



How to Report with Missing Information

Introduction

The In-Use Off-Road Diesel-Fueled Fleets Regulation (Off-Road Regulation) requires fleets to report specific vehicle and engine information to the California Air Resources Board (CARB). Fleets report this information into DOORS, the online reporting system for the Off-Road Regulation. Some fleets may be unable to gather all the required information. For example, the engine label may be worn off due to the vehicle age or may have been damaged and become unreadable. In such cases, CARB will allow a fleet to report without all of the information required, with the exception of engine model year and horsepower, provided the fleet completes the steps below. Fleets must perform good faith effort to gather the information required by the regulation. If you need assistance with the initial reporting process or understanding the vehicle and engine terms, reference the User Guides found in the links below.

Initial Reporting User Guide:

For more information on initial reporting in DOORS, please see the DOORS user guide on "How to Complete Initial Reporting", which is available under "DOORS Resources" in the [Off-Road Zone](#) at www.arb.ca.gov/offroadzone.

Vehicle and Engine Terms User Guide:

For more information on vehicle and engine terms in DOORS, please see the DOORS user guide on "Definition of Terms – Vehicle & Engine Information Page", which is available under "DOORS Resources" in the [Off-Road Zone](#) at www.arb.ca.gov/offroadzone.

Steps to Report with Missing Information

- A. Required steps to verify vehicle and engine information.
- B. Steps if unable to determine engine horsepower
- C. Steps if unable to determine engine model year

While this document is intended to assist fleets with their compliance efforts, it does not alter or modify the terms of any CARB regulation, is not a substitute for reading the regulation, nor does it constitute legal advice. It is the sole responsibility of fleets to ensure compliance with the Regulation for In-Use Off-Road Diesel-Fueled Fleets.

A. Required steps to verify vehicle and engine information

1. Check equipment labels, equipment logs, and equipment manuals;
2. Review any equipment records on file;
3. Contact the vehicle and/ or engine manufacturer; and
4. Search any other source of information that could feasibly be checked, and reasonably be expected to provide the information needed.
5. If these steps are completed and the information is still not available, the fleet may leave the information blank in DOORS, and DOORS will highlight the field in red as shown below.

Vehicles In The Fleet Currently																	
Vehicle Information										Engine Information						GSE Veh	
	Line #	EIN	Veh Serial #	Your Veh #	Veh Type	Veh Manufacturer	Veh Model	Veh MY	Eng Serial #	Eng Manufacturer	Eng Model	Eng MY	Eng HP	Eng Tier	Eng Family	Included In DOORS ID	
Edit	Delete	Sell/Retire	1	NV4X94	o1026	o1026	Aerial Lifts	A&L	o1026	2012	o1026	DAIHATSU MOTOR COMPANY	-	2012	400	T4I	
Edit	Delete	Sell/Retire	2	AV9A34	o1023	o1023	Sweepers/Scrubbers	ADAMS	o1023	1995	o1023	HATZ	o1023	1995	400	T0	
Edit	Delete	Sell/Retire	3	RE6G36	o1028	o1028	Graders	ADVANCE	o1028	2007	o1028	CHALLENGER	o1028	2007	400	T3	

6. If the fleet is able to find the information at a later date, they will be able to log in to DOORS and report the correct information.

B. Steps if unable to determine engine horsepower

1. Fleets cannot report a vehicle without listing a horsepower and must make all attempts to acquire this information.
2. If a fleet is unable to find a listed horsepower, they must estimate the horsepower of the engine and record the basis for that estimate. For example, a fleet could find the engine or a similar engine described in manufacturer literature, or the fleet may search an auction site such as www.machinerytrader.com and report the horsepower for a vehicle with the same engine. Or a fleet could record an estimate of the horsepower from a knowledgeable party such as a representative of the engine manufacturer.

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3. Fleets that estimate a vehicle's horsepower must keep records of the basis for that estimate. Records could include: a photocopy of page where the horsepower is listed in the manufacturer's literature; a screenshot of the horsepower of the same engine listed on an auction site; or a copy of the contact information from an engine manufacturer representative and a written summary of the information provided by the representative.

C. Steps if unable to determine engine model year

1. Fleets cannot report a vehicle without listing an engine model year and must make all attempts to acquire this information from the engine manufacturer or authorized representative.
2. If an engine manufacturer can bracket the model year of an engine by examining the engine's build and components, the earliest year that engine could have been built must be used.
3. If a fleet is unable to find a listed engine model year, a default engine model year of 1969 must be used.
4. Fleets that retrieve this information from the engine manufacturer or authorized representative must keep records. Records could include: a photocopy of page where the horsepower is listed in the manufacturer's literature; or a copy of the contact information from an engine manufacturer representative and a written summary of the information provided by the representative.

For more information on reporting, refer to our DOORS User Guides, which are available in the Off-Road Zone at www.arb.ca.gov/offroadzone.

If you require additional assistance or information, contact the DOORS hotline at (877) 59DOORS (877-593-6677) or doors@arb.ca.gov.

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