

## Email to large fleets in DOORS

Date Sent: January 16, 2014

Subject: ARB Annual Responsible Official Affirmation of Reporting (ROAR) due by March 1, 2014

**By March 1, 2014, large fleets (those with over 5,000 horsepower off-road diesel vehicles as of December 31, 2013) are required to submit a Responsible Official Affirmation of Reporting (ROAR) to the Air Resources Board (ARB).** The ROAR is a signed statement affirming that the fleet information reported is accurate. Beginning in 2012 for large fleets, 2016 for medium fleets, and 2018 for small fleets, the Off-Road Regulation requires fleets to annually update and affirm that their reporting information is correct.

In addition to the ROAR, the annual update must include reporting of engine hour meter readings for low-use vehicles and vehicles used for more than half their annual operating hours for agricultural operations. For more information, please see the Diesel Off-Road Online Reporting System (DOORS) User Guide on Reporting Low-Use Vehicles, available at

<http://www.arb.ca.gov/msprog/ordiesel/documents/doors/userguide-lowuse.pdf>.

To access the ROAR form, log into your DOORS account at [https://ssl.arb.ca.gov/ssldoors/doors\\_reporting/doors\\_login.html](https://ssl.arb.ca.gov/ssldoors/doors_reporting/doors_login.html), and choose the button labeled "ROAR Forms". Alternatively, you can print the ROAR form at [http://www.arb.ca.gov/msprog/ordiesel/documents/doors/roar\\_form.pdf](http://www.arb.ca.gov/msprog/ordiesel/documents/doors/roar_form.pdf). To access other annual reporting forms such as hour logs, please see the Off-Road Regulation's Knowledge Center at <http://www.arb.ca.gov/msprog/ordiesel/knowcenter.htm> and scroll down to the DOORS annual reporting forms.

If the responsible official would like to designate another to sign on their behalf, the Designated Official form must be filled out by the Responsible Official and attached to the ROAR. The Designated Official form is only required the first time that the designee signs the affirmation of reporting, and this form is available with the ROAR.

If the responsible official or designee is the same for several fleets or fleet portions, the responsible official or designee has the option of submitting a single ROAR for these fleets, as long as the form appropriately identifies each fleet (by DOORS ID) covered by the affirmation.

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

Thank you,  
ARB Off-Road Implementation Staff