

# THE MINISTRY OF THE ECONOMY, LABOUR AND ENTREPRENEURSHIP

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Pursuant to Article 14, paragraphs 3 and 4 of the Act on Biofuels for Transport (Official Gazette 65/09), the Minister of the Economy, Labour and Entrepreneurship hereby issues the

## ORDINANCE

### ON MEASURES FOR PROMOTION OF USE OF BIOFUELS IN TRANSPORT

#### I GENERAL PROVISIONS

##### Subject-matter

##### Article 1

This Ordinance prescribes the measures for promotion of use of biofuels in transport and the method of their implementation, which includes:

- the method of preparation of the National Action Plan,
- the method of preparation of the County and Major City Programme,
- the method of preparation of the programme and plan of the party liable for placement of biofuels on the market,
- the method of keeping the registry of parties liable for placement of biofuels on the market,
- the method of keeping records about placement of biofuels on the market,
- the method of preparation of the report by the party liable for placement of biofuels on the market,
- the method of keeping the registry of users of fuel in public transport and public sector,
- the method of keeping records by users of fuel in public transport and in public sector on the number and type of hired or newly purchased vehicles or ships using energy from renewable sources for transport,
- the method of preparation of the report by the user of fuel in public transport and public sector on the use of biofuels in transport,
- methodology for calculating the share of energy from renewable sources in transport,
- methodology for calculating the achievement of the national target for placement of biofuels on the market,

- methodology for calculating the obligation to place biofuels on the market and its fulfilment,
- methodology for calculating the correction of the obligation to place biofuels on the market.

## Definitions

### Article 2

The terms used in this Ordinance shall have the meanings laid down in the Act on Biofuels for Transport and subordinate legislation. This Ordinance also uses other terms which have the following meanings:

1. Directive 2003/30/EC is the Directive 2003/30/EC of the European Parliament and of the Council of 8 May 2003 on the promotion of the use of biofuels or other renewable fuels for transport (Official Journal of the European Union, L 123, 17 May 2003, p. 42-46),
2. Directive 2009/28/EC is Directive 2009/28/EC of the European Parliament and of the Council of 23 April 2009 on the promotion of the use of energy from renewable sources and amending and subsequently repealing Directives 2001/77/EC and 2003/30/EC (Official Journal of the European Union, L 140, 5 June 2009, p. 16-62),
3. electronic document is an integral set of data which are electronically generated, sent, received or stored on an electronic, magnetic, optical or other medium for the purpose of recording information in the registry of parties liable for placement of biofuels on the market and/or registry of users of fuel in public transport and public sector,
4. user of fuel means a user of fuel in public transport and a user of fuel in public sector,
5. user of fuel in public transport means a user of fuel in public road transport and a user of fuel in public coastal maritime transport,
6. user of fuel in public road transport means a domestic road carrier which uses fuel for operation of a motor vehicle in providing public transport and/or special liner services, entered in the register of issued permits for bus lines managed by the county administrative body or the ministry competent for transport, in accordance with special provisions regulating transport in road transport,
7. user of fuel in public coastal maritime transport means a domestic shipping company which uses fuel for operation of a ship in providing public transport and/or special liner services in coastal maritime transport, entered into the register of concessions managed by the ministry competent for finance, in accordance with special provisions regulating concessions,
8. user of fuel in public sector means a budgetary and non-budgetary beneficiary of the state budget, budgetary and non-budgetary beneficiary of a local and regional self-government unit budget, a company and legal person in which the Republic of Croatia or a local and regional self-government unit has a decisive influence on the management, which uses fuel for operation of a motor vehicle in performing its activities, entered in the register of budgetary and non-budgetary beneficiaries managed by the ministry competent for finance, in accordance with special provisions regulating the budget,

9. duty to hire or purchase motor vehicles or ships that can use energy from renewable sources means the duty prescribed by the Act according to which the user of fuel is obliged to make sure that at least 70% of hired or newly purchased vehicles or ships in the respective year use biofuel blended in diesel or petrol at a share exceeding the standard, or biodiesel in the form of pure biofuel, or biogas in the form of pure biofuel, or hybrid drive, or electric drive or hydrogen,

10. Commission Decision of 30 June 2009 is European Commission Decision of 30 June 2009 establishing a template for National Renewable Energy Action Plans under Directive 2009/28/EC of the European Parliament and of the Council (Official Journal of the European Union, L 182, 15 July 2009, p. 33-62),

11. registry of users of fuel in public transport and public sector is the unique register of data, kept in an electronic computer and in written form, on the users of fuel in public transport and public sector and their plans and achievements in fulfilling the obligation to hire or purchase motor vehicles or ships which can use energy from renewable sources,

12. registry of parties liable for placement of biofuels on the market is the unique register of data, kept in an electronic computer and in a written form, on the parties liable for placement of biofuels on the market and their plans and achievements in fulfilling the obligation to place biofuels on the market,

13. Regulation (EC) No 1099/2008 on energy statistics is Regulation (EC) No 1099/2008 of the European Parliament and of the Council of 22 October 2008 on energy statistics (Official Journal of the European Union, L 304, 14 Nov 2008, p. 1-62),

14. Regulation on the quality of biofuels is Regulation on the quality of biofuels of the Government of the Republic of Croatia of 24 November 2005 (Official Gazette 141/05),

15. The Act is the Act on Biofuels for Transport (Official Gazette 65/09).

## II MEASURES FOR PLACEMENT OF BIOFUELS ON THE MARKET

### 1. Planning and determining the share of energy from renewable sources in transport

#### National Action Plan

#### Article 3

(1) The National Action Plan for the Promotion of Production and Use of Biofuels in Transport is a planning document establishing the policy of increased production and use of biofuels in transport in the Republic of Croatia and it is adopted for a period of ten years (hereinafter: the National Action Plan).

(2) The National action plan is an integral part of the national action plan for the promotion of production and use of energy from renewable sources in the Republic of Croatia.

(3) The National Action Plan is adopted in accordance with Directive 2009/28/EC and Commission Decision of 30 June 2009 and the Energy Development Strategy of the Republic

of Croatia, sustainable development strategy, agricultural strategy and national forestry programme.

## National target

### Article 4

(1) The national target for placement of biofuels on the market for transport purposes in the Republic of Croatia (hereinafter: the national target) is determined by the National Action Plan.

(2) The national target for a particular planning year shall be determined as the part of the total share of energy from renewable sources, including biofuels in the total annual final energy consumption in transport, calculated by including only the energy of diesel, petrol and biofuel consumed in road and railway transport and electricity consumed in transport, taking into account the prescribed average energy value of individual fuels.

## Methodology for calculating the share of energy from renewable sources in transport

### Article 5

The methodology for calculating the share of energy from renewable sources in transport is used to calculate the share of energy from renewable sources in all forms of transport, including biofuels and it is provided in Annex I t. 1 of this Ordinance.

## Methodology for calculating the achievement of the national target for placement of biofuels on the market

### Article 6

The methodology for calculating the achievement of the national target for placement of biofuels on the market is used to calculate the achievement of the national target for placement of biofuels on the market and it is provided in Annex I t. 2 of this Ordinance.

## Methodology for calculating the obligation to place biofuels on the market and its fulfilment

### Article 7

The methodology for calculating the obligation to place biofuels on the market and its fulfilment is used by a party liable for placement of biofuels on the market to calculate the annual obligation and to calculate its fulfilment in a respective year and it is provided in Annex I t. 3 of this Ordinance.

## Methodology for calculating the correction of the obligation to place biofuels on the market

### Article 8

The methodology for calculating the correction of the obligation to place biofuels on the market is used by the Ministry to calculate the correction of an individual obligation to place

biofuels on the market in the year in question and it is provided in Annex I t. 4 of this Ordinance.

## County and Major City Programme

### Article 9

(1) The programme aimed at promoting production and use of biofuels in transport for counties and major cities is a planning document that is adopted for a period of three years, in accordance with the National Action Plan, whilst taking into account the specificities of each county and major city related to the production and use of biofuels (hereinafter: the County and Major City Programme).

(2) The County and Major City Programme shall contain an outline and evaluation of the situation, and the market needs in the area of fuel consumption for transport purposes on the territory of a county and a major city, comparative analyses, long-term objectives, measures aimed at stimulating increase in production and use of biofuels in transport, as well as other necessary pieces of information.

(3) The County and Major City Programme shall be proposed by the executive authority and adopted by the representative body of a county and a major city. By the end of September of the current year the concerned county and major city shall submit to the Ministry the County and Major City Programme, which shall be in force for a period of three years.

## Programme of the party liable for placement of biofuels on the market

### Article 10

(1) The Programme of the party liable for placement of biofuels on the market is a planning document of the party liable for placement of biofuels on the market, which is adopted for a period of three years (hereinafter: the Programme of the liable party).

(2) The party liable for placement of biofuels on the market shall, pursuant to the annual national target defined in the National Action Plan, calculate its annual obligation, plan purchase and check fulfilment of the obligation based on the methodology prescribed in Annex I t. 3 of this Ordinance.

(3) The party liable for placement of biofuels on the market shall submit to the Ministry, by the end of October of the current year, the Programme of the liable party in electronic or written format on the prescribed form, which shall be in force for three years.

(4) The form of the Programme of the party liable for placement of biofuels on the market is provided in Annex II t. 1 of this Ordinance.

## Plan of the party liable for placement of biofuels on the market

### Article 11

(1) The plan of the party liable for placement of biofuels on the market is a planning document of the party liable for placement of biofuels on the market, which is adopted for a

period of one year, provides for implementation of the Programme of the liable party (hereinafter: annual plan of the liable party).

(2) The party liable for placement of biofuels on the market shall submit to the Ministry the annual plan of the liable party by the end of October of the current year. The plan shall be submitted to the Ministry in electronic and written format on the prescribed form.

(3) The form of the Plan of the party liable for placement of biofuels on the market is provided in Annex II t. 2 of this Ordinance.

Transfer of the obligation to place biofuels on the market

## Article 12

(1) The obligation to place biofuels on the market may be transferred to third parties by virtue of a written agreement. The agreement shall contain the information about the type and quantity of biofuels which the concerned third party undertook to place on the market, the method of placement on the market, the period in which the obligation is to be fulfilled and the contract term.

(2) The agreement referred to in paragraph 1 of this Article shall be submitted by the party liable for placement of biofuels on the market to the Ministry along with the notification on the transfer of the obligation to a third party in electronic and written format on the prescribed form.

(3) The form of the notification on the transfer of the obligation to place biofuels on the market is provided in Annex II t. 3 of this Ordinance.

Records of the party liable for placement of biofuels on the market

## Article 13

The party liable for placement of biofuels on the market shall keep records of the quantity and type of petroleum fuels and biofuels placed on the market in the manner to include all information prescribed for the plan of the liable party. Where the obligation to place biofuels on the market has been transferred to a third party, the third party in question shall keep the records of placement of biofuels on the market.

Monitoring of biofuel quantities on the market

## Article 14

(1) Monitoring of biofuel quantity is the procedure of determining the quantity of biofuels placed on the market or put into use, which includes direct control of technological processes of blending biofuel in petroleum fuel, checking conformity documents on the basis of which fuel producers guarantee for the proportion of biofuel in diesel or petrol, and determination of the quantity of biofuels in individual biofuel shipments and/or checking documents accompanying fuel shipments according to the procedure established under the biofuel quantity monitoring programme.

(2) The party liable for placement of biofuels on the market shall ensure the implementation of the biofuel quantity monitoring according to the programme approved by the Ministry. The monitoring programme for the following year shall be submitted to the Ministry by the liable party by the end of October of the current year, except in the case if there are no changes in relation to the previously approved programme.

(3) The biofuel quantity monitoring programme shall contain a defined scope and method of blending biofuel in conventional fuel, subject to compliance with the prescribed requirements for the quality of fuels, and in particular the information about:

1. the type of biofuel,
2. the method of blending biofuel in diesel or petrol,
3. the place of blending biofuel in diesel or petrol,
4. issuance of the certificate of conformity and quantity of biofuel in fuel,
5. the method of verification of credibility of the information referred to in the preceding points,
6. standards for checking biofuel quantity in individual fuel shipments,
7. standards for checking the quality of fuel in individual fuel shipments,
8. the method and place of delivery of biofuel to the end user,
9. other particulars from the annual plan of the party liable for placement of biofuels on the market.

(4) The biofuel quantity monitoring programme may be carried out only by the person authorised for implementation of the process of monitoring biofuel quantity who has obtained this authorisation under the provisions laying down fuel quality requirements (hereinafter: person authorised for monitoring biofuel quantity).

(5) The authorised person referred to in paragraph 4 of this Article shall prepare a report on implementation of monitoring of biofuel quantity placed on the market for the preceding year.

(6) The form of the report on implementation of monitoring of biofuel quantity is provided in Annex II t. 4 of this Ordinance.

Evidence of the sustainability of biofuels placed on the market

## Article 15

The party liable for placement of biofuels on the market shall prove that biofuels they placed on the market meet the requirement of sustainability in accordance with the ordinance on the method and terms for implementing sustainability requirements.

## Report by the party liable for placement of biofuels on the market

### Article 16

(1) The party liable for placement of biofuels on the market shall draw up the Report on implementation of the annual plan of the liable party, which shall contain the information and analysis related to fulfilment of the obligation to place biofuels on the market in the preceding year and future measures. If the liable party has placed a smaller quantity of biofuels compared to the quantity they were obliged to place, they shall specify in the annual report that the missing quantity will be placed on the market in the current year (hereinafter: the Report by the liable party).

(2) The Report referred to in paragraph 1 of this Article for the preceding year shall be submitted to the Ministry by the end of February of the current year. The Report shall be submitted to the Ministry on the prescribed form both in electronic and written format.

(3) In the annex to the Report referred to in paragraph 1 of this Article, the liable party shall submit:

1. the prescribed evidence of fulfilling the requirement of sustainability for biofuels that they placed on the market for the preceding year in accordance with the ordinance and special provisions on environmental protection,
2. the report on implementation of monitoring of biofuel quantity for the preceding year prepared by the authorised person, in accordance with this ordinance, ordinance on the method and terms for implementing sustainability requirements and special provisions on the quality of fuels and biofuels,
3. a monthly report on the status of reserves, received, produced, shipped and imported quantities and the calculated excise duty for energy sources (form MI-EN) for every month of the preceding year which was submitted to the competent customs office, in accordance with special provisions regulating excise duties.

(4) Apart from the documentation prescribed by this Ordinance, for the purposes of verifying information submitted in the reports by liable parties, the Ministry shall be authorised to request from the liable party other business documentation which proves the fulfilment of the obligation to place biofuels on the market.

(5) If the obligation to place biofuels on the market has been transferred to a third party, the party liable for placement of biofuels on the market shall specify in the Report referred to in paragraph 1 of this Article the quantity placed on the market by the concerned third party in fulfilling the latter's contractual obligations to the party liable for placement of biofuels on the market.

(6) The form of the report by the party liable for placement of biofuels on the market is provided in Annex II t. 5 of this Ordinance.



## Establishing compliance with the obligation to place biofuels on the market

### Article 17

- (1) The party liable for placement of biofuels on the market shall ensure that the total quantity of fuel placed on the market in one calendar year contains the minimum share of biofuels that corresponds to the national target set by the National Action Plan.
- (2) The minimum share of biofuels required under paragraph 1 of this Article may be provided by blending biofuel with diesel or petrol or by placing pure biofuel on the market, in accordance with the prescribed requirements for the quality of fuel.
- (3) When calculating the fulfilment of the obligation, only the energy of biofuels for which the liable party has proven that they were produced in accordance with the requirement of sustainability shall be taken into account.
- (4) The use of electricity and hydrogen from renewable sources for transport as well as placement on the market of pure biofuels by distributors who are not parties liable for placement of biofuels on the market shall correct the obligation calculated according to the methodology referred to in Annex I t. 3 of this Ordinance.
- (5) Based on the Report on implementation of the annual plan of the liable party and the documentation prescribed in the annex, the Ministry shall establish the fulfilment of the obligation to place biofuels on the market for which it will also apply the methodology referred to in Annex I t. 4 of this Ordinance which takes into account the correction of the obligation under paragraph 4 of this Article.
- (6) The Ministry shall issue to the party liable for placement of biofuels on the market a certificate on the fulfilment of the obligation to place biofuels on the market which shows the potential surplus of the biofuel quantity for which they can reduce their obligation in the current year.
- (7) If the liable party failed to fulfil the prescribed obligation for the preceding year, the Ministry shall issue a decision which determines the biofuel quantity which the party liable for placement of biofuels on the market carries over to the next year as an unfulfilled obligation for which they must increase their obligation in the current year.
- (8) If the liable party failed to fulfil the prescribed obligation for two consecutive years, the Ministry shall issue a decision on paying the special environmental fee to the Environmental Protection and Energy Efficiency Fund.

## 2. Registry of parties liable for placement of biofuels on the market

### Managing the registry of liable parties

### Article 18

- (1) The registry of parties liable for placement of biofuels on the market shall be established and managed by the Ministry in electronic and written format (hereinafter: registry of liable parties).

(2) Electronic software (application) is used for accessing and managing the registry of liable parties and it enables network data entry, processing and display of data stored in the Registry.

(3) The electronic software referred to in paragraph 2 of this Article enables accessing the registry of liable parties via the Internet by means of user name and password that are assigned by the Ministry.

(4) The organisation of undisturbed operation, supervision of the registry of liable parties and accessibility of data shall be prescribed by virtue of an instruction by the Minister.

(5) The Ministry may delegate the activities related to managing the registry of liable parties to another legal person.

Composition of the registry of liable parties

#### Article 19

(1) The registry of liable parties shall consist of the main ledger and the collection of documents.

(2) The main ledger is a part of the registry of liable parties (hereinafter: main ledger) which contains information on the parties liable for placement of biofuels on the market and their plans and achievements in fulfilling the obligation to place biofuels on the market.

(3) Registration sheet is a part of the main ledger (hereinafter: registration sheet) which contains information related to a single party liable for placement of biofuels on the market, and it is marked by a registration number under which the application for registration in the registry of liable parties was entered in the register of the Registry. The form of the registration sheet is provided in Annex II t. 6 of this Ordinance.

(4) The collection of documents is a part of the registry of liable parties (hereinafter: document collection) which contains electronic or written documents necessary for the entry of data in the main ledger. The document collection is maintained for each liable party in a separate folder and under the same registration number under which it was entered in the main ledger, containing the application for entry of information, documents submitted with the application, all decisions and conclusions of the Ministry and other documents submitted by the party liable for placement of biofuels on the market for the purpose of entry of information in the Registry.

Auxiliary records of the registry of liable parties

#### Article 20

Auxiliary records of the registry of liable parties are the register of the registry of liable parties and the list of the parties liable for placement of biofuels on the market and the third parties to which the liable party transferred the obligation to place biofuels on the market. The form of the contents of the register of the registry of liable parties is provided in Annex II t. 7 of this Ordinance.

Registration number of the liable party

## Article 21

Registration number is the identification number assigned to each party liable for placement of biofuels on the market by the Ministry upon entry into the registry of liable parties, and it is unique, unchangeable and unrepeatable.

Information entered in the registration sheet

## Article 22

The following information shall be entered in the registration sheet:

1. the party liable for placement of biofuels on the market,
2. status of the document the liable party is obliged to deliver to the Ministry, including:
  - type of the document,
  - reference period,
  - date of delivery,
3. fulfilment of the obligation to place biofuels on the market,
4. transfer of the obligation to place biofuels on the market,
5. payment of the special environmental fee.

Information on the liable party

## Article 23

Information on the party liable for placement of biofuels on the market is the following:

1. name and surname/title /company name of the liable party,
2. personal identification number (OIB),
3. registration number of the liable party in the registry of parties liable for payment of excise duty,
4. address of the head office,
5. post code,
6. place,
7. economic activity code,

8. statistical code of the city/municipality and county,

9. contact person,

10. phone,

11. fax,

12. e-mail,

13. website.

14. information on the responsible person:

– name and surname,

–position,

– identification document and number.

Information on the transfer of the obligation

Article 24

(1) Information on the transfer of the obligation to place biofuels on the market includes information on:

1. the third party to which the liable party transferred their obligation to place biofuels on the market,

2. the agreement on transferring the obligation to place biofuels on the market.

(2) The information on the third party to which the liable party transferred their obligation to place biofuels on the market that are entered in the registry of liable parties shall be identical to the general information on the party liable for placement of biofuels on the market.

(3) Information on the agreement on transferring the obligation to place biofuels on the market is the following:

1. parties to the agreement,

2. date and place of signing the agreement,

3. type and quantity of biofuels, pure or blended for which the third party undertakes the obligation,

4. period of placement on the market,

5. method of placement on the market,

6. contract term.

Application for registration

#### Article 25

(1) The party liable for placement of biofuels on the market shall submit an application for registration in the registry of liable parties. The application shall be submitted to the Ministry in electronic or written format on the prescribed form. The form of the application is provided in Annex II t. 8 of this Ordinance. Along with the application, the liable party shall also submit the prescribed annexes.

(2) If the party liable for placement of biofuels on the market is transferring the obligation to place biofuels on the market, they shall submit an application for registration of the transfer of the obligation to place biofuels on the market. The application for registration in the registry shall be submitted to the Ministry in electronic or written format on the prescribed form. The form of the application is provided in Annex II t. 8 of this Ordinance. If the liable party submitted the application in electronic format, they shall also deliver the application in written format attached with the original or certified copy of the agreement with a third party.

Change of information

#### Article 26

If the information on the party liable for placement of biofuels on the market changes, the liable party shall submit an application for registering the change of information entered in the registry of liable parties. The application shall be submitted to the Ministry in electronic or written format on the form prescribed for applying for registration in the registry of liable parties.

Deletion from the registry

#### Article 27

If the party liable for placement of biofuels on the market is deleted from the registry of parties liable for payment of excise duty, they shall submit an application for deletion from the registry of liable parties. The application shall be submitted to the Ministry in electronic or written format on the form prescribed for applying for registration in the registry of liable parties.

Period for application

#### Article 28

The period for submitting an application for registration or deletion from the registry of liable parties shall be 15 days from the day of registration or deletion from the registry of parties liable for payment of excise duty and, in the case of changes of information entered in the registry, the period shall be 15 days from the day when the change occurred. In the case of transferring the obligation to place biofuels on the market to a third party, the period shall be 15 days from the day of signing the agreement with a third party.

## *Ex officio* registration and deletion

### Article 29

If the party liable for placement of biofuels on the market fails to submit an application for registration in the registry of liable parties or an application for registering the change of information or an application for deletion from the registry, the registration or deletion shall be carried out by the Ministry *ex officio*, according to the information on the liable party entered in the registry of parties liable for payment of excise duty. At the request of the Ministry, the liable party shall be obliged to submit all information on the liable party that are the subject of registration in the registry.

### Register of the registry of liable parties

### Article 30

The following information shall be entered into the register of the registry of liable parties:

1. ordinal number of entry,
2. registration number of the liable party,
3. date of receipt,
4. subject,
5. name and surname or company name or title of the liable party,
6. brief contents of the application,
7. document code in the annex,
8. decision or conclusion of the Ministry,
9. other.

### Registration process

### Article 31

(1) Registration process shall be initiated by submitting an application for registration or deletion from the registry of liable parties or registration of the change of information entered in the registry. Registration process shall be initiated *ex officio* by a conclusion of the Ministry.

(2) The examination of completeness of all information in the application for registration in the registry and attached documents shall be carried out prior to any entry of information in the registry of liable parties.

(3) If it is established in the examination that the application for registration or the application for registering changes or attached documents are missing a certain information or some of the information do not correspond to the prescribed information, the Ministry shall issue a conclusion for the purpose of supplementing information or submitting a new application for registration or an application for registering changes or new documents.

(4) The party liable for placement of biofuels on the market shall, within 15 days from receipt of the conclusion referred to in paragraph 3 of this Article, comply with the request to supplement the information, or to submit a new application for registration or an application for registering changes of information or prescribed documentation.

(5) An incomplete or inaccurate application or documentation shall be considered as not submitted.

### III MEASURES FOR USE OF BIOFUELS IN TRANSPORT

#### 1. Planning and determining the use of biofuels in transport

##### Duties of users of fuel in public transport and the public sector

#### Article 32

(1) Users of fuel in public road transport, users of fuel in public coastal maritime transport and users of fuel in public sector shall make sure that at least 70% of hired or newly purchased vehicles or ships in the respective year use:

1. biofuel blended in diesel or petrol at a share exceeding the standard for which the special marking in locations of sale is not prescribed, or
2. biodiesel in the form of pure biofuel, or
3. biogas in the form of pure biofuel, or
4. hybrid drive, or
5. electric drive, or
6. hydrogen.

(2) The user of fuel shall submit to the Ministry an annual plan containing the planned procurement of motor vehicles or ships referred to in paragraph 1 of this Article (hereinafter: the user's plan) by the end of February of the current year. The plan shall contain the following information:

1. number and type of vehicles or ships planned for hire or purchase,
2. type of engine,
3. planned period of procurement.

(3) The user's plan shall be submitted to the Ministry in electronic and written format on the prescribed form. The form of the user's plan is provided in Annex II t. 9 of this Ordinance.

(4) If the user of fuel does not intend to hire or purchase a new motor vehicle or ship in the following year, they shall inform the Ministry thereof in electronic and written format.

(5) The duty to hire or purchase motor vehicles or ships which can use energy from renewable sources referred to in paragraph 1 of this Article shall not apply to those motor vehicles or ships owned or used by the public sector, which, due to technical characteristics or special purpose of biofuels, cannot use such types of fuel.

(6) The user of fuel shall prove the fulfilment of the duty referred to in paragraph 1 of this Article by an extract from the business records of the user containing information on hiring or purchasing a motor vehicle or ship and the information on the purchase of fuel for their operation and by records that the user must keep for each year.

Records of the users of fuel in public transport and the public sector

#### Article 33

Users of fuel in public transport and the public sector shall keep records on the number and type of hired or newly purchased motor vehicles or ships which can use energy from renewable sources in a manner that includes all information from the user's plan.

Report of the users of fuel in public transport and public sector

#### Article 34

(1) Users of fuel in public transport and public sector shall draw up, on the basis of their own records, a report on fulfilment of the duty to hire or purchase motor vehicles or ships which can use energy from renewable sources. The report shall contain the information and analysis of the fulfilment of the duty in the preceding year, as well as future measures (hereinafter: the Report by users of fuel in public transport and public sector).

(2) The Report referred to in paragraph 1 of this Article for the preceding year shall be submitted to the Ministry by the end of February of the current year. The Report shall be submitted to the Ministry in electronic and written format on the prescribed form.

(3) In the annex to the Report referred to in paragraph 1 of this Article, the user of fuel shall submit to the Ministry an extract from the business records of the user containing information on hiring or purchasing a motor vehicle or ship and the information on the purchase of fuel for their operation.

(4) Apart from the documentation prescribed by this Ordinance, for the purposes of verifying information submitted in the reports by users of fuel in public transport and public sector, the Ministry shall be authorised to also request from the user of fuel other business documentation.



(5) Based on the Report referred to in paragraph 1 of this Article and the prescribed documentation in the annex, the Ministry shall establish the fulfilment of the duty to hire or purchase motor vehicles or ships which can use energy from renewable sources.

(6) The form of the user's report is provided in Annex II t. 10 of this Ordinance.

## 2. Registry of users of fuel in public transport and public sector

### Managing the registry of users of fuel

#### Article 35

(1) The registry of users of fuel in public transport and public sector shall be established and managed by the Ministry in electronic and written format (hereinafter: registry of users of fuel).

(2) Electronic software (application) is used for accessing and managing the registry of users of fuel and it enables network data entry, processing and display of data stored in the registry.

(3) The electronic software referred to in paragraph 2 of this Article enables accessing the registry of users of fuel via Internet by means of user name and password that are assigned by the Ministry.

(4) The organisation of undisturbed operation, supervision of the registry of users of fuel and accessibility of data shall be prescribed by virtue of an instruction by the Minister.

(5) The Ministry may delegate the activities related to managing the registry of users of fuel to another legal person.

### Composition of the registry of users of fuel

#### Article 36

(1) The registry of users of fuel shall consist of the main ledger and the collection of documents.

(2) The main ledger of the registry of users of fuel (hereinafter: main ledger) is a part of the registry which contains information on the users of fuel in public transport and public sector and their plans and achievements in fulfilling the duty to hire or purchase ecological motor vehicles or ships.

(3) The registration sheet is a part of the main ledger (hereinafter: registration sheet) which contains information related to a single user of fuel, and it is marked by a registration number and business number under which the application for registration in the registry of users of fuel was entered in the register of the registry of users of fuel. The form of the registration sheet is provided in Annex II t. 11 of this Ordinance.

(4) The collection of documents of the registry of users of fuel (hereinafter: document collection) is a part of the registry which contains electronic or written documents necessary for the entry of data in the main ledger. The document collection is maintained for each user

of fuel in a separate folder and under the same registration number under which it was entered in the main ledger, containing the application for entry of information, documents submitted with the application, all decisions and conclusions of the Ministry and other documents submitted by the user of fuel for the purpose of entry of information in the registry.

Auxiliary records of the registry of users of fuel

#### Article 37

Auxiliary records of the registry of users of fuel are the register of the registry of users of fuel, the list of the users of fuel in public road transport and the users of fuel in public coastal maritime transport as well as the users of fuel in public sector. The form of the contents of the register of the registry of users of fuel is provided in Annex II t. 12 of this Ordinance.

Registration number of the user of fuel

#### Article 38

The registration number is the identification number assigned to each user of fuel in public transport and public sector by the Ministry upon entry into the registry of users of fuel, and it is unique, unchangeable and unrepeatable.

Information entered in the registration sheet

#### Article 39

The following information shall be entered in the registration sheet:

1. user of fuel in public road transport,
2. user of fuel in public coastal maritime transport,
3. user of fuel in public sector,
4. status of the document the user of fuel is obliged to deliver to the Ministry, including:
  - type of the document,
  - reference period,
  - date of delivery,
5. fulfilment of the duty of the user of fuel in public road transport to hire or purchase motor vehicles or ships which can use energy from renewable sources,
6. fulfilment of the duty of the user of fuel in public coastal maritime transport to hire or purchase motor vehicles or ships which can use energy from renewable sources,
7. fulfilment of the duty of the user of fuel in public sector to hire or purchase motor vehicles or ships which can use energy from renewable sources.

## Information on the user of fuel

### Article 40

Information on the user of fuel includes the following:

1. name and surname/title /company name of the user of fuel,
2. personal identification number (OIB),
3. number under which the user of fuel is registered in the register of issued permits for bus lines or in the register of concessions or in the register of budgetary and non-budgetary beneficiaries,
4. address of the head office,
5. post code,
6. place,
7. economic activity code,
8. statistical code of the city/municipality and county,
9. contact person,
10. phone,
11. fax,
12. e-mail,
13. website,
14. information on the responsible person:
  - name and surname,
  - position,
  - identification document and number.

## Application for registration

### Article 41

The user of fuel shall submit an application for registration in the registry of users of fuel. The application shall be submitted to the Ministry in electronic or written format on the prescribed form. The form of the application is provided in Annex II t. 13 of this Ordinance. Along with the application, the user of fuel shall also submit the prescribed annexes, if any.

## Change of information

### Article 42

If the information on the user of fuel in public transport and public sector changes, the user of fuel shall submit an application for registering the change of information entered in the registry of users of fuel. The application shall be submitted to the Ministry in electronic or written format on the form prescribed for applying for registration in the registry of users of fuel.

## Deletion from the registry

### Article 43

(1) If the user of fuel in public road transport is deleted from the register of issued permits for bus lines managed by the county administrative body or the ministry competent for transport, they shall submit an application for deletion from the registry of users of fuel.

(2) If the user of fuel in public coastal maritime transport is deleted from the register of concessions managed by the ministry competent for finance, they shall submit an application for deletion from the registry of users of fuel.

(3) If the user of fuel in public sector is deleted from the register of budgetary and non-budgetary beneficiaries managed by the ministry competent for finance, they shall submit an application for deletion from the registry of users of fuel.

(4) The application for deletion from the registry of users of fuel shall be submitted to the Ministry in electronic or written format on the form prescribed for applying for registration in the registry of users of fuel.

## Period for application

### Article 44

(1) The period for submitting an application for registration in the registry of users of fuel in public road transport shall be 15 days from the day of registration in the register of issued permits for bus lines managed by the county administrative body or the ministry competent for transport and the adoption of the annual plan for the purpose of fulfilling the duty to hire or purchase motor vehicles or ships which can use energy from renewable sources and, in the case of changes of information entered in the registry of users of fuel, the period shall be 15 days from the day when the change occurred.

(2) The period for submitting an application for registration in the registry of users of fuel in public coastal maritime transport shall be 15 days from the day of registration in the register of budgetary and non-budgetary beneficiaries managed by the ministry competent for finance and the adoption of the annual plan for the purpose of fulfilling the duty to hire or purchase motor vehicles or ships which can use energy from renewable sources and, in the case of changes of information entered in the registry of users of fuel, the period shall be 15 days from the day when the change occurred.

(3) The period for submitting an application for registration in the registry of users of fuel in public sector shall be 15 days from the day of registration in the register of budgetary and non-budgetary beneficiaries and the adoption of the annual plan for the purpose of fulfilling the duty to hire or purchase motor vehicles or ships which can use energy from renewable sources and, in the case of changes of information entered in the registry of users of fuel, the period shall be 15 days from the day when the change occurred.

*Ex officio* registration and deletion

#### Article 45

If the user of fuel fails to submit an application for registration in the registry of users of fuel or an application for registering the change of information or an application for deletion from the registry, the registration or deletion shall be carried out by the Ministry *ex officio*, according to the information on the user of fuel entered in the relevant registry or register. At the request of the Ministry, the user of fuel shall be obliged to submit all prescribed information about the user of fuel that are the subject of registration in the registry.

Register of the registry of users of fuel

#### Article 46

The following information shall be entered into the register of the registry of users of fuel:

1. ordinal number of entry,
2. registration number of the user of fuel,
3. date of receipt,
4. subject,
5. name or company name of the user of fuel,
6. brief contents of the application,
7. document code in the annex,
8. decision or conclusion of the Ministry,
9. other.

Registration process

#### Article 47

(1) The registration process shall be initiated by submitting an application for registration or deletion from the registry of users of fuel or registration of the change of information entered in the registry. The registration process shall be initiated *ex officio* by a conclusion of the Ministry.

(2) Prior to each entry of information in the registry of users of fuel, completeness of all elements in the application for registration in the registry and attached documents shall be checked.

(3) If it is established that the application for registration or the application for registering changes or attached documents are missing certain information or that some of the information does not correspond to the prescribed information, the Ministry shall issue a conclusion for the purpose of supplementing information or submitting a new application for registration or an application for registering changes or new documents.

(4) The user of fuel shall, within 15 days from receipt of the conclusion referred to in paragraph 3 of this Article, comply with the request to supplement the information, or to submit a new application for registration or an application for registering changes of information or prescribed documentation.

(5) An incomplete or inaccurate application or documentation shall be considered as not submitted.

#### IV TRANSITIONAL AND FINAL PROVISIONS

##### Obligation to place biofuels on the market in 2010

###### Article 48

The obligation to place biofuels on the market for transport purposes in the Republic of Croatia in 2010 is laid down by the Regulation on the quality of biofuels in accordance with Directive 2003/30/EC.

##### Registration in the registry of liable parties and registry of users of fuel

###### Article 49

(1) The party liable for placement of biofuels on the market registered in the registry of parties liable for payment of excise duty as on the day of entry into force of this Ordinance shall submit to the Ministry an application for registration in the registry of liable parties within 90 days from the day of entry into force of this Ordinance.

(2) The user of fuel in public road transport registered in the register of issued permits for bus lines or the user of fuel in public coastal maritime transport registered in the register of concessions or the user of fuel in public sector registered in the register of budgetary and non-budgetary beneficiaries as on the day of entry into force of this Ordinance shall submit to the Ministry an application for registration in the registry of users of fuel within 120 days from the day of entry into force of this Ordinance.

###### Annexes

###### Article 50

Annexes I-II which contain the prescribed methodologies and forms, which are available on the website of the Ministry ([www.mingorp.hr](http://www.mingorp.hr)) form an integral part of this Ordinance.

Entry into force

## Article 51

This Ordinance shall enter into force within 30 days after the day of its publication in the Official Gazette, with the exception of the provisions of Articles 18 to 31 and the provisions of Articles 35 to 47, which shall enter into force within 60 days after the day of publication.

Class: 011-01/10-01/40

Reg. No: 526-04-02/1-10-1

Zagreb, 24 March 2010

Minister  
of the Economy, Labour and Entrepreneurship  
Đuro Popijač, m.p.

## ANNEX I

METHODOLOGY FOR CALCULATING THE SHARE OF ENERGY FROM RENEWABLE SOURCES IN TRANSPORT, THE ACHIEVEMENT OF THE NATIONAL TARGET FOR PLACEMENT OF BIOFUELS ON THE MARKET, THE OBLIGATION TO PLACE BIOFUELS ON THE MARKET AND ITS FULFILMENT AND THE CORRECTION OF THE OBLIGATION

### 1. METHODOLOGY FOR CALCULATING THE SHARE OF ENERGY FROM RENEWABLE SOURCES IN TRANSPORT

The share of energy from renewable sources consumed in all forms of transport is a planning value defined by year, for the period 2011 – 2020, trajectory in the National Action Plan for the Promotion of Production and Use of Biofuels in Transport, for the period 2011 – 2020. By applying this methodology the Ministry calculates, at the national level, the achievement of the target share for the year in question. That calculation is the subject of the national report which is submitted to the European Commission. The share of energy from renewable sources consumed in all forms of transport shall be calculated according to the following formula:

$$U_{OIE-P} = \frac{E_{OIE-P}}{E_P} \times 100 \quad (\%)$$

where:

$U_{OIE-P}$  – represents the share of energy from renewable sources consumed in all forms of transport, in the year in question, in the total energy consumed in all forms of transport, (%)

$E_{OIE-P}$  represents the share of energy from renewable sources consumed in all forms of transport in the year in question, (J)

$$E_{OIE-P} = E_{Biogoriva-P} + E_{Elen-OIE-P} + E_{H-OIE-P}$$

where:

- $E_{Biogoriva-P}$  represents the energy of biofuels consumed in all forms of transport, (J)
- $E_{Elen-OIE-P}$  represents electricity from renewable sources consumed in all forms of transport, (J)
- $E_{H-OIE-P}$  represents the energy of hydrogen from renewable sources consumed in transport, (J)
- $E_P$  represents total energy consumed in transport in the year in question, (J)

$$E_P = E_{Benzin-C\check{Z}} + E_{Dizel-C\check{Z}} + E_{Biogoriva-C\check{Z}} + E_{Elen-P},$$

where:

- $E_{Benzin-C\check{Z}}$  represents the energy of petrol consumed in road and railway transport, (J)
- $E_{Dizel-C\check{Z}}$  represents the energy of diesel consumed in road and railway transport, (J)
- $E_{Biogoriva-C\check{Z}}$  represents the energy of biofuels consumed in road and railway transport, (J)
- $E_{Elen-P}$  represents electricity consumed in all forms of transport, (J)

To calculate the energy from renewable sources consumed in transport, the following additional rules prescribed by Directive 2009/28 EC shall apply:

1. The share of electricity from renewable sources ( $E_{Elen-OIE-P}$ ) consumed in all forms of transport in the total electricity for transport in the year in question shall be the same as the share of electricity from renewable sources in the total electricity in the Republic of Croatia as measured two years before the year in question.
2. In the electricity from renewable sources ( $E_{Elen-OIE-P}$ ), the electricity consumed by electric road vehicles shall be considered to be 2.5 times the energy value of the actually consumed electricity.
3. In the energy of biofuels ( $E_{Biogoriva-P}$ ), to calculate the achievement of the national target or the fulfilment of the obligation on the share of energy from renewable sources in all forms of transport, the energy of biofuels produced from wastes, residues, non-food cellulosic material, and ligno-cellulosic material shall be considered to be 2 times the energy value of the actually consumed energy.
4. The energy of hydrogen from renewable sources consumed in transport ( $E_{H-OIE-P}$ ) shall be calculated into the total energy from renewable sources consumed in all forms of transport



in a manner to be prescribed by the European Commission at a later date. Until then, that value shall be taken to be zero.

5. The energy values of all fuels shall be calculated by taking into account the average energy values of fuels prescribed in Annex I of the Ordinance laying down the average energy values of fuels.

6. The methodology of data collection and the definitions used in calculations of the share of energy from renewable sources must be in accordance with Regulation (EC) No 1099/2008 on energy statistics.

## 2. METHODOLOGY FOR CALCULATING THE ACHIEVEMENT OF THE NATIONAL TARGET FOR PLACEMENT OF BIOFUELS ON THE MARKET

The national target for placement of biofuels on the market represents a planning value defined by the National Action Plan for each year in the period 2011 – 2020. It is determined as the part of the share of energy from renewable sources in the total annual final energy consumption in transport according to the formula:

$$N_{CILJ-P} = \frac{E_{Biogoriva-P}}{E_P} \times 100 \quad (\%)$$

where:

$N_{CILJ-P}$  – represents the national target for placement of biofuels on the market of the Republic of Croatia, (%)

$E_{Biogoriva-P}$  – represents the energy of biofuels consumed in all forms of transport, (J)

$E_P$  – represents total energy consumed in transport in the year in question, (J)

## 3. METHODOLOGY FOR CALCULATING THE OBLIGATION TO PLACE BIOFUELS ON THE MARKET AND ITS FULFILMENT

The party liable for placement of biofuels on the market shall calculate the annual quantity of energy of biofuels they must place on the market in order to achieve the mandatory national target for placement of biofuels on the market of the Republic of Croatia according to the formula:

$$E_{Biogoriva-P} = \frac{N_{CILJ-P} (E_{Benzin-C\check{Z}} + E_{Dizel-C\check{Z}})}{100 - N_{CILJ-P}} \quad (J)$$

where:

$E_{\text{Biogoriva-P}}$  – represents the energy of biofuels which the liable party has to place on the market in order to achieve the mandatory national target, (J)

$N_{\text{CILJ-P}}$  – represents national target for placement of biofuels on the market of the Republic of Croatia, which is, for the year in question, defined by the National Action Plan as the obligation of the liable party, (%)

$E_{\text{Benzin-CŽ}}$  – represents the energy of petrol which the liable party intends to place on the market for consumption in road and railway transport, (J)

$E_{\text{Dizel-CŽ}}$  – represents the energy of diesel which the liable party intends to place on the market for consumption in road and railway transport, (J)

From the energy of biofuels for transport which they must place on the market in the year in question, the party liable for placement of biofuels on the market shall calculate the quantities of individual biofuels that need to be blended in petrol or diesel or placed on the market as pure biofuel.

When calculating the fulfilment of the obligation to place biofuels on the market, biofuels produced from wastes, residues, non-food cellulosic material, and ligno-cellulosic material shall be calculated at twice the value of the actually consumed energy.

For the purpose of calculating the fulfilment of its obligation, the party liable for placement of biofuels on the market shall use the following formula:

$$N_{\text{CILJ-P}} = \frac{E_{\text{Bio-Igen}} + 2 (E_{\text{Bio-Ot}} + E_{\text{Bio-Lig}})}{E_{\text{Bio-Igen}} + E_{\text{Bio-Ot}} + E_{\text{Bio-Lig}} + E_{\text{Benzin-CŽ}} + E_{\text{Dizel-CŽ}}} \times 100 (\%)$$

where:

$N_{\text{CILJ-P}}$  – represents the national target for placement of biofuels on the market of the Republic of Croatia which is, for the year in question, defined by the National Action Plan as the obligation of the liable party, (%)

$E_{\text{Benzin-CŽ}}$  – represents the energy of petrol which the liable party placed on the market for consumption in road and railway transport in the year in question, (J)

$E_{\text{Dizel-CŽ}}$  – represents the energy of diesel which the liable party placed on the market for consumption in road and railway transport in the year in question, (J)

$E_{\text{Bio-Igen}}$  – represents the energy of biofuels produced from agricultural food products, which the liable party placed on the market (J)

$E_{\text{Bio-Ot}}$  – represents the energy of biofuels produced from wastes (including also waste edible oil), which the liable party placed on the market (J)

$E_{\text{Bio-Lig}}$  – represents the energy of biofuels produced from ligno-cellulosic non-food materials, which the liable party placed on the market (J)

The energy values of all fuels shall be calculated by taking into account the average energy values of fuels prescribed in Annex I of the Ordinance laying down the average energy values of fuels.

#### 4. METHODOLOGY FOR CALCULATING THE CORRECTION OF THE OBLIGATION TO PLACE BIOFUELS ON THE MARKET

The national target for placement of biofuels on the market of the Republic of Croatia is not a fixed value due to not knowing the actual shares of electricity and hydrogen from renewable sources which also make a part of the share from renewable sources in the overall energy for transport. The placement on the market of pure biofuel and biogas by distributors who are not parties liable for placement of biofuels on the market decreases the obligation of the liable parties calculated according to the methodology referred to in Annex I, item 3 of this Ordinance. This demands a correction of the obligation to place biofuels on the market in relation to the national target laid down by the National Action Plan. The correction factor (corrected national target) for the year in question shall be calculated according to the following formula:

$$N'_{\text{CILJ-P}} = U_{\text{OIE-P}} - U_{\text{Elen-OIE-P}} - U_{\text{H-OIE-P}} - U_{\text{BgBp}} (\%)$$

where:

$N'_{\text{CILJ-P}}$  – represents the correction factor (corrected national target) for placement of biofuels on the market of the Republic of Croatia for the year in question, (%)

$U_{\text{OIE-P}}$  – represents the share of energy from renewable sources for transport, in the year in question, in the total energy consumed in all forms of transport, defined by the trajectory in the National Action Plan (%)

$U_{\text{Elen-OIE-P}}$  – represents the share of electricity from renewable sources for transport in the total energy for transport calculated as the ratio of electricity from renewable sources for transport and the total energy consumed in transport in the year in question expressed as a percentage,

$U_{\text{H-OIE-P}}$  – represents the share of hydrogen from renewable sources for transport in the total energy for transport calculated as the ratio of hydrogen from renewable sources for transport and the total energy consumed in transport in the year in question expressed as a percentage,

$U_{\text{BgBp}}$  – represents the share of energy from pure biofuels and biogas in the total energy for transport which have been, in the year in question, placed on the market by distributors who are not parties liable for placement of biofuels on the market, expressed as a percentage.

According to the collected data, the Ministry shall calculate the correction factor (corrected national target) for the previous year and, based on the Report on implementation of the annual plan of the party liable for placement of biofuels on the market, taking into account the correction of the obligation to place biofuels on the market, shall establish whether the obligation of the liable party has been fulfilled pursuant to the above methodology. The Ministry shall issue to the party liable for placement of biofuels on the market a certificate in

which it states the potential surplus of the biofuel quantity for which they may reduce their obligation in the current year or reduces the deficit shown by the liable party.

The rules referred to Annex I, item 1 of this Ordinance shall also be appropriately used for calculation.

## ANNEX II

### FORMS OF THE REGISTRY OF PARTIES LIABLE FOR PLACEMENT OF BIOFUELS ON THE MARKET AND THE REGISTRY OF USERS OF FUEL IN PUBLIC TRANSPORT AND PUBLIC SECTOR

1. OBV-PRO Form – Programme of the party liable for placement of biofuels on the market
2. OBV-PLO Form – Plan of the party liable for placement of biofuels on the market
3. OBV-PTO Form – Transfer of the obligation to place biofuels on the market
4. OBV-IPM Form – Report on implementation of monitoring
5. OBV-IPP Form – Report by the party liable for placement of biofuels on the market on the implementation of the plan
6. OBV-LST Form – Registration sheet of the registry of liable parties
7. OBV-UPI Form – Register of the registry of liable parties
8. OBV-REG Form – Application for registration in the parties liable for placement of biofuels on the market
9. KOR-PLO Form – Plan of the user of fuel in public transport and public sector
10. KOR-IIO Form – Report by the user of fuel in public transport and public sector on the fulfilment of the duty
11. KOR-LST Form – Registration sheet of the registry of users of fuel
12. KOR-UPI Form – Register of the registry of users of fuel
13. KOR-REG Form – Application for registration in the registry of users of fuel in public transport and public sector

**PROGRAMME OF THE PARTY LIABLE FOR PLACEMENT OF BIOFUELS ON THE MARKET**

<b>1. Information on the liable party</b>					
1.1 Name and surname/title/company name of the liable party:					
1.2 Personal identification number (OIB):					
1.3 Registration number in the registry of liable parties:					
<b>2. Information on the planned annual quantities and types of petroleum fuels which the liable party intends to place on the market</b>					
Type of petroleum fuel	Quantity of petroleum fuel/year			Measurement unit	Average lower heating value of petroleum fuel <sup>1</sup> (MJ/kg)
	Year	Year	Year		
Petrol eurosuper 100				t/yr	43
Petrol eurosuper 98 BS				t/yr	43
Petrol eurosuper 98				t/yr	43
Petrol super 98				t/yr	43
Petrol eurosuper 95 BS				t/yr	43
Petrol eurosuper 95				t/yr	43
Petrol super 95				t/yr	43
Diesel eurodizel BS				t/yr	43
Diesel eurodizel				t/yr	43
Diesel dizel				t/yr	43

<sup>1</sup> According to the Ordinance laying down the average energy values of fuels

Note of the liable party concerning item 2:

<b>3. Information on the planned total annual quantities and types of blended or pure biofuels which the liable party intends to place on the market</b>					
Type of biofuel	Quantity of biofuel/year			Measurement unit	Average lower heating value of biofuel <sup>1</sup> (MJ/kg)
	Year	Year	Year		
Bioethanol				t/yr	27
Bio-ETBE				t/yr	36
Biomethanol				t/yr	20
Bio-MTBE				t/yr	35
Bio-DME				t/yr	28
Bio-TAEE				t/yr	38
Biobutanol				t/yr	33
Biodiesel				t/yr	37
Fischer-Tropsch diesel				t/yr	44
Hydrotreated vegetable oil				t/yr	44
Pure vegetable oil				t/yr	37
Biogas				t/yr	50

<sup>1</sup> According to the Ordinance laying down the average energy values of fuels

Note of the liable party concerning item 3:

Registry of liable parties  
Annex II – 1 –OBV-PRO Form (Page 3)

4. Information on the planned average annual share of the energy of biofuels in the energy of fuels which the liable party intends to place on the market

Type of fuel	Energy of fuel			Measurement unit	Average lower heating value (MJ/kg)
	Year	Year	Year		
4.1 Petroleum fuels					
				MJ	
				MJ	
				MJ	
				MJ	
Total petroleum fuels				MJ	
4.2 Biofuels					
				MJ	
				MJ	
				MJ	
				MJ	
Total biofuels				MJ	
Annual share of the energy of biofuels in the energy of fuels				%	
National target according to NAP				%	

Note of the liable party concerning item 4:

Registry of liable parties  
Annex II – 1 –OBV-PRO Form (Page 4)

5. Other information on the distribution of biofuels

## 6. Confidentiality of information

6.1 List of information from the OBV-PRO Form which are confidential:

6.2 List of attached documents providing evidence of confidentiality of information:

Important: The party liable for placement of biofuels on the market is obliged to submit to the Ministry by the end of October of the current year the Programme of the liable party which shall be valid for three years, not including the current year (e.g., in 2010 the liable party shall submit the programme for the period 2011-2013).

In \_\_\_\_\_ Date: | | | - | | | | | | |  
Person responsible for accuracy of data: \_\_\_\_\_ Responsible person: \_\_\_\_\_  
Name and surname LS Name and surname  
Signature Signature

## INSTRUCTIONS ON FILLING OUT THE OBV-PRO FORM

**Programme period** | | | | - | | | | - enter the calendar years to which the Programme of the party liable for placement of biofuels on the market refers (not including the current year, the Programme refers to the following three years).

### 1. Information on the liable party

**1.1 Name and surname/title/company name of the liable party** – enter name and surname or full name of the company as registered in the register of the Commercial Court, of the party liable for placement of biofuels on the market.

**1.2 Personal identification number (OIB)** – enter the personal identification number.

**1.3 Registration number in the registry of liable parties** – enter the identification number assigned by the Ministry to each party liable for placement of biofuels on the market upon entry into the registry of liable parties.

**2. Information on the planned annual quantities and types of petroleum fuels which the liable party intends to place on the market** – enter data on the planned quantities (in tonnes per year) of individual types of petroleum fuels (petrol eurosuper 100, petrol eurosuper 98, petrol super 98, petrol eurosuper 95 BS, petrol eurosuper 95, petrol super 95, diesel eurodizel BS, diesel eurodizel, diesel dizel) which the liable party intends to place on the market in the following three years, not including the current year. The information is to be entered for each year separately.

**3. Information on the planned annual quantities and types of blended or pure biofuels which the liable party intends to place on the market** - enter data on the planned quantities (in tonnes per year) of individual types of biofuels (bioethanol, bio-ETBE, biomethanol, bio-MTBE, bio-DME, bio-TAEE, biobutanol, biodiesel, Fischer-Tropsch diesel, hydrotreated vegetable oil, pure vegetable oil, biogas) which the liable party intends to place on the market in the following three years, not including the current year. The information is to be entered for each year separately.

**4. Information on the planned average annual share of the energy of biofuels in the energy of fuels which the liable party intends to place on the market** – enter the types of petroleum fuels and types of biofuels, the appropriate lower heating values in MJ/kg (according to the Ordinance laying down the average energy values of fuels) and the energy of fuel in MJ. The energy of fuel is defined as the sum of the quantity of fuel and the appropriate lower heating value according to the formula: Energy of fuel (MJ) = Quantity of fuel (t) \* Lower heating value (MJ/kg) \* 1000. The total energy of petroleum fuels or the total energy of biofuels is defined by adding the energy of individual fuels. The annual share of the energy of biofuels in the energy of fuels for each year is determined according to the formula: Annual share of the energy of biofuels (%) = Total biofuels (MJ) / Total petroleum fuels (MJ) \* 100. The national target for placement of biofuels on the market for transport purposes (%) defined by the National Action Plan is to be entered for each year separately.

**5. Other information on the distribution of biofuels** – enter other important information regarding the distribution of biofuels.

**6. Confidentiality of information (6.1 – 6.2)** – enter the information that is confidential and provide a list of the attached documents providing evidence of confidentiality of information.

At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the liable party, their signatures and the seal of the liable party.

The Plan refers to the year | | | |

### PLAN OF THE PARTY LIABLE FOR PLACEMENT OF BIOFUELS ON THE MARKET

<b>1. Information on the liable party</b>			
1.1 Name and surname/title/company name of the liable party:			
1.2 Personal identification number (OIB):			
1.3 Registration number in the registry of liable parties:			

2. Information on the planned annual quantities and types of petroleum fuels which the liable party intends to place on the market			
Type of petroleum fuel	Quantity of petroleum fuel	Measurement unit	Average lower heating value of petroleum fuel <sup>1</sup> (MJ/kg)
Petrol eurosuper 100		t/yr	43
Petrol eurosuper 98 BS		t/yr	43
Petrol eurosuper 98		t/yr	43
Petrol super 98		t/yr	43
Petrol eurosuper 95 BS		t/yr	43
Petrol eurosuper 95		t/yr	43
Petrol super 95		t/yr	43
Diesel eurodizel BS		t/yr	43
Diesel eurodizel		t/yr	43
Diesel dizel		t/yr	43

<sup>1</sup> According to the Ordinance laying down the average energy values of fuels

<b>Note of the liable party concerning item 2:</b>
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3. Information on the planned annual quantities and types of pure or blended biofuels <sup>1</sup>			
Type of biofuel	Quantity of biofuel	Measurement unit	Average lower heating value of petroleum fuel <sup>3</sup> (MJ/kg)
<b>3.1 Bioethanol</b>			
Domestic production		t/yr	27
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
<b>3.2 Bio-ETBE</b>			
Domestic production		t/yr	36
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
<b>3.3 Biomethanol</b>			
Domestic production		t/yr	20
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
<b>3.4 Bio-MTBE</b>			
Domestic production		t/yr	35
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
<b>3.5 Bio-DME</b>			
Domestic production		t/yr	28
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	

Type of biofuel	Quantity of biofuel	Measurement unit	Average lower heating value of petroleum fuel <sup>3</sup> (MJ/kg)
3.6 Bio-TAEE			
Domestic production		t/yr	38
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.7 Biobutanol			
Domestic production		t/yr	33
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.8 Biodiesel			
Domestic production		t/yr	37
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.9 Fischer-Tropsch diesel			
Domestic production		t/yr	44
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.10 Hydrotreated vegetable oil			
Domestic production		t/yr	44
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	

Registry of liable parties  
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Type of biofuel	Quantity of biofuel	Measurement unit	Average lower heating value of petroleum fuel <sup>3</sup> (MJ/kg)
3.11 Pure vegetable oil			
Domestic production		t/yr	37
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.12 Biogas			
Domestic production		t/yr	50
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	

<sup>1</sup> In case of transferring the obligation to third parties, the liable party shall be obliged to submit the OBV-PTO Form – Transfer of the obligation to place biofuels on the market to third parties along with the OBV-PLO Form

<sup>3</sup> According to the Ordinance laying down the average energy values of fuels

Note of the liable party concerning item 3:

Registry of liable parties  
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4. Information on the planned average annual shares of biofuels in an individual type of fuel which the liable party intends to place on the market											
Average annual share of biofuels in petroleum fuels (mass %)											
	Bioethanol	Bio-ETBE	Biomethanol	Bio-MTBE	Bio-DME	Bio-TAEE	Biobutanol	Biodiesel	F-T diesel	Hydrotreated veg. oil	Pure veg. oil
P. eurosUPER 100											
P. eurosUPER 98 BS											
P. eurosUPER 98											
P. super 98											
P. eurosUPER 95 BS											
P. eurosUPER 95											
P. super 95											
D. eurodizel BS											
D. eurodizel											
D. dizel											

Note of the liable party concerning item 4:

5. Information on the planned average annual share of the energy of biofuels in the energy of fuels			
Type of fuel	Energy of fuel	Measurement unit	Average lower heating value of biofuels (MJ/kg)
5.1 Petroleum fuels			
		MJ	
		MJ	
		MJ	
		MJ	
Total petroleum fuels		MJ	
5.2 Biofuels			
		MJ	
		MJ	
		MJ	
		MJ	
Total biofuels		MJ	
Annual share of the energy of biofuels in the energy of fuels		%	
National target according to NAP		%	

Note of the liable party concerning item 5:

6. Information on the planned method and place of delivery of biofuels to end users	
Method	Place of delivery

7. Other information on the distribution of biofuels important for implementing biofuel quantity monitoring
<p>PROVISIONAL TRANSLATION</p>

## 8. Confidentiality of information

8.1 List of information from the OBV-PLO Form which are confidential:

8.2 List of attached documents providing evidence of confidentiality of information:

**Important:** The party liable for placement of biofuels on the market is obliged to submit to the Ministry by the end of October of the current year the Plan of the liable party for the following year.

In \_\_\_\_\_

Date: | | | - | | | - | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_  
Name and surname

LS

\_\_\_\_\_  
Name and surname

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

INSTRUCTIONS ON FILLING OUT THE OBV-PLO FORM

**The Plan refers to the year**     - enter the calendar year to which the Plan of the party liable for placement of biofuels on the market refers.

**1. Information on the liable party**

**1.1 Name and surname/title/company name of the liable party** – enter name and surname or full name of the company as it is registered in the register of the Commercial Court, of the party liable for placement of biofuels on the market.

**1.2 Personal identification number (OIB)** – enter the personal identification number.

**1.3 Registration number in the registry of liable parties** – enter the identification number assigned by the Ministry to each party liable for placement of biofuels on the market upon entry into the registry of liable parties.

**2. Information on the planned annual quantities and types of petroleum fuels which the liable party intends to place on the market** – enter data on the planned quantities (in tonnes per year) of individual types of petroleum fuels (petrol eurosuper 100, petrol eurosuper 98, petrol super 98, petrol eurosuper 95 BS, petrol eurosuper 95, petrol super 95, diesel eurodizel BS, diesel eurodizel, diesel dizel) which the liable party intends to place on the market in the year to which the Plan refers.

**3. Information on the planned annual quantities and types of blended or pure biofuels which the liable party intends to place on the market** - enter data on the planned quantities (in tonnes per year) of individual types of biofuels (bioethanol, bio-ETBE, biomethanol, bio-MTBE, bio-DME, bio-TAEE, biobutanol, biodiesel, Fischer-Tropsch diesel, hydrotreated vegetable oil, pure vegetable oil, biogas) which the liable party intends to place on the market in the year to which the Plan refers.

The quantity of biofuels from domestic production and import is to be entered separately.

*Transfer of the obligation – increase* relates to the additional estimated quantity of biofuels which the liable party needs to place on the market in relation to its obligation in the current year (Act on Biofuels for Transport (OG 65/2009), Article 24).

*Transfer of the obligation – decrease* relates to the reduced estimated quantity of biofuels which the liable party needs to place on the market in relation to its obligation in the current year (Act on Biofuels for Transport (OG 65/2009), Article 24).

*Transfer of the obligation to third parties* relates to the quantity of biofuels for which a third party assumes the obligation of placement on the market.

**4. Information on the planned annual shares of biofuels in an individual type of fuel which the liable party intends to place on the market** – enter the average annual shares of biofuels in petroleum fuels (mass %) which the liable party intends to place on the market.

**5. Information on the planned average annual share of the energy of biofuels in the energy of fuels which the liable party intends to place on the market** – enter the types of petroleum fuels and types of biofuels, the appropriate lower heating values in MJ/kg (according to the Ordinance laying down the average energy values of fuels) and the energy of fuel in MJ. The energy of fuel is defined as the sum of the quantity of fuel and the appropriate lower heating value according to the formula: Energy of fuel (MJ) = Quantity of fuel (t) \* Lower heating value (MJ/kg) \* 1000. The total energy of petroleum fuels and the total energy of biofuels are defined by adding the energy of individual fuels. The annual share of the energy of biofuels in the energy of fuels is determined according to the formula: Annual share of the energy of biofuels (%) = Total biofuels (MJ) / Total petroleum fuels (MJ) \* 100. The national target for placement of biofuels on the market for transport purposes (%) is defined by the National Action Plan.

**6. Information on the planned method and place of delivery of biofuels to end users** – enter data on the planned method and place of delivery of biofuels to end users.

**7. Other information on the distribution of biofuels** – enter other data on the distribution of biofuels important for implementing biofuel quantity monitoring.

**8. Confidentiality of information (8.1 – 8.2)** – enter the information that is confidential and provide a list of the attached documents providing evidence of confidentiality of information.

At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the liable party, their signatures and the seal of the liable party.
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Information for the year | | | | |

### TRANSFER OF THE OBLIGATION TO PLACE BIOFUELS TO THIRD PARTIES

<b>1. Information on the liable party</b>									
1.1 Name and surname/title/company name of the liable party:									
1.2 Personal identification number (OIB):									
1.3 Registration number in the registry of liable parties:									
<b>2. Information on the third party to which the liable party transferred the obligation to place biofuels on the market</b>									
2.1 Name and surname/title/company name:									
2.2 Personal identification number (OIB):									
2.3 Registration number in the registry of parties liable for payment of excise duty:									
2.4 Address of the head office:									
2.5 Post code:									
2.6 Place:									
2.7 Activity code:       .									
2.8 Statistical code of the city/municipality and county:									
2.9 Contact person:									
2.10 Phone:									
2.11 Fax:									
2.12 E-mail:									
2.13 Website:									
2.14 Information on the responsible person:									
2.14.1 Name and surname									
2.14.2 Position									
2.14.3 Identification document and number									



**3. Information on the contracted quantities being transferred from the liable party to the third party**

Type of biofuel	Quantity of biofuel	Measurement unit	Average lower heating value of biofuel (MJ/kg)
		t/yr	
		t/yr	
		t/yr	
		t/yr	
		t/yr	
		t/yr	
		t/yr	
		t/yr	
		t/yr	
		t/yr	
		t/yr	

**Important: An integral part of this Form is the Agreement between the liable party and the legal person to which the obligation to place biofuels on the market has been transferred and it must contain the following provisions: types and quantities of biofuels for which the third party undertook to place on the market, the method of placement on the market, the period in which the obligation is to be fulfilled and the contract term.**

In \_\_\_\_\_

Date: | | - | | - | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_  
Name and surname

LS

\_\_\_\_\_  
Name and surname

Signature

Signature

# INSTRUCTIONS ON FILLING OUT THE OBV-PTO FORM

**Information for the year** | | | | - enter the calendar year to which the information in the form refers.

## 1. Information on the liable party

**1.1 Name and surname/title/company name of the liable party** – enter name and surname or full name of the company as registered in the register of the Commercial Court, of the party liable for placement of biofuels on the market.

**1.2 Personal identification number (OIB)** – enter the personal identification number.

**1.3 Registration number in the registry of liable parties** – enter the identification number assigned by the Ministry to each party liable for placement of biofuels on the market upon entry into the registry of liable parties.

## 2. Information on the third party to which the liable party transferred the obligation to place biofuels on the market

**2.1 Name and surname/title/company name** - enter name and surname or full name of the company as registered in the register of the Commercial Court.

**2.2 Personal identification number (OIB)** - enter the personal identification number.

**2.3 Registration number in the registry of parties liable for payment of excise duty** – enter the excise duty identification number of the party in the registry of parties liable for payment of excise duty.

**2.4 – 2.6 Address of the head office, Post code, Place** – enter the street name and house number, post code and name of the place in which the management board of the company is seated and from where the business activities of the company are managed or from where the company performs its activity.

**2.7 Economic activity code** – enter the main activity according to the appropriate National Classification of Activities (NKD-class).

**2.8 Statistical code of the city/municipality and county** - Statistical code of the city/municipality – enter the numerical code of the city or municipality in which the head office of the party is located. Statistical code of the county – enter the statistical code of the county according to the National classification of spatial units for statistics (OG 35/2007).

**2.9 – 2.13 Contact person** – enter name and surname, phone number, fax number, e-mail address and website of the contact person.

**2.14 Information on the responsible person – (2.14.1 – 2.14.3)** – enter name and surname, position and the identification document and number of the responsible person.

**3. Information on the contracted quantities being transferred from the liable party to the third party** – enter the type of biofuels, the appropriate lower heating values in MJ/kg (according to the Ordinance laying down the average energy values of fuels) and the contracted quantities of biofuels (in tonnes per year) that are transferred from the liable party to the third party.

**At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the liable party, their signatures and the seal of the liable party.**

The Report refers to the year | | | |

# REPORT ON IMPLEMENTATION OF BIOFUEL QUANTITY MONITORING

<b>1. Information on the liable party</b>	
1.1 Name and surname/title/company name of the liable party:	
1.2 Personal identification number (OIB):	
1.3 Registration number in the registry of liable parties:	
<b>2. Information on the person authorised for monitoring biofuel quantity</b>	
2.1 Name and surname/title/company name:	
2.2 Personal identification number (OIB):	
2.3 Address of the head office:	
2.4 Post code:	
2.5 Place:	
2.6 Information on the responsible person:	
2.6.1 Name and surname	
2.6.2 Position	
2.6.3 Identification document and number	
<b>3. Information on the Monitoring programme</b>	
3.1 Identification code of the Monitoring programme:	
3.2 Number of authorisation / code of the authorisation for the Monitoring programme:	

4. Information on the delivered quantities and types of pure or blended biofuels				
Type of biofuel	Quantity of biofuel	Measurement unit	Consignment note number and date and/or customs declaration number and date	Conformity document number and date
		t		
		t		
		t		
		t		
		t		
		t		

Note concerning item 4:

In \_\_\_\_\_

Date: | | - | | - | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_  
Name and surname

LS

\_\_\_\_\_  
Name and surname

Signature

Signature

#### INSTRUCTIONS ON FILLING OUT THE OBV-IPM FORM

The Report refers to the year | | | | - enter the calendar year to which the Report on implementation of biofuel quantity monitoring refers.

#### 1. Information on the liable party

**1.1 Name and surname/title/company name of the liable party** – enter name and surname or full name of the company as registered in the register of the Commercial Court, of the party liable for placement of biofuels on the market.

**1.2 Personal identification number (OIB)** – enter the personal identification number.

**1.3 Registration number in the registry of liable parties** – enter the identification number assigned by the Ministry to each party liable for placement of biofuels on the market upon entry into the registry of liable parties.

#### 2. Information on the person authorised for monitoring biofuel quantity

**2.1 Name and surname/title/company name** - enter name and surname or full name of the company as registered in the register of the Commercial Court.

**2.2 Personal identification number (OIB)** - enter the personal identification number.

**2.3 – 2.5 Address of the head office, Post code, Place** – enter the street name and house number, post code and name of the place in which the management board of the company is seated and from where the business activities of the company are managed or from where the company performs its activity.

**2.6 Information on the responsible person – (2.6.1 – 2.6.3)** – enter name and surname, position and the identification document and number of the responsible person.

#### 3. Information on the Monitoring programme

**3.1 Identification code of the Monitoring programme** – enter the Identification code of the Monitoring programme assigned by the Ministry.

**3.2 Number of authorisation / code of the authorisation for the Monitoring programme** – enter the number of authorisation / code of the authorisation for the Monitoring programme issued by the Ministry.

**4. Information on the delivered quantities and types of pure or blended biofuels** – for each delivery of fuel, enter the type of biofuel, quantity of biofuel (in tonnes), the consignment note number and date and/or the customs declaration number and date and the conformity document number and date.

At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the authorised person, their signatures and the seal of the authorised person.

Registry of liable parties  
Annex II – 5 –OBV-IPP Form (Page 1)

The Report refers to the year | | | | |

**REPORT BY THE PARTY LIABLE FOR PLACEMENT OF BIOFUELS ON THE MARKET ON THE IMPLEMENTATION OF THE PLAN**

<b>1. Information on the liable party</b>			
1.1 Name and surname/title/company name of the liable party:			
1.2 Personal identification number (OIB):			
1.3 Registration number in the registry of liable parties:			

2. Information on the realised annual quantities and types of petroleum fuels which the liable party placed on the market			
Type of petroleum fuel	Quantity of petroleum fuel	Measurement unit	Average lower heating value of petroleum fuel <sup>1</sup> (MJ/kg)
Petrol eurosuper 100		t/yr	43
Petrol eurosuper 98 BS		t/yr	43
Petrol eurosuper 98		t/yr	43
Petrol super 98		t/yr	43
Petrol eurosuper 95 BS		t/yr	43
Petrol eurosuper 95		t/yr	43
Petrol super 95		t/yr	43
Diesel eurodizel BS		t/yr	43
Diesel eurodizel		t/yr	43
Diesel dizel		t/yr	43

<sup>1</sup> According to the Ordinance laying down the average energy values of fuels

**Note of the liable party concerning item 2:**

3. Information on the realised annual quantities and types of pure or blended biofuels <sup>2</sup>			
Type of biofuel	Quantity of biofuel	Measurement unit	Average lower heating value of petroleum fuel <sup>3</sup> (MJ/kg)
3.1 Bioethanol			
Domestic production		t/yr	27
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.2 Bio-ETBE			
Domestic production		t/yr	36
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.3 Biomethanol			
Domestic production		t/yr	20
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.4 Bio-MTBE			
Domestic production		t/yr	35
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.5 Bio-DME			
Domestic production		t/yr	28
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	

Type of biofuel	Quantity of biofuel	Measurement unit	Average lower heating value of petroleum fuel <sup>3</sup> (MJ/kg)
3.6 Bio-TAEE			
Domestic production		t/yr	38
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.7 Biobutanol			
Domestic production		t/yr	33
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.8 Biodiesel			
Domestic production		t/yr	37
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.9 Fischer-Tropsch diesel			
Domestic production		t/yr	44
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	
3.10 Hydrotreated vegetable oil			
Domestic production		t/yr	44
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to third parties		t/yr	

Registry of liable parties  
Annex II – 5 –OBV-IPP Form (Page 4)

Type of biofuel	Quantity of biofuel	Measurement unit	Average lower heating value of petroleum fuel <sup>3</sup> (MJ/kg)
3.11 Pure vegetable oil			
Domestic production		t/yr	37
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to a third party		t/yr	
3.12 Biogas			
Domestic production		t/yr	50
Import		t/yr	
Transfer of the obligation - increase		t/yr	
Transfer of the obligation - decrease		t/yr	
Transfer of the obligation to a third party		t/yr	

<sup>2</sup> In case of transferring the obligation to third parties, the liable party shall be obliged to submit the OBV-PTO Form – Transfer of the obligation to place biofuels on the market to third parties along with the OBV-IPP Form

<sup>3</sup> According to the Ordinance laying down the average energy values of fuels

Note of the liable party concerning item 3:

Registry of liable parties  
Annex II – 5 –OBV-IPP Form (Page 5)

<b>4. Information on the realised average annual shares of biofuels in an individual type of fuel which the liable party placed on the market</b>											
Average annual share of biofuels in petroleum fuels (mass %)											
	Bioethanol	Bio-ETBE	Biomethanol	Bio-MTBE	Bio-DME	Bio-TAEE	Biobutanol	Biodiesel	F-T diesel	Hydrotreated veg. oil	Pure veg. oil
P. eurosuper 100											
P. eurosuper 98 BS											
P. eurosuper 98											
P. super 98											
P. eurosuper 95 BS											
P. eurosuper 95											
P. super 95											
D. eurodizel BS											
D. eurodizel											
D. dizel											

Note of the liable party concerning item 4:

5. Information on the realised average annual share of the energy of biofuels in the energy of fuels			
Type of fuel	Energy of fuel	Measurement unit	Average lower heating value of biofuels (MJ/kg)
5.1 Petroleum fuels			
		MJ	
		MJ	
		MJ	
		MJ	
Total petroleum fuels		MJ	
5.2 Biofuels			
		MJ	
		MJ	
		MJ	
		MJ	
Total biofuels		MJ	
Annual share of the energy of biofuels in the energy of fuels		%	
National target according to NAP		%	

Note of the liable party concerning item 5:



6. Information on the realised method and place of delivery of biofuels to end users	
Method	Place of delivery

7. Future measures by which the liable party plans to fulfil the obligation in case of non-fulfilment in the previous year
<p>PROVISIONAL TRANSLATION</p>

## 8. Confidentiality of information

8.1 List of information from the OBV-IPP Form which are confidential:

8.2 List of attached documents providing evidence of confidentiality of information:

**Important:** The party liable for placement of biofuels on the market is obliged to submit to the Ministry by the end of February of the current year the Report on the implementation of the plan.

The annexes referred to in Article 16 paragraph 3 of the Ordinance on the measures for promotion of use of biofuels in transport represent an integral part of this Report.

In \_\_\_\_\_

Date: | | | - | | | - | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_  
Name and surname

LS

\_\_\_\_\_  
Name and surname

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

INSTRUCTIONS ON FILLING OUT THE OBV-IPP FORM

**The Report refers to the year**     - enter the calendar year to which the Report of the party liable for placement of biofuels on the market refers.

**1. Information on the liable party**

**1.1 Name and surname/title/company name of the liable party** – enter name and surname or full name of the company as it is registered in the register of the Commercial Court, of the party liable for placement of biofuels on the market.

**1.2 Personal identification number (OIB)** – enter the personal identification number.

**1.3 Registration number in the registry of liable parties** – enter the identification number assigned by the Ministry to each party liable for placement of biofuels on the market upon entry into the registry of liable parties.

**2. Information on the realised annual quantities and types of petroleum fuels which the liable party placed on the market** – enter data on the quantities (in tonnes per year) of individual types of petroleum fuels (petrol eurosuper 100, petrol eurosuper 98, petrol super 98, petrol eurosuper 95 BS, petrol eurosuper 95, petrol super 95, diesel eurodizel BS, diesel eurodizel, diesel dizel) which the liable party placed on the market in the year to which the Report refers.

**3. Information on the realised annual quantities and types of blended or pure biofuels** - enter data on the quantities (in tonnes per year) of individual types of biofuels (bioethanol, bio-ETBE, biomethanol, bio-MTBE, bio-DME, bio-TAEE, biobutanol, biodiesel, Fischer-Tropsch diesel, hydrotreated vegetable oil, pure vegetable oil, biogas) which the liable party placed on the market in the year to which the Report refers.

The quantity of biofuels from domestic production and import is to be entered separately.

*Transfer of the obligation – increase* relates to the additional estimated quantity of biofuels which the liable party needs to place on the market in relation to its obligation in the previous year (Act on Biofuels for Transport (OG 65/2009), Article 24).

*Transfer of the obligation – decrease* relates to the reduced estimated quantity of biofuels which the liable party needs to place on the market in relation to its obligation in the previous year (Act on Biofuels for Transport (OG 65/2009), Article 24).

*Transfer of the obligation to third parties* relates to the quantity of biofuels for which a third party assumes the obligation of placement on the market.

**4. Information on the realised average annual shares of biofuels in an individual type of fuel which the liable party placed on the market** – enter the average annual shares of biofuels in petroleum fuels (mass %) which the liable party placed on the market.

**5. Information on the realised average annual share of the energy of biofuels in the energy of fuels** – enter the types of petroleum fuels and types of biofuels, the appropriate lower heating values in MJ/kg (according to the Ordinance laying down the average energy values of fuels) and the energy of fuel in MJ. The energy of fuel is defined as the sum of the quantity of fuel and the appropriate lower heating value according to the formula: Energy of fuel (MJ) = Quantity of fuel (t) \* Lower heating value (MJ/kg) \* 1000. The total energy of petroleum fuels and the total energy of biofuels are defined by adding the energy of individual fuels. The annual share of the energy of biofuels in the energy of fuels is determined according to the formula: Annual share of the energy of biofuels (%) = Total biofuels (MJ) / Total petroleum fuels (MJ) \* 100. The national target for placement of biofuels on the market for transport purposes (%) is defined by the National Action Plan.

**6. Information on the realised method and place of delivery of biofuels to end users** – enter data on the method and place of delivery of biofuels to end users.

**7. Future measures with which the liable party plans to fulfil the obligation in the case of non-fulfilment in the previous year** – enter information on future measures with which the liable party plans to fulfil the obligation in the case of non-fulfilment in the previous year (for example, increase of the obligation in the following year, payment of the special environmental fee, according to the “polluter pays” principle, etc.).

**8. Confidentiality of information (8.1 – 8.2)** – enter the information that is confidential and provide a list of the attached documents providing evidence of confidentiality of information.

**At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the liable party, their signatures and the seal of the liable party.**

## REGISTRATION SHEET – REGISTRY OF LIABLE PARTIES

[illegible][illegible]

Registry of liable parties  
Annex II – 6 –OBV-LST Form (Page 3)

4. Information on the fulfilment of the obligation to place biofuels on the market					
Year	National target for placement of biofuels on the market (%)	Obligation to place biofuels on the market (MJ)	Fulfilment of the obligation	Transfer of the obligation	Payment of the fee
2010					
2011					
2012					
2013					
2014					
2015					
2016					
2017					
2018					
2019					
2020					

Registry of liable parties  
Annex II – 7 –OBV-UI Form (Page 1)

## REGISTER OF THE REGISTRY OF LIABLE PARTIES

[illegible]

Information for the year | | | | |

APPLICATION FOR REGISTRATION IN THE REGISTRY OF PARTIES LIABLE FOR PLACEMENT OF BIOFUELS ON THE MARKET

Information on the party liable for placement of biofuels on the market	application     / change of information    / deletion
1 Name and surname/title/company name of the liable party:	
2 Personal identification number (OIB):	
3 Registration number of the liable party in the registry of parties liable for payment of excise duty:	
4 Address of the head office:	
5 Post code:	
6 Place:	
7 Economic activity code:	.
8 Statistical code of the city/municipality and county:	
9 Contact person:	
10 Phone:	
11 Fax:	
12 E-mail:	
13 Website:	
14 Information on the responsible person:	
14.1 Name and surname	
14.2 Position	
14.3 Identification document and number	

In \_\_\_\_\_ Date: | | - | | - | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_

\_\_\_\_\_

Name and surname

LS

Name and surname

\_\_\_\_\_

\_\_\_\_\_

Signature

Signature

Ordinal number of registration:	
Date of receipt of the application for registration	-       -
Registration number in the registry of liable parties:	

## INSTRUCTIONS ON FILLING OUT THE OBV-REG FORM

**Information for the year** | | | | - enter the calendar year to which the information in the form refers.

### Information on the party liable for placement of biofuels on the market

Enter "x" in the appropriate box for the intended use of the form (application/change of information/deletion).

**1 Name and surname/title/company name of the liable party** – enter name and surname or full name of the company as registered in the register of the Commercial Court, of the party liable for placement of biofuels on the market.

**2 Personal identification number (OIB)** – enter the personal identification number.

**3 Registration number in the registry of liable parties** – enter the identification number assigned by the Ministry to each party liable for placement of biofuels on the market upon entry into the registry of liable parties.

**4 – 6 Address of the head office, Post code, Place** – enter the street name and house number, post code and name of the place where the management board of the company is seated and from where the business activities of the company are managed or from where the company performs its activity.

**7 Economic activity code** – enter the main activity according to the appropriate National Classification of Activities (NKD-class).

**8 Statistical code of the city/municipality and county** - Statistical code of the city/municipality – enter the numerical code of the city or municipality in which the head office of the party is located. Statistical code of the county – enter the statistical code of the county according to the National classification of spatial units for statistics (OG 35/2007).

**9 – 13 Contact person** – enter name and surname, phone number, fax number, e-mail address and website of the contact person of the liable party.

**14 Information on the responsible person – (14.1 – 14.3)** – enter name and surname, position and the identification document and number of the responsible person of the liable party.

**At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the liable party, their signatures and the seal of the liable party.**

The Plan refers to the year | | | |

## PLAN OF THE USER OF FUEL IN PUBLIC TRANSPORT AND PUBLIC SECTOR

<b>1. Information on the user of fuel in public transport and public sector</b>												
1.1 Name and surname/title/company name of the user of fuel:												
1.2 Personal identification number (OIB):												
1.3 Registration number in the registry of users of fuel:												

2. Information on the plan to purchase or hire road vehicles					
Vehicle type / engine type	Quantity				
	Otto	Diesel	Electro	Combin.	Wankel
2.1 Personal vehicle					
2.2 Combined vehicle					
2.3 Bus					
2.4 Freight vehicle					
2.5 Working vehicle					

<b>3. Planned period of purchasing or hiring road vehicles</b>
----------------------------------------------------------------

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4. Information on the plan to purchase or hire a ship	
Type of ship	Quantity
4.1 _____	
4.2 _____	
4.3 _____	
4.4 _____	
4.5 _____	

Registry of users of fuel  
Annex II – 9 –KOR-PLO Form (Page 2)

5. Planned period of purchasing or hiring a ship

**Important: The user of fuel in public transport and public sector is obliged to submit to the Ministry by the end of February of the current year the Procurement plan for vehicles and/or ships for the reference year.**

In \_\_\_\_\_ Date: | | | - | | | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_

\_\_\_\_\_

Name and surname

LS

Name and surname

\_\_\_\_\_

\_\_\_\_\_

Signature

Signature

Registry of users of fuel  
Annex II – 9 –KOR-PLO Form (Page 3)

#### INSTRUCTIONS ON FILLING OUT THE KOR-PLO FORM

The Plan refers to the year | | | | - enter the calendar year to which the Plan of the user of fuel in public transport and public sector refers.

#### 1. Information on the user of fuel in public transport and public sector

**1.1 Name and surname/title/company name of the user of fuel** – enter name and surname or full name of the company as registered in the register of the Commercial Court.

**1.2 Personal identification number (OIB)** – enter the personal identification number.

**1.3 Registration number in the registry of users of fuel** – enter the identification number assigned by the Ministry to each user of fuel in public transport and public sector upon entry into the registry of users of fuel.



2. **Information on the plan to purchase or hire road vehicles** – enter the number of road vehicles planned for purchase or hire according to the type of vehicle (personal vehicle, combined vehicle, bus, freight vehicle, working vehicle) and the type of engine (otto, diesel, electric drive, combined drive, Wankel).
3. **Planned period of purchasing or hiring road vehicles** – enter the planned period of procurement (purchase or hire) of road vehicles.
4. **Information on the plan to purchase or hire a ship** – enter the number and type of ships planned for purchase or hire.
5. **Planned period of purchasing or hiring a ship** – enter the planned period of procurement (purchase or hire) of a ship.

**At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the user of fuel, their signatures and the seal of the user of fuel.**

Registry of users of fuel  
Annex II – 10 –KOR-IIO Form (Page 1)

The Report refers to the year | | | |

**REPORT BY THE USER OF FUEL IN PUBLIC TRANSPORT AND PUBLIC SECTOR ON THE FULFILMENT OF THE DUTY**

<b>1. Information on the user of fuel in public transport and public sector</b>					
1.1 Name and surname/title/company name of the user of fuel:					
1.2 Personal identification number (OIB):					
1.3 Registration number in the registry of users of fuel:					
<b>2. Information on purchasing or hiring road vehicles</b>					
Vehicle type / engine type	Quantity				
	Otto	Diesel	Electro	Combin.	Wankel
2.1 Personal vehicle					
2.2 Combined vehicle					
2.3 Bus					
2.4 Freight vehicle					
2.5 Working vehicle					
<b>3. Technical characteristics of vehicles</b>					
<b>4. Information on purchasing or hiring a ship</b>					
Type of ship	Quantity				
4.1 _____					
4.2 _____					
4.3 _____					
4.4 _____					
4.5 _____					

5. Technical characteristics of ships

**Important:** The user of fuel in public transport and public sector is obliged to submit to the Ministry by the end of February of the current year the Report by the user of fuel in public transport and public sector for the previous year.

In \_\_\_\_\_

Date: | | | - | | | - | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_  
Name and surname

LS

\_\_\_\_\_  
Name and surname

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

INSTRUCTIONS ON FILLING OUT THE KOR-IIO FORM

The Report refers to the year | | | | - enter the calendar year to which the Report by the user of fuel in public transport and public sector refers.

**1. Information on the user of fuel in public transport and public sector**

**1.1 Name and surname/title/company name of the user of fuel** – enter name and surname or full name of the company as registered in the register of the Commercial Court.

**1.2 Personal identification number (OIB)** – enter the personal identification number.

**1.3 Registration number in the registry of users of fuel** – enter the identification number assigned by the Ministry to each user of fuel in public transport and public sector upon entry into the registry of users of fuel.

**2. Information on purchasing or hiring road vehicles** – enter the number of purchased or hired road vehicles according to the type of vehicle (personal vehicle, combined vehicle, bus, freight vehicle, working vehicle) and the type of engine (otto, diesel, electric drive, combined drive, Wankel).

**3. Technical characteristics of vehicles** – enter the technical characteristics of purchased / hired road vehicles – type of vehicle, type of engine, engine power in kW, working volume of the engine in cm<sup>3</sup>, etc.

**4. Information on purchasing or hiring a ship** – enter the number and type of purchased or hired ships.

**5. Technical characteristics of ships** – enter the technical characteristics of purchased / hired ships – type of ship, type of engine, engine power in kW, working volume of the engine in cm<sup>3</sup>, etc.

**At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the user of fuel, their signatures and the seal of the user of fuel.**

## REGISTRATION SHEET – REGISTRY OF USERS OF FUEL

[illegible][illegible]

Registry of users of fuel  
Annex II – 11 –KOR-LST Form (Page 3)

4. Information on the fulfilment of the duty to hire or purchase vehicles or ships				
Year	Planned	Realised	Difference	Note
2010				
2011				
2012				
2013				
2014				
2015				
2016				
2017				
2018				
2019				
2020				

Registry of users of fuel  
Annex II – 12 –KOR-UI Form (Page 1)

## REGISTER OF THE REGISTRY OF USERS OF FUEL

[illegible]

Information for the year | | | | |

**APPLICATION FOR REGISTRATION IN THE REGISTRY OF USERS OF FUEL IN PUBLIC TRANSPORT AND PUBLIC SECTOR**

<b>Information on the user of fuel in public transport and public sector</b>	<b>application     / change of information    / deletion   </b>
1 Name and surname/title/company name of the user of fuel:	
2 Personal identification number (OIB):	
3 Number from the register of permits for bus lines/ register of concessions/ register of budgetary and non-budgetary beneficiaries:	
4 Address of the head office:	
5 Post code:	
6 Place:	
7 Activity code:	.
8 Statistical code of the city/municipality and county:	
9 Contact person:	
10 Phone:	
11 Fax:	
12 E-mail:	
13 Website:	
14 Information on the responsible person:	
14.1 Name and surname	
14.2 Position	
14.3 Identification document and number	

In \_\_\_\_\_ Date: | | | - | | | - | | | |

Person responsible for accuracy of data:

Responsible person:

\_\_\_\_\_  
Name and surname

LS

\_\_\_\_\_  
Name and surname

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Ordinal number of registration:	
Date of receipt of the application for registration	-       -
Registration number in the registry of users of fuel:	

## INSTRUCTIONS ON FILLING OUT THE KOR-REG FORM

**Information for the year**  - enter the calendar year to which the information in the form refers.

**Information on the user of fuel in public transport and public sector**

Enter "x" in the appropriate box for the intended use of the form (application/change of information/deletion).

**1 Name and surname/title/company name of the user of fuel** – enter name and surname or full name of the company as registered in the register of the Commercial Court.

**2 Personal identification number (OIB)** – enter the personal identification number.

**3 Number from the register of permits for bus lines/ register of concessions/ register of budgetary and non-budgetary beneficiaries** – enter the number under which the user of fuel is registered in the register of permits for bus lines or in the register of concessions or the register of budgetary and non-budgetary beneficiaries.

**4 – 6 Address of the head office, Post code, Place** – enter the street name and house number, post code and name of the place in which the management board of the company is seated and from where the business activities of the company are managed or from where the company performs its activity.

**7 Economic activity code** – enter the main activity according to the appropriate National Classification of Activities (NKD-class).

**8 Statistical code of the city/municipality and county** - Statistical code of the city/municipality – enter the numerical code of the city or municipality in which the head office of the party is located. Statistical code of the county – enter the statistical code of the county according to the National classification of spatial units for statistics (OG 35/2007).

**9 – 13 Contact person** – enter name and surname, phone number, fax number, e-mail address and website of the contact person of the user of fuel.

**14 Information on the responsible person – (14.1 – 14.3)** – enter name and surname, position and the identification document and number of the responsible person of the user of fuel.

<p><b>At the end of the form, the place and date of filling out the form is entered along with the legibly written name and surname of the person responsible for the accuracy of provided data and of the responsible person of the user of fuel, their signatures and the seal of the user of fuel.</b></p>
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