

# Air Resources Board Certification Update

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**Certification, DMS, and E-Cert**

**2012 EMA Certification Workshop**

**April 17, 2012**

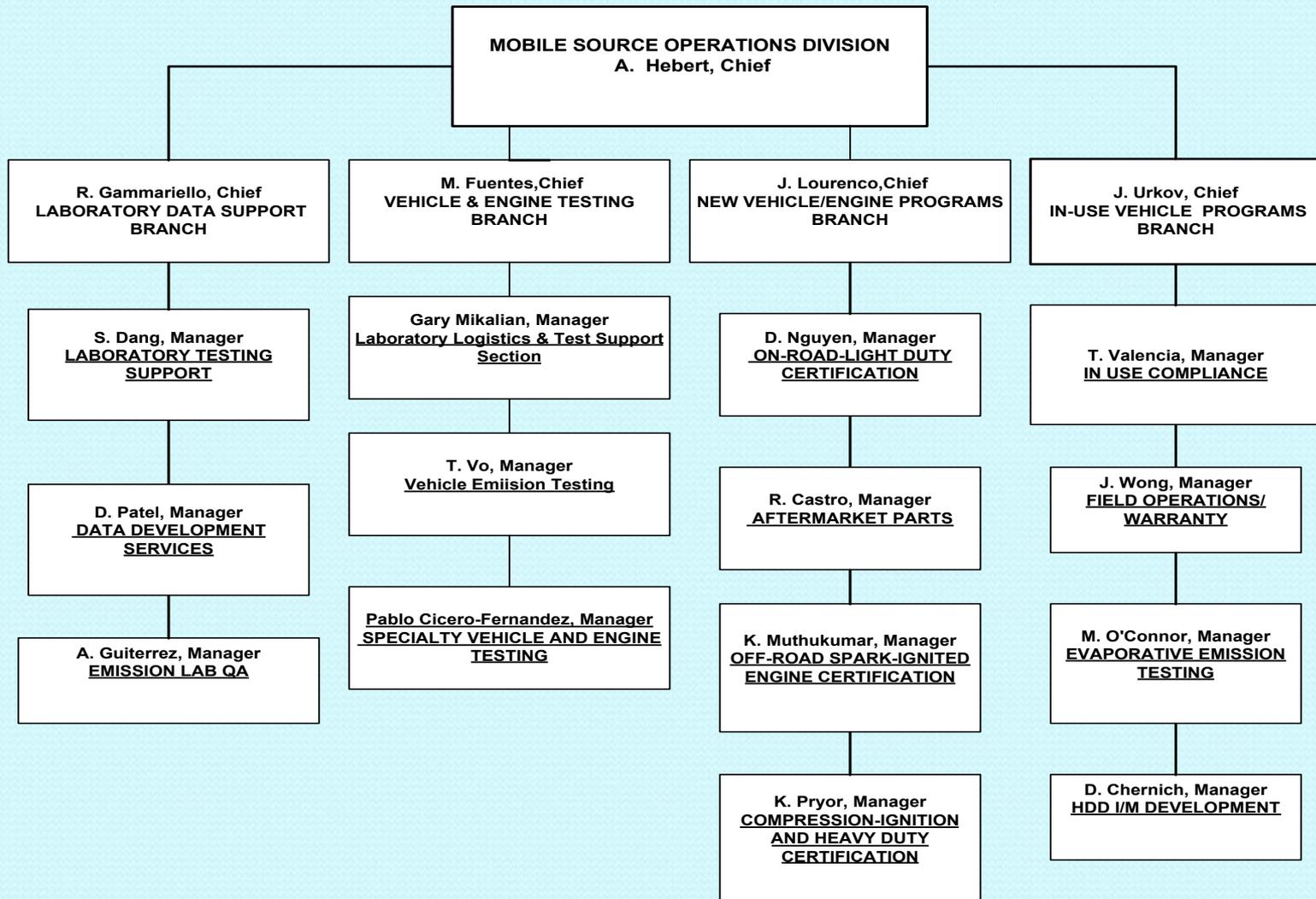
California Environmental Protection Agency

 **Air Resources Board**

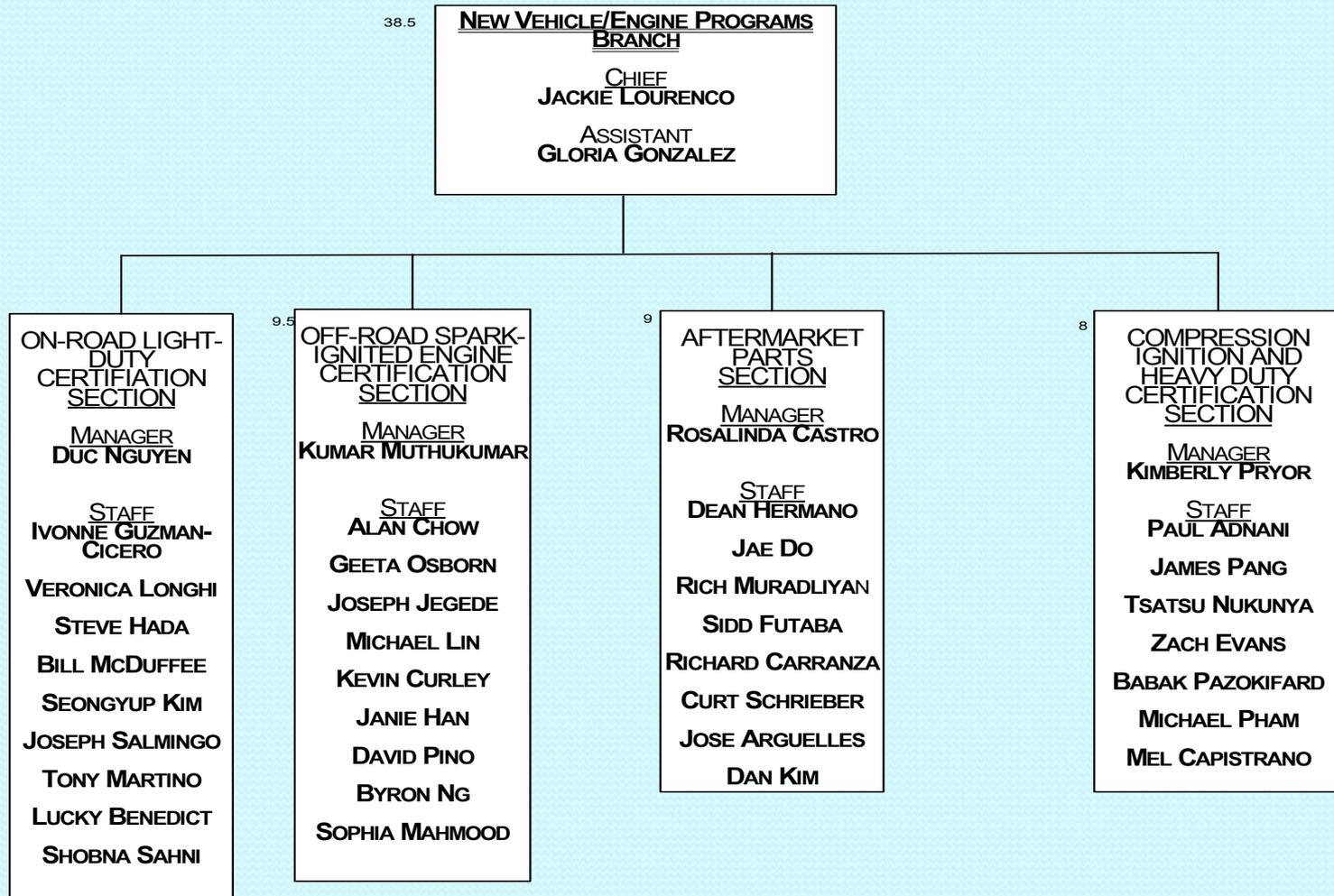
# Outline

- Organization
- Certification Statistics
- DMS Update
  - DMS Statistics
  - Reminders
- Certification Streamlining
- E-Cert Update

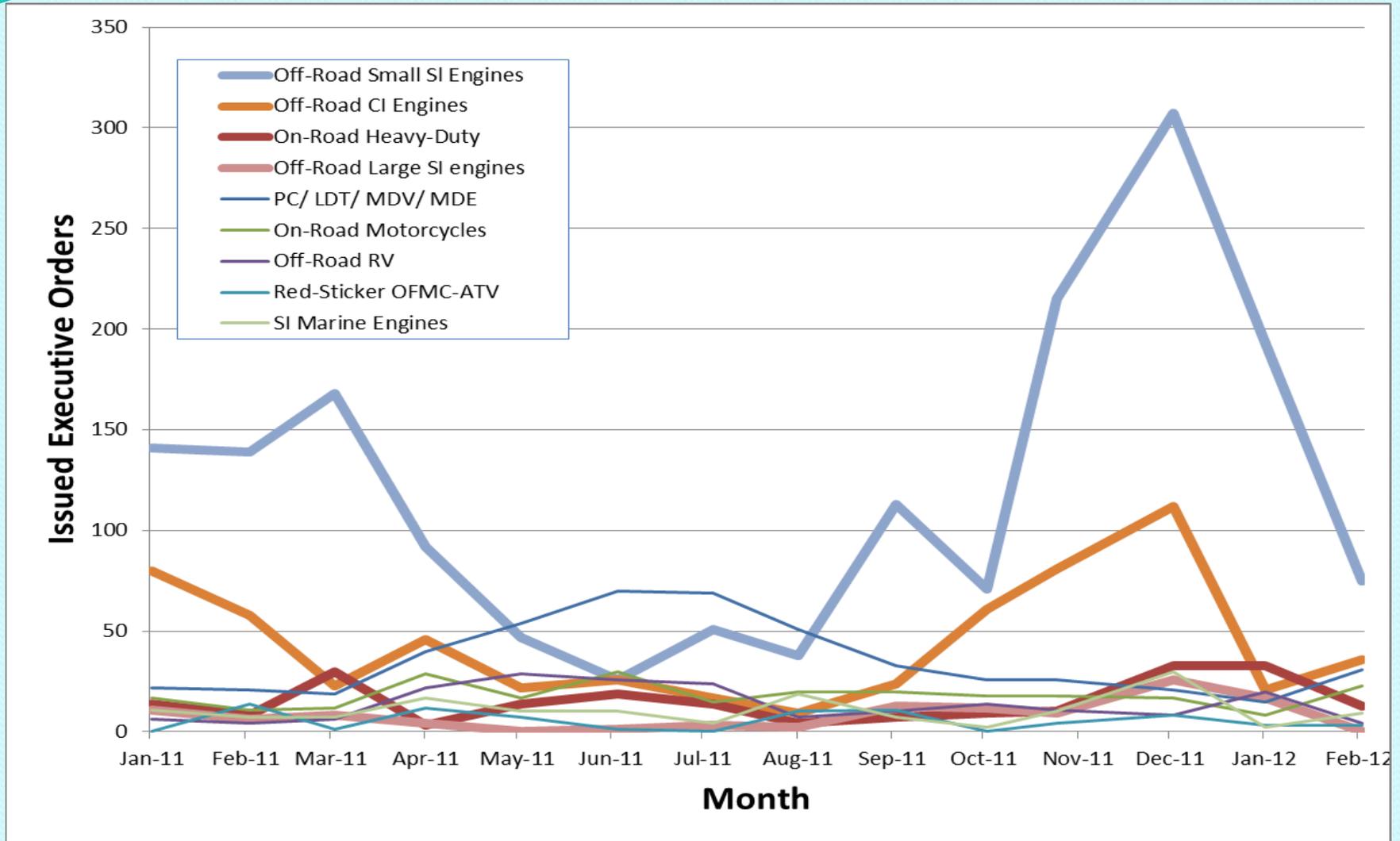
# MSOD Organization Chart



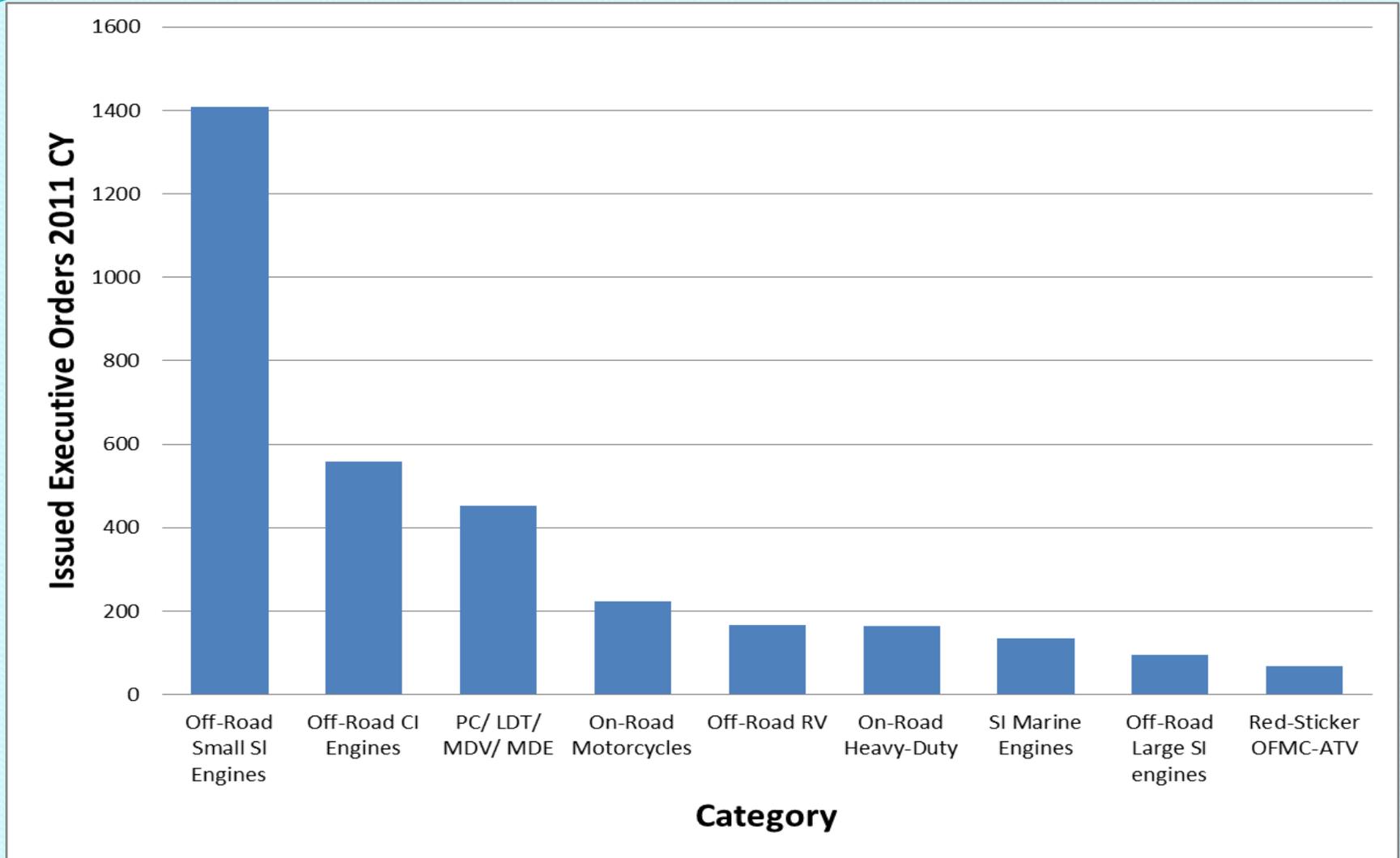
# New Vehicle/Engine Programs Branch Organization Chart



# Certification Application Statistics 2011



# ARB's Cert Volume 2011



# DMS and E-Cert Update

- DMS Statistics
- DMS Reminders
- E-Cert Status

# DMS Statistics

	2007	2010	2012
DMS Users	749	2,576	3,109
Documents	7,199	52,152	101,000

# DMS Reminders

California Environmental Protection Agency

 **Air Resources Board**

# Excel Contact Sheet

- Review and update contact sheet
- Include all active contacts and identify inactive contacts
- Only manufacturer's authorized representatives should submit information

# Electronic Signature Letter

- Manufacturers' letter states all electronic signatures on documents submitted to DMS are legally valid
- Update when manufacturer's representatives change—new staff join or staff leave
- ARB may request manufacturer to update letter and mail updated version
- Include in letter, on company letterhead:
  - Name and actual signatures of all persons authorized to sign documents submitted to DMS
  - Specify certification categories
  - Wet signature by manufacturer's authorized company representative (not third party consultants)

# Other DMS Reminders

- Manufacturer company name change
  - Official letter from manufacturer's authorized representative on company letterhead
  - Specify start date of new name
- DMS web based training for manufacturers' representatives offered each month

# Applications will be Reviewed when Submitted Correctly

- Not adequate to just upload to DMS
- Must submit to Workflow process
- File and workflow must follow naming convention
- Upload documents in appropriate folders

# Certification Streamlining- Goals

- Increase efficiency
- Provide structure and formality
- Provide feedback to manufacturers in a timely manner
- Use consistent communication protocol with manufacturers across all categories

## DMS STATUS

## STATUS MEANING

Draft	Document was uploaded but not submitted.
Pending	Document was submitted and waiting to be reviewed
<i>Accepted For Filing</i>	<i>Application includes all Items needed for review</i>
<i>Not Accepted For Filing</i>	<i>Application does not include all Items needed for review</i>
Info Needed	A request for additional information has been sent to the manufacturer
Reviewed	ARB staff finished reviewing the document and EO has been submitted to the manager
Approved	The EO is signed
<i>Rejected</i>	<i>A close out letter/withdrawal letter was signed</i>

# Diesel Engine E-Cert Status

- Staff finalizing Data Requirements by adding mode specific data requirements
- Workshop in Fall
  - Present Data Requirements
  - Present XML schema and MS InfoPath form at workshop

# E-Cert Next Steps

- Large Spark-Ignition Engines
- Small Spark-Ignition Engines
- Recreational Marine Engines