



Mobile Source Certification Fees At-Berth Invoicing Process

Tutorial

Mobile Source Certification Fee Regulation

- Legislative Authority: Senate Bill 854 (2018) and Senate Bill 85 (2019)
- Regulation Adopted April 2021, approved by OAL on 1/18/2022.
 - Fees at the time of application
 - 35 regulatory categories organized into six groups
 - ww2.arb.ca.gov/rulemaking/2021/mobilesourcefee2021
- Effective Date April 1, 2022

MS Fee Invoicing and Payment Process

Step 1: FI\$Cal account

Step 2: Invoicing

Step 3: Payment Process

Step 4: Submission of Payment Documents with Application

For more details, please refer to the Overview Workshop presented on March 8, 2022

<https://ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops>

Step 2: Invoicing Process

- Create a draft invoice
- E-mail draft invoice to MSCertFees@arb.ca.gov
 - ✓ E-mail Title: "MSF New Invoice Request (AB)"
 - ✓ E-mail each draft invoice in a SEPARATE e-mail
- CARB staff creates and e-mails back a Final invoice with a unique invoice number to include with your payment information.

Creating a Draft Invoice At-Berth Alternative Control Technology

Draft Invoice can be found at: <https://ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops>

Mobile Source Fee Implementation Resources (Currently Not Available, Updated Soon)

How do I pay my fees?

Focused Grouped Category Tutorials:

[On-Road](#) [Off-Road/Evaporative](#) [Aftermarket](#) [DECS/At-Berth](#)

Draft Invoice Forms:

[On-Road](#) [Off-Road](#) [Evaporative](#) [Aftermarket](#) [DECS](#) [At-Berth](#)

Mobile Source Certification and Compliance Fee Payment Form For At-Berth Calendar Year 2022 Applications Only

Invoice Number:		Invoice Date:				
Company Information (input by manufacturer)						
Company Name						
Address						
City, State, Zip						
Country						
Contact Name						
Contact Phone Number						
Contact E-mail						
FI\$Cal Account Number						
Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2						
3						
4						

Company Information

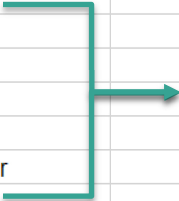
Mobile Source Certification and Compliance Fee Payment Form
For At-Berth Calendar Year 2022 Applications Only

Invoice Number: CARB Use Only

Invoice Date: CARB Use Only

Company Information (input by manufacturer)

Company Name				
Address				
City, State, Zip				
Country				
Contact Name				
Contact Phone Number				
Contact E-mail				
FI\$Cal Account Number				



Use the company name, company address, and contact name and information associated with the application

Company Information

Mobile Source Certification and Compliance Fee Payment Form
For At-Berth Calendar Year 2022 Applications Only

Invoice Number: CARB Use Only

Invoice Date: CARB Use Only

Company Information (input by manufacturer)

Company Name

Address

City, State, Zip

Country

Contact Name

Contact Phone Number

Contact E-mail

FI\$Cal Account Number

Use the FI\$Cal account number supplied to you by CARB. The parent company name, address, and payment contact may be different in the FI\$Cal account than in the application contact.



Application Information

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1			Each row represents ONE "At-Berth" application			
2						
3						
4						
5						
6						
7						
8						

- Each row represents an application on which a payment is required. If no payment is required, no invoice should be filled out by applicants.

Application Information

Product Description/Calendar Year

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1	Initial test plan of System X	2022				
2	Design modification of System Y	2022				

Product Description or File name:

At-Berth application category + system name

Example 1: Initial test plan of System X

Example 2: Design modification of System Y

Calendar Year:

Provide the year in which the application is submitted, such as 2022

Application Information

Unique Application Identifier

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1	Initial test plan of System X	2022	AB-000-N-ABA-001-0			
2	Design modification of System Y	2022	AB-000-N-ABB-002-16-02			

- Unique Application Identifier is explained on the next slide
- Manufacturers who already hold Executive Orders have already been assigned a 3-letter “Manufacturer Code” to identify their company. This code is used in the Unique Application Identifier. If you do not already hold an Executive Order and have not been assigned a code, please contact milad.pirhadi@arb.ca.gov to obtain a 3-letter code to identify your company.

Application Information

Unique Application Identifier

Unique Application Identifier: **AB-000-Y-MAN-000-X**

Where:

AB = Executive Order series group under title 17, CCR, Section 93130.5 for At-Berth Regulation

000 = Three zeros, constant for all At Berth alternative control technology applications

Y = Calendar year code of year submitted (e.g., for 2022, Y=N consistent with engine family lettering)

MAN = Manufacturer code (e.g., ABC = Alphabet, Inc.)

000 = Ordinal application/submittal received from that manufacturer in the calendar year (e.g., 004 = 4th application/submittal received in 2022)

X = Extension, which is 0 if it is a new application (e.g., AB-000-N-ABC-002-0), or the existing EO number if it is a modification or other submittal regarding an existing EO (e.g., AB-000-N-ABC-002-14-02), where 14-02 is the existing EO number)

Application Information

Category Type

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2						
3						
4						
5						
6						

Category Type (Drop Down menu):

The At-Berth category has multiple category types based on the application process and implementation.

At-Berth Category Types

Test Plan Review Fee

At-Berth Application Fee

CEMS Data Review

Design Change Fee

Minor Amendment Fee

Test Plan Review Fee

Title 13, California Code of Regulations, Section 2913

- “Any fee paid at submittal of the initial test plan to the California Air Resources Board in the application process pursuant to Title 17, section 93130.5, subsection (f).”

At-Berth Application Fee

Title 13, California Code of Regulations, Section 2913

- “The fee paid when submitting an application to the California Air Resources Board pursuant to Title 17, section 93130.5, subsection (h). Applications shall not be accepted until the applicant receives an approved test plan and conducts all testing. An Executive Order for a CAECS shall not be issued until the application has been reviewed and approved by the California Air Resources Board, and the certification fee is received.”

CEMS Data Review Fee

Title 13, California Code of Regulations, Section 2913

- “The fee to be paid (for each vessel visit) by each vessel serviced for review of the visit’s emissions controls data including review of CEMS (Continuous Emission Monitors) data used with a CAECS (CARB approved emission control strategy), pursuant to Title 17, section 93130.5, subsection (j) and any other review required in a CAECS Executive Order.”

Design Change Fee

Title 13, California Code of Regulations, Section 2913

- “Any fee paid when modifications are made to the CAECS require a review of additional emissions testing pursuant to Title 17, section 93130.5, subsection (i)(2).”

Minor Amendment Fee

Title 13, California Code of Regulations, Section 2913

- “Any fee paid for minor amendments to an application that do not require additional emissions testing, such as extending a CAECS or administratively transferring an Executive Order to a new party, pursuant to Title 17, section 93130.5, subsection (i)(1) or subsection (i)(2).”

Application Information

Fee Types

All At-Berth fee category types have two fee types:

- ✓ Base
- ✓ Small Business

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2					Base Small Business	
3						
4						

Fee Type (Drop Down menu):

Delays in processing your application will occur if your application does not qualify for the fee type. Base type fee is standard for most applications.

Fee Type

Small Business

- Defined in California Government Code section 11346.3, subdivision (b)(4)(B) and Title 13, California Code of Regulations, section 2901:
 - ✓ Must be independently owned and operated; and
 - ✓ Must have 100 or fewer employees
- Companies claiming the small business fee must sign an attestation to being a small business.
- CARB may request proof that a company meets all of the requirements of a small business

Submit Draft Invoice to CARB

- Save draft Invoice for your records
- E-mail draft invoice to: MSCertFees@arb.ca.gov
 - ✓ E-mail Title: "MSF New Invoice Request (AB)"
- In 1-2 business days, CARB staff will return your e-mail with a pdf of the Final invoice with the invoice number and date applied.
- **DO NOT pay your fees** until **5 days after** receipt of your Final invoice

Step 3: Payment

- Wait **5 business days** after receiving your Final invoice
- Include your invoice number with your payment
- Go to: <https://ww2.arb.ca.gov/payments>
- Send an e-mail to your CARB staff contact to communicate that your payment has been made. Include your invoice number and amount.
 - ✓ Nicholas Storelli, Marine Strategies Section
(nicholas.storelli@arb.ca.gov)

Fees to be submitted at the time of application

- Fee received = Application review begins
- Corrected payment will be due before application reviews begin. Delays in processing your application will occur if your application does not qualify for the fee type. Base type fee is standard for most applications.

Step 4: Submission of Final Invoice with Application/s

- Final Invoice with Application/s shall be submitted to the following email addresses:
 - ✓ Angela Csondes, Manager, Marine Strategies Section (angela.csondes@arb.ca.gov)

For more information

- Contact your CARB certification staff
- Go to our website:
ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops
- E-mail MSCertFees@arb.ca.gov
 - Include in your e-mail header the nature of your inquiry and your category type (AB) in parenthesis.