

**REGULATION FOR IN-USE OFF-ROAD DIESEL-FUELED FLEETS  
DESIGNATED OFFICIAL FORM**

MSCD/HDORSB-178 (REV. 05/2020) PAGE 1 OF 2

This form is only required if the Responsible Official is designating anyone other than himself/herself as the signatory for forms required for compliance with the Regulation for In-Use Off-Road Diesel-Fueled Fleets. Instructions on how to submit this form and definitions are provided on page 2.

**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

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

**PART II: DESIGNATED OFFICIAL INFORMATION**

|   |
|---|
| Name of Designated Official:                      |
| Job Title:  |
| Business Telephone Number of Designated Official: |
| Business Email Address of Designated Official:    |

**PART III: SIGNATURE**

By signing below, I, the Responsible Official, designate the above person to be responsible for signing and submitting the Responsible Official Affirmation of Reporting (ROAR) and/or other forms required under California Code of Regulations, title 13, section 2449 of the In-Use Off-Road Diesel-Fueled Fleets Regulation on behalf of the off-road fleet indicated above. I certify that I have the authority to make this designation on behalf of the off-road fleet indicated above.

|                                    |       |
|------------------------------------|-------|
| Signature of Responsible Official: | Date: |
| Signature of Designated Official:  | Date: |

**REGULATION FOR IN-USE OFF-ROAD DIESEL-FUELED FLEETS  
DESIGNATED OFFICIAL FORM**

MSCD/HDORSB-178 (REV. 05/2020) PAGE 2 OF 2

**INSTRUCTIONS AND DEFINITIONS**

---

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

This form is only required if the Responsible Official is designating anyone other than himself/herself as the signatory of Responsible Official Affirmation of Reporting (ROAR) form MSCD/HDORSB-143 or other forms required for compliance with the Regulation for In-Use Off-Road Diesel-Fueled Fleets. Once on file, this form does not need to be re-submitted except to designate a different person, other than the Responsible Official, as the new Designated Official. The Responsible Official may only designate one Designated Official at a time.

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)].

**DOORS Fleet ID Number:** This ID number is the number that California Air Resources Board (CARB) assigned to your fleet when you initially created your fleet in DOORS. If you do not have number, contact the DOORS Hotline.

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

**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 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 for the fleet.

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

**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.