

STATE OF VERMONT  
PUBLIC UTILITY COMMISSION

Case No. 23-2220-RULE

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Proceeding to design the potential Clean Heat Standard	
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Order entered: 01/17/2024

**ORDER ADDRESSING REQUIREMENT FOR ANNUAL REGISTRATION**

**I. INTRODUCTION**

Public Act 18 (2023 Vt., Bien. Sess.) (“Act 18”) requires “[e]ach entity that sells heating fuel into or in Vermont” (“fuel dealers”) to register with the Public Utility Commission (“Commission”) on or before January 31, 2024.<sup>1</sup> On December 15, 2023, the Commission issued an order establishing the information to be provided in that registration.<sup>2</sup> Today’s Order identifies the process for all fuel dealers to file their registrations with the Commission on or before January 31, 2024. For those fuel dealers who are *not* obligated parties, this annual registration requirement is their only obligation under Act 18.<sup>3</sup>

**II. DISCUSSION**

*Filing through means other than ePUC*

The Commission believes it is appropriate to use an alternative process for annual registrations other than ePUC (the Commission’s electronic filing system) because many of the fuel dealers will not otherwise regularly interact with the Commission and because of the nature of the annual registration requirement. While Commission Rule 2.110 requires the use of ePUC for most Commission proceedings, the Commission may waive its rules in certain

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<sup>1</sup> 30 V.S.A. § 8124(b)(1). *See also* 30 V.S.A. § 8123(11), “‘Heating fuel’ means fossil-based heating fuel, including oil, propane, natural gas, coal, and kerosene.”

<sup>2</sup> *Proceeding to design the potential Clean Heat Standard*, Case 23-2221-RULE, Order of 12/15/23. For an overview of the work done to date and other information on the proposed Clean Heat Standard, please see the Commission's clean heat website at <https://puc.vermont.gov/clean-heat-standard>.

<sup>3</sup> “Obligated party” is defined in 30 V.S.A. § 8123(12) as “[a] regulated natural gas utility serving customers in Vermont [or,] [f]or other heating fuels, the entity that imports heating fuel for ultimate consumption within the State, or the entity that produces, refines, manufactures, or compounds heating fuel within the State for ultimate consumption within the State. For the purpose of this section, the entity that imports heating fuel is the entity that has ownership title to the heating fuel at the time it is brought into Vermont.”

circumstances.<sup>4</sup> Therefore, pursuant to Commission Rule 2.107, the Commission waives the requirements of Commission Rule 2.110, and provides that fuel dealer annual registrations be submitted using a fillable form on the Commission's website or in paper, consistent with the format provided in Appendix I of this Order. This waiver is limited to this year's annual registration form filing pursuant to 30 V.S.A. § 8124(b)(1).

The Commission will not post any registration information publicly until it rules on whether it has the authority, pursuant to Vermont's existing public records laws, to protect from public disclosure the volume information and identities of businesses that import, produce, or sell fuel.<sup>5</sup>

### *How to File*

The fuel dealer registration filing for the January 2024 deadline is governed by the following:

1. Registrations must be submitted by or before 4:30 P.M. EST on January 31, 2024, using the fillable form available on the Commission's website at <https://puc.vermont.gov/clean-heat-standard/annual-registration> or in paper. The Commission strongly encourages registrants to use the fillable form unless they do not have access to a computer or the Internet. All paper filings must be consistent with the format provided in Appendix I, typed, and machine readable, and must include item numbers, and both primary and secondary contact information.
2. Filing is complete only upon receipt of the form in the electronic registration system or in paper by the Commission.<sup>6</sup>
  - a. Filers using the online fillable form will be sent a confirmation email when they click "submit" on the signature page at the end of the form. That email will be sent to the email address entered on the "registering business information" page of the form. The email will confirm that the Commission has received the filer's registration.

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<sup>4</sup> Commission Rule 2.107 provides that the Commission may waive the application of its rules "[t]o prevent unnecessary hardship or delay, to prevent injustice, or for other good cause."


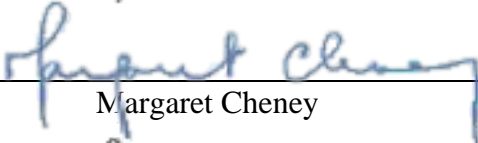
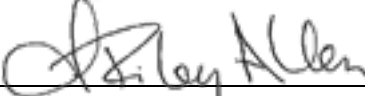
<sup>5</sup> See *Proceeding to design potential Clean Heat Standard*, Case No. 23-2220-RULE, Order of 12/15/23 at 6.

<sup>6</sup> Commission Rule 2.204(C)(3).

- b. If the annual registration form website is unavailable due to system maintenance or failure, the Commission will issue a notice (on the ePUC portal and on the Commission's website) extending any deadlines that occurred during the time that the registration form website was unavailable.

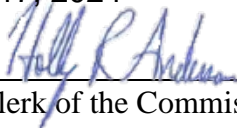
**SO ORDERED.**

Dated at Montpelier, Vermont, this 17th day of January, 2024.

 _____ )	) PUBLIC UTILITY
Anthony Z. Roisman )	
) _____ )	
 _____ )	) COMMISSION
Margaret Cheney )	
) _____ )	
 _____ )	) OF VERMONT
J. Riley Allen )	

OFFICE OF THE CLERK

Filed: January 17, 2024

Attest:   
\_\_\_\_\_ )  
Clerk of the Commission

*Notice to Readers: This decision is subject to revision of technical errors. Readers are requested to notify the Clerk of the Commission (by e-mail, telephone, or in writing) of any apparent errors, in order that any necessary corrections may be made. (E-mail address: [puc.clerk@vermont.gov](mailto:puc.clerk@vermont.gov))*

**APPENDIX I**

Required table format for paper submission of fuel dealer registration.<sup>7</sup>

<b>Section/ Instructions</b>	<b>Item #</b>	<b>Question</b>	<b>Answer</b>	<b>Additional answer 1</b>	<b>Additional answer 2</b>	<b>Additional answer 3</b>
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Registering business information

	1	Legal name of business				
	2	Doing-business-as name (DBA) of business (if different from above)				
	3	Country where business is located				
	4	City or town where business is located (if item 3 = United States)				
	5	State in which business is located (if item 3 = United States)				
	6	City/province/territory where business is located (if item 3 ≠ United States)				
	7	Why did you choose not to use the digital registration form?				

Primary contact person information

	8	First name				
	9	Last name				
	10	Email address				
	11	Phone number				
	12	Has this individual been designated by the registering business as the primary contact person? (Y/N)				

Secondary contact person information

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<sup>7</sup> Public Act 18 (2023 Vt., Bien. Sess.) (“Act 18”) is a bill that became law in May of 2023. Act 18 includes many requirements that are effective now, including that entities who sell heating fuel into or in Vermont register with the Commission by January 31, 2024 (see 30 V.S.A. § 8124(b)(1)).

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	13	First name				
	14	Last name				
	15	Email address				
	16	Phone number				
	17	Has this individual been designated by the registering business as the primary contact person? (Y/N)				

Heating fuel imported into Vermont in the last calendar year, January 1 - December 31, 2023

	18	In the past calendar year, did you have title to any heating fuel at the time that it was imported into Vermont? (Y/N) If yes, please fill out items 19-44.				
	19	If you imported heating fuel other than heating oil, propane, natural gas, coal, or kerosene, please provide more information (i.e. what fuel type or blend and the relevant circumstances)				

Please provide information about every business from which you bought HEATING OIL to import into Vermont in the last calendar year, January 1 - December 31, 2023.

The Commission will use this information to determine whether you would be an obligated party.

If you have multiple suppliers, please use a separate column for each supplier.

	20	Supplier business(es) from which you purchased heating oil to import into VT				
	21	Supplier business city				
	22	Supplier business state				

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	23	Exact quantity of heating oil purchased for import into VT from this supplier (in gallons)				
	24	Notes (if needed)				

Please provide information about every business from which you bought PROPANE to import into Vermont in the last calendar year, January 1 - December 31, 2023.

The Commission will use this information to determine whether you would be an obligated party.

If you have multiple suppliers, please use a separate column for each supplier.

	25	Supplier business(es) from which you purchased propane to import into VT				
	26	Supplier business city				
	27	Supplier business state				
	28	Exact quantity of propane purchased for import into VT from this supplier (in gallons)				
	29	Notes (if needed)				

Please provide information about every business from which you bought NATURAL GAS to import into Vermont in the last calendar year, January 1 - December 31, 2023.

The Commission will use this information to determine whether you would be an obligated party.

If you have multiple suppliers, please use a separate column for each supplier.

	30	Supplier business(es) from which you purchased natural gas to import into VT				
	31	Supplier business city				
	32	Supplier business state				
	33	Exact quantity of natural gas purchased for import into VT from this supplier (in Mcf)				
	34	Notes (if needed)				

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
<p>Please provide information about every business from which you bought COAL to import into Vermont in the last calendar year, January 1 - December 31, 2023.                      The Commission will use this information to determine whether you would be an obligated party.                      If you have multiple suppliers, please use a separate column for each supplier.</p>						
	35	Supplier business(es) from which you purchased coal to import into VT				
	36	Supplier business city				
	37	Supplier business state				
	38	Exact quantity of coal purchased for import into VT from this supplier (in short tons)				
	39	Notes (if needed)				

Please provide information about every business from which you bought KEROSENE to import into Vermont in the last calendar year, January 1 - December 31, 2023.

The Commission will use this information to determine whether you would be an obligated party.

If you have multiple suppliers, please use a separate column for each supplier.

	40	Supplier business(es) from which you purchased kerosene to import into VT				
	41	Supplier business city				
	42	Supplier business state				
	43	Exact quantity of kerosene purchased for import into VT from this supplier (in gallons)				
	44	Notes (if needed)				

Heating fuel produced, refined, manufactured, or compounded in Vermont in the last calendar year, January 1 - December 31, 2023



Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	45	In the past calendar year, did you produce, refine, manufacture, or compound any heating fuel in Vermont? (Y/N) If yes, please fill out items 46-51.				
	46	Exact quantity of HEATING OIL (in gallons) that you produced, refined, manufactured, or compounded in Vermont in the last calendar year.				
	47	Exact quantity of PROPANE (in gallons) that you produced, refined, manufactured, or compounded in Vermont in the last calendar year.				
	48	Exact quantity of NATURAL GAS (in Mcf) that you produced, refined, manufactured, or compounded in Vermont in the last calendar year.				
	49	Exact quantity of COAL (in short tons) that you produced, refined, manufactured, or compounded in Vermont in the last calendar year.				
	50	Exact quantity of KEROSENE (in gallons) that you produced, refined, manufactured, or compounded in Vermont in the last calendar year.				

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	51	Exact quantity of OTHER FUEL (indicate units and fuel type) that you produced, refined, manufactured, or compounded in Vermont in the last calendar year.				

Heating fuel sold in Vermont in the last calendar year, January 1 - December 31, 2023

	52	In the past calendar year, did you sell any heating fuel in Vermont? (Y/N) If yes, please fill out items 53-96.				
	53	If you sold heating fuel other than heating oil, propane, natural gas, coal, or kerosene, please provide more information (i.e. what fuel type or blend and the relevant circumstances)				

HEATING OIL sold in Vermont in the last calendar year, January 1 - December 31, 2023

	54	Exact quantity of heating oil you sold in Vermont directly to CONSUMERS (i.e. not for resale) for thermal use in the last calendar year (This number should align with the number of gallons subject to the Vermont Fuel Tax.)				
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Please indicate information for those businesses to which you sold HEATING OIL for RESALE to in the last calendar year (i.e. gallons that were not subject to the Vermont Fuel Tax).

If you sold to multiple businesses, please use a separate column for each business.

	55	Business(es) to which you sold heating oil for resale				
	56	Business city				
	57	Business state				

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	58	Exact quantity of heating oil sold to this business for resale (in gallons)				
	59	Business contact information - Name				
	60	Business contact information - Email				
	61	Business contact information - Phone #				
	62	Notes (if needed)				

**PROPANE sold in Vermont in the last calendar year, January 1 - December 31, 2023**

	63	Exact quantity of propane you sold in Vermont directly to CONSUMERS (i.e. not for resale) for thermal use in the last calendar year (This number should align with the number of gallons subject to the Vermont Fuel Tax.)				
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Please indicate information for those businesses to which you sold PROPANE for RESALE to in the last calendar year (i.e. gallons that were not subject to the Vermont Fuel Tax).

If you sold to multiple businesses, please use a separate column for each business.

	64	Business(es) to which you sold propane for resale				
	65	Business city				
	66	Business state				
	67	Exact quantity of propane sold to this business for resale (in gallons)				
	68	Business contact information - Name				

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	69	Business contact information - Email				
	70	Business contact information - Phone #				
	71	Notes (if needed)				

**NATURAL GAS sold in Vermont in the last calendar year, January 1 - December 31, 2023**

	72	Exact quantity of natural gas you sold in Vermont directly to CONSUMERS (i.e. not for resale) for thermal use in the last calendar year (This number should align with the number of Mcf subject to the Vermont Fuel Tax.)				
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Please indicate information for those businesses to which you sold NATURAL GAS for RESALE to in the last calendar year (i.e. gallons that were not subject to the Vermont Fuel Tax).

If you sold to multiple businesses, please use a separate column for each business.

	73	Business(es) to which you sold natural gas for resale				
	74	Business city				
	75	Business state				
	76	Total Mcf of natural gas sold for resale to this business (in thousand cubic feet, Mcf)				
	77	Business contact information - Name				
	78	Business contact information - Email				
	79	Business contact information - Phone #				
	80	Notes (if needed)				

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
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COAL sold in Vermont in the last calendar year, January 1 - December 31, 2023

	81	Exact quantity of coal you sold in Vermont directly to CONSUMERS (i.e. not for resale) for thermal use in the last calendar year (This number should align with the number of short tons subject to the Vermont Fuel Tax.)				
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Please indicate information for those businesses to which you sold COAL for RESALE to in the last calendar year (i.e. gallons that were not subject to the Vermont Fuel Tax).

If you sold to multiple businesses, please use a separate column for each business.

	82	Business(es) to which you sold coal for resale				
	83	Business city				
	84	Business state				
	85	Exact quantity of coal sold to this business for resale (in short tons)				
	86	Business contact information - Name				
	87	Business contact information - Email				
	88	Business contact information - Phone #				
	89	Notes (if needed)				

KEROSENE sold in Vermont in the last calendar year, January 1 - December 31, 2023

	90	Exact quantity of kerosene you sold in Vermont directly to CONSUMERS (i.e. not for resale) for thermal use in the last calendar year (This number should align				
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Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
		with the number of gallons subject to the Vermont Fuel Tax.)				

Please indicate information for those businesses which you sold KEROSENE for RESALE to in the last calendar year (i.e. gallons that were not subject to the Vermont Fuel Tax).

If you sold to multiple businesses, please use a separate column for each business.

	91	Business(es) to which you sold kerosene for resale				
	92	Business city				
	93	Business state				
	94	Exact quantity of kerosene sold to this business for resale (in gallons)				
	95	Business contact information - Name				
	96	Business contact information - Email				
	97	Business contact information - Phone #				
	98	Notes (if needed)				

Heating fuel purchased from a supplier within Vermont

	99	In the past calendar year, did you purchase heating fuel from a supplier within the state of Vermont? (Y/N) If yes, please fill out items 100-124.				
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Please indicate the supplier(s), within the state of Vermont, from which you sourced the HEATING OIL that you then sold in Vermont in the last calendar year, January 1 – December 31, 2023.

Please list the business information of each supplier of heating oil.

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
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If you have multiple suppliers, please use a separate column for each supplier.

	100	Supplier business(es) from which you purchased heating oil to sell in VT				
	101	Business city				
	102	Business state				
	103	Exact quantity of heating oil picked up from this supplier (in gallons)				
	104	Notes (if needed)				

Please indicate the supplier(s), within the state of Vermont, from which you sourced the PROPANE that you then sold in Vermont in the last calendar year, January 1 - December 31, 2023.

Please list the business information of each supplier of propane.

If you have multiple suppliers, please use a separate column for each supplier.

	105	Supplier business(es) from which you purchased propane to sell in VT				
	106	Business city				
	107	Business state				
	108	Exact quantity of propane picked up from this supplier (in gallons)				
	109	Notes (if needed)				

Please indicate the supplier(s), within the state of Vermont, from which you sourced the NATURAL GAS that you then sold in Vermont in the last calendar year, January 1 - December 31, 2023.

Please list the business information of each supplier of natural gas.

If you have multiple suppliers, please use a separate column for each supplier.

	110	Supplier business(es) from which you purchased natural gas to sell in VT				
	111	Business city				

Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	112	Business state				
	113	Exact quantity of natural gas picked up from this supplier (in Mcf)				
	114	Notes (if needed)				

Please indicate the supplier(s), within the state of Vermont, from which you sourced the COAL that you then sold in Vermont in the last calendar year, January 1 - December 31, 2023.

Please list the business information of each supplier of coal.

If you have multiple suppliers, please use a separate column for each supplier.

	115	Supplier business(es) from which you purchased coal to sell in VT				
	116	Business city				
	117	Business state				
	118	Exact quantity of coal picked up from this supplier (in short tons)				
	119	Notes (if needed)				

Please indicate the supplier(s), within the state of Vermont, from which you sourced the KEROSENE that you then sold in Vermont in the last calendar year, January 1 - December 31, 2023.

Please list the business information of each supplier of kerosene.

If you have multiple suppliers, please use a separate column for each supplier.

	120	Name(s) of supplier business(es) from which you purchased kerosene to sell in Vermont				
	121	Business city				
	122	Business state				
	123	Exact quantity of kerosene picked up from this supplier (in gallons)				
	124	Notes (if needed)				

Heating fuel imported, purchased, produced, refined, manufactured, or compounded in Vermont but NOT SOLD in Vermont in the last calendar year, January 1 - December 31, 2023



Section/ Instructions	Item #	Question	Answer	Additional answer 1	Additional answer 2	Additional answer 3
	125	In the past calendar year, did you import into Vermont, or produce, refine, manufacture, or compound any heating fuel in Vermont that you did not sell in Vermont? (Y/N) If yes, please fill out items 126-130.				
	126	What quantity of that heating fuel was consumed for heating use? List types of fuel and gallons/Mcf/short tons for each type consumed.				
	127	What quantity of that heating fuel was consumed for non-heating use? List types of fuel and gallons/Mcf/short tons for each type consumed.				
	128	What quantity of that heating fuel was sold outside Vermont? List types of fuel and gallons/Mcf/short tons for each type sold outside Vermont.				
	129	What quantity of that heating fuel was stored? List types of fuel and gallons/Mcf/short tons for each type sold outside Vermont.				
	130	What quantity of that heating fuel was used for any other use? Please explain.				

Signature

<b>Section/ Instructions</b>	<b>Item #</b>	<b>Question</b>	<b>Answer</b>	<b>Additional answer 1</b>	<b>Additional answer 2</b>	<b>Additional answer 3</b>
	129	Please sign and print your name. By doing so you attest that the information provided in this form is correct.				

PUC Case No. 23-2220-RULE - SERVICE LIST

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