Finding and Printing a Truck and Bus Regulation Reporting Certificate

Last Revised December 11, 2017

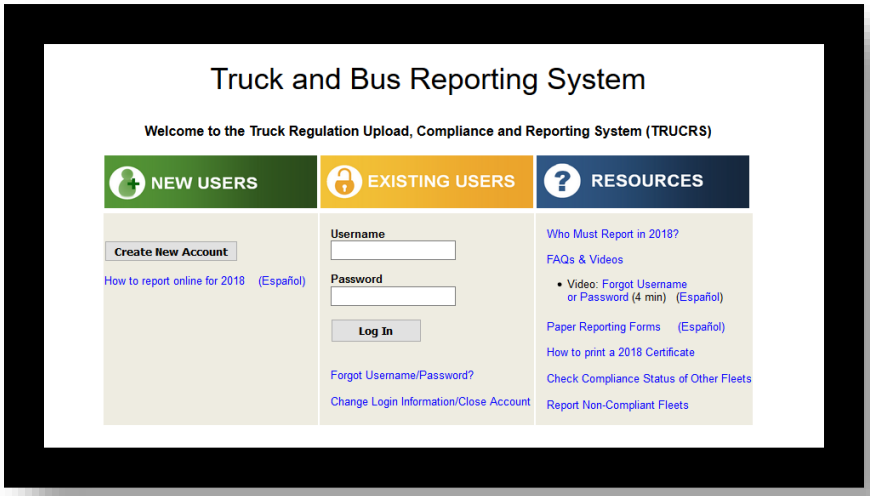
If you created an account in the Truck Regulation Upload, Compliance, and Reporting System (TRUCRS) and need to print your certificate of reported compliance, follow the instructions as indicated below.

- **If you experience any difficulty after following all of these instructions, email trucrs@arb.ca.gov with your TRUCRS ID number, company information and contact information.**
- **You may temporarily print the previous year's compliance certificate. Scroll to page 6 of this document for instructions.**

2018 Certificate Instructions

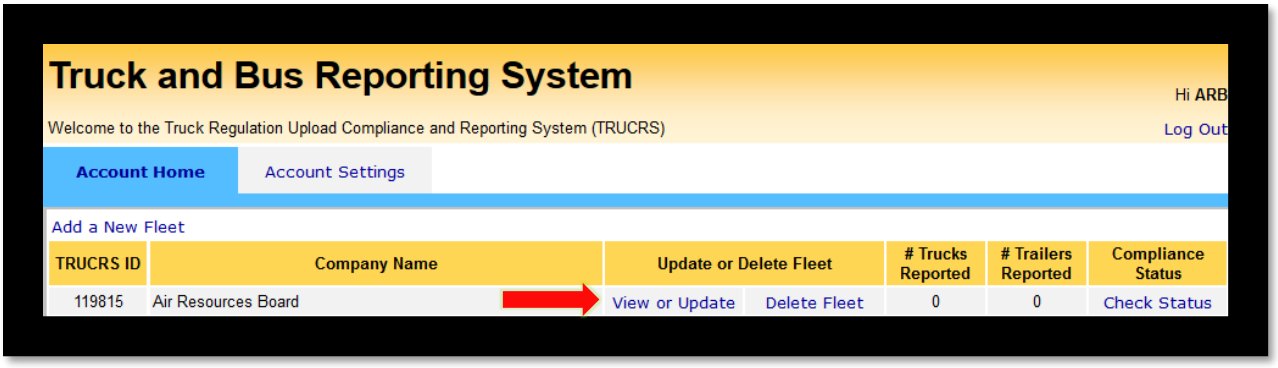
- If you report compliance with the Truck and Bus Regulation you can print a certificate. See http://www.arb.ca.gov/msprog/onrdiesel/onrdiesel.htm for deadlines and requirements.
- You can print a certificate only if all of your vehicle and company information is correct and complete in the reporting system. Only fleets that have reported and are in compliance can print a certificate. Ensure that all information is correct and complete before proceeding with the instructions below.

Step 1: Open the Truck and Bus Reporting Page, and enter your user name and password. If you forgot your password, select "Forgot Username/Password".



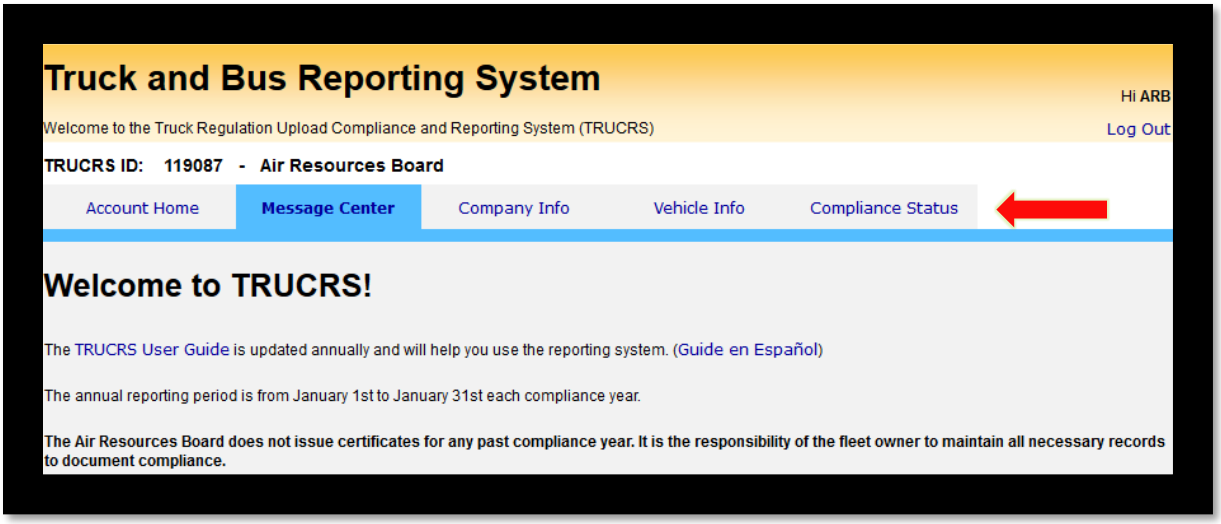
Step 2: Go to your Company/Fleet information by selecting View or Update.

Logging in will take you to your fleet summary list. Select your fleet and Click on "View or Update" to continue.



Step 3: Select the "Compliance Status" tab

Initially, you will be directed to the Message Center tab. Click on the Compliance Status Tab to the far right as shown below to continue.

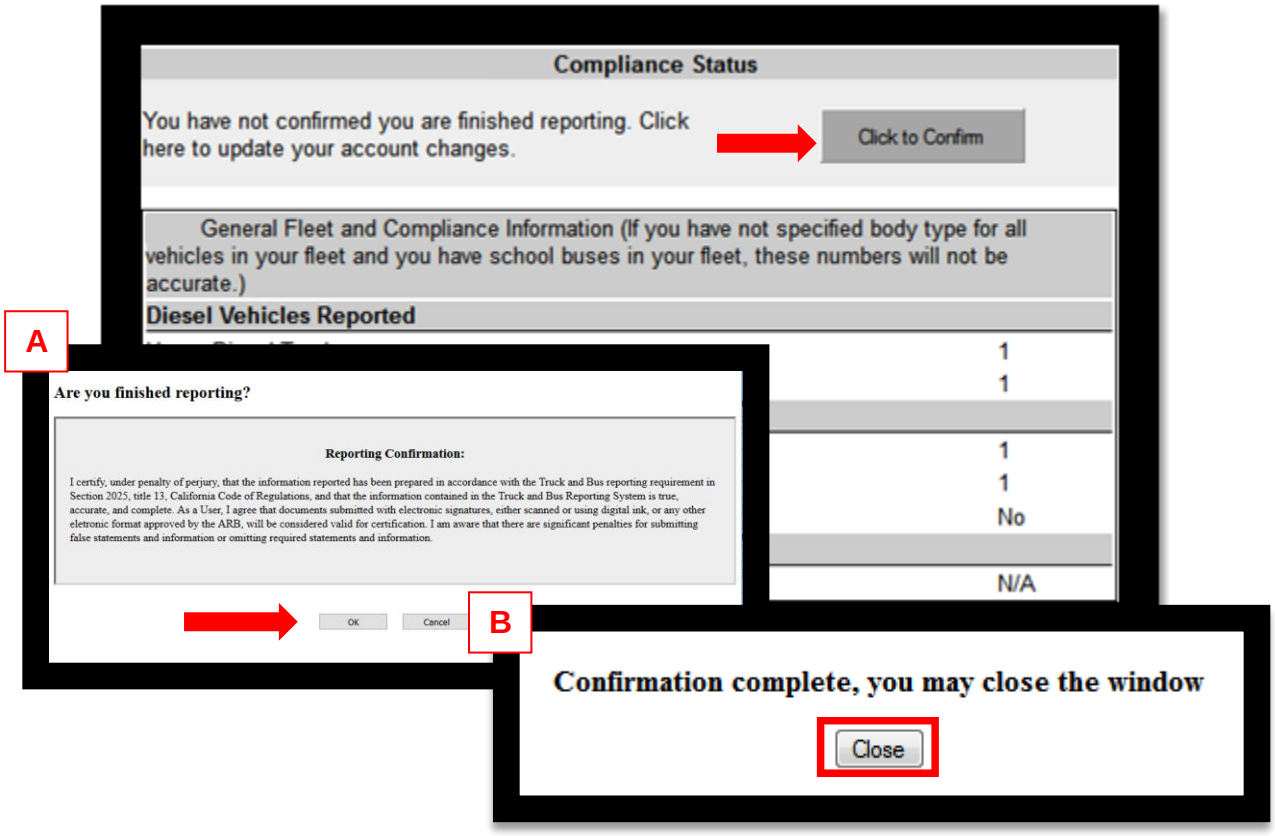


Step 4: Confirm Reporting

Click the box labeled “Click to Confirm” as seen below to confirm you’ve entered your fleet information and finished reporting

A: A small pop-up window will appear with a reporting confirmation. Click “OK” to continue. By clicking “OK” you are confirming under penalty of perjury that the information you reported is complete and accurate. Click “Cancel” to go back and make changes to the fleet.

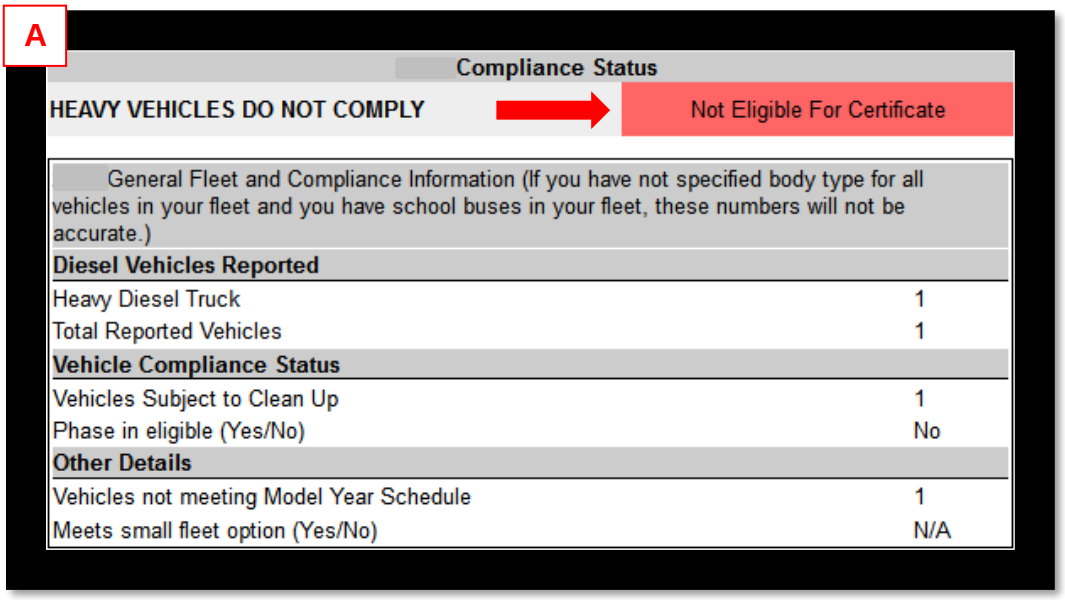
B: Once you click “OK” the message will change to “Confirmation complete” as displayed below. Click “Close” to continue.



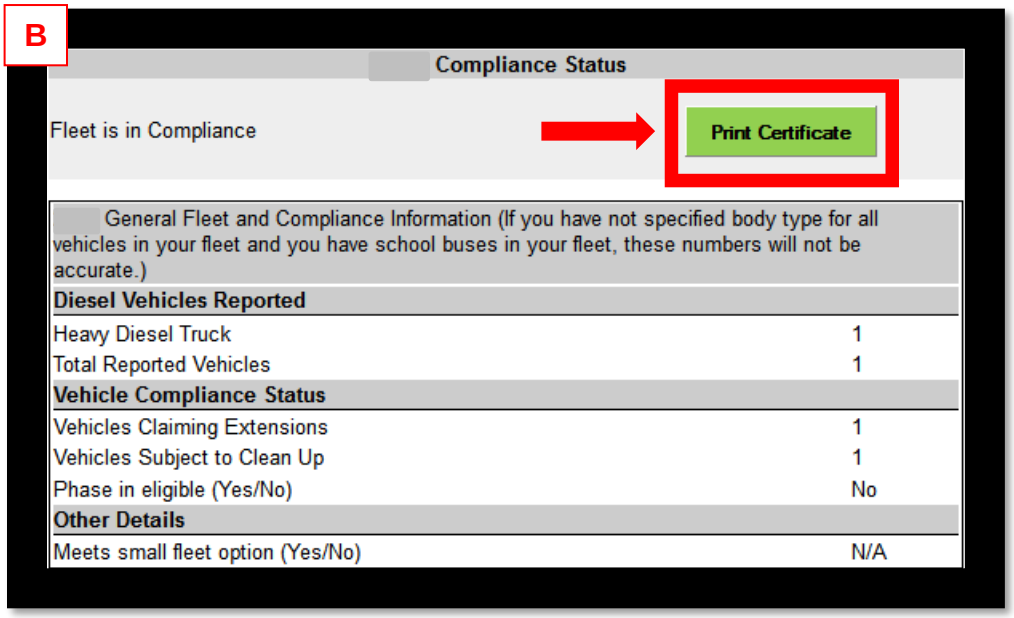
Step 5: Check your compliance

After the page reloads you will see one of the two colored boxes below.

A: If your fleet does not meet 2018 compliance requirements, a red box stating "Not Eligible for Certificate" will be displayed as it does in the example below.

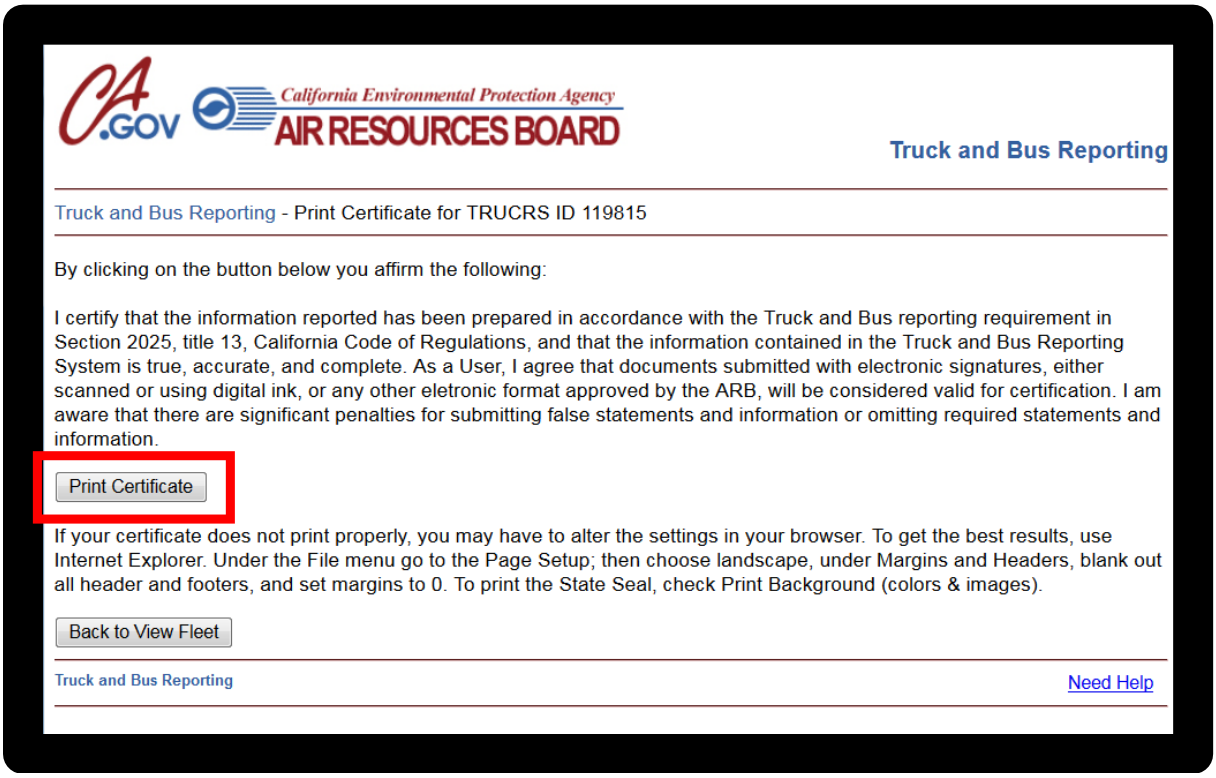


B: If your fleet meets 2018 compliance requirements, then the statement "Fleet is in Compliance" will be displayed. You will also see a green box prompting you to click "Print Certificate." Click this box to continue.



Step 6: Print your certificate

Click “Print Certificate” to confirm and access the certificate for printing.

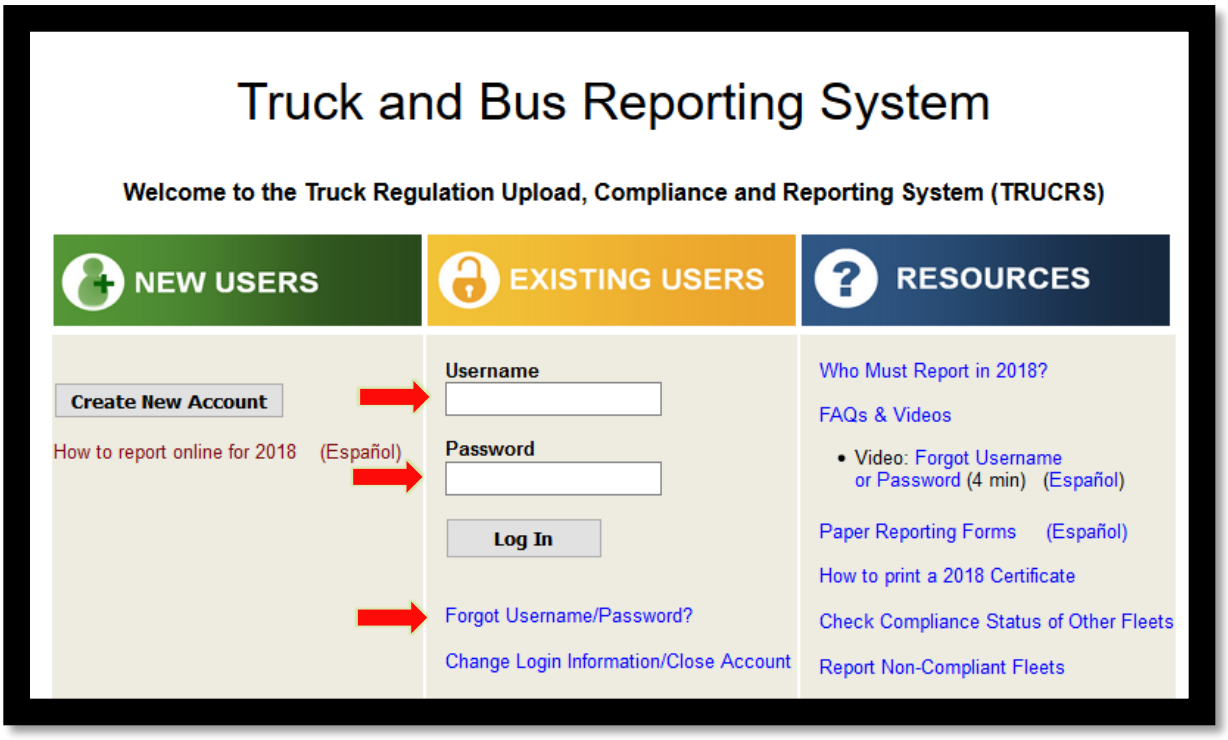


Important Note
If your certificate does not print properly, you may have to alter the settings in your browser. To get the best results, use Internet Explorer. Under the File menu go to the “Page Setup” and choose “landscape”. Next, under “Margins and Headers”, blank out all header and footers and set margins to “0”. To print the State Seal, check “Print Background” (colors & images).

2017 Certificate Instructions

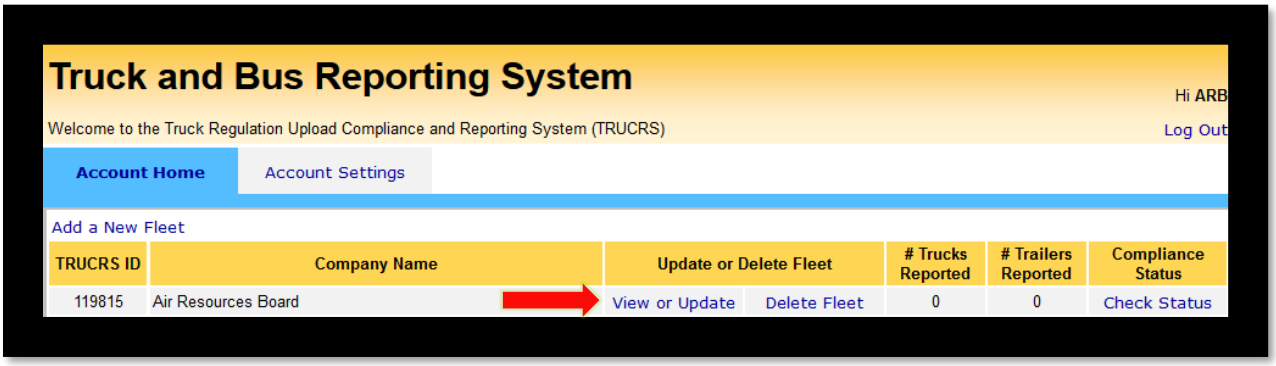
- During December 2017, TRUCRS will allow you to print a certificate of reported compliance if the last recorded fleet status before December 2017 was compliant.
- If you were not compliant, or did not update your fleet's compliance status during 2017, you will not be able to print a 2017 certificate.

Step 1: Open the Truck and Bus Reporting Page, and enter your user name and password. If you forgot your password, select Forgot Username/Password.



Step 2: Review your Company/Fleet information by selecting View or Update.

Logging in will take you to your fleet summary list. Select your fleet and Click on "View or Update" to continue.



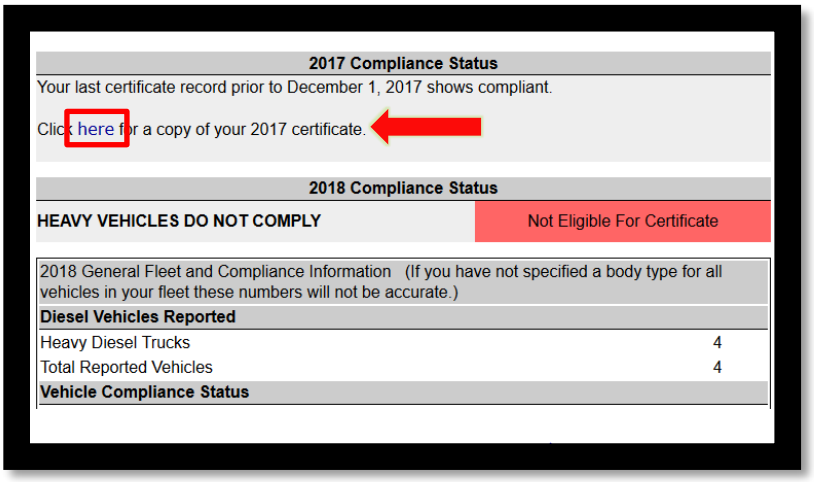
Step 3: Select the "Compliance Status" tab

You will arrive at the Message Center tab. Click on the "Compliance Status" Tab to the far right as shown below to continue.

Step 4: Check the 2017 Compliance Status Box

If your last recorded reporting status was compliant, you will see a sentence that says "Click here for a copy of your 2017 certificate."

Click the link for a copy of your 2017 certificate.



If your last recorded reporting status was noncompliant, you will not see a link to print your certificate.