

WAC 173-424-300 Registration. (1) Registration in Washington fuels reporting system.

(a) **Eligibility.** The following entities must apply to register to participate in the Washington clean fuel program:

(i) Entities required to report under the CFP pursuant to WAC 173-424-200 through 173-424-220;

(ii) Entities opting into the CFP pursuant to WAC 173-424-140(2); and

(iii) Aggregators and credit aggregators.

(b) **Required information.** To register in WFRS, entities must supply a written registration application to ecology by uploading a complete application to the WFRS. The application must be signed by the entity's owner, president, managing partner, or other authorized officer. At a minimum, the application must include:

(i) The identity of the entity submitting the application, including the entity's federal employer identification number (FEIN);

(ii) Entity's physical and mailing addresses;

(iii) The basis for qualifying for an account pursuant to (a) of this subsection;

(iv) The entity's primary account representative and alternative account representative, including their titles, relationship to the organization, phones, and email addresses;

(v) The category of each transportation fuel that the entity will be producing, importing, or dispensing for use in Washington;

(vi) Any other information requested by ecology related to registration.

(c) **Establishing an account in WFRS.**

(i) Accounts in the WFRS are only established following ecology's approval of the registration application.

(ii) Ecology may deny account registration based on, among other reasons, an entity's provision of false, misleading, or incomplete information.

(d) **Account management roles and duties.**

(i) The account representative is responsible for making any changes to the entity profile within WFRS.

(ii) The account representative in WFRS may designate users within the entity who can access and manage the account.

(iii) The account representative in WFRS is responsible for meeting the reporting requirements as set forth in WAC 173-424-420.

(e) **Modifications to the registration in WFRS.**

(i) Registered entities must submit an amended registration to ecology within 30 days of any change occurring to information described in subsection (2) of this section.

(ii) Ecology may require a registered entity to submit an amended registration based on any new information ecology receives.

(iii) If a registered entity amends its registration under this section, the registered entity must also update its account in the WFRS, as appropriate.

(f) **Cancellation of the registration in WFRS.**

(i) An entity that was registered in WFRS must cancel its registration if:

(A) It no longer meets the applicability of the program under WAC 173-424-120(1); or

(B) It is a credit generator or aggregator who has voluntarily opted out of the CFP. The credit generator or aggregator must provide to ecology a 90-day notice of intent to opt out of the CFP and a proposed effective date for the completion of the opt-out process.

(ii) A registered entity that is canceling its registration from WFRS under this section must:

- (A) Submit any outstanding quarterly reports and annual reports;
- (B) Comply with any annual reporting requirements, as applicable;

and

- (C) Not have any outstanding deficits.

(iii) Any credits that remain in an account of a regulated entity, credit generator, or aggregator that is canceling its registrations under this section shall be forfeited and the account in the WFRS shall be closed.

(iv) Once ecology determines that the actions in (f)(ii)(A) through (C) of this subsection are complete, it will notify the registrant in writing that the registration has been canceled.

(g) Registration of fueling supply equipment (FSE).

(i) After establishing an account in the WFRS, fuel reporting entities for natural gas, electricity, propane, and hydrogen must register all fueling supply equipment (FSE) in WFRS via the clean fuels program website. Upon FSE registration, the applicant will receive a unique FSE ID that must be used for reporting fuel transactions in WFRS pursuant to the CFP reporting requirements.

(ii) General requirements: All FSE registration must include:

(A) Federal employer identification number (FEIN) for the entity registering, name of the facility at which FSE is situated, street address, latitude, and longitude of the FSE location.

(B) Name and address of the entity that owns the FSE, if different from the entity registering the FSE.

(iii) Specific requirements by fuel type:

(A) Registered entities that are dispensing natural gas, propane, or hydrogen must:

(I) Unless designated as first fuel reporting entity in WAC 173-424-210, provide a written contractual agreement demonstrating it acquired the designation of the first fuel reporting entity status;

(II) Provide the number of dispensing facilities located in Washington, their locations, and the unique identifier associated with the fuel dispensing equipment in the organization's fuel or financial accounting or utility meter.

(B) For CNG, FSE refers to a fueling station associated with a utility meter. A CNG station with multiple dispensers is considered a single FSE. Fuel reporting entities for CNG must provide the natural gas utility meter number at the FSE location, name of the utility company, and a copy of the most recent utility bill.

(C) For LNG and propane, FSE refers to a fueling station. An LNG or propane station with multiple dispensers is considered a single FSE. Fuel reporting entities for LNG and propane must provide a unique identifier associated with the FSE used for their own fuel accounting or financial accounting or other purposes and copy of invoice or bill of lading for the most recent fuel delivery.

(D) Unless designated as the first fuel reporting entity in WAC 173-424-220, registered entities that are charging electric vehicles must provide ecology with a copy of a written contractual agreement demonstrating the registered entity acquired the designation of the first fuel reporting entity status.

(E) For nonresidential EV charging, FSE refers to each piece of equipment capable of measuring the electricity dispensed for EV charging. Fuel reporting entities for nonresidential EV charging for on-road applications must provide the serial number assigned to the FSE by the original equipment manufacturer (OEM) and the name of OEM. If

there are multiple FSEs at the same location, each unique piece of equipment must be registered separately.

(F) For residential metered EV charging, must provide the following information about the fuel-supplying equipment, which refers to a piece of equipment or on-vehicle telematics capable of measuring the electricity dispensed for EV charging:

(I) Fuel reporting entities using off-vehicle meters must provide the serial number assigned to the charging equipment by the OEM, the name of the equipment OEM, and the vehicle identification number (VIN) for the vehicle expected to be charged at the location.

(II) Fuel reporting entities using vehicle telematics must provide the VIN.

(III) EV charging equipment registration is optional when reporting metered electricity to generate base credits.

(IV) Location information and address is not required for residential charging.

(G) For registered entities that are also electric utilities, whether they want to:

(I) Aggregate the residential electric charging credits in their service territory under WAC 173-424-220 (3) or (10); or

(II) Designate an aggregator to act on their behalf under WAC 173-424-220 (3) or (10).

(H) Fuel reporting entities for fixed guideway systems are exempt from the general requirements in (h)(ii) of this subsection. The WFRS will assign FSE IDs for reporting purposes based on the information provided in the WFRS account registration form.

(I) For electric forklifts, eCHE, eOGV, or eGSE, FSE refers to the facility or location where electricity is dispensed for fueling. If there are multiple FSEs capable of measuring the electricity dispensed at the facility or location, then an entity may provide the serial number assigned to each individual FSE by the OEM, along with the name of the OEM.

(J) For eTRU, FSE refers to each eTRU. Fuel reporting entities for eTRU fueling must provide the serial number assigned to the unit by the OEM and the name of the OEM.

(K) For hydrogen, FSE refers to a fueling station. A hydrogen station with multiple dispensers is considered a single FSE.

(L) For transportation applications not covered in (g)(iii)(A) through (K) of this subsection, FSE refers to a fuel dispenser or a transportation equipment with the capability to measure the dispensed fuel in that equipment.

(2) **Registration in the Washington alternative fuel portal (AFP).** AFP handles the registration of fuel production facilities. It also supports fuel pathway applications, certifications, and verifications.

(a) **Eligibility.** A fuel producer who intends to be a fuel pathway applicant can apply to establish an account in the AFP in the WFRS.

(b) **Required information.** To establish an account in AFP, an entity must submit account administrator designation application that includes the following information:

(i) Organization identification, including federal employer identification number (FEIN), EPA RFS identification number (if available), physical and mailing addresses, state, names of organizational representatives.

(ii) The applicant for registration must qualify for an account pursuant to (a) of this subsection. The application:

(A) Must be signed by the company owner, a president, a managing partner, or a corporate officer;

(B) Must designate the account administrator, including their title, phone number, and email address;

(C) Must be uploaded in the AFP to complete the registration application process;

(D) Must retain the original document for the duration of an account representative.

(c) **Account approval.** Ecology will review the registration application for completeness and validity.

(d) **Establishing an account in AFP.** Upon registration approval by ecology, the fuel producer must establish an account in the AFP portion of the WFRS and comply with the requirements of this chapter and any conditions placed upon the fuel pathway codes that it holds.

(e) **Account management roles and duties.**

(i) The account representative is responsible for making any changes to the company profile within AFP.

(ii) The account representative may designate users within the company who can access and manage the account.

(iii) If any information required in (b) of this subsection changes, the entity holding the account must update the account to reflect the changes within 30 calendar days.

[Statutory Authority: Chapter 70A.535 RCW. WSR 22-24-004 (Order 21-04), § 173-424-300, filed 11/28/22, effective 12/29/22.]