

Email to large DOORS Fleets

Date Sent: January 13, 2015

Subject: Large Fleets as of 12/31/14

Dear Off-Road Fleet Contact,

Beginning in 2012 for large fleets, 2016 for medium fleets, and 2018 for small fleets, the In-Use Off-Road Diesel Vehicle Regulation (Off-Road Regulation) requires fleets to annually report any changes made to their fleet, and affirm that their reported information is accurate and their fleet is in compliance with the Off-Road Regulation.

By March 1, 2015, large fleets (those with more than 5,000 horsepower, state, and federal government fleets) are required to complete their annual report, which includes: submitting a Responsible Official Affirmation of Reporting (ROAR) to the Air Resources Board (ARB); reporting engine hour meter readings for low-use vehicles, if applicable; and reporting any changes in the Diesel Off-road Online Reporting System (DOORS).

To simplify the annual reporting process, ARB is providing the following checklist of annual reporting requirements.

- Submit a signed ROAR form, which is available at http://www.arb.ca.gov/msprog/ordiesel/documents/doors/roar_form.pdf.
- Submit a signed Designated Official form, which is available with the ROAR form and required only if the responsible official would like to designate another to sign on their behalf.
- Report engine hour meter readings for the 2014 calendar year on the "Low-Use" page in DOORS for any vehicles designated as low-use. For more information on reporting low-use vehicles and their hour meter readings, please see the DOORS User Guide on Low-Use, which is available at <http://www.arb.ca.gov/msprog/ordiesel/documents/doors/userguide-lowuse.pdf>.
- Submit hour logs titled, "Low-Use Vehicles Operated Inside and Outside of California", if the fleet has vehicles designated as "year-by-year outside" and "permanent outside" low-use. The hour log form is available at <http://www.arb.ca.gov/msprog/ordiesel/documents/doors/out-of-state-reporting.pdf>.
- Submit hour logs titled, "Vehicles Used for Agricultural Operations", if the fleet has vehicles designated as "51-99% Ag". The form is available at <http://www.arb.ca.gov/msprog/ordiesel/documents/doors/ag-hours-reporting-log.pdf>.
- Report any changes made to the fleet, such as engine repowers, Verified Diesel Emission Control Strategies (VDECS) installations or removals, and changes in

low-use designations. For more information on updating fleet information in DOORS, please see the DOORS User Guide on Updating Fleet Information at <http://www.arb.ca.gov/msprog/ordiesel/documents/doors/userguide-updatefleetinfo.pdf>.

For more information on the annual reporting requirements of the Off-Road Regulation, please see the ROAR and Annual Reporting FAQ, which is available at http://www.arb.ca.gov/msprog/ordiesel/faq/roar_faq.pdf.

If you have any questions regarding the Off-Road Regulation or annual reporting requirements, please contact the DOORS hotline at 1-877-59-DOORS (877-593-6677) or by email at doors@arb.ca.gov.

Thank you,
Off-Road Implementation Staff