



RECEIVED
MVS-IC CORPORATION
751 SOUTH HARRKIDER, CONWAY, AR 72032
Phone: (501) 505-2190 Fax: (501) 505-2185
2004 AUG 25 10:35 AM
Sent: 10/25/04 10:35 AM
To: rldouglas@ic-corp.com

OFFICE OF
DEFECTS INVESTIGATION

Mr. George Person, Chief
Office Defects & Investigation
National Highway Traffic Safety Administration
400 Seventh Street, S. W.
Washington, D.C. 20590

August 23, 2004

Subject: Safety Recall 04303 NHTSA #04V-359

Dear Sir:

Enclosed is a copy of the customer recall notice and the dealer letter. These communications pertaining to the subject recall are being submitted to you within 5 days of issuance as described under 49 CFR Part 573.5 (c) (9).

The dealer's letter was issued August 16, 2004.

The customer's letter will be mailed today August 23, 2004.

The undersigned should be contacted for any additional information regarding this recall.

Very truly yours,

IC CORPORATION

Robert L. Douglas
Director of Product Integrity

Enclosures

IC Corporation

RECALL NOTICE

IC CORPORATION RECALL # 04303
NHTSA RECALL # 04V- 359

August 2004

Vandal Lock Warning

Dear IC Corporation Bus Customer:

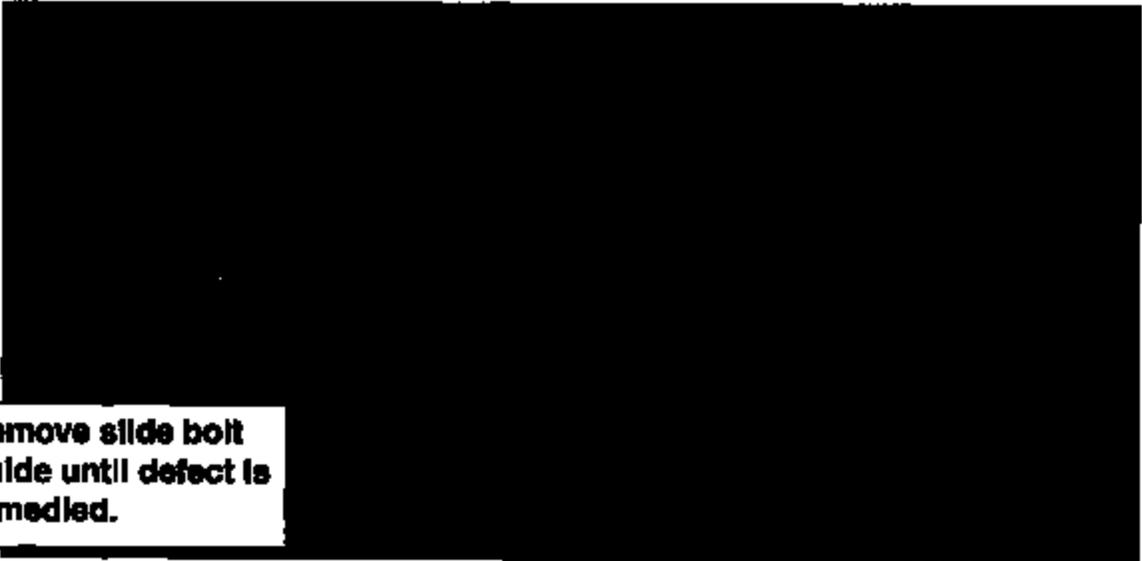
This notice is sent to you in accordance with the requirements of the National Traffic and Motor Vehicle Safety Act. IC Corporation has decided that a defect which relates to motor vehicle safety exists in certain IC CE model school buses.

If the Vandal Lock system (Interior emergency door locking system) is applied while the engine is running, there is no warning to the driver. In the event of an emergency, disengaging the Vandal Lock will increase the time to open the emergency exit door and could prevent rapid egress from the bus. Preventing rapid egress from the bus could possibly result in personal injury or death.

The affected CE model buses were built from June 24, 2003 through June 1, 2004. The vehicle identified on the enclosed card fits this description and our records show you as the owner of this vehicle.

INTERIM PRECAUTIONS UNTIL REPAIR COMPLETED:

Removal of the Vandal Lock slide bolt guide from the door until the defect is remedied will prevent the door from being locked. See picture below. The removal of the guide is accomplished by removing the two screws attaching the guide to the door. Retain the screws and guide for reinstallation after the defect has been remedied.



Remove slide bolt
guide until defect is
remedied.

Vandal Lock Installed At Emergency Door

REPAIR PROCEDURE:

Your dealer will make this correction for you at no cost. Contact your dealer to make the arrangements to repair your unit.

If you desire to make this repair yourself, you may purchase the parts from the dealer. When you invoice us for the cost of labor, you may add the cost for the parts purchased at your dealer. If for some reason you are unable to obtain the replacement parts from your local dealer, you may return the "AUTHORIZATION FOR RECALL SERVICE" card with box # 8 checked and we will ship the parts directly to you at no charge. Please verify that your shipping address is correct. A Post Office Box (P.O. Box) number for shipping is not acceptable. We must have a street or road address.

The repair for this defect requires splicing into the wiring in the fuse panel area. The only tool required is a wire stripping/cutting tool. Follow the steps below to make this repair.

1. Open the fuse panel door.
2. Remove the grey wire cover just above the bus body fuse block that retains the wiring just behind the top edge of the door opening. Observe how the wiring is stored to help you replace the cover when the repair is completed.
3. Find #58 pink wire located in the repair area identified in photo "B" and "C". The wire continues to route toward the rear of the bus and does not terminate in this location.
4. Cut this #58 wire and strip back both cut ends 3/8 to 1/2 inch. Eliminate fraying of the wires after stripping by giving a short twist with your fingers.
5. Insert the two ends of this #58 wire that you just cut and stripped into the connector on the end of wire "A" (see photo "A") of the harness that was supplied. Apply a light tug on each wire after installation to make sure that it was inserted properly.
6. Find the connector with pink wires, numbers 5, 14 and 57, and others located in the repair area identified in photo "D". The quantity of wires in this connector can vary with options. Normally, there is an opening on this connector to add one more wire. If the unit you are working on does not have at least one open port, skip to step 7. a.
7. The other wire without the connector on the harness supplied must be inserted into the connector identified in step 6 with the pink wires. Remove the precut wire insulation with a slight twist and insert into the connector. Apply a light tug on the wire after installation to make sure that it was inserted properly.
7. a. If this connector is already filled (no open holes), please follow this step. Select one of the pink wires connected to this connector that has some room to work with. Cut the wire approximately 3 to 4 inches from the connector. Then strip back 3/8 to 1/2 inch on each end. Eliminate fraying of the wires after stripping by giving a short twist with your fingers. Insert the two ends of the wire that you just cut and stripped into the connector supplied in the kit. Then insert the other wire without the connector on the harness supplied into the connector you just added. Apply a light tug on each wire after installation to make sure that it was inserted properly.
8. Test system by turning on the ignition and applying the Vandal Lock at the emergency door. A warning sound (chime or buzzer) should be heard by the driver.
9. Reposition the wires along with the added harness back into the original position and reinstall the grey wire cover.
10. Reinstall the Vandal Lock slide bolt guide to the door if previously removed.

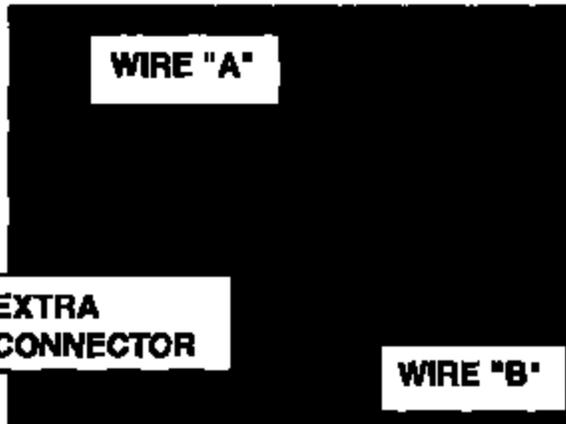


PHOTO "A" KIT # 8900140R91 CONTENTS

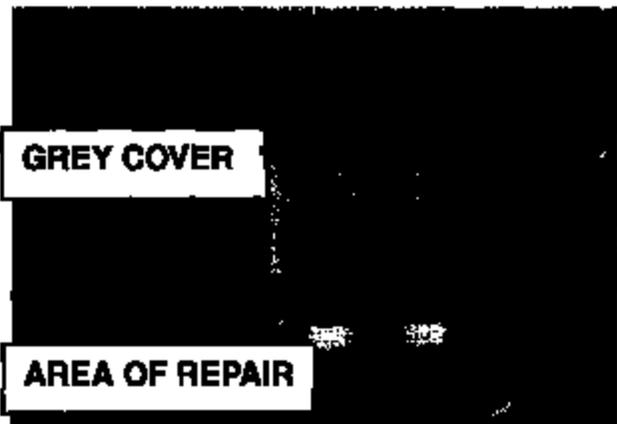


PHOTO "B" FUSE PANEL BELOW DRIVERS WINDOW



PHOTO "C" #58 PINK WIRE



PHOTO "D" CONNECTOR IN BUS WITH PINK WIRES #5, 14 AND 57



PHOTO "E" REPAIR HARNESS INSTALLED

LABOR:

Labor Operation Number	Description	Time (Hours)
A40-04303-1	Install overlay to system wiring and complete the paper work	0.5 (1/2 hour)

PARTS:

<u>PART NUMBER</u>	<u>PART DESCRIPTION</u>	<u>QUANTITY</u>
8900140R91	Kit, Vandal Lock Repair	1

RECALL CLAIMS:

For Repairs Performed By Customer or Non Authorized Dealers

To assist in processing the recall, it is important that you provide an invoice with the following information.

**VIN #; Recall Campaign #; Facilities Repair Labor Rate;
Labor Operation Number; Receipt for purchased parts if applicable.**

All correspondence must be returned to IC Corporation, PO Box 6000, Conway, Arkansas, 72033, Attn: Compliance Department.

WHAT YOUR DEALER WILL DO

If required, your dealer will repair your vehicle free of charge (labor). We estimate that our dealers will have instructions to remedy this defect by August 20, 2004. Please make arrangements with your dealer for repair on a mutually agreed upon date.

If you are the lessor of this vehicle(s), this notice must be forwarded to the lessee within 10 days.

IF YOU NEED HELP

If the dealer does not remedy this condition without charge on the mutually agreed upon date, you can obtain assistance by calling IC Corporation's Compliance Department at the toll free number listed below. You may also wish to submit a complaint to the Administrator of the National Highway Traffic Safety Administration if you believe that IC Corporation or its dealer has failed to remedy the vehicle without charge, within a reasonable time, which is no longer than 60 days after you first tender to obtain repair. Submit your complaints to 400 Seventh Street, S.W., Washington, D.C. 20590, or call the toll-free Auto Safety Hotline at 1-888-327-4236.

If you have questions concerning this notification, please contact an authorized dealer or our Compliance Department at 1-800-843-5615. You may locate your nearest dealer by calling 1-800-993-7686 or you may call our Compliance Department.

We request your prompt attention in the correction of this defect and apologize for any inconvenience it may have caused.

IMPORTANT

In the event you no longer own the vehicle described, please fill in the requested information on the enclosed postage-prepaid card and return it to us. This information will allow us to notify the correct owner.

VEHICLE RECALL

IC CORPORATION RECALL # 04303
NHTSA RECALL # 04V-359

August 2004

All IC Corporation & Affiliate Companies Dealers

SUBJECT: VEHICLE RECALL

Vandal Lock Warning

IC Corporation has mailed to the affected customers the following notice: This notice is sent to you in accordance with the requirements of the National Traffic and Motor Vehicle Safety Act. IC Corporation has decided that a defect which relates to motor vehicle safety exists in certain IC CE model school buses.

If the Vandal Lock system (Interior emergency door locking system) is applied while the engine is running, there is no warning to the driver. In the event of an emergency, disengaging the Vandal Lock will increase the time to open the emergency exit door and could prevent rapid egress from the bus. Preventing rapid egress from the bus could possibly result in personal injury or death.

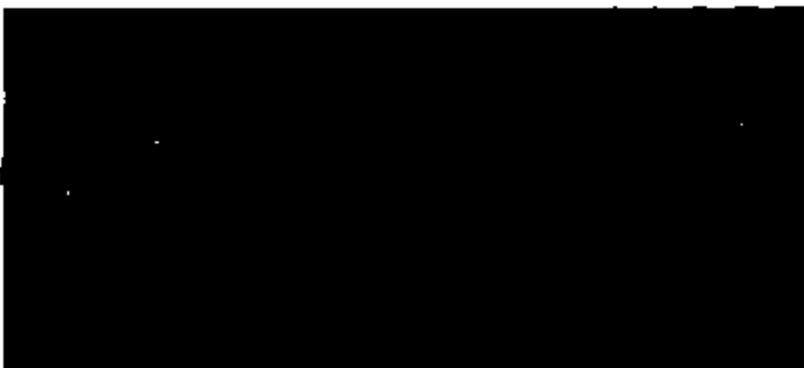
VEHICLES INVOLVED

The affected CE model buses were built from June 24, 2003 through June 1, 2004.

INTERIM PRECAUTIONS UNTIL REPAIR COMPLETED:

The customer was told removal of the Vandal Lock slide bolt guide from the door until the defect is remedied will prevent the door from being locked. See picture below. The removal of the guide is accomplished by removing the two screws attaching the guide to the door. Retain the screws and guide for reinstallation after the defect has been remedied.

Remove slide bolt
guide until defect is
remedied.



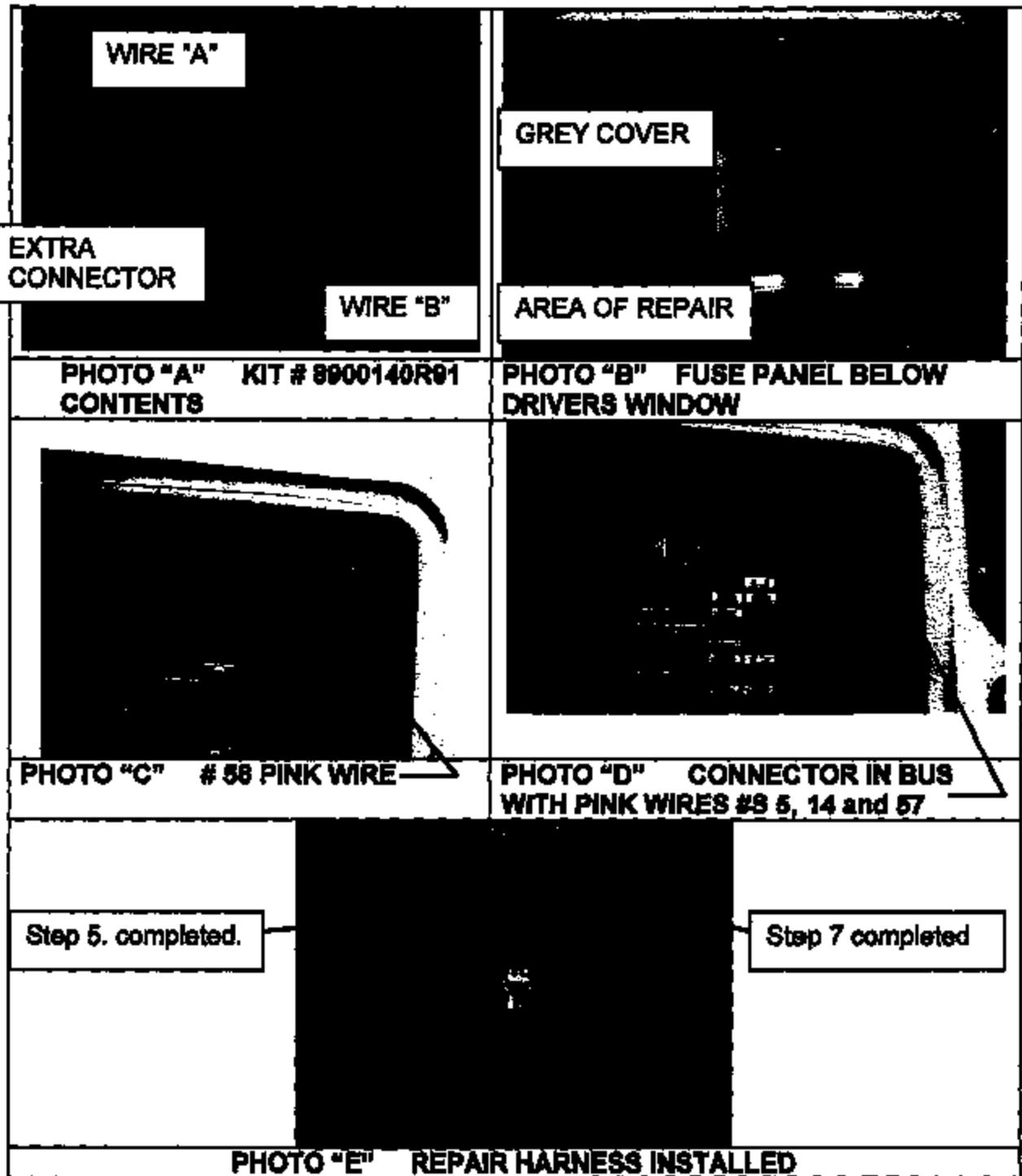
Vandal Lock Installed At Emergency Door

REPAIR PROCEDURE:

The customer was told your dealer will make this correction for you at no cost. Contact your dealer to make the arrangements to repair your unit. If you desire to make this repair yourself, you may purchase the parts from the dealer. When you invoice us for the cost of labor, you may add the cost for the parts purchased at your dealer. If for some reason you are unable to obtain the replacement parts from your local dealer, you may return the "AUTHORIZATION FOR RECALL SERVICE" card with box # 8 checked and we will ship the parts directly to you at no charge. Please verify that your shipping address is correct. A Post Office Box (P.O. Box) number for shipping is not acceptable. We must have a street or road address.

The repair for this defect requires splicing into the wiring in the fuse panel area. The only tool required is a wire stripping/cutting tool. Follow the steps below to make this repair.

1. Open the fuse panel door.
2. Remove the grey wire cover just above the bus body fuse block that retains the wiring just behind the top edge of the door opening. Observe how the wiring is stored to help you replace the cover when the repair is completed.
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8. Test system by turning on the ignition and applying the Vandal Lock at the emergency door. A warning sound (chime or buzzer) should be heard by the driver.
9. Reposition the wires along with the added harness back into the original position and reinstall the grey wire cover.
10. Reinstall the Vandal Lock slide bolt guide to the door if previously removed.



LABOR:

Labor Operation Number	Description	Time (Hours)
A40-04303-1	Install overlay to system wiring and complete the paper work	0.5 (1/2 hour)

PARTS:

<u>PART NUMBER</u>	<u>PART DESCRIPTION</u>	<u>QUANTITY</u>
8900140R91	Kit, Vandal Lock Repair	1

Dealers should purchase the kits directly from the Parts Depot. The parts will be in the depot by August 20, 2004.

ADMINISTRATIVE/DEALER RESPONSIBILITIES (U.S. & POSSESSIONS)

Proceed immediately to make the necessary corrections to the units in your inventory. All inventory vehicles subject to this recall campaign must be corrected prior to sale, transfer, or delivery. If vehicles have been sold or transferred and you are in receipt of Customer Notification Letters and/or Authorization for Recall Service cards for those vehicles, the transfer location or the customer must be notified from your dealer location.

The National Traffic and Motor Vehicle Safety Act, as amended, provides that each vehicle which is subject to a vehicle recall campaign must be adequately repaired within a reasonable time after the owner has tendered it for repair. A failure to adequately repair within 60 days after a tender of a vehicle is prima facie evidence of failure to repair within a reasonable time. If the condition is not adequately repaired within 60 days, the owner may be entitled to replacement with an identical or reasonable equivalent vehicle at no charge, or to a refund of the purchase price less a reasonable allowance for depreciation.

To avoid having to replace an owner's vehicle or refund the purchase price, every effort must be made to promptly schedule an appointment with each owner to repair the affected vehicle as soon as possible.

RECALL CLAIMS:

For Repairs Performed By Customer or Non Authorized Dealers

To assist in processing the recall, it is important that you provide an invoice with the following information.

**VIN #; Recall Campaign #; Facilities Repair Labor Rate;
Labor Operation Number; Receipt for purchased parts if applicable.**

All correspondence must be returned to IC Corporation, PO Box 6000, Conway, Arkansas, 72033, Attn: Compliance Department.

RECALL CLAIMS – Repairs Performed By Authorized Dealers

Refer to the Dealer's Policy Manual for procedures to conduct Recall Campaigns. It is important that the Recall Coding be completed properly to assist in processing the recall claim. Complete instructions will be found in the Warranty Manual, Section 7-1. Special attention should be given to Items 39 through 44.

GROUP						NOUN	C	WARF	TF	PAD
0	4	3	0	3			2	40	P	100

GROUP Enter Recall Number _____

NOUN Leave Blank _____

C (CAUSE) Enter either 1, 2, or 3.
 1. Inspected (No repair required).
 2. Inspected and repaired.
 3. Defective part from parts stock.] _____

WARRANTY (Warranty Code) Enter 40. _____

TYPE PART Enter P for type part causing failure. _____

PAD Enter 100 _____

ADMINISTRATIVE/DISTRIBUTOR RESPONSIBILITY (EXPORT)

Proceed immediately to make the necessary correction to the units in your inventory. All inventory vehicles subject to this recall campaign must be corrected prior to sale, transfer, or delivery. If vehicles have been sold or transferred and you are in receipt of Customer Notification Letters and Authorization for Recall Service cards for those vehicles, the transfer location or the customer must be notified from your distributor location.

Export locations are to submit warranty claims in the usual manner making reference to Safety Recall 03306.

LESSOR RESPONSIBILITY:

Federal Regulations require that any vehicle lessor receiving this recall notice must forward a copy of this notice to the lessee within ten days.

IC Corporation asks for your full cooperation and follow-up to this important subject matter. If you have any questions or need further assistance, please contact the Regional Service Manager at your regional office.