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Petroleum Electronic Data Reporting Option

USER GUIDE

Version 4.0

U.S. Department of Energy
Energy Information Administration
Office of Oil and Gas

MASTER

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1. Overview

The *PEDRO User Guide* has been developed by the Office of Oil and Gas (OO&G) in the Energy Information Administration (EIA). It can be used as an informational tool for a manager to become acquainted with the system or as a reference tool for the PEDRO user.

As a result of enhancements made to the PEDRO system, this *Guide* supersedes the initial *PEDRO User's Guide* (DOE/EIA-0528) published in September 1989.

1.1. PEDRO System

PEDRO is an electronic data communications product that simplifies filing and transmission of petroleum survey data. Your burden is significantly reduced as PEDRO eliminates paperwork, provides immediate onsite correction of data errors, and reduces the need for followup calls and survey resubmission.

PEDRO provides an online error-checking process that highlights discrepancies. This permits you to enter and check data before transmitting to EIA. EIA then combines and reformats the data from different users for use by analytical and reporting programs.

PEDRO is available at no cost to the user. Formal training is not required since installation, data processing, and transmission are done by interactive, user-friendly menu options.

The PEDRO system is divided into three functions: (1) data processing, (2) transmitting data to EIA, and (3) EIA processing.

1.1.1. Data Processing

Data can be entered for the current reporting cycle and previous cycles (resubmissions) using one of two methods. The first method generates an image of the EIA survey form on the PC screen. You enter data by moving the cursor to the appropriate field on the screen and typing the entry.

The second method of entering data is to import an ASCII file. Data entered using other software can be brought into PEDRO without rekeying.

Data processing includes automatic error-checking. For all surveys, simple checks are done such as the summation of components. For surveys EIA-810 through EIA-817, an additional level of historical range-checking is done by comparing current reporting cycle data with past reporting cycles. Possible errors from these checks are highlighted and displayed for your review. You are prompted to correct these entries or confirm them with an explanation through use of reason verification codes.

1.1.2. Transmitting Data to EIA

After you enter and edit the data, you can transmit it electronically to EIA. The EIA communications package used to transmit data enables you to access disk space on the EIA mainframe where data reside in your allocated disk area.

Submitting data through PEDRO is the legal equivalent to submitting data in written form. PEDRO uses the following security procedures to protect the user and the government, as well as the data integrity.

- Data files are separated into individual user areas.
- Each data file is labeled with the name of the user. Label validation is included in all PEDRO software. If PEDRO detects a user accessing unauthorized data, the session is immediately cancelled.
- Error-free protocol or built-in error checking ensures that data are correctly and completely transmitted from your PC to the EIA mainframe.
- The data and transmission are protected by passwords and state-of-the-art encryption. This electronic signature ensures data authenticity and binds the sender to the statutory requirement to make a best effort to submit accurate data.
- All transmissions are time-stamped by the system clock on the EIA mainframe to replicate a postmark.

1.1.3 EIA Processing

The PEDRO software organizes the electronically collected data in a format used by EIA. The data from all users are accumulated in one file and converted to a format compatible with EIA report generation programs.

When you transmit resubmissions for those surveys requiring historical error checking, EIA transfers files for comparison from the EIA mainframe to your PC. The encryption program translates these files into clear text, makes the database comparison, and notes discrepancies on your PC.

1.2. Operating Environment

Operation of the PEDRO system requires:

- An IBM compatible PC with a minimum of 640 kilobytes of memory and approximately 2.5 megabytes of hard disk storage space for the PEDRO software, plus 0.5 megabytes for each additional EIA survey;
- MS-DOS Version 3.0 up to, but not including, Version 4.0; and
- A modem for transmitting data. Users with Hayes-compatible modems can access an auto-dial script for easier telecommunications signon.

1.3. Participating in PEDRO

To participate in the PEDRO program, call the PEDRO Project Manager at (202) 586-1257.

The PEDRO package contains the following:

- PEDRO software and survey-specific diskettes. **The software is proprietary, which means that it is in compiled, machine executable code and cannot be altered or modified.**
- Security guidelines and a PEDRO System Validation Form. This form, which will be sent separately, contains the following:

- **User Name:** The contact person responsible for the accuracy of the data.
- **EIA Signon Account:** The number used to signon to the EIA mainframe.
- **EIA Signon Password:** The password used with the EIA signon account to signon to the EIA mainframe.
- **Effective Date:** The date that EIA expects you to start officially using the PEDRO system.
- **EIA Signon Telephone Number:** The telephone number used to communicate with the EIA mainframe.

1.4. Surveys Included in PEDRO

The surveys in PEDRO are listed below by organization in the Office of Oil and Gas. You are not required to know the organization of the forms, but it will help you understand the growth of the system.

- Petroleum Supply Division, Industry Analysis Branch. The Monthly Petroleum Supply Reporting System (MPSRS) includes the following surveys in PEDRO:

EIA-810	Monthly Refinery Report
EIA-811	Monthly Bulk Terminal Report
EIA-812	Monthly Product Pipeline Report
EIA-813	Monthly Crude Oil Report
EIA-814	Monthly Imports Report
EIA-816	Monthly Natural Gas Liquids Report
EIA-817	Monthly Tanker and Barge Movement Report

- Petroleum Supply Division, Fuels Analysis Branch. The Weekly Petroleum Supply Reporting System (WPSRS) includes the following surveys in PEDRO:

EIA-800	Weekly Refinery Report
EIA-804	Weekly Imports Report

- Petroleum Marketing Division. The following monthly surveys are included in PEDRO:

EIA-14	Refiners' Monthly Cost Report
EIA-182	Domestic Crude Oil First Purchase Report
EIA-782C	Monthly Report of Petroleum Products Sold into States for Consumption

1.5. Version 4.0 Upgrades

Upgrades to the PEDRO system under Version 4.0 include:

- Color monitor support to assist you in selecting menu options, entering survey data, and highlighting discrepancies in data.
- Multiple survey transmission during one connect session.
- Range checks that are now part of the regular data processing function.
- The addition of a hot key gives you an alternative to executing menu options by typing the highlighted letter in the desired menu option.
- The addition of PEDRO NEWS to notify you of important system changes, additions, or items of interest. You will view the news when you signon to the EIA mainframe to transmit data.
- The option to create a data file that can be transmitted to the American Petroleum Institute (API) for the weekly forms EIA-800 and EIA-804. (Refer to Appendix D for specific instructions.)

2. Getting Started

This chapter highlights general guidelines for using PEDRO and this *Guide*. The terms "user" and "respondent" are used throughout this *Guide*. The individual operating and maintaining the PEDRO system is the "user," and is generally referred to as "you" in this *Guide*. The "respondent" is the smallest reporting unit (entity), e.g., company, refinery, or facility, for which data are submitted. Thus, you—the user—process and submit data via PEDRO for a respondent(s).

2.1. Using this Guide

You will probably find yourself using some PEDRO features more than others. This *Guide* is organized with this in mind. Some sections address the needs of current users only. Other sections address the needs of both new and current users. The *Guide* is divided into the following chapters and appendices:

- **Chapter 1—Overview:** Sections in this chapter explain the PEDRO system and let new users know how they may participate in the program. It also gives current users a list of upgrades found in Version 4.0.
- **Chapter 2—Getting Started:** Sections in this chapter provide general instructions for using the PEDRO system. A careful review of each section will give you a solid base for efficient operation of the system following installation. Section 2.5 on upgrading existing software is directed to current users only and must be addressed before proceeding to PEDRO Version 4.0 installation discussed in Chapter 3.
- **Chapter 3—PEDRO Installation Procedures:** Sections in this chapter provide pre-installation information and explain how to install the software, including what you may expect to find in the PEDRO software package.
- **Chapter 4—Using PEDRO Version 4.0:** Sections in this chapter explain in detail how to process and transmit survey data.
- **Appendix A—Common Error Messages:** This appendix lists common error messages, with possible causes and solutions.
- **Appendix B—Bootdrive Control Files:** This appendix shows examples of the PEDRO system's control files.

- **Appendices C, D, and E—Survey-Specific Information:** These appendices provide survey-specific information necessary to understand the system. Included are due dates for each survey, resubmission policy, specific file format required for importing data, historical data maintenance, survey cell labels and product codes.

Figures in Chapters 3 and 4 depict screens as they would appear on your PC, including the succession of menus as you move from level to level. The two screen borders are standard and will *not* be discussed with each screen display. The screens follow this format:

- The top border informs you that you are using PEDRO Version 4.0, and gives current date and time.
- The bottom border on most screens directs you to make a selection or exit a screen.

Following the figures is the text of the help screens, which is always accessible by pressing the <F1> key. Usually, explanations of each screen option are self-explanatory and little additional information is required. However, further detail is provided if specific information, examples, or references to other chapters of this *Guide* are necessary. (See Section 2.3, Getting Help.)

2.2. Using Cursor Keys

Cursor movements are displayed in color on a color monitor or shaded on a monochrome monitor.

Arrow Keys: The arrow keys move the cursor, up, down, left, or right to another line, field, space, column, or row. When entering or editing data, the arrow key also acts as an <ENTER> key.

Page-Up <PgUp> and Page-Down <PgDn> Keys: On the data processing screens, these keys access the previous or next screen. Use of the page-down <PgDn> key does not immediately advance the user to the next screen if there are errors or warnings on the current screen.

Tab and Shift-Tab Keys: On the data entry screen, the tab key scrolls through State data in order by State. Shift-tab scrolls through State data in reverse order.

Escape <ESC> and <ENTER>: The escape <ESC> key allows you to return to the previous menu, or exit any help screen and return to the menu. On all menus, the <ENTER> key selects the highlighted option. On the data processing screens, the <ENTER> key saves each entry of data.

"Hot Key ": Another way to select a desired option from a menu is by using a hot key. A hot key is the first highlighted letter, sometimes the first capital letter, in the option. For example, type an upper or lowercase X to exit from a menu. You cannot use the hot key in the survey function screens.

Error and Warning Messages: Before you move from one data processing screen to the next, you may see error and warning messages. This usually occurs after pressing a page-down <PgDn> key, or entering the last data item on a screen. A flashing ERROR or WARNING message appears at the bottom of the screen while the cursor automatically repositions and highlights the cell, row, or column in question. There are two ways to resolve the problem: 1) change a number if there is a mistake; or 2) advance to the last data entry screen and enter a reason verification code to explain the data discrepancy.

2.3. Getting Help

The <F1> key accesses the help screen for a particular menu or screen.

A list of common error messages is in Appendix A. Be sure to check this appendix before calling EIA for help.

If you have any questions about this *Guide* or the PEDRO system, contact the PEDRO Project Manager at (202) 586-1257.

2.4. Timing

The performance of the PEDRO system depends on the amount of data entered and transferred and the speed of your PC. Figure 1 lists the estimated time required for each step of PEDRO. The time values in Figure 1 assume you are transmitting at 2400 baud and using a 20-mhz 80386 machine with a hard disk drive with an average access time of under 30 msec.

Figure 1. Estimated Processing Time for PEDRO per Survey

Step	Time (seconds)
Loading data entry program	20
Cursor movement within a data entry screen	< 1 ¹
Moving between screens in data processing	2 ¹
Comparing historical data and noting differences	8 ¹
Creating transmission file	7
Establishing communications with EIA	30
Transmitting historical data from EIA to the user's PC	5 (decrypt) ² 120 (transmit) ²
Encrypting data and transmitting to the EIA	3 (encrypt) ² 120 (transmit) ²

¹ This time is dependent on the EIA survey form for which range-checks are being performed.

² Necessary only if historical data have been changed.

2.5. Upgrading Existing PEDRO Software

If you have an earlier version of PEDRO on your PC, you must *first* do an upgrade procedure. This procedure updates the existing files and converts the data into Version 4.0 format. **If you are a new PEDRO user, you should skip this section and proceed with the directions in Section 3, PEDRO Installation Procedures.**

To do the upgrade procedure, you must:

- Determine on which drive the \PEDRO directory resides.
- Backup all database files (.DBF) in the survey-specific directories.
- Place the diskette labeled UPGRADE into the external drive and enter the following command at the c:\> prompt:

c:\>A: <ENTER>

- Enter the word UPGRADE, a space, and the PEDRO drive letter followed with a colon at the a:\ prompt:

a:\>UPGRADE C: <ENTER>

Once the upgrade procedure is completed, continue with PEDRO Installation Procedures in Chapter 3.

3. PEDRO Installation Procedures

These instructions guide you through installing PEDRO Version 4.0. If your PC contains an earlier version of PEDRO, refer first to the UPGRADE procedures discussed in Section 2.5. Enter each command as it is shown. If you have any questions, contact the PEDRO Project Manager at (202) 586-1257.

3.1. PEDRO Software Package

The PEDRO software is in two parts: system software and survey-specific software. The PEDRO system requires all software to be installed on the hard disk drive.

- The system software is on five diskettes. The label identifiers are PEDRO SYSTEM #, where # is diskette number 1 through 5. These diskettes include an installation diskette, two menu system diskettes, and two EIA communications system diskettes.
- The survey-specific software is on several diskettes; the precise number depends on the EIA survey. The label identifiers are PEDRO FORM ###, where ### refers to the EIA survey form number. These diskettes contain the survey-specific software and your company's historical data, if applicable.

3.2. Pre-Installation Information

Before beginning the installation procedure, obtain the information for your PC that is shown on the following list. These descriptions are also available by pressing the <F1> key after invoking the install procedure. If the PEDRO system has been previously installed on your PC, the PEDRO drive is where the \PEDRO directory resides, and the EIA communications drive is where the \ARBITER directory resides.

DOS Version:	PEDRO requires your PC to have DOS Version 3.0 up to, but not including, Version 4.0. This value is initialized by the installation procedure.
Conventional Memory:	PEDRO requires your PC to have 640K of conventional memory. This value is initialized by the installation procedure.
Boot Drive:	The drive from which your PC loads COMMAND.COM. This is usually drive C.
Install Drive:	The external drive from which the PEDRO system will be installed. This is usually drive A.
PEDRO Drive:	The drive on which the PEDRO system software will reside. These files are copied into the \PEDRO directory and will require approximately 2.0 megabytes of disk space. Each additional survey installed will take approximately 0.5 megabytes of disk space.
EIA Communications Drive:	The drive on which the EIA communications software will reside. These files are copied into the \ARBITER directory and will require approximately 0.5 megabytes of disk space.
Modem Comm Port:	The communications port number connecting the modem to your PC. This must be either 1 or 2.
Modem Baud Rate:	The modem's communication rate. Refer to documentation for your modem to determine the baud rate your modem supports. PEDRO supports a 1200, 2400, or 9600 baud rate. Only Microcom modems supporting data compression can be used at the 9600 baud rate.
EIA Signon Script:	The dialing mode to connect to EIA communications (automatic or manual). This value is AUTOMATIC if your modem is Hayes-compatible. Otherwise, this value is MANUAL and connection to EIA is by manually dialing the EIA number.

- EIA Signon Account:** Your EIA signon account number is provided on the PEDRO System Validation Form.
- EIA Signon Telephone:** The telephone number to connect your PC to EIA communications is provided on the PEDRO System Validation Form. Include area code and any other number(s) your telephone service requires to access an outside line. Use commas where a pause is necessary when dialing.
- Data Processing Confirm:** The cursor movement when editing your survey data. This value is OFF if you would like the cursor to advance from one field to the next without pressing <ENTER>. Otherwise, the value is ON and the cursor remains at the last space in the field until <ENTER> is pressed.
- Monitor Display Mode:** This mode corresponds to the type of display adapter or monitor on your PC. Possible choices are:
- Color Fast: For a color monitor where the display does not flicker.
 - Color Normal: For a color monitor where the display flickers when the fast mode is used.
 - Black & White Fast: For a black-and-white or monochrome monitor where the display does not flicker.
 - Black & White Normal: For a black-and-white or monochrome monitor where the display flickers when the fast mode is used.

3.3. System Software Installation

Use these instructions for installing the five PEDRO system software diskettes.

- Place PEDRO System Diskette 1 in the external drive. Enter the following command at the c:\> prompt to designate drive A as the install drive:

c:\>A: <ENTER>

- Enter the following command at the a:\> prompt:

a:\>INSTALL <ENTER>

The PEDRO banner appears on your screen, followed by the Installation Screen (Figure 2).

Figure 2. Installation Screen

PEDRO Installation v4.0		Wednesday July 25, 1990 8:17 am	
-------------------------	--	---------------------------------	--

PC INFORMATION		DRIVE INFORMATION		BYTES FREE
DOS Version.....	3.20	Boot.....	C	
Conventional Memory...	640K	Install.....	A	
		PEDRO.....	C	6107136
		EIA Communications...	C	6107136

COMMUNICATION INFORMATION		GENERAL INFORMATION	
Modem Comm Port.....	Comm 1	Data Processing Confirm..	On
Modem Baud Rate.....	2400	Monitor Display Mode..	Color Fast
EIA Signon Script.....	Automatic		
EIA Signon Account....	###4002		
EIA Signon Telephone..			

<Esc> Exit, <Enter> Select, <F1> Help, <F7> Cancel, <F10> Install

Use the arrow keys to navigate the cursor on the screen. Press the <ENTER> key to select a field to edit, or to make a selection from a list of possible options.

After entering all data on the installation screen, press the <F10> key to continue.

The PEDRO system requires modifications to be made to the AUTOEXEC.BAT and CONFIG.SYS files. These files are in the root directory on your PC's hard disk. The INSTALL program prompts you to modify each file automatically or manually. If you select Yes, the modifications are made automatically. If you select No, you must manually make the modifications before running the PEDRO system. Whether the modifications to these files are done automatically or manually, the necessary changes are saved in files AUTOEXEC.PED and CONFIG.PED. These files contain only the needed modifications or additions to the AUTOEXEC.BAT and CONFIG.SYS files. See Appendix B for examples.

Follow on-screen instructions until you have installed all five PEDRO system diskettes.

After the PEDRO system software installation is complete, the PEDRO Installation Menu (Figure 3) appears.

Figure 3. Installation Menu

Install Surveys:

Select to install surveys.

Exit Installation:

Exit the Installation Menu.

Select the Install Surveys option to continue with the survey-specific installation. The Install Survey Menu (Figure 4) appears.

Figure 4. Install Survey Menu

New Survey: Install a survey that is not listed.

Survey: Re-install a specific survey listed on the menu.

Select the New Survey option to install a survey.

Follow on-screen instructions until all survey diskettes have been installed.

After all surveys have been installed, press the <ESC> key twice to return to the PEDRO Main Menu.

Follow on-screen instructions regarding your PC's configuration files.

4. Using PEDRO Version 4.0

Once you have completed installation of PEDRO on your PC, you are ready to begin using PEDRO.

At the DOS prompt, type "PEDRO". The PEDRO banner appears on your screen and prompts you to press any key to continue. The next screen will request your PEDRO system password, which is "PEDRO". Refer to Section 4.4.1 for instructions on changing your password. The next screen prompts you to confirm the current date.

4.1. The Main Menu

The PEDRO Main Menu (Figure 5) is the starting point for all PEDRO operations. The three main selections are the types of tasks executed when using PEDRO.

Figure 5. PEDRO Main Menu

Select Survey:	Display a menu of the surveys currently available to perform data processing (including data entry), survey utilities, backup, or restore.
Transmit Data:	Transmit all specific surveys/respondents created for transmission.
PEDRO Utilities:	Display a menu of options for maintaining and controlling the performance of the PEDRO system such as modifying configuration, testing communications, downloading PEDRO software, or installing surveys.
Exit PEDRO:	Exit the PEDRO system.

4.2. Selecting a Survey

The Select Survey Menu (Figure 6) lists surveys installed on your PC. To select the survey, highlight the survey and press <ENTER>.

Figure 6. Select Survey Menu

Select Survey:

Select the survey on which you want to perform data processing (including data entry), survey utilities, backup, or restore.

The Survey Function Menu (Figure 7) displays functions you may execute.

Figure 7. Survey Function Menu

Data Processing:	Execute data processing to review survey or electronic form instructions, enter data for the current or previous reporting cycle, print a report, or create a transmission file for a selected respondent.
Survey Utilities:	Execute survey-specific utilities such as importing data, checking errors, printing reports, creating transmission files for multiple respondents, changing respondent ID numbers, adding a new respondent, or deleting all data from the current reporting cycle.
Backup Survey Data:	Backup survey data to an external diskette.
Restore Survey Data:	Restore survey data from an external diskette.

4.2.1. Processing Data

Once you have selected the Data Processing option, if there is more than one respondent for the survey, the Select Respondent Menu (Figure 8) appears. This displays all the respondents required to file a report for a selected survey. If you want to transmit EIA-800 and EIA-804 survey data to the American Petroleum Institute (API), refer to Appendix D, "Transmitting Data to API," for specific instructions on this procedure. Choose the respondent to be processed.

Figure 8. Select Respondent Menu

The screenshot shows a terminal window titled "EIA-### SELECT RESPONDENT MENU". Inside the window, there is a list of four options: "1, ANYWHERE USA1", "2, ANYWHERE USA2", "3, ANYWHERE USA3", and "0, Exit to PEDRO Main Menu". At the bottom of the window, there is a prompt "Select: " followed by the number "0" which is highlighted with a cursor.

```
EIA-### SELECT RESPONDENT MENU

1, ANYWHERE USA1
2, ANYWHERE USA2
3, ANYWHERE USA3
0, Exit to PEDRO Main Menu

Select: 0
```

The Data Processing Menu (Figure 9) appears. You may choose an option concerning instructions, data entry and editing, report generation, and creation of the transmission file.

Figure 9. Data Processing Menu

ANYWHERE USA1

EIA-\$\$\$ DATA PROCESSING MENU

1. Review Survey Form Instructions
2. Review Electronic Form Instructions
3. Enter Data for Current Reporting Cycle (May, 1990)
4. Review/Edit Data Previously Entered
5. Print Report
6. Create Transmission File
0. Exit to Select Respondent Menu

Select: 0

Review Survey Form Instructions:

Survey-specific instructions include the purpose, who must submit, when and where to submit, form completion procedures, confidentiality, sanctions, and definitions.

Review Electronic Form Instructions:

PEDRO instructions include navigation rules, such as cursor movement (arrow, page-up/page-down, tab/shift-tab, hot keys); escape, enter, and help keys; and information on errors and warnings.

Enter Data for Current Reporting Cycle:

Data entry screens for current reporting cycle include interactive edits and reason verification codes.

Review/Edit Data Previously Entered:

Review or edit any past reporting cycle including interactive edits and reason verification codes.

Print Report:

Print a hard copy report, copy report to a file, or both for any reporting cycle.

Create Transmission File:

Create the transmission file for any or all reporting cycles.

Option 1 in Figure 9 is self-explanatory. Option 2, Review Electronic Form Instructions, is similar to the cursor movement instructions discussed in Section 2.2.

Option 3 (Option 4, for resubmissions) in Figure 9 allows you to enter, review, or edit either current or historical data. Data editing is an automatic part of the data entry process. Discrepancies will be highlighted where applicable, and you will be prompted to confirm or explain such discrepancies.

Option 5 in Figure 9 displays a Print Report Menu (Figure 10) that allows you to print or copy a report to an ASCII file for a selected reporting cycle.

Figure 10. Print Report Menu

```

ANYWHERE USA
EIA-### PRINT REPORT MENU

1. Print Report
2. Copy Report to a File
3. Print Report and Copy Report to a File
0. Exit to Reporting Cycle Menu

Select: 0
    
```

Option 6 in Figure 9 displays the Create Transmission File Menu (Figure 11) that allows you to create the file for transmission to EIA. This file can contain the submission for the current reporting cycle only, the current reporting cycle with resubmissions, or only resubmissions. After files are created, see Section 4.3., Transmitting Data, for transmission procedures.

Figure 11. Create Transmission File Menu

ANYWHERE USA1

EIA ### CREATE TRANSMISSION FILE MENU

- 1. Current Reporting Cycle Only (April, 1990)
- 2. Current Reporting Cycle with Resubmissions
- 3. Resubmissions Only
- 0. Exit to Data Processing Menu

Select:

4.2.2. Survey Utilities

The Survey Utilities Menu (Figure 12) accesses survey-specific utilities. The most commonly used is the import data utility. For survey-specific import file formats, see Appendices C, D, and E.

Figure 12. Survey Utilities Menu

```

EIA-*** SURVEY UTILITIES MENU

1. Import Data
2. Verify Errors/Warnings for Current Reporting Cycle
3. Print Reports
4. Create Transmission Files
5. Change Respondent ID Number
6. Add New Respondent
7. Delete Data for Current Reporting Cycle

0. Exit to PEDRO Main Menu

Select: 0
  
```

Import Data:	Import data from an ASCII (text) file for multiple respondents and reporting cycles.
Verify Errors/Warnings for Current Reporting Cycle:	Verify data for only the current reporting cycle for multiple respondents.
Print Reports:	Print reports and/or copy reports to files for multiple respondents for any reporting cycle.
Create Transmission Files:	Create the transmission file for multiple respondents and reporting cycles.
Change Respondent ID Number:	Modify your current respondent ID with a new ID number provided by EIA.
Add New Respondent:	Add a new respondent to your PEDRO system.
Delete Data for Current Reporting Cycle:	Remove all data for the current reporting cycle for a specific respondent.

4.2.3. Backup Survey Data

This option backs up *all* survey data onto an external diskette. Backup your data regularly.

4.2.4. Restore Survey Data

This option restores *all* survey data from an external diskette onto the hard disk.

4.3. Transmitting Data

The Transmit Data Menu is the second option on the PEDRO Main Menu (Figure 5). After entering and editing all survey data, you are ready to transmit to EIA.

You may transmit data to the EIA computer facility during the following Eastern Standard Times:

Monday through Friday	7 a.m. to 11 p.m.
Saturday, Sunday, and Holidays	10 a.m. to 6 p.m.

4.3.1. EIA Signon

The EIA Signon Menu (Figure 13) appears on your screen after selecting the Transmit Data option (Figure 5) unless there are respondents for which you have not created transmission files. A pop-up screen will appear identifying those respondents. If you choose to send these files, return to the Data Processing Menu (Figure 9).

Figure 13. EIA Signon Menu

PEDRO v4.0 Wednesday July 25, 1998 6:28 am

PEDRO Main Menu

Select
Trans
PEDRO
eXit

EIA Signon Menu

Enter Password
Change Password

<Esc> Exit, <Enter> Select, <F1> Help

Enter Password:

Enter your EIA signon password to signon to EIA Communications. This information is on the PEDRO System Validation Form.

Change Password:

Change your EIA signon password to a new password as you signon to EIA Communications. You must change your password every 90 days. It must be between 4 and 8 characters long and *not* begin with a digit, or contain special characters or spaces.

After connecting to EIA, the PEDRO NEWS screen appears notifying you of PEDRO events.

Press the <ESC> key to exit the PEDRO NEWS screen and continue with the transmission process.

4.3.2. Selecting Surveys for Transmission

Select the survey(s) you want to transmit by highlighting the desired selection on the Select Surveys for Transmission Menu (Figure 14).

Figure 14. Select Surveys for Transmission Menu

Select All:

Select all surveys for transmission.

Clear All:

Clear all surveys that have been selected for transmission.

Survey: Select specific surveys for transmission by highlighting the survey, pressing <F5> and repeating for each additional survey. When completed, press <ENTER> on one of the surveys selected to continue.

For each selected survey, choose from the Select Respondents for Transmission Menu (Figure 15) either Transmit All Respondents or Transmit Specific Respondents.

Figure 15. Select Respondents for Transmission Menu

Transmit All Respondents: Transmit all respondents that are "Ready" for all surveys selected.

Transmit Specific Respondents: Transmit specific respondents that are "Ready" for all surveys selected.

If you choose Transmit All Respondents, transmission will occur automatically. The Select Transmission Mode Menu (Figure 17) appears.

If you choose Transmit Specific Respondents, the Select EIA-### Respondents Menu (Figure 16) appears. Highlight the specific respondents that display "Ready" in the left column. After this choice is made, you will see the Select Transmission Mode Menu (Figure 17) on your screen.

Figure 16. Select EIA-### Respondents Menu

The screenshot shows the PEDRO v4.0 interface. At the top, it displays 'PEDRO v4.0' on the left and 'Wednesday July 25, 1990 6:24 am' on the right. The main menu is titled 'Select Surveys for Transmission Menu'. It contains a list of options: '*** S', '*** C', 'EIA-#', 'EIA-#', 'EIA-#', and 'EIA-###'. The 'EIA-###' option is highlighted. To the right of this list is a sub-menu titled 'Select Respondents for Transmission Menu'. This sub-menu has two options: 'Trans' and 'Trans'. The 'Trans' option is highlighted. To the right of this sub-menu is another menu titled 'Select EIA-### Respondents Menu'. This menu has two sections. The first section is titled '*** Select All ***' and contains the option '*** Clear All ***'. The second section is titled 'Ready' and contains three options: 'ANYWHERE USA1', 'ANYWHERE USA2', and 'ANYWHERE USA3'. At the bottom of the screen, there is a footer that reads: '<Esc> Exit, <Enter> Select, <F1> Help, <F5> Select Specific'.

- Select All:** Select to transmit all respondents that are marked "Ready" for the survey selected.
- Clear All:** Clear all respondents that have been selected for transmission for the survey selected.
- Respondent:** Select specific respondents that are marked "Ready" for the survey selected by highlighting the respondent, pressing <F5> and repeating for each additional respondent. When completed, press <ENTER> on the respondent selected to continue.

After you have selected all surveys and respondents for transmission, the Select Transmission Mode Menu (Figure 17) appears. There are two Transmission Modes: Automatic and Manual. Automatic mode will transmit current reporting cycle and resubmission data without any additional user intervention. Manual mode will transmit only the current reporting cycle automatically, but will prompt you for confirmation on resubmissions (Figure 18).

Figure 17. Select Transmission Mode Menu

PEDRO v4.0 Wednesday July 25, 1998 6:23 am

Select Surveys for Transmission Menu	
*** S	Select Respondents for Transmission Menu
*** C	
EIA-#	Trans Select Transmission Mode
EIA-#	Trans
EIA-#	Automatic
EIA-###	Manual

<Esc> Exit, <Enter> Select, <F1> Help

Automatic:

Transmit automatically all surveys and respondents selected. All respondents will be transmitted without any additional keystrokes.

Manual:

Transmit manually all surveys and respondents selected. All respondents will be transmitted automatically, except resubmissions that must be confirmed.

If you have selected the Manual option from the Select Transmission Mode Menu (Figure 17) on the previous page, the Confirm Resubmission Menu (Figure 18) appears. This allows you to view or print the differences between your database and the EIA database, keep the differences and use this file to refresh your database, skip the transmission for that respondent, transmit the differences, or exit all transmissions.

Figure 18. Confirm Resubmission Menu

PEDRO V4.0 Wednesday July 25, 1990 6:58 am

EIA-010
Processing ANYWHERE USAZ

Confirm Resubmission Menu

- View Differences
- Print Differences
- Keep EIA Differences
- Skip Transmission
- Transmit
- Exit All Transmissions

3 differences were found during comparison with historical data.

<Esc> Exit, <Enter> Select, <F1> Help

- View Differences:** Display the differences between the EIA historical database and your PC database for the survey and respondent being processed.
- Print Differences:** Print the differences between the EIA historical database and your PC database for the survey and respondent being processed.
- Keep EIA Differences:** Keep the differences between the EIA historical database and your PC database for the survey and respondent being pro-

cessed. These values will be placed in file EIA###.TXT in the FORM### subdirectory, where ### is the survey number.

- Skip Transmission:** Bypass transmission of the survey and respondent being processed.
- Transmit:** Transmit the survey and respondent being processed.
- Exit All Transmissions:** Abort the transmission of remaining surveys and respondents selected.

When transmission of data has been completed the Review PEDRO Session Menu (Figure 19) appears. You may view or print all transmission activities in the PEDRO Session Log (Figure 20).

Figure 19. Review PEDRO Session Menu

PEDRO v4.0 Wednesday July 25, 1998 6:27 AM

Review PEDRO Session Menu

View
Print
eXit Transmission Session

:Esc> Exit, <Enter> Select, <F1> Help

- View:** Display the PEDRO Session Log about the data transmitted.
- Print:** Print the PEDRO Session Log about the data transmitted.
- Exit Transmission Session:** Terminate the transmission session and return to the PEDRO Main Menu.

The PEDRO Session Log (Figure 20) summarizes your entire transmission, gives you a detailed status by survey, and provides you with a receipt number.

Figure 20. PEDRO Session Log

PEDRO v4.0	Wednesday July 25, 1990 6:52 am
PEDRO Session Log	
<p>PEDRO Session Log Receipt Number: 90206073003</p>	
<p>*** ***Summary Status of Surveys and Respondents Selected ***</p>	
Survey and Respondent	EIA-ID Status
=====	
EIA-B10	
ANYWHERE USA1	555555101 Transmitted
ANYWHERE USA2	555555102 Transmitted
ANYWHERE USA3	555555103 Transmitted
EIA-B13	
PIPELINE USA	555555351 Transmitted
=====	
<p>*** ***Detailed Status of Surveys and Respondents Selected ***</p>	
<p><Esc> Exit View, <F1> Help</p>	

PEDRO Session Log (continued)

PEDRO v4.0	Wednesday July 25, 1990 6:53 am		
PEDRO Session Log			
<p>*** EIA-B10</p>			
<p>ANYWHERE USA1 No Differences Found Transmitted ---</p>			
<p>ANYWHERE USA2</p>			
Date	Code Description EIA Value PC Value		

90/03	024	Production	2 3
90/03	999	Production	1647 1648
90/03	024	Shipments	3 4
Transmitted			

<p>ANYWHERE USA3 No Differences Found Transmitted ---</p>			
<p><Esc> Exit View, <F1> Help</p>			

4.4. PEDRO Utilities

The third major option from the PEDRO Main Menu, the PEDRO Utilities Menu (Figure 21), maintains and controls the performance of the PEDRO System.

Figure 21. PEDRO Utilities Menu

- Configuration Defaults:** Modify or view PEDRO System configuration.
- Test Communications:** Test communications between your PC and EIA.
- Download Software:** Download PEDRO software directly from EIA to your PC.
- Install Survey:** Install a survey in the PEDRO System.

4.4.1. Configuration Defaults

The PEDRO Configuration Menu (Figure 22) allows you to view or modify your default configuration settings.

Figure 22. PEDRO Configuration Menu

View Defaults:

Display current PC configurations, such as your AUTOEXEC.BAT and CONFIG.SYS files, a specific file, PEDRO directory, or PEDRO default settings.

Modify Defaults:

Modify PEDRO default settings, such as install drive, modem communications port and baud rate, use of the EIA signon script, EIA signon account and telephone number, data processing confirmation, display characteristics of your monitor, or your PEDRO system password.

The View Defaults Menu (Figure 23) allows you to view your current PEDRO configuration settings.

Figure 23. View Defaults Menu

Autoexec.bat:	Display PC's AUTOEXEC.BAT file.
Config.sys:	Display PC's CONFIG.SYS file.
Specific File:	Display a specific file.
PEDRO Directory:	Display files located in the \PEDRO directory.
PEDRO Settings:	Display the PEDRO default values, such as PC's current path, amount of conventional memory, disk space available on the PEDRO drive, and PEDRO support telephone number.

Figure 24. Modify Defaults Menu

- Install Drive:** Modify the default install drive.
- Drive A: Select to install, backup, or restore surveys from drive A.
- Drive B: Select to install, backup, or restore surveys from drive B.
- Modem Comm Port:** Modify the communications port for your modem.
- Comm 1: Select if your modem is connected to communications port 1.
- Comm 2: Select if your modem is connected to communications port 2.
- Modem Baud Rate:** Modify the baud rate for your modem.
- 1200: Select to communicate at 1200 baud.
- 2400: Select to communicate at 2400 baud.

9600:	Select to communicate at 9600 baud. Only Microcom modems supporting data compression can be used at the 9600 baud rate. Refer to your modem's documentation to determine which baud rate your modem supports.
EIA Signon Script:	Modify the use of the automatic signon script.
Automatic:	Select to dial the modem automatically to connect to EIA. This option is only for Hayes-compatible modems.
Manual:	Select to dial the modem manually to connect to EIA.
EIA Signon Account:	Modify the EIA signon account. Refer to PEDRO System Validation Form.
EIA Signon Telephone:	Modify the EIA signon telephone number. Refer to the PEDRO System Validation Form. Include area code and any other number(s) your telephone service requires to access an outside line. Use commas where a pause is necessary when dialing.
Data Processing Confirm:	Modify the data entry confirm to ON or OFF. This option pertains only to the Survey Data Processing or Survey Utilities options.
On:	Select to make the cursor remain at the last selection in a field until <ENTER> is pressed.
Off:	Select to make the cursor advance from one selection to the next without pressing <ENTER>.
Monitor Display Mode:	Modify the display adapter or monitor on your PC.
Color Fast:	Select for a color monitor where the display does not flicker.
Color Normal:	Select for a color monitor where the display flickers when the fast mode is used.

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Black & White Fast: Select for a black-and-white or monochrome monitor where the display does not flicker.

Black & White Normal: Select for a black-and-white or monochrome monitor where the display flickers when the fast mode is used.

PEDRO System Password: Modify the PEDRO system password. A valid password must be between 4 and 8 characters long, and *not* contain special characters or spaces.

4.4.2. Test Communications

Test your modem's connection by communicating between your PC and EIA without transmitting data. Enter your EIA signon password by selecting the Enter Password option from the EIA Signon Menu (Figure 25). You also may change your current password by selecting the Change Password option from the EIA Signon Menu.

PEDRO will notify you of the status of your connection.

Figure 25. EIA Signon Menu

Enter Password:

Enter your EIA signon password to signon to EIA Communications. This information is on the PEDRO System Validation Form.

Change Password:

Change your EIA signon password to a new password as you signon to EIA Communications. You must change your password every 90 days. It must be between 4 and 8 characters long and *not* begin with a digit, or contain special characters or spaces.

4.4.3. Download Software

If EIA upgrades the PEDRO system, PEDRO allows you to download the EIA communications, PEDRO, or survey-specific software from EIA to your PC (Figure 26).

Figure 26. Download Software Menu

EIA Communications:	Download all EIA communications software files.
PEDRO:	Download all PEDRO menu system software files.
Survey:	Download all software files for a selected survey.

You can download a specific file for a particular software portion or an entire software portion (Figure 27).

Figure 27. Download Option Menu

Specific File: Download a specific file corresponding to the survey or system option previously selected. The file name is assigned by the PEDRO Project Manager.

System Files: Download all system software files for the survey or system option previously selected.

4.4.4. Install Survey Menu

PEDRO allows you to add a new PEDRO survey or upgrade an old survey by using the Install Survey Menu (Figure 28).

Figure 28. Install Survey Menu

New Survey:

Install a survey that is not listed on the menu.

Survey:

Re-install a specific survey listed on the menu.

Appendix A

Common Error Messages

This appendix addresses common error messages that may appear at times when using PEDRO. These messages are listed alphabetically by message name, followed by a brief explanation of what the message means, and what you can do to correct or report the problem. If you have a problem that you cannot resolve, please call the PEDRO Project Manager (202) 586-1257.

EIA AUTOMATIC SIGNON PROCEDURE WAS UNSUCCESSFUL.

Unable to signon automatically. Problem may be due to insufficient memory available.

EIA COMMUNICATIONS IS NOT LOADED INTO MEMORY PROPERLY.

Verify that the ARBITER directory is defined properly under the PEDRO configuration.

EIA COMMUNICATIONS IS NOT RESPONDING. EIA COMMUNICATIONS MAY NOT BE AVAILABLE AT THIS TIME. PLEASE TRY AGAIN LATER.

Verify the hours that the EIA communications facility is operating.

EIA SIGNON WAS ABORTED.

While signing-on using the automatic script mode, the Escape <ESC> key was pressed.

ERROR DOWNLOADING THE FILE: (filename)

The file named following the error message could not be downloaded. Verify sufficient disk space on the PEDRO drive.

ERROR DURING THE SESSION, RESPONDENT NOT TRANSMITTED.

An error occurred during encryption, decryption, comparison, or transmission of respondent data. See specific error for details.

ERROR OPENING: (filename)

Check files statement in CONFIG.SYS. Set files equal to at least 25.

FILE WAS NOT FOUND. TRANSMISSION WILL BE TERMINATED.

The encryption file (KEY.PED) was not found. This is a critical error. Transmission will terminate. Please call the PEDRO Project Manager.

INSUFFICIENT DISK SPACE ON THE SPECIFIED DRIVE FOR THE EIA COMMUNICATIONS SYSTEM.

Select different drive for EIA communications or increase space on drive.

MANUAL DIAL PROCEDURE ABORTED.

While signing-on using the manual dialing mode, the <CTRL+END> key was pressed.

MODEM IS NOT RESPONDING. YOUR MODEM MAY NOT BE CONNECTED PROPERLY.

Verify your modem's power, communication port, and switch settings.

NO LOGON PROMPT. EIA COMMUNICATIONS MAY NOT BE AVAILABLE AT THIS TIME. PLEASE TRY AGAIN LATER.

Verify the hours that the EIA communications facility is operating.

UNABLE TO MAKE A CONNECTION. THE TELEPHONE LINE MAY NOT BE CONNECTED, EIA COMMUNICATIONS MAY NOT BE ACTIVE, OR YOU ARE DIALING AN INCORRECT NUMBER.

Verify your telephone line connection, hours that the EIA communications facility is operating, and the EIA communications telephone number.

UNABLE TO PERFORM HISTORICAL DATA COMPARISON DUE TO INSUFFICIENT MEMORY.

Insufficient memory to load comparison program. Please contact the PEDRO Project Manager.

UNABLE TO UPDATE THE COMMUNICATION CONFIGURATION.

An error occurred while trying to update the PEDRO communications configuration file (ARBITER.PED). Check files statement in CONFIG.SYS. Set files equal to at least 25.

UNABLE TO UPDATE THE PEDRO CONFIGURATION.

An error occurred while trying to update the PEDRO configuration file (DEFAULTS.PED). Check files statement in CONFIG.SYS. Set files equal to at least 25.

WARNING: THE BOOT DRIVE HAS BEEN CHANGED FROM THE VALUE THAT WAS INDICATED BY YOUR PC. VERIFY THAT CHANGE IS CORRECT.

The installation program detected a drive other than the one you selected as the boot drive.

YOUR ACCOUNT HAS EXPIRED. YOU HAVE TRIED TO SIGNON WITH AN INVALID PASSWORD.

Your EIA Signon Account is no longer valid. Please contact the PEDRO Project Manager.

Appendix B

Bootdrive Control Files

Shown below are examples of the AUTOEXEC.BAT and CONFIG.SYS files. These examples will help you in understanding the modifications made to these files during the installation of PEDRO software.

Example of an AUTOEXEC.BAT File

```
echo off
```

```
cls
```

```
prompt $p$g
```

```
pathc:\DOS;c:\;
```

```
pathc:\ARBITER;c:\PEDRO;%path%
```

(PEDRO Statement)

Example of a CONFIG.SYS File

```
files=25
```

(PEDRO Statement)

```
buffers=24
```

(PEDRO Statement)

Appendix C

Monthly Petroleum Supply Reporting System Survey-Specific Information

This appendix addresses survey-specific information for those surveys currently operating under PEDRO. This information provides general reporting information concerning submission and resubmission policies, and file-specific information like labels used to identify data in import files. As the PEDRO system is expanded to include other surveys in the Office of Oil and Gas, errata sheets will be issued with the same information for those surveys.

Forms/Surveys

The surveys in the Monthly Petroleum Supply Reporting System (MPSRS) included in PEDRO follow.

EIA-810	Monthly Refinery Report
EIA-811	Monthly Bulk Terminal Report
EIA-812	Monthly Product Pipeline Report
EIA-813	Monthly Crude Oil Report
EIA-814	Monthly Imports Report
EIA-816	Monthly Natural Gas Liquids Report
EIA-817	Monthly Tanker and Barge Movement Report

Reporting Cycle and When to Submit

The monthly reporting cycle begins at 12:01 a.m. of the first day of the month and ends midnight of the last day of the month.

You must file forms with the EIA by the 20th calendar day following the end of the reporting cycle. For example, forms for the January 1991 reporting cycle must be mailed (postmarked), submitted electronically, or submitted by facsimile by February 20, 1991.

Resubmission Policy

You must resubmit forms whenever you discover an error greater than 5 percent of the true value, or if requested by the EIA.

You may resubmit forms for any month during the calendar year until approximately March 15 of the following year (i.e., resubmissions for January through December 1990 can be made in any month of 1990 and January 1 through March 15, 1991).

Historical Data Maintained and Used in PEDRO System

For all the MPSRS surveys in the PEDRO system, your database contains 27 months of previously reported data. Included in the initial package with PEDRO system software are historical data for the past 27 months. When you begin using PEDRO and data are entered for the current reporting cycle, the oldest month's data are removed from the database.

Historical data are used mainly for data editing in comparing the current month's data with comparable data from past periods. PEDRO highlights possible data entry errors from these checks, and prompts you to correct these entries or explain the reason for the discrepancy by entering the appropriate reason verification code.

Import File Format and Codes

An alternative method of entering data in the PEDRO system is to import an ASCII file. This allows data entered via other software programs to be brought into PEDRO without rekeying. Importation may be used by selecting the following options from the menus:

- PEDRO Main Menu
- Select Survey Menu
- Survey Function Menu
- Survey Utilities Menu
- Import Data Option

This file can contain data for multiple respondents and multiple reporting cycles for a particular survey. The file to be imported must be named "PED###.TXT", where ### = EIA Survey Number (e.g., "810", "811", "812", "813", "814", "816", and "817"). This file must be stored in the \PEDRO \FORM### directory. The following sections contain the File Format, Cell Labels, Product Codes, and a Sample Importation File for each MPSRS survey.

EIA-810 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-810 Survey.

FILE FORMAT = 810IIIIIIIIIMYY LLLL PPPQQQQQ	
COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 810.
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	blank
20-26	4-character cell label followed by 3 spaces (shown as LLLL).
27-29	3-digit product code (shown as PPP).
30-34	5-digit quantity in thousands of barrels, unless otherwise specified (shown as QQQQQ).
30-35	6-digit quantity for product codes 399, 400, and 401 (shown as QQQQQQ).

EIA-810 Cell Labels

Section 1—Refinery Activity

"INPT	"	=	Gross or Fresh Feed Input—product codes 990, 491, 492, and 493.
"CAP	"	=	Operating, Idle, or Total Operable Capacity—product codes 399, 400 and 401.
"RECS	"	=	Weighted Average Sulfur Content Receipts—product code 030. Value must contain the decimal.
"RECA	"	=	Weighted Average API Gravity Receipts—product code 030. Value must contain the decimal.
"INPS	"	=	Weighted Average Sulfur Content Inputs—product code 040. Value must contain the decimal.
"INPA	"	=	Weighted Average API Gravity Inputs—product code 040. Value must contain the decimal.

Sections 2 & 3—Refinery Operations

"BSTO	"	=	Stocks Beginning of Month
"GREC	"	=	Receipts During Month
"INPT	"	=	Inputs During Month
"PROD	"	=	Production During Month
"SHIP	"	=	Shipments During Month
"USEL	"	=	Refinery Fuel Use and Losses During Month
"ESTO	"	=	Stocks End of Month

EIA-810 Product Codes

Section 1—Refinery Activity

990 – Gross Input to Atmospheric Crude Oil Distillation Units

Fresh Feed Input to Downstream Processing Units

491 – Catalytic Cracking Units

492 – Catalytic Hydrocracking Units

493 – Delayed and Fluid Coking Units

Operable Capacity of Atmospheric Crude Oil Distillation Units

399 – Operating

400 – Idle

401 – Total Operable

Sulfur Content and API Gravity of Crude Oil

030 – Receipts

040 – Inputs

Section 2—Refinery Operations

Crude Oil (including lease condensate)

050 – Crude Oil Total

010 – Domestic Crude Oil (including Alaskan)

020 – Foreign Crude Oil

011 – Alaskan Crude Oil

Products of Natural Gas Processing Plants

110 – Ethane

231 – Propane

232 – Normal Butane

233 – Isobutane

220 – Pentanes Plus

Section 2—Refinery Operations (cont.)

Other Hydrocarbons, Hydrogen and Alcohol

090 - Other Hydrocarbons

Unfinished Oils

812 - Unfinished Oils, Total

820 - Naphthas and Lighter

830 - Kerosene and Light Gas Oils

840 - Heavy Gas Oils

850 - Residuum

Motor Gasoline

132 - Finished Leaded

133 - Finished Unleaded

134 - Blending Components

Aviation Gasoline

111 - Finished Aviation

112 - Blending Components

Special Naphthas

051 - Special Naphthas (Solvents)

Jet Fuel

211 - Naphtha-Type

213 - Kerosene-Type

Kerosene

311 - Kerosene

Distillate Fuel Oil

411 - Distillate Fuel Oil

Section 3—Refinery Operations

Residual Fuel Oil

- 511 - Residual Fuel Oil, Total
- 508 - Under 0.31% Sulfur
- 509 - 0.31% to 1.00% Sulfur
- 510 - Over 1.00% Sulfur

Lubricants

- 854 - Lubricants, Total
- 852 - Naphthenic
- 853 - Paraffinic

Asphalt and Road Oil

- 931 - Asphalt and Road Oil

Wax

- 070 - Wax

Petroleum Coke

- 021 - Petroleum Coke, Marketable
- 022 - Petroleum Coke, Catalyst

Still Gas

- 045 - Still Gas

Liquefied Refinery Gases

- 621 - Ethane (including Ethylene)
- 631 - Ethylene
- 622 - Propane (including Propylene)
- 632 - Propylene
- 623 - Normal Butane (including Butylene)
- 633 - Butylene
- 615 - Isobutane

Section 3 — Refinery Operations (cont.)

Petrochemical Feedstocks

822 - Naphtha < 401° F End-point

824 - Other Oils $\geq$ 401° F End-point

Miscellaneous Products

097 - Non-Fuel Use

098 - Fuel Use

Inputs or Production

911 - Inputs or Production

Total

999 - Total

EIA-810 Sample Importation File

The following sample file contains data for respondent 555555101 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 555555102 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

8105555551010889	INPT	09010000
8105555551010889	CAP	399100000
8105555551010889	CAP	401100000
8105555551010889	RECS	030 .35
8105555551010889	RECA	03039.50
8105555551010889	BSTO	050 500
8105555551010889	INPT	050 200
8105555551010889	ESTO	050 300
8105555551010989	INPT	09010000
8105555551010989	CAP	399100000
8105555551010989	CAP	401100000
8105555551010989	RECS	030 .35
8105555551010989	RECA	03039.50
8105555551010989	BSTO	050 500
8105555551010989	INPT	050 200
8105555551010989	ESTO	050 300
8105555551020989	INPT	09012000
8105555551020989	BSTO	050 300
8105555551020989	ESTO	050 300

EIA-811 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-811 Survey.

FILE FORMAT = 811IIIIIIIIIMMYYSSSTO PPPQQQQ

COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 811 .
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	2-letter state code: AL-WY (TX=Texas, US=Total, etc., shown as SS).
20-26	4-character cell label followed by 3 spaces: ESTO (shown as ESTO).
27-29	3-digit product code (shown as PPP).
30-34	5-digit quantity in thousands of barrels (shown as QQQQQ).

EIA-811 Cell Label

Sections 1, 2, 3, & 4—Bulk Terminal

"ESTO " = Stocks End of Month

EIA-811 Product Codes

Section 1—Stocks End of Month

Motor Gasoline

- 132 – Finished Leaded
- 133 – Finished Unleaded
- 134 – Blending Components

Aviation Gasoline

- 111 – Finished Aviation Gasoline

Special Naphthas

- 051 – Special Naphthas

Kerosene

- 311 – Kerosene

Section 2—Stocks End of Month

Jet Fuel

211 - Naphtha-Type

213 - Kerosene-Type

Distillate Fuel Oil

411 - Distillate Fuel Oil

Lubricants

854 - Lubricants

Asphalt and Road Oil

931 - Asphalt and Road Oil

Miscellaneous Products

888 - Miscellaneous Products

Section 3—Stocks End of Month

Residual Fuel Oil by Sulfur Content

508 - Under 0.31% Sulfur

509 - 0.31% to 1.00% Sulfur

510 - Over 1.00%

Pentanes Plus

220 - Pentanes Plus

Section 4—Stocks End of Month

Liquefied Petroleum and Refinery Gases

110 - Ethane

231 - Propane

232 - Normal Butane

233 - Isobutane

EIA-811 Sample Importation File

The following sample file contains data for respondent 5555555201 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555555202 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

8115555552010889ALESTO	132	100
8115555552010889ALESTO	133	100
8115555552010889ALESTO	888	200
8115555552010889TXESTO	132	100
8115555552010889TXESTO	133	100
8115555552010889TXESTO	888	200
8115555552010889USESTO	132	200
8115555552010889USESTO	133	200
8115555552010889USESTO	888	400
8115555552010989ALESTO	132	100
8115555552010989TXESTO	132	100
8115555552010989USESTO	132	200
8115555552010989ALESTO	133	100
8115555552010989TXESTO	133	100
8115555552010989USESTO	133	200
8115555552020989FLESTO	132	300
8115555552020989USESTO	132	300
8115555552020989PRESTO	132	300
8115555552020989VIESTO	132	300

EIA-812 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA 812 Survey.

FILE FORMAT = 812IIIIIIIIIMYY LLLLLLLPVPQQQQQ

COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 812.
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	blank
20-26	7-character cell label (shown as LLLLLLL).
27-29	3-digit product code (shown as PPP).
30-34	5-digit quantity in thousands of barrels (shown as QQQQQ).

EIA-812 Cell Labels

Section 1—Stocks of Products in Lines and Working Tanks

"ESTO110"	=	Stocks of Products at PADD 1X
"ESTO120"	=	Stocks of Products at PADD 1Y
"ESTO130"	=	Stocks of Products at PADD 1Z
"ESTO200"	=	Stocks of Products at PADD 2
"ESTO300"	=	Stocks of Products at PADD 3
"ESTO400"	=	Stocks of Products at PADD 4
"ESTO500"	=	Stocks of Products at PADD 5
"ESTO999"	=	Total Stocks for a Product

Sections 2 & 3—Movements of Petroleum Products by Pipeline

"GMOV12"	=	Movements from PADD 1 to PADD 2
"GMOV13"	=	Movements from PADD 1 to PADD 3
"GMOV21"	=	Movements from PADD 2 to PADD 1
"GMOV23"	=	Movements from PADD 2 to PADD 3
"GMOV24"	=	Movements from PADD 2 to PADD 4
"GMOV31"	=	Movements from PADD 3 to PADD 1
"GMOV32"	=	Movements from PADD 3 to PADD 2
"GMOV34"	=	Movements from PADD 3 to PADD 4
"GMOV35"	=	Movements from PADD 3 to PADD 5
"GMOV42"	=	Movements from PADD 4 to PADD 2
"GMOV43"	=	Movements from PADD 4 to PADD 3
"GMOV45"	=	Movements from PADD 4 to PADD 5
"GMOV53"	=	Movements from PADD 5 to PADD 3
"GMOV54"	=	Movements from PADD 5 to PADD 4

EIA-812 Product Codes

Sections 1, 2, & 3—Stocks and Movements of Products

Motor Gasoline

- 132 - Finished Leaded
- 133 - Finished Unleaded
- 134 - Blending Components

Aviation Gasoline

- 111 - Finished Aviation Gasoline

Jet Fuel

- 211 - Naphtha-Type
- 213 - Kerosene-Type

Kerosene

- 311 - Kerosene

Distillate Fuel Oil

- 411 - Distillate Fuel Oil

Residual Fuel Oil

- 511 - Residual Fuel Oil

Liquefied Gases

- 110 - Ethane
- 231 - Propane
- 232 - Normal Butane
- 233 - Isobutane

Pentane Plus

- 220 - Pentanes Plus

Sections 1, 2, & 3—Stocks and Movements of Products (cont.)

Miscellaneous Products

888 - Miscellaneous Products

Total

999 - Total

EIA-812 Sample Importation File

The following sample file contains data for respondent 555555251 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 555555252 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

81255555552510889	ESTO110132	100
81255555552510889	ESTO110133	100
81255555552510889	ESTO110999	200
81255555552510889	ESTO200132	100
81255555552510889	ESTO200133	100
81255555552510889	ESTO200999	200
81255555552510889	ESTO999132	200
81255555552510889	ESTO999133	200
81255555552510889	ESTO999999	400
81255555552510989	ESTO110132	100
81255555552510989	ESTO110999	100
81255555552510989	ESTO999110	100
81255555552510989	ESTO999999	100
81255555552520989	GMOVM12133	100
81255555552520989	GMOVM12411	200
81255555552520989	GMOVM12999	300
81255555552520989	GMOVM42110	300
81255555552520989	GMOVM42231	300
81255555552520989	GMOVM42999	600

EIA-813 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-813 Survey.

FILE FORMAT = 813IIIIIIIIIMYY LLLLLLLPPPPQQQQ

COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 813 .
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	blank
20-26	7-character cell label (shown as LLLLLLL).
27-29	3-digit product code (shown as PPP).
30-34	5-digit quantity in thousands of barrels (shown as QQQQQ).

EIA-813 Cell Labels

Section 1—Stocks of Crude Oil and Crude Oil Consumed as Fuel

"EST0100"	=	Stocks of Products at PADD 1
"EST0200"	=	Stocks of Products at PADD 2
"EST0300"	=	Stocks of Products at PADD 3
"EST0400"	=	Stocks of Products at PADD 4
"EST0500"	=	Stocks of Products at PADD 5
"EST0999"	=	Total Stocks for a Product

Sections 2 & 3—Movement of Crude Oil by Pipeline Between PAD Districts During the Month

"GMOVM12"	=	Movements from PADD 1 to PADD 2
"GMOVM13"	=	Movements from PADD 1 to PADD 3
"GMOVM21"	=	Movements from PADD 2 to PADD 1
"GMOVM23"	=	Movements from PADD 2 to PADD 3
"GMOVM24"	=	Movements from PADD 2 to PADD 4
"GMOVM31"	=	Movements from PADD 3 to PADD 1
"GMOVM32"	=	Movements from PADD 3 to PADD 2
"GMOVM34"	=	Movements from PADD 3 to PADD 4
"GMOVM35"	=	Movements from PADD 3 to PADD 5
"GMOVM42"	=	Movements from PADD 4 to PADD 2
"GMOVM43"	=	Movements from PADD 4 to PADD 3
"GMOVM45"	=	Movements from PADD 4 to PADD 5
"GMOVM53"	=	Movements from PADD 5 to PADD 3
"GMOVM54"	=	Movements from PADD 5 to PADD 4

EIA-813 Product Codes

Section 1—Stocks of Crude Oil and Crude Oil Consumed as Fuel

056	– Pipeline/Tank Farm Stocks
057	– Lease Stocks
092	– Alaskan Crude Oil In Transit by Water
058	– Crude Oil Consumed as Fuel

Sections 2 & 3—Movement of Crude Oil by Pipeline Between PAD Districts During the Month

050	– Crude Oil

EIA-813 Sample Importation File

The following sample file contains data for respondent 5555555351 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555555352 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system (the last line of data could be moved to the first line and this would not change the importation). Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

8135555553510889	ESTO100056 100
8135555553510889	ESTO100057 100
8135555553510889	ESTO100058 100
8135555553510889	ESTO200056 100
8135555553510889	ESTO200057 100
8135555553510889	ESTO200058 100
8135555553510889	ESTO999056 200
8135555553510889	ESTO999057 200
8135555553510889	ESTO999058 200
8135555553510889	ESTO999092 400
8135555553510989	ESTO100056 100
8135555553510989	ESTO999056 100
8135555553510989	ESTO999092 100
8135555553520989	GMOVM12050 100
8135555553520989	GMOVM13050 200
8135555553520989	GMOVM31050 300
8135555553520989	GMOVM42050 300
8135555553520989	GMOVM43050 300
8135555553520989	GMOVM45050 600

EIA-814 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-814 Survey.

FILE FORMAT =

814IIIIIIIIIMYY LLLLLLLNNNQQQQQQQQQQQQQQQQQQQQQQQQQQQQQQ

COLUMN

DESCRIPTION

1-3	3-digit EIA form number: 814 .
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	blank
20-26	7-character cell label (shown as LLLLLLL).
27-29	3-digit line number (shown as NNN).
30-31	2-character state code for cell labels PORTSTA & PROSTAT (shown as QQ).
30-33	4-digit port of entry code for cell label PORTNUM. Optional alternative to PORTCTY and PORTSTA (shown as QQQQ).
30-34	5-character value for cell label COMMODT, or 5-digit quantity in thousands of barrels. Cell labels for SULFURW and APIGRAV must contain the decimal (shown as QQQQQ).
30-59	30-character value for cell labels: PORTCTY, PRONAME, PROCITY and COUNTRY (shown as Q' s).

EIA-814 Cell Labels

Section 1—Imports Activity

"COMMODT"	=	Type of Commodity—5-digit commodity abbreviation.
"PORTCTY"	=	Port of Entry City.
"PORTSTA"	=	Port of Entry State—2-letter abbreviation.
"PORTNUM"	=	Port of Entry Code—optional. In place of PORTCTY and PORTSTA. 4-digit U.S. customs code.
"COUNTRY"	=	Country of Origin.
"QUANTTY"	=	Quantity (thousand barrels).
"SULFURW"	=	Sulfur Percent by Weight (Crude Oil and Residual only)—value must contain the decimal.
"APIGRAV"	=	API Gravity (Crude Oil only, at 60° F)—value must contain the decimal.
"PRONAME"	=	Name of Processing Company.
"PROCITY"	=	Location of Processing Facility (City).
"PROSTAT"	=	Location of Processing Facility (State—2-letter abbreviation).
"TOTAL "	=	Total quantity reported for Import Activity Summary—this label must be used with a line number of 999 (columns 27–29) and should appear on only one record per month.

EIA-814 Product Codes (Commodity Abbreviations)

<u>Crude Oil (Including Lease Condensate)</u>	- CRUDE
<u>Unfinished Oils:</u>	
Naphthas and Lighter (<401°F End-point)	- UNAPH
Kerosene and Light (401°F-650°F End-point)	- ULITE
Heavy Gas Oils (651°F-1000°F End-point)	- UHEVY
Residuum (> 1000°F End-point)	- URSID
<u>Products</u>	
Asphalt and Road Oil	- ASPHL
Aviation Gasoline	- AVGAS
Aviation Gasoline Blending Components	- AVGBC
Crude Oil Burned as Fuel	- CRDFL
Distillate Fuel Oil:	
Domestic	- DIST
Bonded	- BDIST
Ethane/Ethylene	- ETHN
Isobutane	- ISBTN
Kerosene	- KERO
Kerosene-Type Jet Fuel:	
Domestic	- KEROJ
Bonded	- BKERJ
Lubricants	- LUBES
Miscellaneous Products	- MISC
Motor Gasoline Blending Components	- MOGBC
Motor Gasoline Leaded	- MOGLD
Motor Gasoline Unleaded	- MOGUL
Naphtha-Type Jet Fuel:	
Domestic	- NAPHJ
Bonded	- BNPHJ

EIA-814 Product Codes (Commodity Abbreviations) (cont.)

Normal Butane/Butylene	- BUTN
Other Hydrocarbons/Alcohol	- HCALC
Pentanes Plus	- PENT +
Petrochemical Feedstocks:	
Naphtha < 401°F End-point	- NFEED
Other Oils ≥ 401°F End-point	- OFEED
Petroleum Coke	- COKE
Propane/Propylene	- PROP
Residual Fuel Oil:	
Domestic	- RESID
Bonded	- BRESO
Special Naphthas	- SNAPH
Wax	- WAX

EIA-814 Sample Importation File

The following sample file contains data for company 5555555401 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555555402 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

8145555554010989	COMMODT001CRUDE
8145555554010989	PORTCTY001HOUSTON
8145555554010989	PORTSTA001TX
8145555554010989	COUNTRY001ALGERIA
8145555554010989	QUANTTY001500
8145555554010989	SULFURW0010.01
8145555554010989	APIGRAV00123.00
8145555554010989	PRONAME001ANYONECO
8145555554010989	PROCITY001HOUSTON
8145555554010989	PROSTAT001TX
8145555554010989	TOTAL999500
8145555554010889	PORTCTY003MCLEAN
8145555554010889	PORTCTY002PROVIDENCE
8145555554010889	PROCITY001ASHLAND
8145555554010889	PROSTAT001WI
8145555554020989	TOTAL999300
8145555554020989	COMMODT001WAX
8145555554020989	PORTNUM0015301
8145555554020989	COUNTRY001ALGERIA
8145555554020989	QUANTTY001300

EIA-816 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-816 Survey.

FILE FORMAT = 816IIIIIIIIIMYY LLLL PPPQQQQ

COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 816 .
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	blank
20-26	7-character cell label followed by 3 spaces (shown as LLLL).
27-29	3-digit product code (shown as PPP).
30-34	5-digit quantity in thousands of barrels (shown as QQQQQ).

EIA-816 Cell Labels

Section 1—Natural Gas Liquids Activity

"BSTO	"	=	Stocks Beginning of Month
"GREG	"	=	Receipts During Month
"INPT	"	=	Inputs During Month
"PROD	"	=	Production During Month
"SHIP	"	=	Shipments During Month
"USEL	"	=	Plant Fuel Use and Losses During Month
"ESTO	"	=	Stocks End of Month

EIA-816 Product Codes

Natural Gas Liquids Activity

- 110 – Ethane
- 231 – Propane
- 232 – Normal Butane
- 233 – Isobutane
- 220 – Pentanes Plus

EIA-816 Sample Importation File

The following sample file contains data for respondent 5555555001 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555555002 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation). Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

81655555550010889	BSTO	110	400
81655555550010889	GREC	110	100
81655555550010889	PROD	110	100
81655555550010889	SHIP	110	100
81655555550010889	ESTO	110	500
81655555550010889	BSTO	232	500
81655555550010889	GREC	232	200
81655555550010889	INPT	232	300
81655555550010989	PROD	232	200
81655555550010989	SHIP	232	500
81655555550010989	ESTO	232	100
81655555550010989	BSTO	220	200
81655555550010989	ESTO	220	200
81655555550020989	BSTO	110	500
81655555550020989	ESTO	110	500
81655555550020989	BSTO	231	500
81655555550020989	GREC	231	400
81655555550020989	SHIP	231	300
81655555550020989	ESTO	231	600

EIA-817 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-817 Survey.

FILE FORMAT = 817IIIIIIIIIMYY LLLLLLLPPPPQQQQQ

COLUMN	DESCRIPTION
1-3	3-digit EIA form number; 817 .
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	blank
20-26	7-character cell label (shown as LLLLLLL).
27-29	3-digit product code (shown as PPP).
30-34	5-digit quantity in thousands of barrels (shown as QQQQQ).

EIA 817 Cell Labels

Sections 1, 2, & 3—Tanker and Barge Movement

"GMOV12"	=	Movements from PADD 1 to PADD 2
"GMOV13"	=	Movements from PADD 1 to PADD 3
"GMOV15"	=	Movements from PADD 1 to PADD 5
"GMOV1PA"	=	Movements from PADD 1 to Panama
"GMOV21"	=	Movements from PADD 2 to PADD 1
"GMOV23"	=	Movements from PADD 2 to PADD 3
"GMOV25"	=	Movements from PADD 2 to PADD 5
"GMOV2PA"	=	Movements from PADD 2 to Panama
"GMOV31X"	=	Movements from PADD 3 to PADD 1X
"GMOV31Y"	=	Movements from PADD 3 to PADD 1Y
"GMOV31Z"	=	Movements from PADD 3 to PADD 1Z
"GMOV32"	=	Movements from PADD 3 to PADD 2
"GMOV35"	=	Movements from PADD 3 to PADD 5
"GMOV3PA"	=	Movements from PADD 3 to Panama
"GMOV51"	=	Movements from PADD 5 to PADD 1
"GMOV52"	=	Movements from PADD 5 to PADD 2
"GMOV53"	=	Movements from PADD 5 to PADD 3
"GMOV5PA"	=	Movements from PADD 5 to Panama
"GMOVPA1"	=	Movements from Panama to PADD 1
"GMOVPA2"	=	Movements from Panama to PADD 2
"GMOVPA3"	=	Movements from Panama to PADD 3
"GMOVPA5"	=	Movements from Panama to PADD 5

EIA-817 Product Codes

Sections 1, 2, & 3—Tanker and Barge Movement

Crude Oil

050 - Crude Oil

Unfinished Oils

812 - Unfinished Oils

Motor Gasoline

132 - Finished Leaded

133 - Finished Unleaded

134 - Blending Components

Aviation Gasoline

111 - Finished Aviation Gasoline

Special Naphthas

051 - Special Naphthas

Jet Fuel

211 - Naphtha-Jet Fuel

213 - Kerosene-Jet Fuel

Kerosene

311 - Kerosene

Distillate Fuel Oil

411 - Distillate Fuel Oil

Residual Fuel Oil

508 - Under 0.31% Sulfur

509 - 0.31% to 1.00% Sulfur

510 - Over 1.00% Sulfur

Sections 1, 2, & 3—Tanker and Barge Movement (cont.)

Lubricants

854 - Lubricants

Wax

070 - Wax

Asphalt and Road Oil

931 - Asphalt and Road Oil

Liquefied Gases

110 - Ethane

231 - Propane

232 - Normal Butane

233 - Isobutane

Petrochemical Feedstocks

822 - Naphtha <401° F End-point

824 - Other Oils ≥ 401° F End-point

Miscellaneous Products

888 - Miscellaneous Products

Total

999 - Total

EIA-817 Sample Importation File

The following sample file contains data for respondent 5555555151 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555555152 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

81755555551510889	GMOV12050 100
81755555551510889	GMOV12132 100
81755555551510889	GMOV12070 100
81755555551510889	GMOV12999 300
81755555551510889	GMOV1PA050 200
81755555551510889	GMOV1PA132 100
81755555551510889	GMOV1PA070 200
81755555551510889	GMOV1PA999 500
81755555551510889	GMOV2PA050 200
81755555551510889	GMOV2PA999 200
81755555551510989	GMOV12050 100
81755555551510989	GMOV12411 100
81755555551510989	GMOV12999 200
81755555551520989	GMOV12050 100
81755555551520989	GMOV13050 200
81755555551520989	GMOV31X050 300
81755555551520989	GMOV12999 100
81755555551520989	GMOV13999 200
81755555551520989	GMOV31X999 300

Appendix D

Weekly Petroleum Supply Reporting System Survey-Specific Information

This appendix addresses survey-specific information for those surveys currently operating under PEDRO. This information provides general reporting information concerning submission and resubmission policies, and file-specific information like labels used to identify data in import files. As the PEDRO system is expanded to include other surveys in the Office of Oil and Gas, errata sheets will be issued with the same information for those surveys.

Forms/Surveys

The surveys in the Weekly Petroleum Supply Reporting System (WPSRS) included in PEDRO follow:

EIA-800	Weekly Refinery Report
EIA-804	Weekly Imports Report

Reporting Cycle and When to Submit

The weekly reporting cycle begins at 7:01 a.m. on Friday and ends at 7:00 a.m. on the following Friday. You must file forms with the EIA by 5 p.m. on the Monday following the end of the reporting cycle. For example, for the reporting cycle ending January 4, 1991, forms must be mailed (post-marked), submitted electronically, or submitted by facsimile by 5 p.m., January 7, 1991.

Resubmission Policy

You must resubmit forms whenever an error greater than 5 percent of the true value is discovered by a respondent or if requested by the EIA.

You may resubmit forms for the previous week only. Forms must be submitted to EIA by 5 p.m. on the second Monday following the end of the reporting cycle. For example, resubmissions for the week ending January 4, 1991, can be made from 5:01 p.m., January 7 through 5 p.m., January 14, 1991.

Historical Data Maintained and Used in PEDRO System

For the WPSRS surveys in the PEDRO system, your database contains 9 weeks of previously reported data. Included in the initial package with PEDRO system software is historical data for the past 9 weeks. When you begin using PEDRO and enter data for the current reporting cycle, the oldest week's data are removed from the database.

WPSRS historical data are stored mainly for your use. The PEDRO data editing procedures compare only the current week's data with the previous week. PEDRO highlights possible data entry errors from these checks, and prompts you to correct these entries or explain the reason for the discrepancy by entering the appropriate reason validation code. For some reason validation codes, you may be prompted for more specific information.

Transmitting Data to API

At the start of the data entry session for the EIA-800 and EIA-804, select the Respondent Identification option from the Data Entry/Edit Menu. Enter "Y" (yes) in the Transmit Data to API field in order to have a file created to be sent to API. You will then be prompted to enter the API ID number, which you will have received from API. This procedure must be performed for each respondent. During data entry for the EIA-804, you may also be prompted for additional API-required data on imports of unfinished oils and Canadian crude oil, if applicable.

After you have transmitted your data to EIA, you must exit the EIA PEDRO system entirely, return to DOS, and follow those instructions supplied by API. API will supply the communications software to transmit the file created via PEDRO to API outside the PEDRO environment. Should you have any questions about transmission of data to API, contact your API representative.

Import File Format and Codes

An alternative method of entering data in the PEDRO system is to import an ASCII file. This allows data entered via other software programs to be brought into PEDRO without rekeying. Importation may be used by selecting the following options from the menus:

PEDRO Main Menu
Select Survey Menu
Survey Function Menu
Survey Utilities Menu
Import Data Option

This file can contain data for multiple respondents and multiple reporting cycles for a particular survey. The file to be imported must be named "PED###.TXT", where ### = EIA Survey Number (e.g., "800", and "804"). This file must be stored in the \PEDRO\FORM### directory. The following sections contain the File Format, Cell Labels, Product Codes, and a Sample Importation File for each WPSRS survey.

EIA-800 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-800 Survey.

FILE FORMAT = 800IIIIIIIIIIIMYYDDL LLL PPPQQQQ	
COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 800.
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	2-digit day code: 1-31 (10=tenth, etc., shown as DD).
20-26	4-character cell label followed by 3 spaces (shown as LLLL).
27-29	3-digit product code (shown as PPP).
30-34	5-digit quantity in thousands of barrels (shown as QQQQQ).

EIA-800 Cell Labels

Refinery Activity

"INPT"	"	=	Input
"NPRO"	"	=	Net Production
"ESTO"	"	=	Stocks

EIA-800 Product Codes

Crude Oil

050 - Crude Oil

Unfinished Oils

812 - Unfinished Oils

Inputs

001 - Total Inputs

990 - Gross Input to Atmospheric Crude Oil Distillation Units

Motor Gasoline

132 - Finished Leaded

133 - Finished Unleaded

134 - Blending Components

Jet Fuel

211 - Naphtha-Type

213 - Kerosene-Type

Distillate Fuel Oil

411 - Distillate Fuel Oil

Residual Fuel Oil

511 - Residual Fuel Oil

EIA-800 Sample Importation File

The following sample file contains data for respondent 5555555101 for the weeks of August 17 and August 24, 1990 (089017 and 089024 respectively). It also contains data for respondent 5555555102 for August 17, 1990. As shown, the file may contain data for multiple respondents and multiple weeks. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 2 weeks old must not be imported into PEDRO as this will result in an error.

Sample File

800555555101089017INPT	050	900
800555555101089017INPT	001	950
800555555101089017ESTO	812	200
800555555101089017INPT	990	925
800555555101089017ESTO	050	250
800555555101089017NPRO	133	300
800555555101089017ESTO	133	200
800555555101089024INPT	050	850
800555555101099024INPT	001	900
800555555101099024ESTO	812	200
800555555101099024INPT	990	900
800555555101099024ESTO	050	375
800555555101099024NPRO	133	275
800555555101099024ESTO	133	200
800555555101099017INPT	050	700
800555555101099017ESTO	050	300
800555555102099017INPT	090	775
800555555102099017INPT	001	800
800555555102099017ESTO	812	300

EIA-804 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-804 Survey.

FILE FORMAT = 804IIIIIIIIIMMYDDL LLLLLL PPPQQQQ

COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 804 .
4-13	10-digit respondent ID number (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	2-digit day code: 1-31 (10=tenth, etc., shown as DD).
20-26	7-character cell label (shown as LLLLLLL).
27-29	3-digit EIA product code or 3-character API product code. Blank for cell labels IMPC125-IMPC940. (shown as PPP).
30-34	5-digit quantity in thousands of barrels (shown as QQQQQ).

EIA-804 Cell Labels

"IMPO110"	=	Imports of Products Into PADD IX
"IMPO120"	=	Imports of Products Into PADD IY
"IMPO130"	=	Imports of Products Into PADD IZ
"IMP0200"	=	Imports of Products Into PADD 2
"IMP0300"	=	Imports of Products Into PADD 3
"IMP0400"	=	Imports of Products Into PADD 4
"IMP0500"	=	Imports of Products Into PADD 5
"IMP0999"	=	Total Imports for a Product
"IMPC125"	=	Imports from Algeria
"IMPC145"	=	Imports from Angola
"IMPC260"	=	Imports from Canada
"IMPC280"	=	Imports from China, P.R.
"IMPC325"	=	Imports from Ecuador
"IMPC388"	=	Imports from Gabon
"IMPC458"	=	Imports from Indonesia
"IMPC460"	=	Imports from Iran
"IMPC465"	=	Imports from Iraq
"IMPC520"	=	Imports from Kuwait
"IMPC550"	=	Imports from Libya
"IMPC595"	=	Imports from Mexico
"IMPC670"	=	Imports from Nigeria
"IMPC685"	=	Imports from Norway
"IMPC747"	=	Imports from Qatar
"IMPC785"	=	Imports from Saudi Arabia
"IMPC887"	=	Imports from Trinidad
"IMPC910"	=	Imports from U.A.E.
"IMPC925"	=	Imports from United Kingdom
"IMPC940"	=	Imports from Venezuela
"IMPC777"	=	Imports from Other Countries

EIA-804 Product Codes

Crude Oil

050 - Crude Oil

Motor Gasoline

132 - Finished Leaded

133 - Finished Unleaded

134 - Blending Components

Jet Fuel

211 - Naphtha-Type

213 - Kerosene-Type

Distillate Fuel Oil

411 - Distillate Fuel Oil

Residual Fuel Oil

511 - Residual Fuel Oil

Liquefied Petroleum Gases

230 - Liquefied Petroleum Gases

Other Petroleum Imports

666 - Other Petroleum Imports

Products Reported to API

UFO - Unfinished Oils

CAN - Canadian Crude Oil

EIA-804 Sample Importation File

The following sample file contains data for respondent 555555401 for the weeks of August 17 and August 24, 1990 (089017 and 089024 respectively). It also contains data for respondent 555555402 for August 17, 1990. As shown, the file may contain data for multiple respondents and multiple weeks. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 2 weeks old must not be imported into PEDRO as this will result in an error.

Sample File

8040555555401089017IMPO110050	400
8040555555401089017IMPO200050	450
8040555555401089017IMPO999050	850
8040555555401089017IMPO110411	150
8040555555401089017IMPO200411	250
8040555555401089017IMPO999411	400
8040555555401089024IMPC785	850
8040555555401089024IMPO110050	350
8040555555401089024IMPO200050	200
8040555555401089024IMPO999050	550
8040555555401089024IMPO110411	200
8040555555401089024IMPO200411	175
8040555555401089024IMPO999411	375
8040555555401089024IMPC785	550
8040555555402089017IMPO110050	700
8040555555402089017IMPO999050	700
8040555555402089017IMPO110411	400
8040555555402089017IMPO999411	400
8040555555402089017IMPC785	700

Appendix E

Petroleum Marketing Survey-Specific Information

This appendix addresses survey-specific information for those surveys currently operating under PEDRO. This information provides general reporting information concerning submission and resubmission policies, and file-specific information like labels used to identify data in import files. As the PEDRO system is expanded to include other surveys in the Office of Oil and Gas, errata sheets will be issued with the same information for those surveys.

Forms/Surveys

The Petroleum Marketing surveys included in PEDRO are as follows:

EIA-14	Refiners' Monthly Cost Report
EIA-182	Domestic Crude Oil First Purchase Report
EIA-782C	Monthly Report of Petroleum Products Sold into States for Consumption

Reporting Cycle and When to Submit

The monthly reporting cycle begins at 12:01 a.m. of the first day of the month and ends midnight of the last day of the month. For reporting purposes, indicate year and month, e.g., January 1991 is: Year 91 Month 01.

The EIA-14 and EIA-182 survey forms must be filed with the EIA 30 calendar days after the close of each reporting cycle. The EIA-782C survey forms must be filed with the EIA by the 20th calendar day following the end of the reporting cycle. For example, the EIA-182 covering the January 1991 reporting cycle must be mailed (postmarked), submitted electronically, or submitted by facsimile by March 1, 1991.

Resubmission Policy

You must resubmit the forms for the EIA-14 and the EIA-182 whenever an error greater than 5 percent of the true value is discovered by a respondent, or if requested by the EIA. Each resubmission will establish a new base to which the 5 percent threshold would be applied in determining whether subsequent resubmissions are required. In applying the 5 percent criteria, the sum of all changes to the previously reported cost or volume data should be used.

For the EIA-782C, revisions to prior months' reports are required for any adjustments or changes that, **in the respondent's best judgment**, would **materially** change the respondent's prior report(s).

Revisions for forms EIA-14, EIA-182 and EIA-782C, should be reported within 120 days after the end of the reference month for which corrections are being filed. However, the EIA must be notified of significant changes discovered after 120 days and will determine if a late submission is required.

Historical Data Maintained and Used in PEDRO System.

For the Petroleum Marketing surveys in the PEDRO system, your database can contain up to 14 months of previously reported data. These historical data will not be included in the initial package with the PEDRO system software. Instead, when you start using PEDRO and data are entered for the current month, these historical data will be moved to the database. With each subsequent month of reporting through PEDRO, the monthly data will be added to the historical database. When the database contains 14 months of data, and the latest monthly data are submitted, the oldest month's data are removed from the database.

Historical data are stored mainly for your use; no historical range checks are made on the data.

Import File Format and Codes

An alternative method of entering data in the PEDRO system is to import an ASCII file. This allows data entered via other software programs to be brought into PEDRO without rekeying. Importation may be used by selecting the following options from the menus:

PEDRO Main Menu
Select Survey Menu
Survey Function Menu
Survey Utilities Menu
Import Data Option

This file can contain data for multiple respondents and multiple reporting cycles for a particular survey. The file to be imported must be named "PED###.TXT", where ### = EIA Survey Number (e.g. "14", "182", and "782C"). This file must be stored in the \PEDRO\FORM### directory. The following section contains the File Format, Cell Labels, Product Codes, and a Sample Importation File for each Petroleum Marketing survey.

EIA-14 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-14 Survey.

FILE FORMAT = 014IIIIIIIIIMMYUSRMC PPPCCCCCCCCQ00000000	
COLUMN	DESCRIPTION
1-3	3-digit EIA form number:014
4-13	10-digit respondent ID number also called Company ID number or CIN (shown as IIIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	2-character geographic code: US (shown as US).
20-26	3-character cell label followed by 4 spaces: RMC (shown as RMC).
27-29	3-digit product code (shown as PPP).
30-37	8-digit total cost in thousands of dollars (shown as CCCCCCCC).
38-45	8-digit total volume in thousands of barrels (shown as Q00000000).

EIA-14 Cell Label

PART III—Summary of Crude Oil Costs and Volumes

"RMC" = Refiners' Monthly Cost

EIA-14 Product Codes (Category Descriptions)

050 - Domestic Crude Oil
020 - Imported Crude Oil
812 - Unfinished Oil

EIA-14 Sample Importation File

The following sample file contains data for respondent 5555550000 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555551000 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

01455555500000889USRC	05050000	400
01455555500000889USRC	02060000	400
01455555500000889USRC	81250000	400
01455555500000989USRC	0205000	400
01455555500000989USRC	8126000	400
01455555500000989USRC	0505000	400
01455555510000989USRC	0508000	200
01455555510000989USRC	0205000	200
01455555510000989USRC	8121000	200
01455555510000989USRC	0505000	400

EIA-182 File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-182 Survey.

FILE FORMAT = 182IIIIIIIIIIIMYYSSDCFP PPPCCCCCCCCQ0000000

COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 182
4-13	10-digit respondent ID number also called Company ID number or CIN (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	2-letter State/production code: AL-ZZ (AL=Alabama, ZZ=Total First Purchase, AN=Alaska-North Slope, etc., shown as SS).
20-26	4-character cell label followed by 3 spaces: DCFP (shown as DCFP).
27-29	3-digit product code (shown as PPP).
30-37	8-digit total amount paid in thousands of dollars (shown as CCCCCCCC).
38-45	8-digit total volume in thousands of barrels (shown as Q0000000).

EIA-182 Cell Label

PART III—Crude Oil First Purchases

"DCFE" = Domestic Crude Oil First Purchases

EIA-182 Product Code

050 = Domestic Crude Oil

EIA-182 Sample Importation File

The following sample file contains data for respondent 5555550000 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555551000 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

18255555500000889ALDCFP	05050000	400
18255555500000889ANDCFP	05060000	400
18255555500000889DEDCFP	05050000	400
18255555500000889OKDCFP	05050000	400
18255555500000989ALDCFP	05050000	400
18255555500000989AKDCFP	05060000	400
18255555500000989ANDCFP	05050000	400
18255555500000989CADCFP	05050000	400
18255555500000989MNDCFP	05050000	400
18255555500000989MODCFP	05050000	400
18255555500000989LADCFP	05050000	400
18255555500000989TXDCFP	05050000	400
18255555510000989AKDCFP	05050000	400
18255555510000989ANDCFP	05050000	200
18255555510000989CADCFP	05050000	200
18255555510000989MNDCFP	05080000	200
18255555510000989MODCFP	05050000	200
18255555510000989LADCFP	05010000	200
18255555510000989TXDCFP	05050000	400

EIA-782C File Format

The Import Data option of the Survey Utilities Menu imports data from an ASCII (text) file to the PEDRO database for the EIA-782C Survey.

FILE FORMAT = 782IIIIIIIIIMYYSSPPSC PPPCCCCCCCQQQQQQQQ	
COLUMN	DESCRIPTION
1-3	3-digit EIA form number: 782
4-13	10-digit respondent ID number also called Company ID number or CIN (shown as IIIIIIIIII).
14-15	2-digit month code: 01-12 (06=June, etc., shown as MM).
16-17	2-digit year code: 90-91 (90=1990, etc., shown as YY).
18-19	2-letter State code: AL-WY (TX=Texas, etc., shown as SS).
20-26	4-character cell label followed by 3 spaces: PPSC (shown as PPSC).
27-29	3-digit product code (shown as PPP).
30-37	8-digit actual sales in thousands of gallons (shown as CCCCCCCC).
38-45	8-digit projected sales in thousands of gallons (shown as QQQQQQQQ).

EIA-782C Cell Label

PART II—State Data

"PPSC" = Petroleum Products Sold into States for Consumption

EIA-782C Product Codes

- 130 - Leaded Regular Motor Gasoline
- 135 - Unleaded Regular Motor Gasoline
- 138 - Unleaded Midgrade Motor Gasoline
- 137 - Premium Motor Gasoline
- 309 - No. 1 Distillate
- 311 - Kerosene
- 320 - No. 2 Fuel Oil
- 330 - No. 2 Diesel Fuel
- 111 - Aviation Gasoline (Finished)
- 213 - Kerosene-type Jet Fuel
- 211 - Naphtha-type Jet Fuel
- 414 - No. 4 Fuel
- 507 - Residual Fuel Oil < 1% Sulfur
- 510 - Residual Fuel Oil > 1% Sulfur
- 237 - Propane, Consumer Grade

EIA-782C Sample Importation File

The following sample file contains data for respondent 5555550000 for the months of August and September 1989 (0889 and 0989 respectively). It also contains data for respondent 5555551000 for September 1989. As shown, the file may contain data for multiple respondents and multiple months. The records do not need to be in any particular order as the program will sort them into the required order before importing them into the PEDRO system. For example, the last line of data could be moved to the first line and this would not change the importation. Data over 14 months old must not be imported into PEDRO as this will result in an error.

Sample File

78255555500000889ALPPSC	130500	400
78255555500000889ALPPSC	135600	400
78255555500000889DEPPSC	130500	400
78255555500000889OKPPSC	137500	400
78255555500000989ALPPSC	130500	400
78255555500000939ALPPSC	135600	400
78255555500000989ALPPSC	137500	400
78255555500000989CAPPSC	130500	400
78255555500000989CAPPSC	135500	400
78255555500000989CAPPSC	137500	400
78255555500000989DEPPSC	130500	400
78255555500000989ILPPSC	130500	400
78255555510000989OKPPSC	130500	400
78255555510000989OKPPSC	137500	200
78255555510000989TXPPSC	111500	200
78255555510000989TXPPSC	213800	200
78255555510000989TXPPSC	211500	200
78255555510000989TXPPSC	237100	200

END

DATE FILMED

01 / 24 / 91