

**REGULATION FOR IN-USE OFF-ROAD DIESEL-FUELED FLEETS
DOORS REQUEST TO EDIT A VEHICLE/ENGINE INFORMATION FOR A PREVIOUSLY
REPORTED VEHICLE**

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If you purchased a vehicle that was previously registered in DOORS by another user (i.e., already has an EIN number), and would like to correct the vehicle and/or engine information that was incorrectly entered by the previous owner (and is locked for editing in DOORS), complete the following information. Instructions on how to submit the form and definitions are provided on pages 4-5.

PART I: FLEET INFORMATION

Check the box to confirm if you are authorized to submit this form then complete your information below. I am the:

Responsible Official OR Designated Official

| | |
|------------------------|----------------------|
| DOORS Fleet ID Number: | Company/Agency Name: |
| Name: | Job Title: |
| Telephone Number: | Email Address: |

PART II: VEHICLE/ENGINE INFORMATION

If you want to change the information of a vehicle or engine, enter in the vehicle Equipment Identification Number (EIN) on pages 2-3, and then provide the updated information in the spaces provided. If you do not need to update a field, leave the space blank. Attach a picture of the vehicle, engine label, or other documentation to support the need for the revisions.

I have attached a picture of the vehicle, engine label, or other documentation to support the need for the revision(s) listed on pages 2-3. **If this documentation is NOT included, this request will be rejected.**

Yes No

PART III: SIGNATURE

By signing below, I affirm and certify under penalty of perjury, under the laws of the State of California, that I have reviewed this form, pages 1, 2 and 3 inclusive, and the information reported on this form for the off-road fleet indicated above is true, accurate, and complete to the best of my knowledge. I understand that I am responsible for recordkeeping as required in section 2449(h). I understand that all statements made in this form are subject to investigation, and that any false or dishonest statements may result in fines and may subject me to criminal investigation and possible prosecution. By signing below, I further certify that I have the authority to request and submit these changes on behalf of the off-road fleet indicated above.

Signature of Responsible Official or Designated Official:

Date:

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INSTRUCTIONS AND DEFINITIONS

Submit the completed form by email to DOORS@arb.ca.gov, by fax to (916) 322-3923, or by mail to California Air Resources Board, Attention: Off-Road Diesel Reporting, MSCD, Mail Stop 5B, P.O. Box 2815, Sacramento, CA 95812.

For questions regarding this form, contact the DOORS Hotline at: (877) 59DOORS (877-593-6677).

Responsible Official: One of the following: (A) For a corporation: A president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation. (B) For a partnership or sole proprietorship: a general partner or the proprietor, respectively. (C) For a municipality, state, federal, or other public agency: either a principal executive officer or ranking elected official. For the purposes of this part, a principal executive officer of a federal agency includes the chief executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., a Regional Administrator of the U.S. EPA). [Cal. Code regs., Title 13 § 2449, subd. (c) (44)].

Designated Official: This is someone that the Responsible Official has designated as the person responsible for signing official forms by submitting the Designated Official form MSCD/HDORSB-178 to the California Air Resources Board (CARB). Once on file, the form does not need to be re-submitted except to designate a new person other than the Responsible Official as the person allowed to sign official forms.

DOORS Fleet ID Number: This ID number is the number CARB assigned to your fleet when you initially created your fleet in DOORS. If you do not have this number, contact the DOORS Hotline.

Company/Agency Name: This is the legal name of the entity, business, organization, agency, or individual that owns has possession of each vehicle in the fleet, not a third party (i.e., consultants, distributors, sales representatives, etc.).

Signature: This is the handwritten signature of the Responsible Official or Designated Official. Digital signatures will not be accepted, but original signatures on a form scanned and sent via fax or email will be accepted.

Equipment Identification Number (EIN): A unique identification number assigned by ARB to each vehicle in an owner's fleet subject to this regulation. All reporting and recordkeeping will link vehicle data with this number.

Vehicle serial number or Vehicle Identification Number (VIN): Unique to the vehicle as provided by the vehicle manufacturer. The vehicle serial number should be available on the vehicle label, a bill of sale, or other records. Vehicle serial numbers may not repeat.

Type: The type that best describes your vehicle. The vehicle type is the category of the vehicle. For example, the vehicle type may be a scraper, forklift, or tractor.

Vehicle Manufacturer: The manufacturer as stated on the vehicle label.

Vehicle Model: The vehicle model is printed on the vehicle or listed in the instruction manual.

Vehicle Model Year: The vehicle model year refers to the year in which the vehicle was manufactured.

Designate As/ Effective Year: Complete if your vehicle fits one of the defined categories below and provide the effective year (the year in which the vehicle was designated), otherwise leave the field blank.

(A) Agriculture-A vehicle used for (1) the growing or harvesting of crops from soil (including forest operations) and the raising of plants at wholesale nurseries, but not retail nurseries), or the raising of

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fowl or animals for the primary purpose of making a profit, providing a livelihood, or conducting agricultural research or instruction by an educational institution, or (2) agricultural crop preparation services such as packinghouses, cotton gins, nut hullers and processors, dehydrators, and feed and grain mills. Agricultural crop preparation services include only the first processing after harvest, not subsequent processing, canning, or other similar activities. For forest operations, agricultural crop preparation services include milling, peeling, producing particleboard and medium density fiberboard, and producing woody landscape materials.

- (B) Awaiting Sale-A vehicle in the possession of dealers, financing companies, or other entities who do not intend to operate the vehicle nor offer the vehicle for hire, that are operated only to demonstrate functionality to potential buyers or to move short distances while awaiting sale or for maintenance purposes
- (C) Emergency-A vehicle used to help alleviate an immediate threat to public health or safety. Examples of emergency operation include repairing or preventing damage to roads, buildings, terrain, and infrastructure as a result of an earthquake, flood, storm, fire, other infrequent act of nature, or terrorism. Routine maintenance or construction to prevent public health risks does not constitute emergency operation.
- (D) Dedicated Snow Removal-A vehicle that is operated exclusively to remove snow from public roads, private roads, or other paths from which snow must be cleared to allow on-road vehicle access. Dedicated snow removal vehicles must have permanently affixed snow removal equipment such as a snow blower or auger and may include, but are not limited to, motor graders, loaders, and snow blowers.

Engine Serial Number: The engine serial number is different from the vehicle serial number and should be available on the engine label, a bill of sale, or other records. Engine serial numbers may not repeat and are unique to each engine manufactured.

Vehicle Identification Number (VIN): An alpha numeric code which has been permanently assigned by the manufacturer to a vehicle.

Engine Manufacturer: The engine manufacturer as stated on the engine label.

Engine Model: The engine model as stated on the engine label.

Engine Model Year: The engine model year is determined by the annual new model production period during which the engine was produced. The engine model year should be located on the engine label, and may be one year off from the vehicle model year.

Max HP: The engine's net horsepower (hp) or net flywheel power certified to Society of Automotive Engineers (SAE) Method J1349 or International Organization for Standardization (ISO) Method 9249. If the engine's net hp or net flywheel power certified to SAE Method J1349 or ISO Method 9249 is not readily available, another net hp or net flywheel power from the manufacturer's sales and service literature or hp from the engine label may be used.

Engine Family Name: Engines produced after the Tier 1 emission standards took effect (approximately in 1996 for most hp groups) were given an engine family name. Engine family names are generally 11-12 characters long and usually list displacement as the sixth through ninth characters. The engine family should be available on the engine label, or from your equipment dealer.

Displacement: List the displacement of the engine cylinders in liters as stated on the engine label.

NOTE: These instructions are provided as a courtesy, but do not supersede or alter the regulation. It is your responsibility to understand and comply with the regulation.