



Revised Manufacturer Communications Portal (MCP)

Office of Defect Investigations (ODI), Trends Analysis Division (TAD)

April 2024

MCP

A blue-tinted photograph of a road winding through a field. A car is driving away on the road. The sky is cloudy. The text 'MCP' is overlaid in white on the left side of the image.

1

Background

2

Overview of MCP Changes

3

What to Expect

4

Accessing the New MCP

5

Submitting Manufacturer Communications

6

Additional Resources & Help

Background

- In the Summer of 2023, ODI discussed “pain points” with various manufacturers, the majority of whom use the portal method to submit communications.
- Based on manufacturer feedback and ODI internal discovery, updates to the portal were discussed for future implementation.
 - Overall UI / Navigation
 - Component Selection
 - ‘Receipts’ / Transaction IDs
 - Bulk MFR Index Communication (MIC) Upload Capability
 - Product ID Selection
 - Public Searching

Overview of MCP Changes

- Updated User Interface / Dashboard
- Implemented Search and Export Capable Tables
- Added NHTSA Component list in lieu of EWR Component list
- Added Manufacturer System / Subsystems
- Updated MIC Template
 - Added New Fields
 - Provided New Data Formatting
- Implemented MIC Submission via Portal
- Implemented Personally Identifiable Information (PII) Document upload
- Revised Audit Trail

What to Expect

- The new MCP will launch in May 2024
- Your transition to the new MCP will be seamless
 - Accessing the existing MCP URL will redirect you to the new MCP
 - Your existing account will transfer to the new MCP
 - Your draft communications will be migrated to the new MCP
 - Your prior submissions will be migrated to the new MCP
- You will see an enhanced UI and additional form fields for new submissions

MC Submission Data Elements (Slide 1 of 2)

Data Element	Description
TSB / Document ID	Exact identifier the manufacturer uses to identify the document and the way it can be located by those searching for the document.
MFR Communication Date	Exact date the communication was disseminated by the manufacturer.
MFR Internal Campaign ID / Software Version	The manufacturer's unique identifier for the service campaign if the document is related to one.
Communication Type	Type of communication being submitted: <ul style="list-style-type: none"> • Service Bulletin / Repair Instructions • Service Campaign • Warranty Program / Extension • Over The Air • Emissions • Other
Document Type	The type of communication document: <ul style="list-style-type: none"> • Dealer Letter • Owner Letter • Bulletin • Other

MC Submission Data Elements (Slide 2 of 2)

Data Element	Description
Communication Document (PDF)	Associated communication document. If the communication has PII, a second document must be submitted that has the PII redacted.
Product (Make, Model, Model Year)	Product(s) involved in the communication.
NHTSA Components	The components of the products involved in communications (max of 5).
MFR Component System	The manufacturer's top-level component of the products involved in communications. This is free form text. Max 128 characters.
MFR Component Subsystem	The manufacturer's component subsystem of the component identified above. This is free form text. Max 128 characters.
Concise Summary	A brief description of the communication's most pertinent information, any related vehicle component information, and the general purpose for the communication. Max 4,000 characters.

Accessing the New MCP

Accessing MCP

- The new MCP URL: <https://portal.nhtsa.gov>
- The login process has not changed
 - Process remains on Login.gov
 - Same login process as the current MCP and NHTSA Early Warning Reporting (EWR) portal
 - Current MCP and EWR portal users should be familiar with the login process

Note: Going to the existing MCP URL (<https://mcp.nhtsa.gov>) will automatically redirect users to the new URL above.

Logging into the New MCP

Login Steps

1. Visit <https://portal.nhtsa.gov>
2. Click the checkbox to provide consent
3. Click Login with login.gov
4. Enter your credentials on Login.gov

The screenshot illustrates the login process for the NHTSA Enterprise Portal. It is divided into two main sections: a warning/consent screen and a login form.

Warning/Consent Screen (Left):

- 1**: A large '1' in a black circle is positioned above the warning box.
- 2**: A large '2' in a black circle is positioned to the left of the consent checkbox.
- 3**: A large '3' in a black circle is positioned above the 'Login with login.gov' button.
- Text:** The warning box contains the following text:
 - WARNING**
 - You are accessing a U.S. Government information system. This information system, including all related equipment, networks, and network devices, is provided for U.S. Government-authorized only.
 - Unauthorized or improper use of this information may result in disciplinary action, as well as civil and criminal penalties.
 - By using this information system you consent to the following:
 - You have no reasonable expectation of privacy regarding any communications or data transiting this network or stored in this information system;
 - At any time, and for any lawful government purpose, the government may monitor, intercept, search and seize any communication or data transiting or stored on this information system; and
 - Any communication or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.
 - Login only if you AGREE to consent to these terms of use.

Login Form (Right):

- 4**: A large '4' in a black circle is positioned to the right of the form, with a blue arrow pointing from the warning screen to it.
- Text:** The form contains the following text:
 - LOG IN.GOV NHTSA
 -
 - NHTSA Enterprise Portal is using Login.gov to allow you to sign in to your account safely and securely.
 - Buttons: Sign in, Create an account
 - Section: Sign in for existing users
 - Fields: Email address, Password
 - Checkbox: Show password
 - Button: Sign in
 - Links: Sign in with your government employee ID, Back to NHTSA Enterprise Portal, Forget your password?, Security Practices and Privacy Act Statement, Privacy Act Statement

What You See After Login

The screenshot displays the NHTSA Enterprise Portal interface. At the top left is the NHTSA logo with the text 'NHTSA NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION'. To the right of the logo is the text 'Enterprise Portal'. In the top right corner, the user name 'Eileen West' and a 'Logout' link with an external icon are visible. The main content area features two large tiles: 'Early Warning Reporting' on the left and 'Manufacturer Communications' on the right. The 'Manufacturer Communications' tile is highlighted with a blue border. At the bottom of the page, there is a footer containing links for 'Policies | Terms of Use | FOIA | Privacy Policy | Vulnerability Disclosure Policy | Accessibility', the address '1200 New Jersey Avenue, SE, West Building Washington DC 20590 USA', and a note: 'This application works best in recent versions of Edge, Firefox, Chrome and Safari'.

Legacy MCP Dashboard



Manufacturer Communications Dashboard

[Create a New Submission](#)
 Nothing to Report

[Audit Trail](#)

Draft Communications (View/Edit/Delete)

 Search:

Transaction ID	Communication ID	Communication Date	Modified Date	Concise Summary	Document	Audit Trail
23MC44037	333		02/24/2024	Let's do this one m...		

 Show entries

Showing 1 to 1 of 1 entries

 Previous Next

Submitted Communications (View Only)

 Last 30 days
 Last 60 days
 Last 90 days
 All

 Search:


Transaction ID	Communication ID	Communication Date	Submit Date	Status	NHTSA ID	Document	Audit Trail
No matching records found							

 Show entries

Showing 0 to 0 of 0 entries (filtered from 18 total entries)

Previous Next

New MCP Dashboard

 **NHTSA**
NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION

Manufacturer Communications

John Doe | Logout ↗

MCP Home / [Create New Submission](#) / MC Acme Inc ▼

[Create New Submission](#) [Draft Communications \(5\)](#) [Submitted Communications \(120\)](#) [MIC Submissions \(4\)](#) [All Audit Trail \(58\)](#)

Click + Icon to expand Submission Sections

OMB No. 2127-0616. Expires 04/30/2025.

- + New Communication
- + Nothing to Report
- + Manufacturer Index Communication

Submitting New Communications

Select “New Communication” Option

The screenshot displays the NHTSA Manufacturer Communications web application. At the top left is the NHTSA logo with the text 'NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION'. The main header is 'Manufacturer Communications'. In the top right corner, the user 'John Doe' is logged in, with a 'Logout' link. Below the header, a breadcrumb trail shows 'MCP Home / Create New Submission / MC Acme Inc'. A navigation bar contains five items: 'Create New Submission' (underlined), 'Draft Communications (5)', 'Submitted Communications (120)', 'MIC Submissions (4)', and 'All Audit Trail (58)'. Below this, a message says 'Click + Icon to expand Submission Sections' and 'OMB No. 2127-0616. Expires 04/30/2025.'. A dropdown menu is open, listing three options: '+ New Communication' (highlighted with a blue box), '+ Nothing to Report', and '+ Manufacturer Index Communication'.

NHTSA
NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION

Manufacturer Communications

John Doe | Logout

MCP Home / Create New Submission / MC Acme Inc

Create New Submission Draft Communications (5) Submitted Communications (120) MIC Submissions (4) All Audit Trail (58)

Click + Icon to expand Submission Sections

OMB No. 2127-0616. Expires 04/30/2025.

- + New Communication
- + Nothing to Report
- + Manufacturer Index Communication

Step 1: General Information

MC Acme Inc

New Communication

- 1 General Information
- 2 Product Information
- 3 Components
- 4 Communication Document
- 5 Supplementary Information

General Information

Choose a Communication Type i (required) *

Communication Type

MFR Internal Campaign ID/Software Version i (Optional)

TSB/Document ID i (required) *

Communication Date i (required) *

Concise Summary i (required) *

Enter a brief description using most pertinent information and general purpose. (4000 characters or less)

4000 characters remaining

Step 2: Product Information

- The current product list for manufacturer is displayed to user (drop-down list with type-ahead feature).
- ODI requests MFR feedback to make product table accurate for portal usage, internal usage, and public searching.
- Implemented a search bar that queries across all column values.

MC Acme Inc

New Communication

1 — 2 — 3 — 4 — 5
 General Information — Product Information — Components — Communication Document — Supplementary Information

Selected Products

Make/Brand Name	Model/Tire Line ↑	Model Year/Tire Size	Product Type	Remove
MC Acme Inc.	V-ICKEL	2014	Vehicles	Remove
MC Acme Inc.	V-ICKEL	2014	Vehicles	Remove

Add Products

↓ Make/Brand Name	↓ Model/Tire line	↓ Model Year/Tire Size	↓ Product Type
<input checked="" type="checkbox"/> MC Acme Inc.	V-ICKEL	2014	Truck
<input checked="" type="checkbox"/> MC Acme Inc.	V-ICKEL	2014	Truck
<input type="checkbox"/> MC Acme Inc.	V-ICKEL	2014	Truck
<input type="checkbox"/> MC Acme Inc.	V-ICKEL	2014	Truck
<input type="checkbox"/> MC Acme Inc.	V-ICKEL	2014	Truck

Step 3: Component Information

MC Acme Inc

New Communication

1 General Information — 2 Product Information — 3 Components — 4 Communication Document — 5 Supplementary Information

NHTSA Components (Select a maximum of 5)

Standard Vehicle Components	Advanced Driver Assistance System (ADAS)
<input type="checkbox"/> Air Bags ⓘ	<input type="checkbox"/> Adaptive Cruise Control ⓘ
<input type="checkbox"/> Body ⓘ	<input type="checkbox"/> Automatic Emergency Braking ⓘ
<input type="checkbox"/> Brakes ⓘ	<input type="checkbox"/> Blind Spot Warning ⓘ
<input type="checkbox"/> Electrical ⓘ	<input type="checkbox"/> Forward Collision Warning ⓘ
<input type="checkbox"/> Engine ⓘ	<input type="checkbox"/> Lane Departure Warning ⓘ
<input type="checkbox"/> Fuel/Propulsion System ⓘ	<input type="checkbox"/> Lane Keeping Assistance ⓘ
<input type="checkbox"/> Lighting ⓘ	<input type="checkbox"/> Parking Collision Warning ⓘ
<input type="checkbox"/> Power Train ⓘ	<input type="checkbox"/> Rear Cross Traffic Warning ⓘ
<input type="checkbox"/> Seat Belts ⓘ	
<input type="checkbox"/> Seats ⓘ	
<input type="checkbox"/> Speed Control ⓘ	
<input type="checkbox"/> Steering ⓘ	
<input type="checkbox"/> Suspension ⓘ	
<input type="checkbox"/> Visibility/Wiper ⓘ	
<input type="checkbox"/> Wheels ⓘ	
<input type="checkbox"/> Other/I Am Not Sure ⓘ	

[Clear Selected Components](#)

MFR Components

MFR Component System ⓘ

MFR Component Subsystem ⓘ

[Save Draft](#) [< Previous](#) [Next >](#)

Step 4: Communication Document(s)

MC Acme Inc

New Communication

1 General Information — 2 Product Information — 3 Components — 4 Communication Document — 5 Supplementary Information

Communication Document (required) *

Upload communication document below. Only PDF files can be submitted with a maximum size of 50 MB. Filenames must be 150 characters or less. If "Contains PII" is chosen on the uploaded document, a second redacted file must be uploaded.

Document...	Size	Document Type	Uploaded	Document	Contains PII	Redacted	Remove Doc...
No Rows To Show							

* Manufacturer is responsible for redaction of Personally Identifying Information

Document Type ▼

Step 4: PII Upload Detailed (Slide 1 of 2)

- New Communication

MC Acme Inc

New Communication

1 General Information 2 Product Information 3 Components 4 Communication Document 5 Supplementary Information

Communication Document (required) *

Upload communication document below. Only PDF files can be submitted with a maximum size of 50 MB. Filenames must be 150 characters or less. If "Contains PII" is chosen on the uploaded document, a second redacted file must be uploaded.

Document...	Size	Document Type	Uploaded	Document	Contains PII	Redacted	Remove Doc...
Cover Letter.pdf	0.06 MB	Bulletin			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* Manufacturer is responsible for redaction of Personally Identifying Information

Save Draft < Previous Next >

Step 4: PII Upload Detailed (Slide 2 of 2)

1 General Information 2 Product Information 3 Components 4 Communication Document 5 Supplementary Information

Communication Document (required) *

Upload communication document below. Only PDF files can be submitted with a maximum size of 50 MB. Filenames must be 150 characters or less. If **"Contains PII" is chosen on the uploaded document**, a second redacted file must be uploaded.

Document...	Size	Document Type	Uploaded	Document	Contains PII	Redacted	Remove Doc...
Cover Letter.pdf	0.06 MB	Bulle			<input type="checkbox"/>	<input type="checkbox"/>	

Contains PII ×

If Contains PII is selected for the uploaded document, please remember to also upload the redacted version of the document for publication to NHTSA's webpage.

* Manufacturer is responsible for redaction of Personally Identifying Information

Select files...

Save Draft < Previous Next >

Step 5: Supplementary Information

MC Acme Inc

New Communication

1 General Information — 2 Product Information — 3 Components — 4 Communication Document — 5 Supplementary Information

Supplementary Information

Check the box below if the submission contains Personally Identifiable Information (PII)

Personally Identifiable Information (PII) ⓘ

Comments ⓘ

Enter comments, clarifications, missing product information, elaborations on any PII etc

Clear Input Fields

1000 remaining

NHTSA intends to publicly post all manufacturer communications submitted to it through the MCP, pursuant to 49 U.S.C. 30166(f).

Save Draft **Submit** < Previous

Viewing and Editing Draft Communications

Draft Communications



[Create New Submission](#)
[Draft Communications \(20\)](#)
[Submitted Communications \(2956\)](#)
[MIC Submissions \(24\)](#)
[All Audit Trail \(4170\)](#)

5

Records per page

Click + Icon to View, Edit or Submit a Draft Communication.

OMB No. 2127-0616. Expires 04/30/2025.

Transaction ID	TSB / Document ID	Communication Date	Modified Date ↓	Concise Summary	Document	Audit Trail
+ 24MC11000704		4/19/2024	4/19/2024			+ 🔍
+ 24MC11000690		4/18/2024	4/18/2024			+ 🔍
+ 24MC11000688		4/18/2024	4/18/2024			+ 🔍
+ 24MC11000684	fdasf	4/18/2024	4/18/2024	concise summary test		+ 🔍
+ 24MC11000593		4/11/2024	4/11/2024			+ 🔍

1 to 5 of 20 ⏪ ⏩ Page 1 of 4 ⏪ ⏩

Viewing Draft Communications

Click + Icon to View, Edit or Submit a Draft Communication. OMB No. 2127-0616. Expires 04/30/2025.

Transaction ID	TSB / Document ID	Communication Date	Modified Date ↓	Concise Summary	Document	Audit Trail
+ 24MC11000704		4/19/2024	4/19/2024			+ 🔍
- 24MC11000690		4/18/2024	4/18/2024			+ 🔍

General Motors, LLC

Draft Communication

1 — 2 — 3 — 4 — 5

General Information — Product Information — Components — Communication Document — Supplementary Information

General Information

Choose a Communication Type ⁱ (required) *

Communication Type

MFR Internal Campaign ID / Software Version ⁱ

TSB / Document ID ⁱ (required) *

Communication Date ⁱ (required) *

04/18/2024

Concise Summary ⁱ (required) *

4000 characters remaining

[Clear Input Fields](#)

[Save Draft](#) [Next >](#)

+ 24MC11000688		4/18/2024	4/18/2024			+ 🔍
+ 24MC11000684	fdasf	4/18/2024	4/18/2024	concise summary test		+ 🔍
+ 24MC11000593		4/11/2024	4/11/2024			+ 🔍

1 to 5 of 20 | Page 1 of 4

Viewing Your Previously Submitted Communications

Transactions & Submission History

Create New Submission	Draft Communications (9)	Submitted Communications (14)	MIC Submissions (3)	All Audit Trail (56)					
5 Records per page	<input checked="" type="radio"/> Last 30 days <input type="radio"/> Last 60 days <input type="radio"/> Last 90 days <input type="radio"/> All	Enter one or more characters to filter the list below.							
Submitted communications can only be viewed									
Transaction ID	TSB / Doc. ID	Comm. Date	MIC Filename	Submitted ↓	Status	Type	NHTSA ID	Document	Audit Trail
24MC11000148	1234	03/14/2024		03/14/2024 14:16:31	Submitted	Standard	11000148		+ 🔍
24MC11000138	1234	03/14/2024		03/14/2024 11:37:50	Submitted	Standard	11000138		
24MC11000137	1234	03/14/2024		03/14/2024 11:34:52	Submitted	Standard	11000137		
24MC11000066	123	02/26/2024		03/13/2024 19:15:16	Submitted	Standard	11000066		
24MC11000070	No comms 2023-11			02/26/2024 16:03:12	Submitted	NTR			
								<ul style="list-style-type: none"> CSV Export Excel Export 	<ul style="list-style-type: none"> Cut Ctrl+X Copy Ctrl+C Copy with Headers Copy with Group Headers Paste Ctrl+V Export >

Viewing MIC Submissions

MIC Submission History

Navigation tabs: [Create New Submission](#) | [Draft Communications \(20\)](#) | [Submitted Communications \(2956\)](#) | **[MIC Submissions \(24\)](#)** | [All Audit Trail \(4170\)](#)

5 Records per page | Last 30 days | Last 60 days | Last 90 days | All |

View MIC Validation Errors by clicking Failed link.

Batch ID	Container Filename	Index Filename	Number of Comm.	Status	Submitted ↓
365	Test Two Subs.zip	Test two subs.xml	2	Success	04/24/2024 11:58:15
364	Test One Sub.zip	Test One Sub.xml	1	Success	04/24/2024 11:57:56
315	No Invalid character.zip	Test One Sub.xml	1	Success	04/18/2024 13:25:08
314	Test One Sub.zip	Test One Sub.xml	1	Failed - See Validation Errors	04/18/2024 13:17:11
268	FLAT_INV (2).zip			Failed - See Validation Errors	04/11/2024 14:56:03

1 to 5 of 13 | Page 1 of 3

Viewing MIC Submission Validation Errors

Create New Submission Draft Communications (20) Submitted Communications (2956) **MIC Submissions (24)** All Audit Trail (4170)

5 Records per page Last 30 days Last 60 days Last 90 days All Enter one or more characters to filter the list below.

View MIC Validation Errors by clicking Failed link.

Batch ID	Container Filename	Index Filename	Number of Comm.	Status	Submitted ↓	
365	Test Two Subs.zip	Test two s		ss	04/24/2024 11:58:15	
364	Test One Sub.zip	Test One S	04/18/2024 13:17:11	Test One Sub.xml	ss	04/24/2024 11:57:56
315	No Invalid character.zip	Test One S		ss	04/18/2024 13:25:08	
314	Test One Sub.zip	Test One S		- See Validation Errors	04/18/2024 13:17:11	
268	FLAT_INV (2).zip			- See Validation Errors	04/11/2024 14:56:03	

Validation Errors ×

04/18/2024 13:17:11 Test One Sub.xml

Must provide one xml file

[Download Validation Errors](#)

[XML Conversion Tool](#)

1 to 5 of 13 Page 1 of 3

Submitting Nothing to Report

Select “Nothing to Report” Option

The screenshot displays the NHTSA Manufacturer Communications web application. The top navigation bar is blue and contains the NHTSA logo on the left, the title 'Manufacturer Communications' in the center, and the user name 'John Doe | Logout' on the right. Below the navigation bar is a breadcrumb trail: 'MCP Home / Create New Submission / MC Acme Inc'. A secondary navigation bar contains five tabs: 'Create New Submission' (which is underlined), 'Draft Communications (5)', 'Submitted Communications (120)', 'MIC Submissions (4)', and 'All Audit Trail (58)'. Below the tabs, there is a message 'Click + Icon to expand Submission Sections' on the left and 'OMB No. 2127-0616. Expires 04/30/2025.' on the right. A list of submission sections is shown below, with the 'Nothing to Report' option highlighted by a blue rectangular box. The other options are 'New Communication' and 'Manufacturer Index Communication'.

NHTSA
NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION

Manufacturer Communications

John Doe | Logout

MCP Home / Create New Submission / MC Acme Inc

Create New Submission Draft Communications (5) Submitted Communications (120) MIC Submissions (4) All Audit Trail (58)

Click + Icon to expand Submission Sections

OMB No. 2127-0616. Expires 04/30/2025.

- + New Communication
- + Nothing to Report
- + Manufacturer Index Communication

Nothing to Report Month Selection

- Nothing to Report (NTR)

General Motors, LLC
Nothing to Report

I confirm that (General Motors, LLC) did not generate any communications reportable under the 49 CFR part 579.5 during the month of:

Select a Month ▼

- Select a Month
- April 2024
- March 2024
- February 2024
- January 2024
- December 2023
- November 2023

Submit

+ Manufacturer Index Communication (MIC)

Submitting Bulk Submissions

Bulk Submissions

- Bulk submissions allow multiple communications to be submitted
- Bulk submissions use Manufacturer Index Communication (MIC) file and the associated communication document files in a submission

Legacy Bulk Submission

- Index is an Excel file with one row per communication
- Index and associated communication document files are submitted via email

Revised Bulk Submission

- Index is an Extensible Markup Language (XML) file (similar to EWR)
- Index file and associated communication document PDF files are included in a single ZIP file
- ZIP file is submitted directly via the new MCP
- Streamline error handling

Revised Bulk Submission

- Only valid Index file format is XML (similar to EWR)
- NHTSA will provide an updated Excel Index file with updated data elements for the new MCP
 - You cannot submit the Excel Index file, you must convert it to XML
 - The purpose is to facilitate creation of XML for those users that prefer to work in Excel
 - You can use the NHTSA Excel-to-XML Conversion Tool to convert your Excel Index file to a submittable XML file: <https://xmltool.nhtsa.gov>
 - Excel-to-XML Conversion Tool will validate the resulting XML
 - If errors are found in your XML by the tool, you must fix the Excel and repeat the conversion process
 - Submitting an XML with errors in the MCP will fail

Legacy Index File (Excel)

	A	B	C	D	E	F	G	H
1	Index of Manufacturer (MFR) Communications							
2	Manufacturer:							
3	Date Range:							
4	Date Submitted:							
5							[The effect of the defect or noncompliance should be described below.]	
6	No.	MFR Communication ID	MFR Communication Date	Make	Model	Model Year	Concise Summary (2000 character limit)	
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

Revised Index File (Excel)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Index of Manufacturer (MFR) Communications														
2	Manufacturer:														
3	Date Range:														
4	Date Submitted:														
5														[Important: The effect of the defect or noncompliance should be described below.]	
6	No.	TSB / Document ID	MFR Communication Date	MFR Internal Campaign ID / Software Version	Communication Type	Document Type	File Name (Contains PII)	File Name (Does Not Contain PII)	Make	Model	Model Year	NHTSA Components	MFR Component System (max 128 characters)	MFR Component Subsystem (max 128 characters)	Concise Summary (max 4,000 character)
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23															
24															
25															

MIC

Column Descriptions



Select “Manufacturer Index Communication” Option

 **Manufacturer Communications** John Doe | Logout ↗

MCP Home / [Create New Submission](#) / MC Acme Inc ▼

- Create New Submission**
- Draft Communications (5)
- Submitted Communications (120)
- MIC Submissions (4)
- All Audit Trail (58)

Click + Icon to expand Submission Sections

OMB No. 2127-0616. Expires 04/30/2025.

- + New Communication
- + Nothing to Report
- + Manufacturer Index Communication**

Manufacturer Index Communication (MIC)

MC Acme Inc

Manufacturer Index Communication

Manufacturer Index Communication Document

Select the button below to choose the document you want to upload. The filename should be 80 characters or less. Only a Zip file is allowed. The maximum size is 1 GB.

[XML Conversion Tool](#)

[Select a Submission](#)

BusesAndMediumHeavyVehicles No file chosen

- BusesAndMediumHeavyVehicles
- ChildRestraints
- LightVehicles
- Motorcycles
- SubstantiallySimilarVehicles
- Trailers
- Tires
- BusesAndMediumHeavyVehicles DI
- ChildRestraints DI
- Equipment DI
- LightVehicles DI
- Low Volume Vehicles DI
- Motorcycles DI
- Trailers DI
- Tires DI

Manufacturer Communications Index

No.	TSB / Document ID	MFR Communication Date	MFR Internal Campaign ID / Software Version	Communication Type	Document Type	File Name (Contains PII)	File Name (Does Not Contain PII)	Make	Model	Model Year	NHTSA Components	MFR Component System	MFR Component Subsystem	Concise Summary (4000 character limit + special characters)
1	PIC5520K	04/01/2014	Campaign ID 001	SBR	BUL	PIC5520K.pdf	PIC5520K-redacted.pdf	Make1	Model1	2012	Electrical , Engine			This Preliminary Information commun
8								Make1	Model1	2013				
9								Make1	Model1	2014				
10								Make2	Model2	2012				
11								Make3	Model3	2013				
								Make3	Model4	2014				

Viewing the Audit Trail

Audit Trail



Manufacturer Communications

John Doe | Logout

MCP Home / All Audit Trail / Honda (American Honda Motor Co.)

Create New Submission

Draft Communications (5)

Submitted Communications (898)

MIC Submissions (8)

All Audit Trail (1792)

5

Records per page

Last 30 days

Last 60 days

Last 90 days

All

Enter one or more characters to filter the list below.

Transaction ID	TSB / Document ID	Action	Created Date ↓	Created By
24MC11000583	34525	Communication Submitted	04/11/2024 14:46:27	Robert Ritter
24MC11000583	34525	Draft Communication Saved	04/11/2024 14:45:31	Robert Ritter
24MC11000583	34525	Draft Communication Saved	04/11/2024 14:45:12	Robert Ritter
24MC11000583	34525	Draft Communication Saved	04/11/2024 14:40:33	Robert Ritter
24MC11000583	34525	Draft Communication Saved	04/11/2024 13:55:18	Robert Ritter

1 to 5 of 6 < < Page 1 of 2 > >



Additional Resources & Help

- MCP Helpdesk: MC.Helpdesk@dot.gov
For all help regarding MC submissions and accessing the MCP
- Manufacturer Communications Info on NHTSA Website (will be updated to reflect changes upon launch)
<https://www.nhtsa.gov/vehicle-manufacturers/manufacture-communications>
- NHTSA Flat Files (will be enhanced & include new fields)
<https://www.nhtsa.gov/nhtsa-datasets-and-apis#manufacturer-communications>
- NHTSA Public Website
<https://www.nhtsa.gov>



Questions & Answers

