

EIA-888
ON-HIGHWAY DIESEL FUEL PRICE SURVEY
INSTRUCTIONS

YOUR RESPONSE IS REQUIRED BY LAW

Response to the EIA-888 survey is mandatory pursuant to Section 13(b) of the Federal Energy Administration Act of 1974 (Public Law 93-275) for the scientifically selected sample of companies which sell motor vehicle diesel fuel. Companies sampled are notified in writing or by phone in advance.

PURPOSE

The U. S. Energy Information Administration (EIA) Form EIA-888, On-Highway Diesel Fuel Price Survey, is a mandatory survey consisting of two parts: Schedules A and B. Schedule A is designed to collect data on National and Petroleum Administration for Defense District (PADD) level cash price (including taxes) of self-serve, on-highway diesel fuel. Schedule A is conducted on a weekly basis. Schedule B is designed to collect total annual sales volume for on-highway diesel fuel sold at newly sampled stations during a full calendar year. Schedule B is not conducted each year, and the data collected are strictly for internal statistical purposes and are not published.

The data collected on Schedule A are used to calculate average diesel fuel oil price estimates at the national, regional, and select State levels which are vital to the trucking industry and shippers throughout the United States. These data are point-in-time estimates as of 8:00 a.m. Monday.

RESPONSE DUE DATE

Schedule A: The data are collected on Monday of each week by telephone, except for Federal holidays, in which case, the data are collected on the following Tuesday.

Schedule B: The data are collected on a one-time basis for newly sampled outlets. This data must be reported within 10 days of receiving official notice of selection.

HOW TO FILE A RESPONSE

Schedule A: EIA personnel collect the data by telephone. Respondents are required to provide the data when contacted. Companies preferring to report by other electronic means should contact the toll-free number 1-877-267-2879 in advance to make arrangements.

Schedule B: Report data on the form provided to your station/company.

Data Submission Methods:

By Secure File Transfer:	https://signon.eia.doe.gov/upload/form/888
By Fax:	919-541-8812, ATTN: EIA-888 Schedule B
By Mail:	U.S. Department of Energy (EI-23) c/o RTI International ATTN: Cox Building – FDC (Diesel Price Survey) P O Box 12194 Research Triangle Park, NC 27709-2194

QUESTIONS

Please contact the EIA Survey Support Team using the following communication methods:

By email: eia4usa@eia.gov

By phone: 1-855-EIA-4USA (1-855-342-4872) [Monday through Friday, 8:00 AM to 6:00 PM E.T.]

SANCTIONS

The timely submission of Form EIA-888 by those required to report is mandatory under 15 USC 772(b), as amended. Failure to respond may result in a civil penalty of not more than \$12,937 per day for each violation. The government may bring a civil action to prohibit reporting violations which may result in a temporary restraining order or a preliminary or permanent injunction without bond. In such civil action, the court may also issue mandatory injunctions commanding any person to comply with these reporting requirements. Title 18 U.S.C. 1001 makes it a criminal offense for any person knowingly and willingly to make to any Agency or Department of the United States any false, fictitious, or fraudulent statements as to any matter within its jurisdiction.

REPORTING BURDEN

Respondents are not required to file or reply to any Federal collection of information unless it has a valid OMB control number. Public reporting burden for this collection of information is estimated to average five (5) minutes per response, including the time of reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden to U.S. Energy Information Administration, Office of Statistical Methods & Research, EI-21, 1000 Independence Avenue, SW, Washington, DC 20585; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

DISCLOSURE OF INFORMATION

The information provided on the Form EIA-888 will be used for statistical purposes only and is confidential by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2018 and other applicable Federal laws, your responses will not be disclosed in identifiable form without your consent. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data. Every EIA employee, as well as every agent, is subject to a jail term, a fine, or both if he or she makes public ANY identifiable information you reported.

SPECIFIC INSTRUCTIONS

SCHEDULE A., PART 1. IDENTIFICATION DATA

At the time of respondent initiation, the identification information will be verified with the company. Should any of this information change after initiation, report the change the next data collection time. If the outlet is sold to another company, this change should also be reported.

Indicate the month, day, and year (e.g., November 8, 2024, is: Month 11 Day 08 Year 24) of the price in the "Prices for" area. Prices are as of Monday 8:00 a.m. local time.

SCHEDULE A., PART 2. PRICE DATA

The reported price should be the cash price for self-serve on-highway diesel fuel. If the station does not offer self-serve, then report the cash price for mini-serve (if available) or full serve.

SCHEDULE B., PART 1. IDENTIFICATION DATA

Please provide up-to-date station and contact information. The preparer or contact person must be able to verify all the information submitted and answer any questions concerning the information reported on EIA-888 Schedule B.

SCHEDULE B., PART 2. STATION STATUS

Please provide your station's current operating status. If your station sold, please provide the contact information of the new owner.

Please select all the diesel and diesel related products sold at your station. Enter the correct information about diesel bays for heavy-duty trucks at your station.

SCHEDULE B., PART 3. ANNUAL RETAIL ON-HIGHWAY DIESEL FUEL SALES DATA

Please provide the correct information on the questions about on-highway diesel fuel sold at your station.

Report annual sales volume for on-highway diesel fuel in actual gallons. Annual refers to either the last full calendar or fiscal year. If your station only sells automobile diesel, please enter sales volume in the Total Diesel Gallons box. If your station sells truck and auto diesel at different prices, please enter sales of truck diesel and the total diesel.

If your sales volume does not represent a full calendar or fiscal year, please enter the dates the sales volume represent.

SCHEDULE B., PART 4. COMMENTS

Describe any unusual or substantially different aspects of your station that affected data reporting. Provide any feedback that could improve this form.

STATE ABBREVIATIONS

AL - Alabama	MO - Missouri
AR - Arkansas	MT - Montana
CO - Colorado	NE - Nebraska
CT - Connecticut	NH - New Hampshire
DE - Delaware	NJ - New Jersey
DC - District of Columbia	NY - New York
FL - Florida	NC - North Carolina
GA - Georgia	ND - North Dakota
ID - Idaho	OH - Ohio
IL - Illinois	OK - Oklahoma
IN - Indiana	PA - Pennsylvania
IA - Iowa	RI - Rhode Island
KS - Kansas	SD - South Dakota
KY - Kentucky	TN - Tennessee
ME - Maine	TX - Texas
MD - Maryland	UT - Utah
MA - Massachusetts	VT - Vermont
MI - Michigan	VA - Virginia
MN - Minnesota	WI - Wisconsin
MS - Mississippi	