STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY
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Oct. 25, 2016

Washington's Greenhouse Gas Reporting Program

Reporting Year 2016 Fee Schedule

Background
Chapter 173-441-110 WAC establishes the procedure The Department of Ecology (Ecology) uses to set the reporting fee for Washington's mandatory Greenhouse Gas Reporting Program. Ecology adopted changes to the rule's fee provisions on Sept. 15, 2016. Previously, facilities and transportation fuel suppliers that are required to report or voluntarily report their greenhouse gas emissions to Ecology paid an annual reporting fee. Now only facilities are required to pay the fee, transportation fuel suppliers and voluntary reporters are exempt from the fee. This fee schedule sets the annual reporting cost for each facility reporting their 2016 greenhouse gas emissions in 2017.

Workload analysis and budget development
Ecology was directed by the Legislature to base the annual reporting fee on projected agency costs to administer fee eligible activities related to the Greenhouse Gas Reporting Program (RCW 70.94.151). Ecology used a workload analysis model to project that the following activities will require approximately 3.3 Full Time Equivalent (FTE) positions in 2017 to implement the 2016 reporting year program:

- Information technology maintenance and support
- Technical assistance to reporting community
- Data analysis
- Collaboration with the Environmental Protection Agency and Washington Department of Licensing
- Verification, compliance, and enforcement
- Program administration

Ecology used standardized agency cost estimates to project costs for salary and benefits of those 3.3 FTE positions. Ecology anticipates the total cost of administering the Greenhouse Gas Reporting Program for the 2016 emissions year to be $335,000.

Facility reporting fee
The fee for facilities reporting greenhouse gas emissions under WAC 173-441-120 is established by dividing the total cost for administering the program for the year by the number of projected facilities reporting in that year. Ecology estimates that 162 facilities will report 2016 emissions in Calendar Year 2017. Therefore, the reporting fee for the 2016 emissions year is $2,068 per facility.

Transportation fuel supplier reporting fee
The Sept. 15, 2016 revisions to the rule removed the fee for transportation fuel suppliers reporting greenhouse gas emissions under WAC 173-441-130. Therefore, the reporting fee for the 2016 emissions year is $0 per transportation fuel supplier.

Greenhouse Gas Reporting Program reporting year 2016 fee schedule
Greenhouse Gas Reporting Program fees for the 2016 reporting year are outlined in the table below.

Reporting Category	Fee Amount*	Reporting Deadline	Approximate Billing Date**
Facilities required to report to both Ecology and EPA	$2,068	March 31, 2017	July 1, 2017
Facilities only required to report to Ecology	$2,068	Oct. 31, 2017	Nov. 15, 2017
Facilities that choose to voluntarily report emissions and transportation fuel suppliers	$0	Oct. 31, 2017	NA

* If a reporter has multiple facilities, then they must pay a separate fee for each facility that reports.
** Approximate billing dates are an estimate only and subject to change. Fees must be paid within 60 days of receipt of the billing statement. A late fee surcharge of 10% will be applied to any fee received more than 90 days past the due date.

More information
More information about the Greenhouse Gas Reporting Program, including fees, who is required to report, and other information is available on Ecology's website or by contacting Neil Caudill at 360-407-6811 or ghgreporting@ecy.wa.gov.