

Chris,

Thank you for the discussion last Wednesday, February 29th, regarding Volkswagen's plans to provide translated documents responsive to requests 12, 13, 29 and 30 of ODI's October 7, 2011 information request letter for EA11-003. The attendees of the call were: Jeff Quandt (NHTSA), Chris Sandvig (VWGoA), and Bob McCarthy (VWGoA).

As per our discussion, the following establishes new provisions and due dates for the requested material:

- 1) Volkswagen will provide an overall timeline with all actions identified in response to requests 12, 13, 29, and 30. This timeline will identify representative documents (including the Bates number(s) of the representative documents) for the actions/measures implemented and include summaries of the actions as requested by NHTSA on January 13, 2012. NHTSA will also be provided a timeline that connects the field data from the PE and EA as well as the misfuel data. Volkswagen will also provide a summary/reasoning for the basis of selecting the representative documents. The preceding items are due to NHTSA by **March 30, 2012**.
- 2) Volkswagen will provide English translations of the representative documents (referred to in the immediately preceding paragraph) by **March 30, 2012**.
- 3) Volkswagen will provide the documents responsive to requests 12, 13, 29 and 30 in their native language by **March 30, 2012**.
- 4) Volkswagen will provide a chronological log by **March 30, 2012** of all of the responsive documents. The log will be provided in Microsoft Excel format with the following fields:
 - a. from (name of individual, as well as organizational affiliation);
 - b. to (name of individual, as well as organizational affiliation);
 - c. cc or bcc (name of individual, as well as organizational affiliation);
 - d. date sent, or, if the document wasn't sent, the date on which the document was written;
 - e. number of pages in the document;
 - f. Bates number(s);
 - g. whether there are attachments to the document; if there is an attachment, identify the attachment by (i) title and (ii) bates number or by reference to the corresponding log entry for that attachment;
 - h. the title of the document or subject line of the email;
 - i. a brief but descriptive summary of the document that will enable the Agency to determine the essence of the document. The essence should be sufficiently descriptive so that NHTSA will be able to make an assessment as to whether the document translation should be requested out of order from the agreed upon reversed chronological submissions.
- 5) Volkswagen will then provide, in a rolling submission, the English translations of the submitted responsive documents in chronological order from old to new.
 - a. The translated documents will be provided in monthly submissions, with the final submission due no later than **June 1, 2012**.
 - b. NHTSA may request that certain documents be translated earlier (out of sequence) based on its review of Volkswagen's log, timeline, and representative documents.

Important note regarding Bates-numbering: All the documents Volkswagen submits should be Bates-numbered. Volkswagen will provide a table/spreadsheet identifying (by Bates number) the native-language document to which each translated document corresponds.

Important note regarding confidentiality requests: If Volkswagen desires confidential treatment for any of the documents it submits, it should submit those documents under cover of a confidentiality request. Documents for which confidentiality is requested must be translated into English. However, Volkswagen will be submitting the native-language documents before it submits translations of those documents (except for the representative documents, for which Volkswagen will submit translations at the time it submits the corresponding native-language documents). Accordingly, if Volkswagen requests confidential treatment for any native-language documents for which it has not yet provided the agency with a translation, Volkswagen should request, in its request for confidential treatment for the native-language documents, that the agency grant an extension for the submission of the corresponding translated documents.

As always, please call if you have any questions about this revised agreement to the extension of time for Volkswagen's response to NHTSA's request for documents related to EA11-003.

Regards,
Jeffrey L. Quandt
Office of Defects Investigation