Appendix C

Guidelines for Submitting Reflectorization Implementation Compliance Reports
49 C.F.R. Part 224

(2) Electronic Submission:

(a) Acceptable Disc Media: CD-R storage media only with 700 MB possible range, 1x-48x speed compatible, 4 ½” diameter (Note: CD-RW storage media cannot be accepted)

(b) Specific Directions:

(i) Complete Parts I, II, III, and IV on Form F 6180.113 as instructed on the Form and scan the completed Form FRA F6180.113 onto the disk media into either an Adobe Acrobat format or .jpg format (Note: Forms submitted on CD-RW storage media cannot be accepted and will not be returned); and
(ii) Following the format below, enter the information required by Part V of Form FRA F6180.113 into a spreadsheet in any one of the following formats: MS Excel, Quattro Pro, RTF, or CVS and save that spreadsheet onto the same CD-R disk media as (i) above.

Spreadsheet Format:

<table>
<thead>
<tr>
<th>Columns on the spreadsheet</th>
<th>Field Name</th>
<th>Size of the Field</th>
<th>Content/Description</th>
</tr>
</thead>
</table>
| A                          | Car Owner Reporting Code | 4 Character       | 1. The Car Owner Reporting Code found in Part I (Identification) of the OMB F6180.113.  
2. Enter this code in Column A of the spreadsheet.  
3. Enter all Capital Letters |
| B                          | Identification Number | 6 Numbers         | 1. This is the identification number on Part V, (Identification of rail freight rolling stock confirming to 49 CFR Part 224).  
2. This is the numeric unit identification (use leading zeros)  
3. Enter this number in Column B of the spreadsheet. |
| C                          | Reapplied             | 1 Character       | 1. Has this equipment been reported?  
2. Enter ‘R’ (replacing the check mark required on the form), if the car/locomotive was reported in Part V of a previous Reflectorization Implementation Compliance Report.  
3. Enter ‘I’, if the car/locomotive has not been reported previously.  
4. Entry must be a capital letter  
5. Enter this information in Column C of the spreadsheet. |
| D                          | Type                  | 1 character       | 1. Is this a car/locomotive?  
2. Enter ‘C’ (replacing the check mark required on the form), if a rail freight rolling stock car.  
3. Enter ‘L’ (replacing the check mark required on the form), if a locomotive.  
4. Entry must be a capital letter.  
5. Enter this information in Column D of the spreadsheet. |