

## RFA publication schedule 2009/2010

Reporting period for suppliers	Reporting deadline for suppliers	RTFCs <sup>5</sup> released	RFA monthly report	RFA quarterly report	RFA annual report
15 Apr-14 May 09 <sup>2</sup> or 15-30 Apr 09 <sup>3</sup>	15 Jun 09	15 Jul 09	1 <sup>st</sup> week of Aug 09		
15 May-14 Jun 09 <sup>2</sup> or 1-31 May 09 <sup>3</sup>	14 Jul 09	15 Aug 09	1 <sup>st</sup> week of Sep 09		
15 Jun-14 Jul 09 <sup>2</sup> or 1-30 Jun 09 <sup>3</sup> or 15 Apr-30 Jun 09 <sup>4</sup>	14 Aug 09	15 Sep 09		1 <sup>st</sup> week of Oct 09	
15 Jul-14 Aug 09 <sup>2</sup> or 1-31 Jul 09 <sup>3</sup>	14 Sep 09	15 Oct 09	1 <sup>st</sup> week of Nov 09		
15 Aug-14 Sep 09 <sup>2</sup> or 1-31 Aug 09 <sup>3</sup>	14 Oct 09	15 Nov 09	1 <sup>st</sup> week of Dec 09		
15 Sep-14 Oct 09 <sup>2</sup> or 1-30 Sep 09 <sup>3</sup> or 1 Jul-30 Sep 09 <sup>4</sup>	14 Nov 09	15 Dec 09		2 <sup>nd</sup> week of Jan 10	
15 Oct-14 Nov 09 <sup>2</sup> or 1-31 Oct 09 <sup>3</sup>	14 Dec 09	15 Jan 10	1 <sup>st</sup> week of Feb 10		
15 Nov-14 Dec 09 <sup>2</sup> or 1-30 Nov 09 <sup>3</sup>	14 Jan 10	15 Feb 10	1 <sup>st</sup> week of Mar 10		
15 Dec-14 Jan 10 <sup>2</sup> or 1-31 Dec 09 <sup>3</sup> or 1 Oct-31 Dec 09 <sup>4</sup>	14 Feb 10	15 Mar 10		1 <sup>st</sup> week of Apr 10	
15 Jan-14 Feb 10 <sup>2</sup> or 1-31 Jan 10 <sup>3</sup>	14 Mar 10	15 Apr 10	1 <sup>st</sup> week of May 10		
15 Feb-14 Mar 10 <sup>2</sup> or 1-28 Feb 10 <sup>3</sup>	14 Apr 10	15 May 10	1 <sup>st</sup> week of Jun 10		
15 Mar-14 Apr 10 <sup>2</sup> or 1 Mar-14 Apr 10 <sup>3</sup> or 1 Jan-14 Apr 10 <sup>4</sup>	14 May 10	15 Jun 10		1 <sup>st</sup> week of Jul 10	By 31 Jan 2011

<sup>1</sup>This publication schedule is as at July 2009; the RFA reserves the right to move publication dates by up to two weeks for operational reasons.

<sup>2,3,4</sup> Our reporting period for suppliers ties in with the duty reporting timetable for HMRC (<sup>2</sup> typically large fossil fuel suppliers, <sup>3</sup> or <sup>4</sup> typically biofuel suppliers that report to HMRC monthly or quarterly, respectively).

<sup>5</sup> Renewable Transport Fuel Certificates – one certificate is awarded per litre of biofuel.

## Publication details

The Renewable Fuels Agency (RFA) is committed to open and transparent operations.

The RFA has a statutory requirement to report annually to Parliament on the biofuels supplied under the Renewable Transport Fuels Obligation (RTFO). However, it is our intention to publish data and commentary on the carbon and sustainability (C&S) performance of biofuels as soon as is practical to do so. The RFA is legally obliged to recognise and protect the commercial sensitivity of information, such as individual suppliers' sales volumes or data from which sales volumes may be derived\*. We do not expect this to detract from the usefulness of the information we publish.

On a monthly basis, we publish a report of the information provided to us by fuel suppliers. Each **monthly report** contains comprehensive C&S data on all of the biofuels supplied under the obligation, including the volumes by fuel type, feedstock, and country of origin to date. Graphs and charts also incorporate information representing performance to date for the relevant obligation period. Company specific information is included in the RFA's **quarterly reports**.

The data provided to the RFA is cross-checked internally and with HMRC and our own C&S checks. Additionally, annual published figures are independently audited. The RFA draws comparisons between the best and worst performers. We illustrate examples of good practice and where suppliers are undertaking activities to improve performance, based on the information provided. By supplying data on absolute and relative performance of different suppliers the RFA aims to encourage responsible and sustainable sourcing of feedstock.

The format of these reports is designed to make the information readily understandable and accessible. We are committed to listening to feedback about the format used and encourage comments from users.

The fourth quarter's report contains information relating to the C&S performance of both the RTFO and individual companies based on a full year's data (these data remain provisional, the RFA performs checks on the data, which is also subject to an annual verification process by independent auditors). This does not include the final, audited annual carbon and sustainability figures, data on redemption of certificates, notification of intention to 'buy out', or 'Buy-out' payments recycled, as these do not become available until later in the year<sup>†</sup>.

**The Annual Report** to Parliament will be published in January 2011. It will cover the obligation period 15 April 2009 to 14 April 2010. The report will present the verified data showing the performance of each obligated supplier and of the RTFO overall.

Also included in the report will be details of:

- the compliance by each obligated supplier in relation to its obligation, including whether they have 'bought out' or supplied certificates;
- the effects on the following issues which the RFA considers to be associated with the production, supply or use of renewable fuel supplied under the RTFO:
  - carbon emissions,
  - agriculture,
  - other economic activities,
  - sustainable development, and
  - the environment generally;
- and the effectiveness of the RFA in carrying out its duties, covering various aspects including the effectiveness of its advice and the time taken to provide responses.

## Notes

\*This includes the specific requirements set out in sections 14(5) and 15(3) of the [RTFO order](#).

†The reporting system requires suppliers to provide an independent auditor's statement regarding the information they have supplied on an annual basis.