

How to Report Subfleets or Multiple Fleets

When reporting to ARB, you may wish to divide your fleet into subfleets, or you may have multiple fleets for which you are responsible. Some common reasons to report subfleets are as follows: your fleet has operations in different locations with different fleet managers, or your company has multiple divisions and for administrative reasons you wish to report and plan compliance for each division separately.

Fleets cannot divide into subfleets arbitrarily. To report as a parent fleet and subfleet(s) the subfleet must be under the control a separate responsible official inside the company or agency. The requirements to report as a subfleet are defined in the regulation in the first paragraph of [section 2449\(d\)](#).

Note: Dividing a fleet into subfleets does not change your total fleet size or change your requirement to meet the provisions in the regulation based on fleet size. If a fleet with 10,000 horsepower under common control reports as five separate subfleets with 2,000 horsepower, each is still subject to the large fleet requirements (is subject to an initial 2010 compliance date, etc.).

The following steps must occur in order for subfleet reporting to be successful:

1. The parent fleet must obtain a DOORS ID. This DOORS ID will be the parent ID for all subfleets.
2. Each subfleet must report, referencing the parent DOORS ID in the parent DOORS ID field.

Subfleets MUST Report Parent Fleet DOORS ID

All fleets under common control must report the parent DOORS ID. This is the ID number which will link all of the fleets together. Subfleets that report separately and do not supply a parent DOORS ID will be in violation of the regulation.

To set up a parent fleet DOORS ID, the parent company or agency must report owner information and receive a DOORS ID. After the parent ID is assigned, all subfleets must reference the parent DOORS ID.

The parent ID is requested on the "Owner" page or when a fleet first reports. The subfleet may report before the parent company or agency receives a DOORS ID, and fill in this information at a later date. However, if the subfleet does not report the parent ID by the initial reporting deadline in 2009, the subfleet will be in violation of the regulation.

How to Report Multiple Fleets or Subfleets

In the online reporting tool DOORS, report the first fleet following the instructions in our user guides, which are available at:

https://secure.arb.ca.gov/ssldoors/doors_reporting/reporting.php

Before the first fleet is reported, the first drop menu will only show an option to enter a fleet, as shown below:

The screenshot shows a web interface with a yellow background. At the top left, there is a dropdown menu with 'enter a fleet' selected. Below it, the text reads 'fleets that you have submitted for ARB review.' To the right of this text are two buttons: 'Take Action' and 'Exit'. Below the dropdown menu is another dropdown menu labeled 'Upload Fleet Data'.

After uploading a fleet, the fleet name will be shown, and the user may select the fleet and perform a number of actions, such as editing the fleet, viewing the information, and requesting a review.

The screenshot shows the same web interface as above, but now the dropdown menu is expanded to show a list of actions: 'Upload Fleet Data', 'Enter Fleet Data On-line', 'View Owner Info', 'View Fleet Info', and 'Request Review'. The text 'that have been reviewed by ARB.' is visible in red. The 'Take Action' and 'Exit' buttons are still present.

To enter a second fleet, simply choose “**Enter a fleet**” on the first dropdown menu, select “**Online Screens**” or “**Upload fleet data**” and select “**Take Action**”

The screenshot shows the same web interface as above, but now the dropdown menu is expanded to show 'enter a fleet' highlighted. The text 'fleets that you have submitted for ARB review.' is visible. The 'Take Action' and 'Exit' buttons are still present.

This will allow you to enter an entirely separate fleet with a new DOORS ID number. The two fleets will not be linked together even though they are created on the same user account. They must include a reference the same parent DOORS ID to be identified as subfleets under common control. Alternatively, one subfleet may reference another fleet’s DOORS ID.

As shown below, the parent ID should be included on the owner information spreadsheet, form, or webpage, depending on how the fleet is

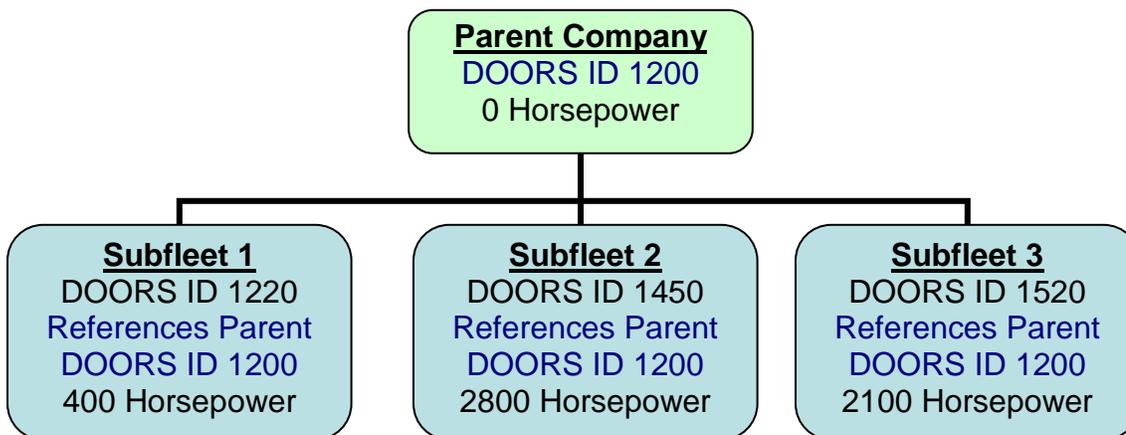
reported. The Parent company DOORS ID must be a valid DOORS ID for a previously entered fleet.

Are you a Captive Attachment Area Fleet?	No
Hours in fleet average?	No
Parent company DOORS ID (if any)	4582
Stationary or portable in place of diesel?	No
Will you claim credit for early entries?	No

Examples of Subfleet Reporting

Example 1:

In the following example, a corporation with three divisions decides to report each division separately. The corporate headquarters reports only owner information to DOORS and receives a DOORS ID. Each subfleet includes this as the parent DOORS ID when reporting to ARB.



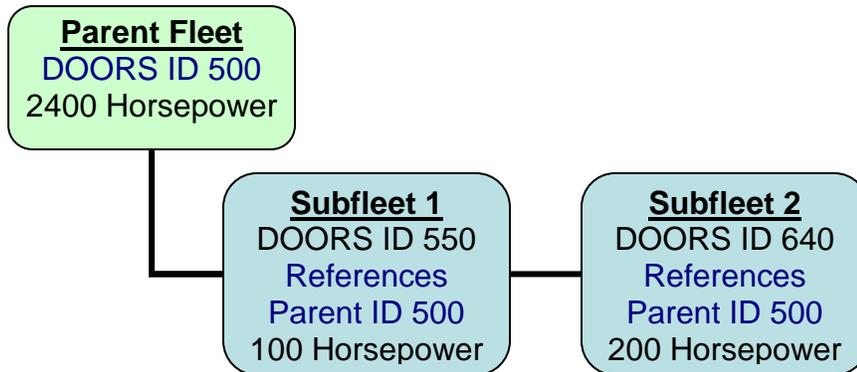
As shown above, the parent company or agency in this example does not report any vehicles. They may report only the information requested for the owner, and not the vehicles or engines, and will receive a DOORS ID after reporting their owner information.

Note that all fleets will be required to meet the large fleet requirements. Although individually they would be small or medium fleets, their horsepower is combined when they reference the same parent ID and they are moved into the large fleet category (over 5000 horsepower).

Example 2:

In another case, a corporation based in San Diego might keep a majority of the equipment in the local area, while having two smaller operations in Redding and Eureka. In this case the corporation may wish to report the

main fleet as the parent fleet. The two smaller operations would report as subfleets and reference the DOORS ID of the parent fleet.

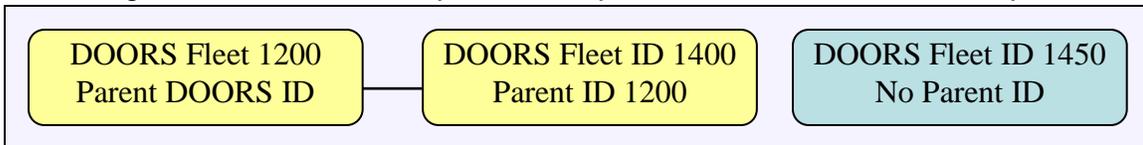


Note that that the parent fleet and subfleets would be required to meet the medium fleet requirements (over 2500 horsepower) even though each appears to be a small fleet when considered individually.

Parent Fleets, Subfleets and DOORS Accounts

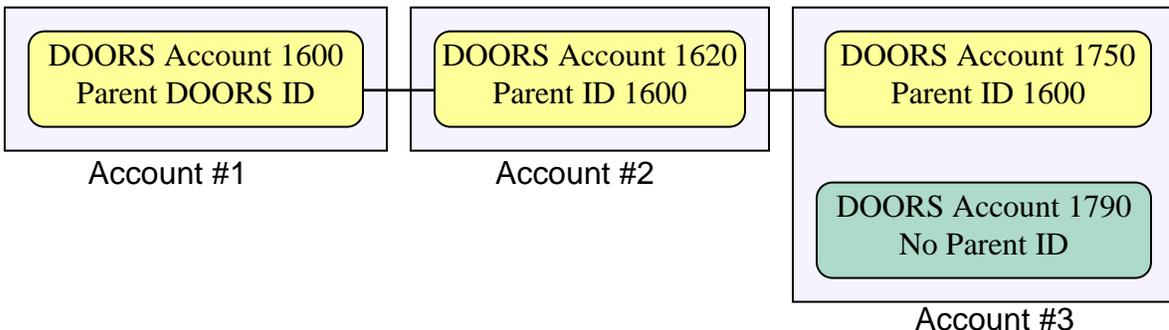
Parent fleets and subfleets may be entered on the same DOORS account or on separate accounts. The fleets are not connected by which account they are entered on, but by whether or not they reference the same Parent DOORS ID. Three examples below demonstrate the methods in which multiple fleet owners could report to ARB.

A single account used to report both a parent and subfleet, and a separate fleet:

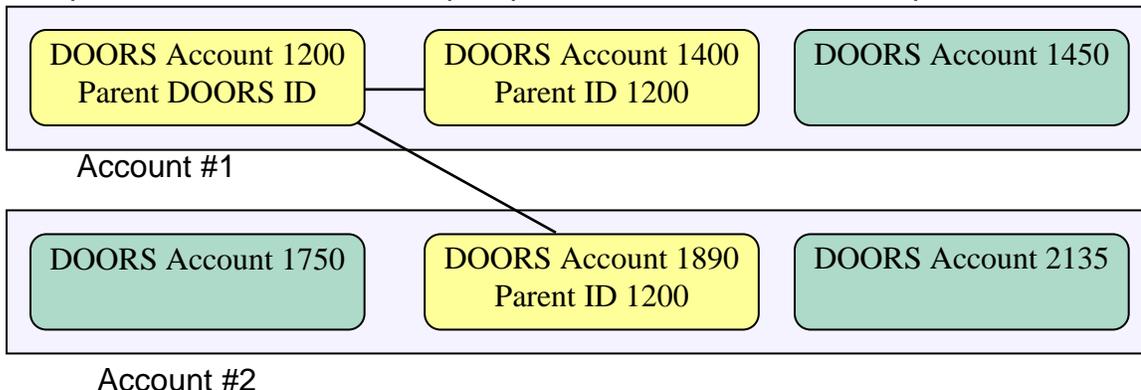


Note that the fleet that does not reference the ID for the Parent Fleet is not included as a subfleet, even though it was entered on the same account.

Separate accounts used to report parent and subfleets, and a separate fleet:



Separate accounts used to report parent and subfleets, and separate fleets:



As shown by these examples, linking a parent fleet and a subfleet is dependent only on referencing the DOORS ID between fleets, and is completely independent of which DOORS accounts entered the fleet information.

Reporting Multiple Fleets Instead of Subfleets

Any time multiple fleets are reported, and a parent DOORS ID is not listed, the fleets will be treated by DOORS and ARB as separate fleets, even if they are entered on the same account. If the fleets are not under common control, do not enter a parent DOORS ID, and the horsepower of the fleets will not be combined when considering overall horsepower and fleet size.