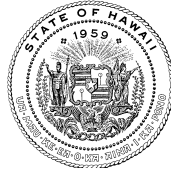


LINDA LINGLE
GOVERNOR



CARLITO P. CALIBOSO
CHAIRMAN

JOHN E. COLE
COMMISSIONER

LESLIE H. KONDO
COMMISSIONER

STATE OF HAWAII
PUBLIC UTILITIES COMMISSION
DEPARTMENT OF BUDGET AND FINANCE

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

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

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 Persons¹ 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.

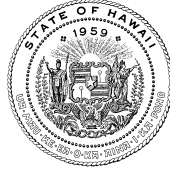
¹As defined in paragraph 12 of Amended Protective Order No. 2007-PO-15 filed on July 25, 2007.

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

**S-200 Semi-Annual Informational Cost Report
(Distributors and Major Fuel Users)**

**S-201 Semi-Annual Informational Cost Report
(Refiners)**

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).

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

Instructions:

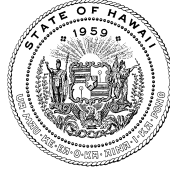
Each distributor that is not a refiner, on or before January 31 and July 31 each year, shall file with the Hawaii Public Utilities Commission, a certified statement of operating and overhead costs for the distributor's Hawaii operations during the preceding 6 month periods ending June 30 and December 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
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).*

**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.

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

**A-300 Annual Informational Report
(Oil Transporters)**

**A-301 Annual Informational Report
(Oil Storers)**

**A-302 Annual Informational Report
(Refiners)**

**A-303 Annual Informational Report
(Oil Marketers)**

**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**

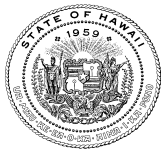
On or before January 31 of each year, oil storers shall report on storage capacity, inventories, receipts and distributions, and methods of transportation of receipts and distributions for the period January 1 to December 31 of the previous year. A statewide consolidated report and a separate report 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**

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

Atmospheric Crude Oil Distillation Capacity	Barrels per Calendar Day	Barrels per Stream Day
Operating		
Idle		
Total Operable		
Process Unit Capacity		
Atmospheric Crude Distillation		
Vacuum Crude Distillation		
Coking		
Visbreaking		
Catalytic Cracking		
Catalytic Hydrocracking: Distillate		
Catalytic Hydrocracking: Gas Oil		
Reforming		
Desulfurization: Naphtha		
Desulfurization: Distillate		
Desulfurization: Other		
Production Capacity		
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.

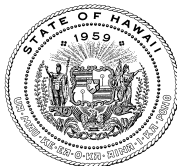
- 1) Company Name – Enter the name of your company.
- 2) Facility Name – Enter the name of the refinery facility.
- 3) Facility Address – Enter the street address of the refinery facility.
- 4) Zone - Enter the zone number, as defined in HRS § 486H-13, where the refinery facility is located. For your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

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

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

Capacity (in Barrels)	Utilization (%)

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.