

Appendix 3

Curbside Electric Vehicle Charging Permit: Data Reporting Requirements

Version 08.26.2026

Introduction

This document details the data reporting requirements for the San Francisco Municipal Transportation Agency (SFMTA) Curbside Electric Vehicle Charging Permit Program (Program). Curbside Electric Vehicle Charging Operators (Operators) are responsible for complying with the Data Reporting Requirements for the duration of the permit term.

A. Data Reporting Requirements

At a minimum, Operators are required to provide the following data reports on at least a monthly basis:

1. Charging station and port ID (if applicable)
 - a. Model of charger
 - b. Charger serial number
 - c. Uptime and Downtime (to calculate Average daily uptime [minutes and %])
 - d. Total charging sessions count
 - e. Successful charge attempt rate (numerator and denominator to calculate %)
 - f. Charging sessions count by vehicle make/model, if available
 - g. Number of unique users
 - h. Charging session length (to calculate Average session length [minutes])
 - i. Utilization (to calculate Average daily utilization [minutes and %])
 - j. Peak utilization time of day
 - k. Dwell times (to calculate Average daily dwell time [post-charging session])
 - l. Catalog and summary of customer inquiries, responses, and response times
 - m. Description and count of maintenance and vandalism events
 - n. Power usage (kWh)

Reports must be submitted in the following methods:

2. Monthly reports shall be submitted through the SFMTA's Permittee Portal within 3 weeks after the end of each month
3. Responses to urgent incidents, including safety and hazards, shall be reported immediately by contacting SFMTA staff directly at 415-646-4400 or EVCurbside@sfmta.com, and subsequently through the SFMTA Permittee Portal
4. Certain as-needed information shall be transmitted, upon request, through the SFMTA Permittee Portal or through such other data transmission mechanisms as specified by the SFMTA

The SFMTA will issue logins to Operators and specifically designated Operator users to submit reports in the SFMTA Permittee Portal.

Future Data Feed Requirements

The SFMTA is interested in eventually obtaining more granular data (e.g., at the weekly or daily level) and/or access to real-time availability and utilization data, and additional quantitative and qualitative data such as information on non-Electric Vehicle dwell time, additional user demographics, user surveys, and neighborhood / community surveys.

The SFMTA may continue to make changes to the Data Reporting Requirements and may also adopt and mandate industry reporting requirements once a standard is available.

B. Future Data Transmission Mechanism and Frequency

If and when implemented, required data must be transmitted to the SFMTA at the specified frequency and via the following reporting mechanisms:

1. A data feed built according to an approved industry standard for regulators

C. Authorization

Data transmitted per the future industry standard shall be secured using OAuth 2.0 Authentication or any applicable successor method. New documentation will provide details on how to register with SFMTA and request access to the SFMTA's various API Services, which may be amended from time to time. At that time, to obtain individual tokens, please email: MiddlewareServices@sfmta.com. Consult the latest OAuth2 Specification Document (or successor) for complete details on tokens and authentication.