	Company Short Name
Akana Petroleum, Inc.	Akana
Aloha Petroleum, Ltd.	Aloha
B&E Petroleum, Inc.	BEPetro
Chevron U.S.A. Inc.	Chevron
Garlow Petroleum, Inc.	Garlow
Hawaii Petroleum, Inc.	HIPetro
Island Petroleum, Inc.	Island
Lanai Oil Company, Inc.	LOCI
Maui Oil Company, Inc.	MOCI
Maui Petroleum, Inc.	MIPetro
Mid Pac Petroleum, LLC	MidPac
Senter Petroleum, Inc.	Senter
Shell Oil Company	Shell
Tesoro Hawaii Corporation	Tesoro

If your company's name is not listed above, please contact the Commission

- 5) The "Company Purchased From" column will contain the name, not the account number, of the company that you purchased the gasoline product from. Furthermore, the name of the company that sold the gasoline product must not change in form; i.e., the company's name must remain the same in all reports to the Commission. For example, if you list the seller in one data export as XYZ Superstore, you may not list the same company in another data export as XYZ Superstore, Inc., with the intention that the two are one-and-the-same. This would be incorrect, as the name should be XYZ Superstore (from the first data export).
- 6) "Transaction Date" column will contain the date in the format of MM/DD/YYYY, for example 07/01/2007.

- 7) The "Zone Number" column will contain the zone number, as defined in HRS § 486H-13, not the actual name or geographical description. For example, 1, instead of Oahu.

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8

- 8) The "Invoice Number" column will contain the invoice number.
- 9) The "Type of Sale" column will contain one of the different types of sales, from the following list:
- **Bulk** means wholesale sales of gasoline in individual transactions which exceed the size of a truckload.
  - **DTW** (Dealer Tank Wagon) means wholesale sales of gasoline priced on a delivered basis to a retail outlet.
  - **Rack** means wholesale truckload sales or smaller of gasoline where title transfers at a terminal.
- 10) The "Product Type" column will contain the grade of gasoline purchased (regular, mid-grade or premium).
- 11) The "Price Per Gallon" columns will contain the pre-tax price of the specified fuel in dollars per gallon, to the fourth decimal place, with no monetary signage (\$ or ¢). For example, just 2.3456, nothing else.
- 12) The "Volume Purchased in Gallons" columns will contain the volume of the specified fuel purchased from the seller rounded to whole gallons, no decimals. For example, 607, not 607.03.
- 13) The "All Taxes" column will contain federal, state, and county fuel tax and general excise tax, etc. combined, to the second decimal place, with no monetary signage (\$ or ¢). For example, just 0.50, nothing else.

- 14) The "Other Charges" column will contain any additional charges not related to the "All

Taxes” column, to the second decimal place, with no monetary signage (\$ or ¢). For example, just 2.34, nothing else.

- 15) The “Total Transaction Amount” column will contain the total amount charged by seller, to the second decimal place, with no monetary signage (\$ or ¢). For example, just 2.34, nothing else.
- 16) The “Certified By” column will include the name and title of the authorized person filing the report on behalf of the company.
- 17) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.

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**INSTRUCTIONS  
 WEEKLY PRICE REPORT  
 (Distributors)  
 Form W-160**

For each 7-Day period, beginning 12:01 AM HST Monday, every distributor as defined in HRS § 486J-1, shall file a certified price report with the Public Utilities Commission ("Commission"). A statewide consolidated report and a separate report for each Zone within which and whereon fuel is sold or used during the last preceding reporting week, must be filed with the Commission.

The Weekly Price Report may be in a format consistent with the distributor's own systems and processes and must include the following:

- 1) Name of your company.
- 2) Zone number(s) as defined in HRS § 486H-13, where the price change(s) occur. If this report is a statewide consolidated report, enter "HI".

	<b>Zone Number</b>
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 3) Date the report is filed with the Commission in a MM/DD/YYYY format.

- 4) Report period (week ending date) in a MM/DD/YYYY format.
- 5) If this report is a resubmission of a report that was previously filed with the Commission, provide an explanation of why the report is being resubmitted.
- 6) The effective date and time, and the amount of change in cents per gallon, of each discrete increase or decrease in wholesale price occurring during the week of finished unleaded regular and premium motor gasoline (including HIBOB), and of each other grade of gasoline sold, by zone, to retail outlets, by classes of retail trade (as defined in § 486J-1 HRS), and to wholesale distributors. Include the new price, the old price and the difference in your report.
- 7) The effective date and time, and the amount of change in cents per gallon, of any increase or decrease in wholesale price occurring during the week of No. 2 diesel fuel and No. 2 fuel oil, by zone, to retail distributor outlets, by classes of retail trade (as defined in § 486J-1 HRS), and to all other wholesale distributors. Include the new price, the old price and the difference in your report.
- 8) Name, title and signature of the person filing the report on behalf of the company, as certification under penalty of perjury that the information contained in the report is true, correct and complete to the best of the person's knowledge and that the person is authorized to file the report on behalf of the company.
- 9) On a separate sheet, identify any unusual or substantially different aspects of your weekly operations that affected the data reported.

LINDA LINGLE  
GOVERNOR



CARLITO P. CALIBOSO  
CHAIRMAN

JOHN E. COLE  
COMMISSIONER

LESLIE H. KONDO  
COMMISSIONER

**STATE OF HAWAII**  
**PUBLIC UTILITIES COMMISSION**  
**DEPARTMENT OF BUDGET AND FINANCE**

465 S. KING STREET, #103  
HONOLULU, HAWAII 96813

Telephone: (808) 586-2020  
Facsimile: (808) 586-2066

e-mail: Hawaii.PUC@hawaii.gov

March 7, 2008

**Re: SEMI-ANNUAL AND ANNUAL REPORTS FOR THE PETROLEUM INDUSTRY MONITORING, ANALYSIS AND REPORTING ("PIMAR") PROGRAM AND CURRENT LISTING OF EXECUTED PROTECTIVE AGREEMENTS**

**To: Distribution List**

The Public Utilities Commission ("Commission") hereby issues the enclosed instructions for the Semi-Annual and Annual Reports for the PIMAR Program pursuant to Hawaii Revised Statutes §486J-4 and §486J-4.5. Prescribed forms, applicable only to the annual reports, are also enclosed. The semi-annual reports may be in a format consistent with the reporting entity's own systems and processes, provided that they include all of the information required by the instructions.

The first semi-annual reports shall be filed with the Commission by July 31, 2008, for the six-month period of January 1, 2008 through June 30, 2008. The first annual reports, for the twelve-month period of January 1, 2008 through December 31, 2008, shall be filed with the Commission by January 31, 2009. Reporting entities shall submit only those reports that pertain to their respective business transactions and operations, for each zone in which they conduct business and on a statewide consolidated basis.

For each filing, please provide three (3) hard copies and two (2) CDs with an electronic copy of the reports. Filings must be received by 4:30 p.m. on their respective deadlines at the Commission's main office, located at 465 S. King Street, Room 103, Honolulu, Hawaii 96813.

The following tables contain the Semi-Annual and Annual Reporting Requirements and Filing Deadlines of the PIMAR Reports:

Report Number	Report Title	Companies Required to File This Report
S-200	Semi-Annual Informational Cost Report	Distributors
S-201	Semi-Annual Informational Cost Report	Refiners
A-300	Annual Informational Report	Oil Transporters
A-301	Annual Informational Report	Oil Stores
A-302	Annual Informational Report	Refiners
A-303	Annual Informational Report	Oil Marketers

Type of Report	Reporting Period	Filing Deadline
Semi-Annual	6 month period beginning 12:01 A.M. HST January 1 (“Jan-Jun 6-Month Period”); 6-Month period beginning 12:01 AM HST July 1 (“Jul-Dec 6-Month Period”).	4:30 PM HST January 31 for the preceding Jul-Dec 6-Month Period and 4:30 PM HST July 31 for the preceding Jan-Jun 6-Month Period.
Annual	12-Month period beginning 12:01 AM HST January 1 (“12-Month Period”).	4:30 PM HST January 31 for the preceding 12-Month Period.

The forms and instructions may also be found on our PIMAR website: <http://www.hawaii.gov/budget/puc/pimar.html>.

Also enclosed is a list of the Qualified Persons<sup>1</sup> who have delivered to the Commission an executed Exhibit A to Amended Protective Order No. 2007-PO-15 (filed on July 25, 2007). The list has been updated as of the February 29, 2007.

If you have any questions, please do not hesitate to contact me or Bill Peters at 586-2020.

Sincerely,

Lisa Y. Kikuta  
Chief Researcher

LYK:CSN

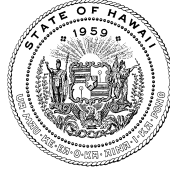
c: The Honorable Theodore Liu  
The Honorable Kurt Kawafuchi  
Catherine P. Awakuni  
Gregg Kinkley, Esq.

Encls.

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<sup>1</sup>As defined in paragraph 12 of Amended Protective Order No. 2007-PO-15 filed on July 25, 2007.

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COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).*

## **INSTRUCTIONS SEMI-ANNUAL INFORMATIONAL COST REPORT (DISTRIBUTOR) FORM S-200**

### **Instructions:**

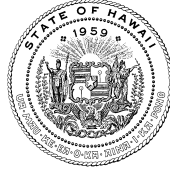
Each distributor that is not a refiner, on or before January 31 and July 31 each year, shall file with the Hawaii Public Utilities Commission, a certified statement of operating and overhead costs for the distributor's Hawaii operations during the preceding 6 month periods ending June 30 and December 31. The Semi-Annual Informational Cost Report may be in a format consistent with the distributor's own systems and processes and must include the following:

- Corporate Overhead Expenses - Report the total (Hawaii) corporate overhead expenses for the past six months.
- Distribution Expenses - Report marketing expenses (in dollars) for the past six months.
- Marketing Expenses - Report distribution expenses (in dollars) for the past six months.
- Total Operating Expenses - Report the total Hawaii operating expenses (in dollars) for the past six months.

To the extent such documents have been filed, published, or released during the preceding six months, provide copies of all Securities and Exchange Commission Forms 10-K, 10-Q, annual reports, quarterly reports, and any published earnings supplements. Additionally, provide copies of the company's most recent Hawaii Income Statement and Balance Sheet. On a separate sheet, identify any unusual or substantially different aspects of your operations that affected the data reported.

Certification shall be completed and executed by the person filing the report on behalf of the company.

Public Utilities Commission  
State of Hawaii  
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*This Report is mandatory under chapters 486H and 486J, Hawaii Revised Statutes ("HRS"). Violations are subject to civil and criminal penalties pursuant to HRS § 486J-9 and other applicable laws or orders.  
CONFIDENTIAL PURSUANT TO APPLICABLE STATUTORY AUTHORITY (E.G., HRS § 486J-6) AND  
COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).*

## **INSTRUCTIONS SEMI-ANNUAL INFORMATIONAL COST REPORT (REFINERS) FORM S-201**

### **Instructions:**

Each refiner, on or before January 31 and July 31 each year, shall file with the Hawaii Public Utilities Commission, a certified statement of operating and overhead costs for the refiner's Hawaii operation during the preceding 6 month periods ending June 30 and December 31. The Semi-Annual Informational Cost Report may be in a format consistent with the refiner's own systems and processes and must include the following:

- Actual Costs - Report actual acquisition cost/barrel for crude oil and all other feedstock for the preceding six months.
- Source - List all sources of origin and volumes for all acquired crude oil stock and all other feedstock for the past six months.
- Marketing Expenses - For the refiner's Hawaii operations, report each fuel's share (in dollars) of marketing expenses for the past six months.
- Distribution Expenses - For the refiner's Hawaii operations, report each fuel's share (in dollars) of distribution expenses for the past six months.
- Corporate Overhead Expenses - Report the total (Hawaii) corporate overhead expenses for the past six months.
- Total Operating Expenses - Report the total (Hawaii) refinery operating expenses for the past six months.

To the extent such documents have been filed, published, or released during the preceding six months, provide copies of all Securities and Exchange Commission Forms 10-K, 10-Q, annual reports, quarterly reports, and any published earnings supplements. Additionally, provide copies of the company's most recent Hawaii Income Statement and Balance Sheet. On a separate sheet, identify any unusual or substantially different aspects of your operations that affected the data reported.

Certification shall be completed and executed by the person filing the report on behalf of the company.



**INSTRUCTIONS  
ANNUAL INFORMATIONAL REPORT  
(TRANSPORTER)  
FORM A-300**

On or before January 31 of each year, oil transporters shall report on petroleum by reporting the capacities of each major transportation system, the amount transported by each system, and inventories thereof for the period January 1 to December 31 of the previous year. A statewide consolidated report and a separate report for each Zone in which your company reports transactions, must be filed with the Commission

- 1) Company Name – Enter the name of your company
- 2) Zone - Enter the zone number, as defined in HRS § 486H-13, where the transportation system is located. For your statewide consolidated report, enter “HI”.

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 3) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 4) Report Period (Year Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 5) Resubmission (Y/N) – Enter “Y” if this report is a resubmission of a report that was previously filed with the Commission.
- 6) Transportation System – Report the name of each transportation system operated or used by your company (including any subcontracted transport such as a barge service). Please list pipelines separately that are used to transport different products (i.e., clean product, crude). Please list barges separately both owned and hired.

- 7) Type – Provide a description of the type of transportation system (i.e., truck, barge, pipeline).
- 8) Product – Report each of the petroleum product(s) transported with the transportation system.
- 9) Capacity – Report the maximum capacity (in barrels/day) of the transportation system. For pipelines please provide maximum pumping capability.
- 10) Volume – Report the total throughput of the petroleum product (in barrels) delivered by the transportation system during the previous 12 months.
- 11) Utilization – Report the utilization (in barrels/day) of the transportation system for the period.
- 12) Ending Inventory – Report the volume (in barrels) of petroleum product inventoried within the transportation system at the time of reporting.
- 13) The Certification section shall be completed and executed by the person filing the report on behalf of the company.



**INSTRUCTIONS  
ANNUAL INFORMATIONAL REPORT  
(STORER)  
FORM A-301**

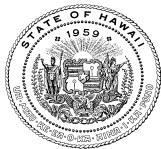
On or before January 31 of each year, oil storers shall report on storage capacity, inventories, receipts and distributions, and methods of transportation of receipts and distributions for the period January 1 to December 31 of the previous year. A statewide consolidated report and a separate report for each Zone in which your company reports transactions, must be filed with the Commission.

- 1) Company Name – Enter the name of your company.
- 2) Facility Name – Enter the name of the Storage Facility.
- 3) Facility Address - Enter the street address of the Storage Facility
- 4) Zone - Enter the zone number, as defined in HRS § 486H-13, where the Storage Facility is located. For your statewide consolidated report, enter “HI”.

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 5) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 6) Report Period (Year Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 7) Resubmission (Y/N) – Enter “Y” if this report is a resubmission of a report that was previously filed with the Commission.
- 8) Tank ID – Report the tank name used internally by your company.

- 9) Tank Type - Indicate type of storage tank - Fixed, Floating Internal, Floating External, Domed, Spherical, etc.
- 10) Product – Identify the petroleum product stored in the tank.
- 11) Maximum Capacity - Report total storage capacity (in barrels). Total storage capacity is based on physical dimensions or shell capacity.
- 12) Tank Heel and Net Usable Capacity - Enter both the typical tank heel (on drain-dry tanks this will be zero) and the resulting net usable capacity of the tank. The net usable capacity should be the difference between the maximum fill of the tank (not shell capacity) and the tank heel.
- 13) Methods of Transport – Provide the volume of the receipts and distributions (in barrels) of the petroleum products by method of transportation (pipeline, tanker, barge or truck) used to receive and distribute the petroleum products to and from the facility during the previous 12 months.
- 14) The Certification section shall be completed and executed by the person filing the report on behalf of the company.



This Report is mandatory under chapters 486B, 486H, and 486J, Hawaii Revised Statutes ("HRS"). Violations are subject to civil and criminal penalties pursuant to HRS § 486J-9 and other applicable laws or orders.  
 CONFIDENTIAL PURSUANT TO APPLICABLE STATUTORY AUTHORITY (E.G., HRS § 486J-6) AND COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).

**Public Utilities Commission  
 State of Hawaii  
 Petroleum Industry Monitoring Analysis and Reporting Program  
 Annual Informational Report (Refiner)  
 Form A-302**

<b>Company Name</b>	
<b>Facility Name</b>	
<b>Facility Address</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Year Ending)</b>	
<b>Resubmission (Y/N)</b>	

Atmospheric Crude Oil Distillation Capacity	Barrels per Calendar Day	Barrels per Stream Day
Operating		
Idle		
Total Operable		
<b>Process Unit Capacity</b>		
Atmospheric Crude Distillation		
Vacuum Crude Distillation		
Coking		
Visbreaking		
Catalytic Cracking		
Catalytic Hydrocracking: Distillate		
Catalytic Hydrocracking: Gas Oil		
Reforming		
Desulfurization: Naphtha		
Desulfurization: Distillate		
Desulfurization: Other		
<b>Production Capacity</b>		
Alkylate		
Asphalt		
Isobutane		
Hydrogen (MMCF/day)		
Sulfur (Short tons/day)		

Methods of Transport	Pipeline	Tanker	Barge	Truck	Total
Receipts (barrels)					
Distributions (barrels)					

*I certify under penalty of perjury that the information contained in this report is true, correct and complete to the best of my knowledge. I am authorized to file this report on behalf of the company.*

\_\_\_\_\_  
 Print Name & Title

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**INSTRUCTIONS  
ANNUAL INFORMATIONAL REPORT  
(REFINER)  
FORM A-302**

On or before January 31 of each year, refiners shall report on facility capacity and utilization and method of transportation of refinery receipts and distributions for the period January 1 to December 31 of the previous year. A statewide consolidated report and a separate report for each Zone in which your company reports transactions, must be filed with the Commission.

- 1) Company Name – Enter the name of your company.
- 2) Facility Name – Enter the name of the refinery facility.
- 3) Facility Address – Enter the street address of the refinery facility.
- 4) Zone - Enter the zone number, as defined in HRS § 486H-13, where the refinery facility is located. For your statewide consolidated report, enter “HI”.

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 5) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 6) Report Period (Year Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 7) Resubmission (Y/N) – Enter “Y” if this report is a resubmission of a report that was previously filed with the Commission.

- 8) Atmospheric Crude Oil Distillation Capacity - Report operable capacity for atmospheric crude oil distillation units in both barrels per calendar day and barrels per stream day for all operating units .
- 9) Methods of Transport – Provide the volume of the receipts and distributions (in barrels) of the petroleum products by method of transportation (pipeline, tanker, barge or truck) used to receive and distribute the petroleum products to and from the facility during the previous 12 months.
- 10) The Certification section shall be completed and executed by the person filing the report on behalf of the company.

Public Utilities Commission  
 Attn: PIMAR Program  
 465 South King Street, #103  
 Honolulu, HI 96813



Phone: (808) 586-2020  
 Fax: (808) 586-2066  
 Email: pimar@hawaii.gov  
 Web: hawaii.gov/budget/pimar/

This Report is mandatory under chapters 486B, 486H, and 486J, Hawaii Revised Statutes ("HRS"). Violations are subject to civil and criminal penalties pursuant to HRS § 486J-9 and other applicable laws or orders. CONFIDENTIAL PURSUANT TO APPLICABLE STATUTORY AUTHORITY (E.G., HRS § 486J-6) AND COMMISSION ORDERS (E.G., APPLICABLE PROTECTIVE ORDERS).

**Public Utilities Commission  
 State of Hawaii  
 Petroleum Industry Monitoring Analysis and Reporting Program  
 Annual Informational Report (Marketer)  
 Form A-303**

<b>Company Name</b>	
<b>Facility Name</b>	
<b>Facility Address</b>	
<b>Zone</b>	
<b>Report Date</b>	
<b>Report Period (Year Ending)</b>	
<b>Resubmission (Y/N)</b>	

<b>Capacity (in Barrels)</b>	<b>Utilization (%)</b>

Methods of Transport	Pipeline	Tanker	Barge	Truck	Total
Receipts (barrels)					
Distributions (barrels)					

*I certify under penalty of perjury that the information contained in this report is true, correct and complete to the best of my knowledge. I am authorized to file this report on behalf of the company.*

\_\_\_\_\_  
 Print Name & Title

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**INSTRUCTIONS  
ANNUAL INFORMATIONAL REPORT  
(MARKETER)  
FORM A-303**

On or before January 31 of each year, major oil marketers shall report on facility capacity and methods of transportation of receipts and distributions for the period January 1 to December 31 of the previous year. A statewide consolidated report and a separate report for each Zone in which your company reports transactions, must be filed with the Commission.

- 1) Company Name – Enter the name of your company.
- 2) Facility Name – Enter the name of the facility.
- 3) Facility Address – Enter the street address of the facility.
- 4) Zone - Enter the zone number, as defined in HRS § 486H-13, where the facility is located. For your statewide consolidated report, enter “HI”.

	Zone Number
Island of Oahu	1
Island of Kauai	2
Island of Maui, except the district of Hana	3
District of Hana on the island of Maui	4
Island of Molokai	5
Island of Lanai	6
Districts of Puna, south Hilo, north Hilo, and Hamakua on the island of Hawaii	7
Districts of north Kohala, south Kohala, north Kona, south Kona, and Kau on the island of Hawaii	8
State of Hawaii	HI

- 5) Report Date – Enter the date the report is filed with the Commission in a MM/DD/YYYY format.
- 6) Report Period (Year Ending) – Enter the ending date for the report period in a MM/DD/YYYY format.
- 7) Resubmission (Y/N) – Enter “Y” if this report is a resubmission of a report that was previously filed with the Commission.
- 8) Capacity - Report maximum capacity (in barrels) of the facility.
- 9) Utilization – Report the annual average utilization (in %) for the facility.

- 10) Methods of Transport – Provide the volume of the receipts and distributions (in barrels) of the petroleum products by method of transportation (pipeline, tanker, barge or truck) used to receive and distribute the petroleum products to and from the facility during the previous 12 months.
- 11) The Certification section shall be completed and executed by the person filing the report on behalf of the company.