

**DOCKETED**

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<b>TN #:</b>	249063
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## Instructions for Form CEC-1314 – Underground Gas Storage Data

**Purpose:** Effective January 1, 2022, the California Code of Regulations (CCR), Title 20, Section 1314 requires underground gas storage owners and operators to report storage project information to the California Energy Commission (CEC) on a quarterly basis. This includes the following: information on base gas, working gas, total gas in storage, withdrawal, and injection for each calendar day.

Questions relating to these forms and instructions should be directed to Jason Orta by email at [NGU@energy.ca.gov](mailto:NGU@energy.ca.gov).

**Authority:** California Code of Regulations, Title 20, Section 1314.

**Who must file:** Owners of underground gas storage projects.

**When to file:** Beginning in 2023, the forms must be submitted quarterly by the following dates:

- April 15
- July 15
- October 15
- January 15

If any of the above dates fall on a weekend or holiday, please submit the forms on the first business day afterward. For example, the first submittal is due on April 17, 2023, and this includes data for calendar year 2022 and the first quarter of 2023.

### **How and Where to file the Form CEC-1314 and the Confidentiality Attestation:**

Owners of underground gas storage projects are required to use the CEC's e-filing system to submit Form CEC-1314 and the confidentiality attestation (for information on the confidentiality attestation, please see page 3 of the Instructions for Form CEC-1314 – Underground Gas Storage Data). Please submit the Form CEC-1314 in an Excel Workbook format and the confidentiality attestation in a PDF format. A user's guide to the CEC's e-filing system is posted at <http://www.energy.ca.gov/e-filing/>.

Registration is necessary if this is the first time documents are uploaded. After completing registration, log in and select "22-OII-02" from the drop-down menu. Links to the e-filing system are provided on each proceeding's web page under the link **Submit e-filing**. Once registration is complete, to submit a confidential filing, click **Quick Actions** on the **DASHBOARD** and select **Submit Confidential e-filing** from the dropdown menu. The attestation needs to be uploaded first, followed by the Form CEC-1314. When naming attached files, please include the name of the Storage Field in the filenames. For more information on the Order Instituting Informational Proceeding on Gas Decarbonization (Docket No. 02-OII-02), please go to this link: <https://www.energy.ca.gov/proceedings/energy-commission-proceedings/order-instituting-informational-proceeding-gas>.

**For What Period:** The regulations require owners and/or operators of underground gas storage projects to report project information to the CEC on a quarterly basis. This will include the following: information on base gas, working gas, total gas in storage, withdrawal, and injection for each calendar day. The first submittal is due on April 17, 2023, and requires filers to include data for calendar year 2022 and the first quarter of 2023.

### **Specific Instructions For the Form CEC-1314 And the Confidentiality Attestation (if Applicable)**

The Form CEC-1314 Underground Gas Storage Data is an Excel spreadsheet that consists of the following tabs:

- Declaration
- Underground Gas Storage Data

#### **Declaration Tab**

Please provide the following information on this tab:

- Storage Field Name
- Company Name
- The following contact information:
  - Contact Name
  - Title
  - E-mail
  - Telephone
  - Address
  - City
  - State
  - Zip
- Beginning Reporting Date
- Ending Reporting Date
- Date Form Submitted

Please review, sign, and date the declaration provided on the "Declaration" tab.

#### **Underground Gas Storage Data**

The following information will be exported from the "Declaration" tab:

- Storage Field Name
- Company Name
- Name
- Email
- Beginning Reporting Date
- Ending Reporting Date

- Date Form Submitted

Please provide the following information about the underground gas storage project:

- Reservoir Name
- Location County
- Type of Facility (Aquifer, Depleted Field or Salt Formation)
- Field Status (Active or Inactive)
- An explanation if Field Status is Inactive
- Working Gas Capacity (Mcf)
- Total Storage Field Capacity (Mcf)
- Maximum Deliverability (Mcf/day)

Please provide the following information for each date of the reporting period:

- Report Day (Month, Day, and Year)
- Base Gas (Mcf)
- Working Gas (Mcf)
- Injections (Mcf)
- Withdrawals (Mcf)

**Confidentiality Attestation:** Per California Code of Regulations, Title 20, Section 2505, information submitted on this form receives automatic confidential designation if filers submit an attestation that includes the following:

- The name of the worksheet and cells that include data that is entitled to be designated confidential.
- Shall attest under penalty of perjury that the information submitted has not been previously released.

Please submit the Form CEC-1314 form in an Excel Workbook format and the confidentiality attestation in a PDF format (if applicable). A user's guide to the CEC's e-filing system is posted at <http://www.energy.ca.gov/e-filing/>. For more instructions on submitting the confidentiality attestation please go the section earlier in the instructions titled, "How and Where to file the Form CEC-1314 and the Confidentiality Attestation."