

Subject: Off-Road Diesel Vehicle Regulation – 2015 ROAR Reminder

Sent to: Large Fleets who did not submit a 2015 ROAR

Dear Fleet Owner,

You are receiving this e-mail because you have not yet fulfilled your annual reporting requirements, which includes submitting a Responsible Official Affirmation of Reporting (ROAR) form, as required by the In-Use Off-Road Diesel Vehicle Regulation (Off-Road Regulation).

By March 1, 2015, large fleets (those with more than 5,000 horsepower, state, and federal government fleets) were required to complete their annual report, which includes: submitting a ROAR form 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). Please submit your completed ROAR and other annual reporting forms to us by email, mail, or fax as soon as possible. Please note that every day you delay in submitting the required report increases your exposure to enforcement action.

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