

Frequently Asked Questions

Regulation for In-Use Off-Road Diesel-Fueled Fleets

(Off-Road Regulation)

Reporting Requirements FAQ

Revised November 2014

Q – What must I do to fulfill the initial reporting requirements of the In-Use Off-Road Diesel Vehicle Regulation (Off-Road Regulation)?

A – To fulfill the initial reporting requirements, fleets were required to report to the California Air Resources Board (CARB) certain information regarding each vehicle subject to the Off-Road Regulation, or system or non-diesel fueled vehicle used in place of a vehicle that would be subject to this regulation, that was in their fleet as of March 1, 2009. The deadline for the initial reporting of this information was dependent upon fleet size. Large fleets (those with greater than 5,000 horsepower (hp), and fleets owned by the California state government or the federal government) were required to initially report by April 1, 2009, medium fleets (those with 2,501 to 5,000 hp) by June 1, 2009, and small fleets (those with 2,500 or less hp, low-population county municipality fleets, captive attainment area fleets, and non-profit training center fleets) by August 1, 2009. Two-engine on-road vehicles, which were added to the scope of the Off-Road Regulation by the December 2010 amendments to the Off-Road Regulation, were required to initially report by March 1, 2012. Fleets that did not initially report by the deadlines should do so as soon as possible. For step-by-step instructions on how to report information 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](http://www.arb.ca.gov/offroadzone) at www.arb.ca.gov/offroadzone.

Q – I have completed my initial reporting. What are the reporting requirements after initial reporting?

A – As discussed in further detail below, if a fleet adds or sells/retires a vehicle, the fleet must apply to CARB for an Equipment Identification Number (EIN) or, if the vehicle already has an EIN, inform CARB within 30 days of the date of purchase or the date the vehicle enters California.

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.

Other than that, fleets need only update their reporting information annually by March 1st of the years indicated below:

- Large fleets must report annually each year from 2012 to 2023;
- Medium fleets must report annually each year from 2016 to 2023; and
- Small fleets must report annually each year from 2018 to 2028.

To fulfill their annual reporting requirement, fleets must report any changes since the last annual reporting date and submit a signed Responsible Official Affirmation of Reporting (ROAR) form confirming that the information submitted is accurate and the fleet is in compliance with the regulation. Fleets must also submit their engine hour meter readings for the previous year for designated permanent or year-by-year low-use vehicles, including low-use vehicles that are operated both inside and outside of California, and vehicles used in agricultural operations for 51-99% of their annual operating hours (51-99% agricultural vehicles). For 51-99% agricultural vehicles, fleets must also report the total number of hours the vehicle was used for non-agricultural purposes.

While it is not required, except during the annual reporting dates listed above, we recommend that you continually update your fleet information as changes occur (e.g., engine repowers, VDECS installations, etc.), so that your fleet will be awarded any earned compliance credit right away and you will be able to ascertain what, if any, further action is needed to comply with the Off-Road Regulation.

Q – When do I need to report to CARB if I add a vehicle to my fleet after the initial reporting deadline?

A – If you add a vehicle to your fleet (for example, by purchasing a vehicle or bringing one in from out-of-state), you must report that addition to CARB within 30 days of the purchase date or the date the vehicle is brought into California. For more information on how to report added vehicles, please see the DOORS user guide on “How to Update Fleet Information”, which is available under “DOORS Resources” in the [Off-Road Zone](http://www.arb.ca.gov/offroadzone) at www.arb.ca.gov/offroadzone.

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Q – When do I need to report to CARB if I sell or retire a vehicle after the initial reporting deadline?

A – On July 23, 2009, CARB added a requirement for reporting the sale or retirement of an off-road vehicle within 30 days. Reporting vehicle sales or retirements in a timely manner will also ease the reporting requirement for the fleet purchasing the vehicle. For information on how to report vehicles as sold or retired, please see the DOORS user guide on “How to Report Retired or Sold Vehicles”, which is available under “DOORS Resources” in the [Off-Road Zone](http://www.arb.ca.gov/offroadzone) at www.arb.ca.gov/offroadzone.

Q – I am a new fleet in California. When do I need to report my off-road vehicles to CARB?

A – If an entity obtains an affected vehicle for the first time, or brings an affected vehicle into California for the first time, the new fleet owner must apply to CARB for an EIN or, if the vehicle already has an EIN, report it to CARB within 30 days of the purchase date or within 30 days of the date the vehicle was brought into California. For more information on what data is needed to complete reporting, please see the DOORS user guide on “How to Complete Initial Reporting”, which is available under “DOORS Resources” in the [Off-Road Zone](http://www.arb.ca.gov/offroadzone) at www.arb.ca.gov/offroadzone.

Beginning the first January 1 that is more than 30 days after the date of purchase or the date the vehicles were brought into the state, new fleets must comply with the annual reporting requirements described above. For example, if a large fleet of vehicles were purchased on December 15, 2010, the fleet would need to comply with the large fleet annual reporting requirements beginning January 1, 2012.

Additionally, as of July 1, 2014, new fleets (new businesses with vehicles subject to the Off-Road Regulation, or out-of-state businesses bringing vehicles subject to the Off-Road Regulation into California for the first time on or after January 1, 2012) are required to meet the “new fleet” requirements. For more information, please see the New Fleets FAQ, available on the Frequently Asked Questions page in the [Off-Road Zone](http://www.arb.ca.gov/offroadzone) at www.arb.ca.gov/offroadzone.

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