

**REGULATION FOR IN-USE OFF-ROAD DIESEL-FUELED FLEETS FORM FOR REPORTING
VEHICLE AND ENGINE INFORMATION**

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This form must be submitted to complete the initial reporting requirements of the In-Use Off-Road Diesel-Fueled Fleets Regulation. The reporting fleet must include the vehicle and engine information and the form must be submitted with the Owner Information reporting form MSCD/HDORSB-205 or after a DOORS ID number has been established in DOORS. Instructions on how to submit this form and definitions are provided on pages 4-6.

PART I: FLEET INFORMATION

Check the box to confirm you are authorized to submit this form, I am the:	
<input type="checkbox"/> Responsible Official	OR <input type="checkbox"/> Designated Official

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

PART II: VEHICLE/ENGINE INFORMATION

For each vehicle in your fleet, you must submit vehicle and engine information on pages 2 and 3 of this form for reporting to be complete.

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 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 and 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.

Your Vehicle Number: An identifying number that you assign your vehicle. This field is optional.

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 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

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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.

Purchase Date: Date the vehicle was purchased as reflected on the bill of sale.

In-service Date: Date when the vehicle was first used in your fleet.

Additional Information: If any of your vehicles are covered by a category listed below, indicate the required information on the Vehicle Information Reporting Form under the field for "Additional Information."

- (A) Low-Use Vehicles: If you have a vehicle you want to claim as low-use (used less than 200 hours per year), you must have a non-resettable hour meter on the vehicle, and must report yearly hour meter readings each year that annual reporting is required for a fleet. If you have vehicles designated as low-use, submit the Low-Use form MSCD/HDORSB-206 to report engine hour meter readings.
- (B) Received Incentive Funding: If a vehicle is participating in an incentive funding program (i.e., has received incentive funds for vehicle replacement, engine repower, or a VDECS purchase), and that vehicle is still under contract, indicate from which program the funding was received. To report that a vehicle has received incentive funding, list it as "MOYER", "SOON", "DEMO" (for demonstration project), or "OTHER" in the "Additional Information" column. If you have vehicles that were funded submit the Funding Form MSCD/HDORSB-204 to report the funding information.

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.

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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.

Engine Purchase Date: The date of purchase for the engine. The date is available on the engine's bill of sale. If the engine came with the vehicle from the manufacturer, enter the purchase date of the vehicle.

Additional Information: If any of your engines are covered by a category listed below, indicate the required information on the Engine Information form under the field for "Additional Information."

- (A) **Vehicles That Have Been Repowered:** Vehicles that have been repowered with a Tier 1 or higher engine prior to March 1, 2009, or Tier 0/Tier 1 vehicles that have been repowered with a Tier 2 or higher engine after March 1, 2009, can earn compliance credit towards the Off-Road Regulation. If you have vehicles that have been repowered submit the Repowered Vehicles form MSCD/HDORSB-205 to report engine repower information.
- (B) **Non-Diesel:** If a vehicle is an electric or alternative fuel vehicle that replaced a diesel vehicle, you may count it towards the compliance requirements of the Off-Road regulation. **Non-Standard Engine Certifications:** If a vehicle has an on-road engine, an engine that was rebuilt to a stricter emissions standard, or a consent decree engine, the emission factors of those engines may be used towards compliance with the Off-Road regulation.
- (C) If a vehicle contains a flexibility engine, it must be reported as a flexibility engine, but no further action is needed (i.e., an emission factor does not need to be reported for this engine).

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.