

Air Resources Board Certification Update

Certification, DMS, and E-Cert

2012 EMA Certification Workshop

April 17, 2012

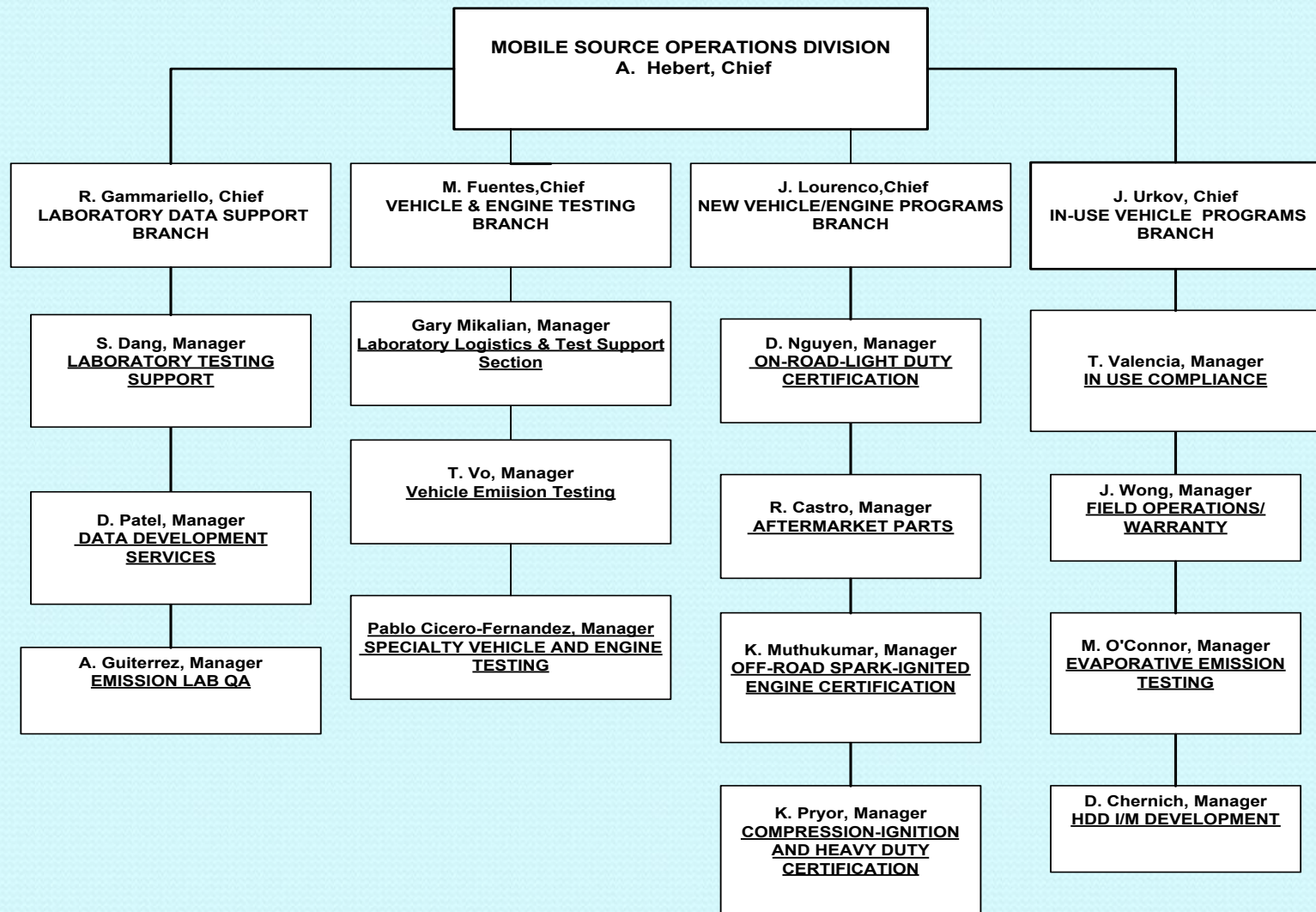
California Environmental Protection Agency

 **Air Resources Board**

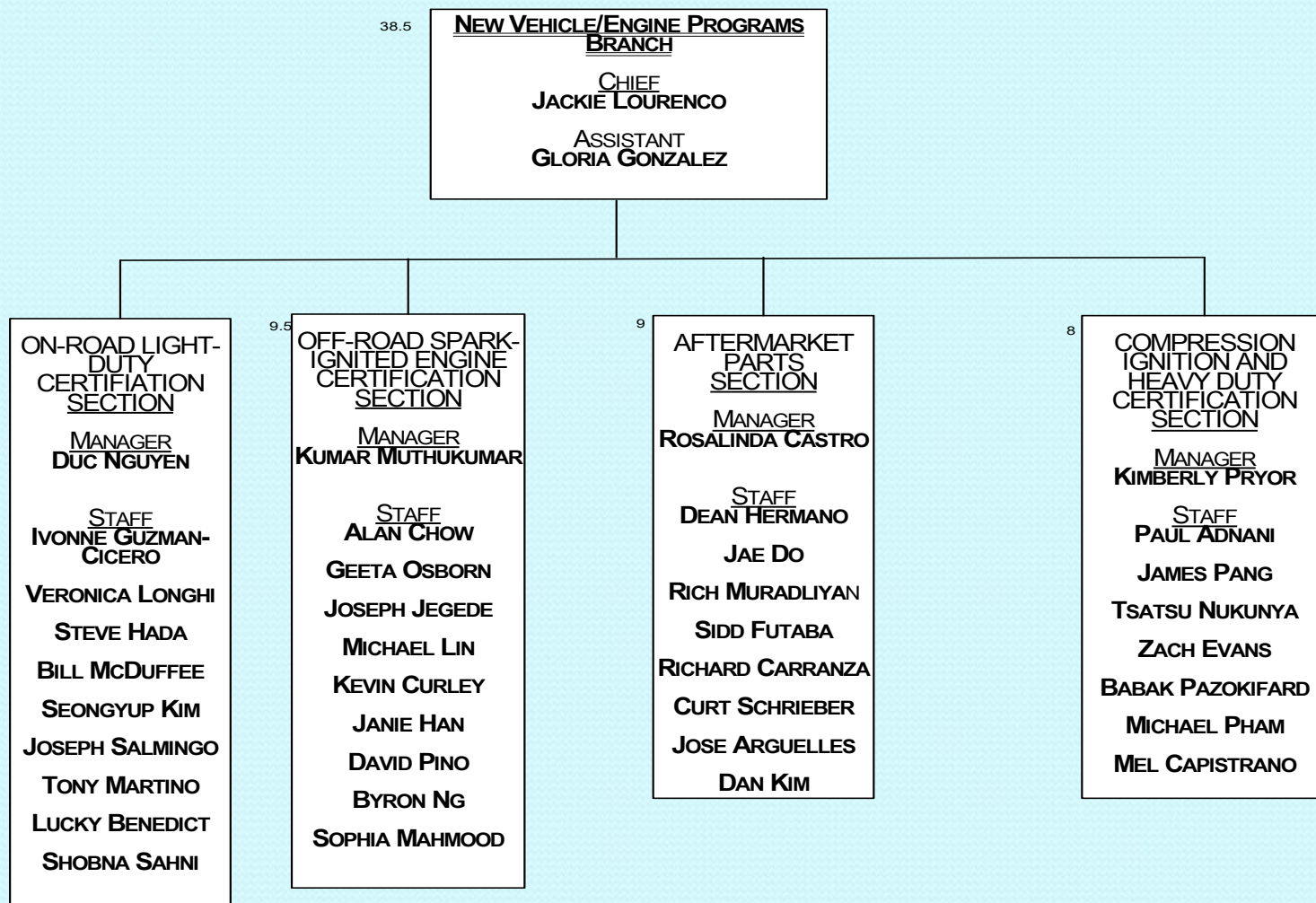
Outline

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

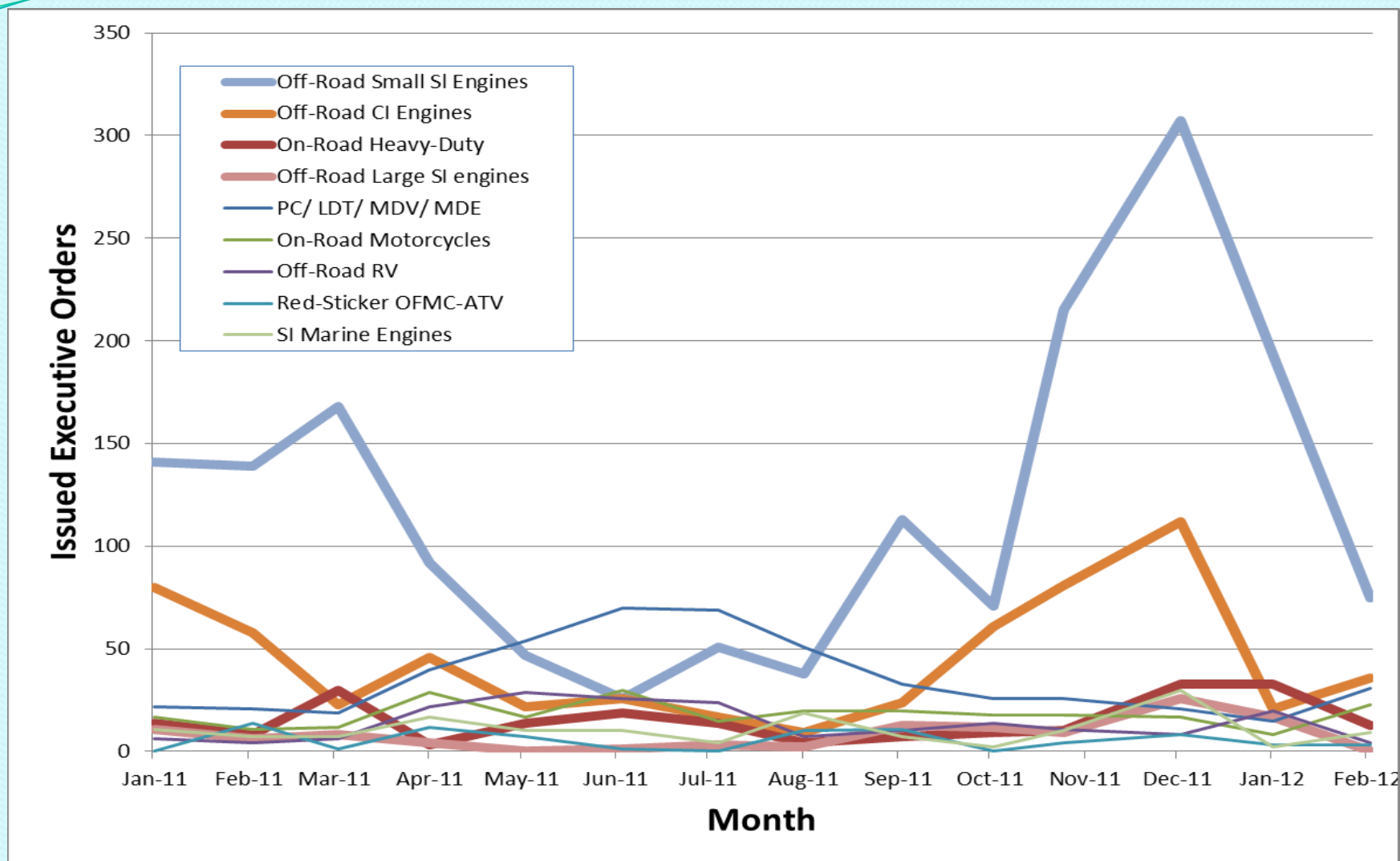
MSOD Organization Chart



New Vehicle/Engine Programs Branch Organization Chart



Certification Application Statistics 2011

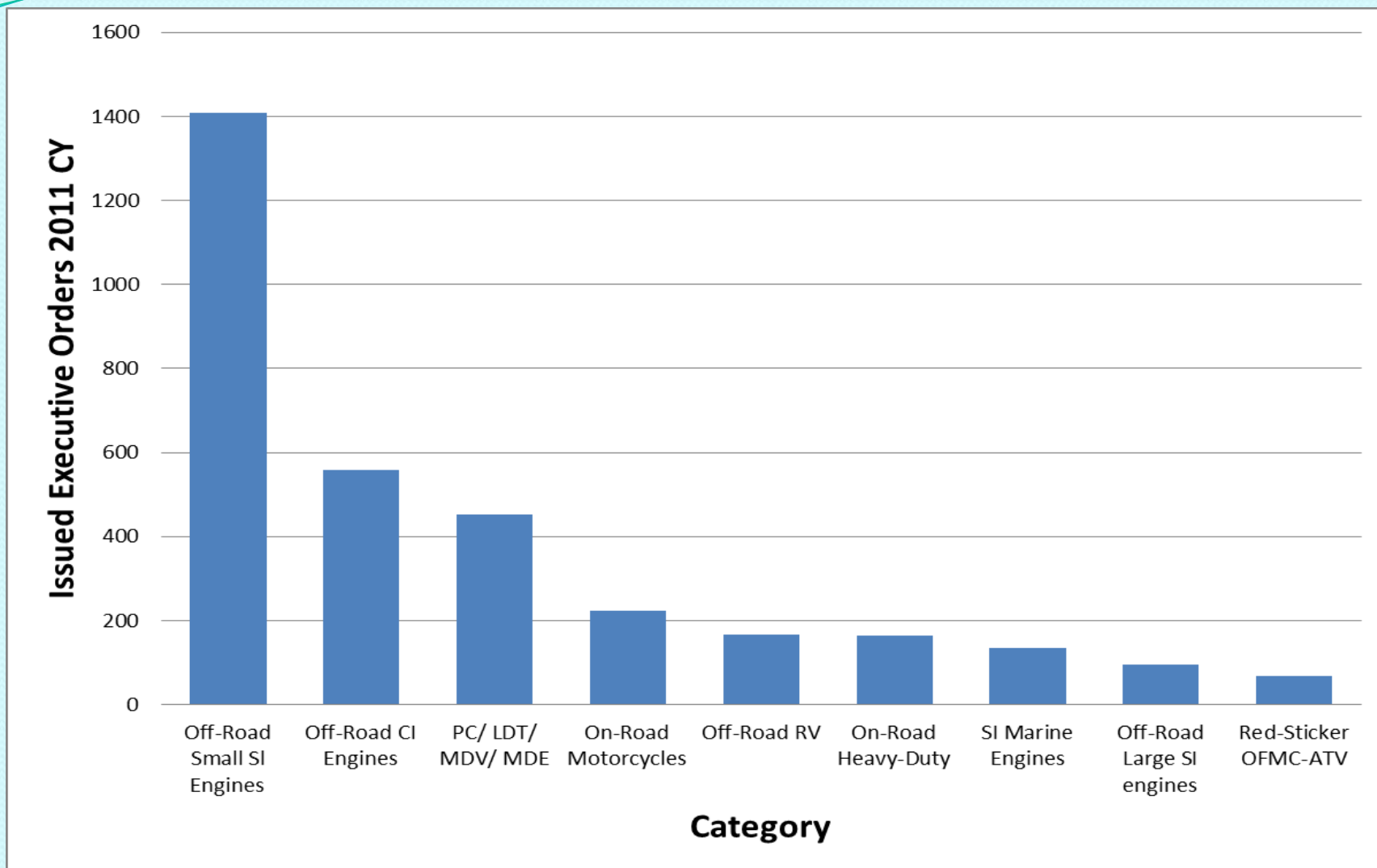


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ARB's Cert Volume 2011



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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

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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