

Email to DOORS Fleets with missing engine information

Date Sent: July 12, 2012

Subject: Off-road Diesel Vehicle Regulation - Missing Engines

Thank you continuing the reporting process for the Air Resources Board's (ARB) In-Use Off-Road Diesel Vehicle Regulation (regulation). You are receiving this email because you previously added new vehicle information to your fleet in the Diesel Off-Road On-line Reporting System (DOORS). We reviewed the information you provided, and determined that the data you submitted is incomplete because you did not enter any engine information for your new vehicle(s). We are writing to be sure you know that you have 30 days to report all of your vehicle and engine information from the day you purchased your piece of equipment. If you do not report your engine information within 30 days you will be out of compliance with the reporting requirements of the regulation. As such, you are potentially subject to enforcement action.

The first step in entering your engine information is to log onto DOORS here: https://secure.arb.ca.gov/ssldoors/doors_reporting/doors_login.html. You will then need to enter your username and password which will lead you to the DOORS Home Page. At the top of the homepage, there will be a note in red identifying the Vehicle(s) with missing engine information (for example, "Fleet DOORS ID: 12345, Vehicle with EIN: AA1A11 does not have an engine. You must enter the engine information before proceeding.").

The next step will be to choose your fleet, and click the button, "Edit Fleet" in the second/middle box. Your reporting pages will appear, and you will need to click the "Enter Engine" button. You will then see a list of your engines; for vehicles with missing information, all of the engine fields will be blank. You will need to click the "Edit" link next to the engine(s) that you are missing and enter the engine information. You can find this information on the engine labels/documents, sales receipts, or by calling the manufacturer. Please keep documentation of all attempts and efforts in locating these numbers.

Please review our user guide on how to report with missing information (<http://www.arb.ca.gov/msprog/ordiesel/documents/doors/missingdata.pdf>) if you are unable to locate any engine information.

If you do not enter your engine information, you will remain out of compliance with the regulation. If you need assistance with adding your engine information please contact the DOORS helpline at 877-59DOORS (877-593-6677) or by email to LBasa@arb.ca.gov. Please be aware that fleets that are out of compliance can face possible penalty amounts of up to \$1,000 or \$10,000 per day as authorized by Health and Safety Code 39674 (a) and (b)."

Special note to dealers and auction houses: Although dealerships and auction houses are not required to report vehicles awaiting sale, if your dealership/auction house has chosen to report vehicles in DOORS as a service to your clients, please be sure to include all vehicle and engine information. The new vehicle owner will not have the ability to change the information reported by the dealer, so if any vehicle or engine information is missing or entered incorrectly, the new owner may be considered non-compliant and subject to ARB enforcement action.

Thank you in advance for your prompt attention to this matter.

Sincerely,

ARB Off-Road Implementation Staff