

Municipal Utility Required Reporting Calendar

Month	Name	Filed By	Agency	Deadline	Description	Link/Notes
Misc.	Electric Utility Service Area Map Changes	All electric utilities	MPUC	When boundaries change or service by exception arrangements are entered or changed	Notice to PUC to change official state EUSA map	Call MMUA for current "checklist" form
	Qualifying Facilities	All electric utilities	File with utility's governing body	Locally-set	Annual summary data on interconnected qualifying facilities	See MMUA model rules governing cogeneration and small power production
	Cogeneration & Small Power Production	All electric utilities	File with utility's governing body	1 st quarter; specified in utility's Cogen & Small Power Production Rules	Calculated "Average Retail Utility Energy Rate" and avoided cost rate paid by utility for qualifying customer-generated electricity	See MMUA model cogeneration and small power production tariff
	Air emissions shutdown/breakdown	Utilities with air permits whose facilities break down or are shut down	MPCA	Within 24 hours of a breakdown or 24 hours in advance of a planned shutdown	Notification form to prevent endangerment of human health or the environment	Air emissions shutdown breakdown form
	Discharge Monitoring Report (DMR)	NPDES or SDS wastewater permit holders	MPCA	Monthly, quarterly, or annually, depending on permit terms	Results from limits monitoring set forth in individual NPDES/SDS permits	DMR Forms
	Wastewater Infrastructure Needs Survey	Communities with NPDES or SDS wastewater permits	MPCA	Every two years	Wastewater treatment upgrade and construction projects and estimated costs	Survey invitations sent by MPCA
	PFAS in Biosolids	Wastewater utilities that provide biosolids for agricultural land application	MPCA	Within 30 days of receiving lab report (10 days if result > 125 µg/kg)	PFOA and PFOS concentrations in wastewater biosolids intended for land application	MPCA biosolids land application webpage
January	Annual Compliance Certification Report	Utilities with air permits	MPCA	January 30, if permit requires	Report of facility's compliance status for previous calendar year	Form CR-04 or CAP-CR-04

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	Excess Emissions Reports	Utilities with air permits	MPCA	January 30, if permit requires	Excess stack emissions recorded by CEMS and/or COMS	Form DRF-1
	Semi-Annual Deviations Report	Utilities with air permits	MPCA	January 30, if permit requires	Deviations of permitted operating conditions whether recorded periodically or continuously, and/or potential excess emissions identified through recordkeeping	Form DRF-2
	Significant Industrial User Report	Public wastewater systems with one or more SIUs	MPCA	January 31	Information on SIUs, their pretreatment monitoring data and any violations	wq-wwtp7-26 wq-wwtp7-29 wq-wwtp7-28
February	Land Application for Spray Irrigation	Wastewater facilities (permit holders) that apply nonhazardous liquid waste to the land	MPCA	February 1, or see permit	Describes irrigation spraying, cropping, monitoring and analysis	Items to report are detailed in individual permits
	Power Plant Operations Report	Existing or planned plants of 1 MW or more	DOE	February 15 (varies somewhat)	Data on electric power generation, energy source consumption, end of reporting period fossil fuel stocks, as well as the quality and cost of fossil fuel receipts.	Form EIA-923 & Instructions
	Electric Generator Report	Existing and planned plants of 1 MW or more	DOE	February 26 (varies somewhat)	Data on the status of electric generating plants.	Form EIA-860 & Instructions
March	EPCRA Tier I or Tier II Report	Employers who store hazardous chemicals in amounts above a certain threshold in the workplace	EPA	March 1	Hazardous chemical inventory and facility information	EPA Form R
	Distributed Generation Interconnection	All electric utilities	PUC	March 1	DG applications, interconnects, descriptions, feeder locations, etc. for the preceding calendar year	Dept of Commerce reporting webpage
	Annual Report of Natural and Supplemental Gas Supply and Disposition	Natural gas distribution utilities and others	DOE	March 1	Data on gas supplies, disposition, and certain revenues.	Form EIA-176 online reporting instructions

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	Annual Report for Calendar Year xxxx Gas Distribution System	Operators of gas pipeline distribution systems and related facilities	PHMSA under USDOT	March 15	Annual pipeline summary data	PHMSA Form F7100.1-1 online reporting instructions
April	Safety, Reliability, and Service Quality	Electric utilities	(MPUC)	April 1	\$216B.029 requires municipal electric utilities to adopt safety, reliability, and service quality standards as similar to MN Rules Ch. 7826 as possible. Many upload SAIDI, SAIFI, CAIDI data to APPA's eReliability Tracker toward compliance.	Stat. 216B.029 Rules Ch.7826
	Annual Transmission Planning and Evaluation Report	Each utility that operates integrated transmission system facilities that are rated at or above 100 kV	FERC	April 1	Base case power flow data, transmission system maps and diagrams, transmission planning reliability criteria, transmission planning assessment practices, and evaluation of anticipated system performance.	FERC Form 715 filing instructions
	Air Emissions Inventory	Utilities with air permits	MPCA	April 1	Amounts of criteria air pollutants, greenhouse gases and mercury	Various PCA forms
	Excess Emissions Reports	Utilities with air permits	MPCA	April 30, if permit requires	Excess stack emissions recorded by CEMS and/or COMS	Form DRF-1
	Semi-Annual Deviations Report	Utilities with air permits	MPCA	April 30, if permit requires	Deviations of permitted operating conditions and/or potential excess emissions	Form DRF-2
May	Annual Report of Natural Gas Transactions	Natural gas utilities with purchases or sales equal or greater than 2.2 trillion BTUs	FERC	May 1	Information regarding physical natural gas transactions.	FERC Form 552
	Electric Power Industry Report	All entities involved in electric generation, transmission, or distribution that do not qualify to file EIA- 861S (below)	DOE	May 16	Data on peak load, generation, electric purchases, sales, revenues, customer counts, energy efficiency, demand response, net metering, distributed generation capacity, system interruption, etc.	Form EIA-861 & Instructions

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	Electric Power Industry Report Short Form	All electric utilities with annual retail sales in the prior year of 100,000 megawatt-hours or less	DOE	May 16	Data on sales, revenue, customer counts, etc.	Form EIA-861 & Instructions
June	Energy Conservation and Optimization (ECO) Performance Report	Electric utilities with >1,000 retail customers Gas utilities with > 1 billion ft ³ of annual throughput to retail customers	DER	June 1	Information and data on customer energy savings measures from previous calendar year	ECO reporting platform
	Energy Conservation and Optimization (ECO) Plan	Electric utilities with >1,000 retail customers Gas utilities with > 1 billion ft ³ of annual throughput to retail customers	DER	June 1 (optionally every 1, 2, or 3 years)	Plan for achieving customer energy savings in the next plan period	ECO reporting platform
	Renewable Energy Certificate Retirement	Utilities subject to the RES	PUC	June 1	RES compliance verification	Dept of Commerce reporting webpage
July	Consumer Confidence Report	Public water suppliers	MDH	Publish by July 1	Annual water quality results	See April email from MDH
	Energy Information	All electric utilities	DER	July 1	Data to identify emerging energy trends based on supply and demand, conservation and public health and safety factors, and to determine the level of statewide and service area needs	Dept of Commerce reporting webpage
	Natural Gas Utility Data	All natural gas utilities	DER	July 1	Data to identify emerging energy trends based on supply and demand, conservation and public health and safety factors, and to determine the level of statewide and service area needs	Dept of Commerce reporting webpage
	Excess Emissions Reports	Utilities with air permits	MPCA	July 30, if permit requires	Excess stack emissions recorded by CEMS and/or COMS	Form DRF-1

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	Semi-Annual Deviations Report	Utilities with air permits	MPCA	July 30, if permit requires	Deviations of permitted operating conditions whether recorded periodically or continuously, and/or potential excess emissions identified through recordkeeping	Form DRF-2
October	Excess Emissions Reports	Utilities with air permits	MPCA	October 30, if permit requires	Excess stack emissions recorded by CEMS and/or COMS	Form DRF-1
	Semi-Annual Deviations Report	Utilities with air permits	MPCA	October 30, if permit requires	Deviations of permitted operating conditions whether recorded periodically or continuously, and/or potential excess emissions identified through recordkeeping	Form DRF-2
December	Biosolids Annual Report	Public wastewater facilities that produce biosolids	MPCA	December 31	Quantities and disposition of biosolids produced by facility	MPCA biosolids land application webpage