

REGULATION FOR IN-USE OFF-ROAD DIESEL-FUELED FLEETS FORM FOR RETIRING OR SELLING EQUIPMENT

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This form may be submitted to report the retirement or sale of equipment in an existing DOORS fleet to meet reporting requirements in the In-Use Off-Road Diesel-Fueled Fleets Regulation (Off-Road Regulation) in California Code of Regulations, title 13, section 2449(g)(4). To process the sale or retirement of equipment in an existing fleet, the fleet must report vehicle and sale/retirement information. Instructions on how to submit this form and definitions are provided on pages 3-4.

PART I: FLEET INFORMATION

Check the applicable box to confirm you are authorized to submit this form on behalf of the fleet. I am the fleet's:	
<input type="checkbox"/> Responsible Official	OR <input type="checkbox"/> Designated Official
DOORS Fleet Number:	Company/Agency Name:
Name:	Job Title:
Telephone Number:	Email Address:

PART II: VEHICLE INFORMATION

For reporting to be complete, you must fill out all of the vehicle information in each row on page 2 of this form for each sold or retired vehicle in your fleet.

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 pages 1 and 2 of this form, and that 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 California Code of Regulations, title 13, section 2449, subdivision (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, 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., tit. 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 by calling (877) 59DOORS (877-593-6677).

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 email will be accepted.

Equipment Identification Number (EIN): A unique identification number assigned by CARB to each vehicle in an owner's fleet subject to the Off-Road Regulation. All reporting and recordkeeping will link vehicle data with this number. (Cal. Code Regs., tit. 13, § 2449, subd. (c)(17).)

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. The manufacturer is the company who produces the equipment.

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.

Retire or Retirement: The removal of an engine from fleet service, so that the engine is not subsequently operated by the fleet in the State of California. To retire an engine, the vehicle with the

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engine may be moved outside of California, sold to another fleet (in or outside California), or scrapped. The return of a rented or leased vehicle by a fleet to a rental or leasing company is not considered to be a retirement. Similarly, the rental or leasing of a vehicle by a rental or leasing company does not count as a retirement for the rental or leasing company. (Cal. Code Regs., tit. 13, § 2449, subd. (c)(45).)

Sold or Retirement Date: Date (year/month/day) the equipment was retired or sold as reflected on the bill of sale.

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