

United States Federal Trade Commission

***National Center for Dispute Settlement
Automobile Warranty Arbitration Program***

2018 Audit

(January - December 2018)

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Introduction

This 2018 audit of NCDS' arbitration process is performed pursuant to the 1975 federal warranty law, the Magnuson-Moss Warranty Federal Trade Commission Improvement Act and Rule on Informal Dispute Settlement Procedures, 16 C.F.R. Part 703 (hereafter referred to as Rule 703).

Claverhouse Associates, a firm specializing in arbitration, mediation, and program auditing, performed the audit which was conducted under the supervision of Kent S. Wilcox, President and Senior Auditor. The statistical survey and analysis section of the report is based on a random sample drawn from data supplied by the manufacturers in cooperation with the staff of NCDS. For details see the Survey Section of the audit report.

Arrangements to conduct the audit were initiated by an invoice submitted in late 2018. Claverhouse Associates coordinated field audits, statistical survey planning, and arbitration training with the program's independent administrator, the National Center for Dispute Settlement (NCDS). This year's report performed a review of the National Center for Dispute Settlement, an independent administrator for multiple automobile manufacturers. The manufacturers participating in the NCDS automobile warranty arbitration program included in this national audit are: Acura, FCA US LLC,¹ Honda, Lexus, Mitsubishi, Suzuki, Tesla, and Toyota. The audit primarily assesses the dispute resolution Mechanism itself, but there are a few exceptions, wherein our review is manufacturer-specific, such as the requirement for manufacturers to inform consumers of the availability of the dispute resolution program whenever a warranty dispute arises.

Hearings scheduled in Missouri, Ohio and Wisconsin were attended by the auditor in 2018 and 2019 for this report. The assessments made of these hearings are described in the on-site field inspections sections of this report. Visits to these locations were arranged to coordinate with scheduled arbitration hearings. In addition, we audited an arbitrator training conducted in Dallas, Texas, from March 15 - 17, 2019 in Irving (Dallas), Texas, at the Westin Dallas/Ft. Worth Airport. Audits of the arbitration hearings and arbitrator training are sometimes conducted in the current calendar year rather than in the audit year but are assumed to reflect operations as they existed in the audit year (2018). Performing the field audits during the actual audit year would require initiating an audit much earlier and using a two-phased format: one commencing during the actual audit period and the other in the following year, after all annual statistics had been compiled. All case files inspected were generated during 2018 as required.

1. The company has changed its legal name from Chrysler Corporation to FCA US LLC. In the recent past, FCA US LLC only offered arbitration in four states: Arkansas, Idaho, Kentucky, and Minnesota, but they began gradually expanding into the other states and are now operating nationwide under the NCDS program.

SECTION I

Compliance Summary

This is the sixteenth Claverhouse Associates independent annual audit of the National Center for Dispute Settlement's (NCDS) national third-party informal dispute resolution mechanism, the Automobile Warranty Arbitration Program (AWAP). We have conducted several prior audits of the NCDS administered warranty arbitration program, some of which were manufacturer centered and manufacturer-specific. This review and several prior reviews, is more general in that the program itself is evaluated for compliance with the various applicable regulations, both federal and state. While some sections are devoted to specific participating manufacturers, our overall conclusions are applicable to the entire NCDS program.

Overall NCDS Dispute Settlement Program Evaluation

The NCDS third-party dispute mechanism, Automobile Warranty Arbitration Program (AWAP) is, in our view, in substantial compliance with the requirements of the Magnuson-Moss Warranty Federal Trade Commission Improvement Act and Rule on Informal Dispute Settlement Procedures, 16 C.F.R. Part 703. Individual manufacturers are no longer at serious risk in that regard.²

The three regions of the NCDS program audited are: Missouri, Ohio, and Wisconsin. All functioned during 2018 in compliance with FTC Rule 703.³ Details of the field audits and any minor irregularities found are discussed in Section III of this report.

Our random sample survey confirmed the overall validity of the statistical indexes created by the National Center for Dispute Settlement.⁴ Our original survey sample consisted of 3,535 cases⁵, of which we completed surveys for 332 customers. As we have found in other audits, surveyed customers tended to report favorably on the program when the results of their cases were, in their view, positive. Conversely, those who received no award, or received less than they expected, were more likely to report dissatisfaction with

2. Program alterations have adequately addressed the issues raised by the auditor and are explained in detail in other sections of this report.

3. As was related in recent audits: "One aspect of the audit review has reached the stage where cumulatively manufacturers have so frequently failed to carry out their responsibility to inform inquiring individuals of the availability of the company's alternative dispute resolution process (in this case NCDS) and how to access it. Most of the various manufacturers are subjecting themselves to the very real possibility of being found to be "out of compliance" with this provision of Rule 703 of the Magnuson-Moss Warranty Act with its attendant serious potential ramifications, especially as regards class-action law suits. Regulators are hereby advised of this situation. Rule 703 mandates that manufacturers must provide this information in the service departments of their dealership agents. Inquirers should not have to call a manufacturer to receive this information, but many service advisors now simply refer those seeking assistance and information, to someone else at the manufacturer's offices. This practice is inconsistent with Rule 703, and is increasingly problematic for many manufacturers." At the same time, this year's experience in this regard, was similar to recent past findings. Only one manufacturer in one state met this requirement during our inspections. Individual manufacturers are addressed in Section Two of this report. Which manufacturers are included in this section is determined somewhat randomly based on several factors including the proximity of other dealers to the hearing's location. This factor may not be dispositive with respect to manufacturers if it has been a long time since one of the participating manufacturers has been selected for review. A purely random selection is balanced against distance, frequencies and costs associated with distance to a particular dealership.

4. There are discrepancies in some areas but most of those identified are either of no meaningful consequence or are understandable and without significant regulatory implications. Discrepancies are detailed in the Survey Section of the report.

5. The universe of available cases amounted to 3,535 but the operating universe from which the sample was drawn only included the 2,439 closed arbitrated, or mediated cases. For details see Survey Section.

the AWAP. As has been true in most audits we have conducted for various programs, the few statistically significant differences between the figures reported by the AWAP and the survey findings were deemed to be easily understandable and do not suggest unreliable reporting by the program. For a detailed discussion, see the Survey Section of this report.

Arbitrators, AWAP personnel, and regulators we interviewed at both the state and federal jurisdictions view training for arbitrators as an important component of the program. The training provided for the AWAP arbitrators advances many of the AWAP objectives. Providing such training is, in our view, consistent with the broad regulatory requirement for fairness. The training component, in our view, comports with the substantial compliance requirements for a fair and expeditious process pursuant to the federal requirements. For more details concerning our assessment of this years arbitrator training see the Arbitrator Training Section of this report.

SECTION II

Detailed Findings

This section addresses the requirements set forth in 16 C.F.R. Para 703.7, of Public Law 93-637 (Magnuson-Moss Warranty Act, 15 U.S. C. 2301. et seq.).

After each regulatory requirement is set forth, the audit's findings are recorded, discrepancies are noted, and recommendations are made where appropriate.

This audit covers the full calendar year 2018. An important component of the audit is the survey of a randomly selected sample of 2,439 NCDS' Dispute Settlement Program applicants whose cases were closed in 2018 and found to be within the AWAP's jurisdiction.

We analyzed several NCDS generated statistical reports covering the AWAP operations in the United States. The reports were provided to us by the Detroit (Sterling Heights) office of the National Center for Dispute Settlement.

We performed field audits of the AWAP as it operates in Missouri, Ohio, and Wisconsin. We also examined a sample of current (i.e., 2018) case files for accuracy and completeness. A sample of case files was drawn from all case files for the years 2015-2018 and inspected to ensure that these records are maintained for the required four-year period. In the areas covered by each region, we surveyed several dealerships to see how effectively they carry out the information dissemination strategy developed by manufacturers to assist them in making customers aware of the AWAP.

In addition, we visited arbitration hearing sites in Cape Girardeau, Missouri; Cincinnati, Ohio; and Ashland, Wisconsin, to audit the scheduled hearings. We also interviewed participants including arbitrators and AWAP/NCDS administrative personnel.

To assess arbitrator training, we monitored the NCDS-sponsored training session held in Irving (Dallas/Ft. Worth), Texas, March 15-17, of 2019. Dallas, Texas, 2019. In addition to monitoring the training itself, we again interviewed trainees (both before and after training), the training staff, and reviewed the training materials.

REQUIREMENT: § 703.7 (a) [Audits]

(a) The mechanism shall have an audit conducted at least annually to determine whether the mechanism and its implementation are in compliance with this part. All records of the mechanism required to be kept under 703.6 shall be available for audit.

FINDINGS:

This is the sixteenth annual audit (2018) conducted by Claverhouse Associates of the NCDS AWAP informal dispute settlement program. Records pertaining to the NCDS' AWAP that are required to be maintained by 703. 6 (Record-keeping) are being kept and were made available for our review.

REQUIREMENT: § 703.6 (a) [Record-keeping]

(a) The mechanism shall maintain records on each dispute referred to it which shall include:

- (1) Name, address, telephone number of the consumer;**
- (2) Name, address, telephone number and contact person of the warrantor;**
- (3) Brand name and model number of the product involved;**
- (4) The date of receipt of the dispute and the date of disclosure to the consumer of the decision.**

FINDINGS:

The information referenced in subsections 1 through 4 is available from the staff of the National Center for Dispute Settlement, who provided us with access to all pertinent information, which is maintained as required. Our inspection of randomly selected case files for each of the three regions validated these findings. The inspections of case files typically take place at the Detroit (Sterling Heights) office of the program's independent administrator. Our review of randomly selected cases drawn from the four-year period (2015-2018) demonstrated that the case files were maintained in 2018, as required.

The pertinent data/records are maintained in the individual case file folders housed at the NCDS' arbitration program's offices in suburban Detroit, Michigan. Most of the required information can be found in these files or in the computer system.

The program provided us with access to all pertinent information, which is maintained as required. The individual case file inspection of randomly selected 2018 cases validated these findings. The review of selected cases drawn from the four-year period 2015-2018 was done this year in the same manner as that used in most previous years. Our review of selected cases drawn from the four-year period (2015-2018) demonstrated that the case files were being maintained in 2018, as required.

DISCREPANCIES:

The few administrative irregularities found, while appropriately noted, are relatively inconsequential and do not pose any serious undermining of the program's *substantial compliance* status. The AWAP meets this regulatory requirement and any inconsistencies we found were of the minor and inconsequential variety likely to be found in any large administrative program. The minor inconsistencies are highlighted in the appropriate sections of the report. For example, a particular case file may not contain a hard copy of the arbitrator's decision even though the decision was in fact sent out and can be found in the electronic file. We found some arbitrator decision statements which were poorly worded or lacking in sufficient specificity. Nevertheless, the files were complete and maintained as required.

REQUIREMENT: § 703.6 (a) (5)

- (5) All letters or other written documents submitted by either party;**
- (6) All other evidence collected by the mechanism relating to the dispute including summaries of relevant and material portions of telephone calls and meetings between the mechanism and any other person (including consultants described in 703.4 (b));**
- (7) A summary of any relevant and material information presented by either party at an oral presentation;**
- (8) The decision of the members including information as to date, time and place of meeting, and the identity of members voting; or information on any other resolution.**

FINDINGS:

Some case files contained, in addition to the various standard file entries, other communications submitted by the parties. Nothing in our findings suggests that any material submitted by a party was not included in the file, and every indication is that the files were complete. We made no attempt, however, to validate the existence of "summaries of relevant and material telephone calls" and other such information since we had no way of knowing whether such telephone calls took place. This is also true for documents such as follow-up letters. A review of this type may be theoretically possible, but it is not practical without having some objective measure against which to compare the contents of the file. Even in the theoretical sense, such a review assumes customers keep exact files of all correspondence, notes, and phone calls pertaining to their AWAP-cases. To validate this dimension, the audit would entail retrieving all such files as a first step. The obvious impracticality of that places such a review beyond the scope of the audit.

Information required in subsection 8 can be found on the *Arbitration Data Entry* form used by NCDS. This form also contains the essence of the decision along with most other information pertinent to the case.

DISCREPANCIES:

None

The required records were all available, appropriately maintained, and properly kept. Any exceptions were merely incidental and have no significant bearing on the program's compliance with the regulations.

REQUIREMENT: § 703.6 (a) (9-12)

- (9) A copy of the disclosure to the parties of the decision;**
- (10) A statement of the warrantor's intended action(s);**

**(11) Copies of follow-up letters (or summaries of relevant and material portions of follow - up telephone calls) to the consumer, and responses thereto; and
(12) Any other documents and communications (or summaries of relevant and material portions of oral communications) relating to the dispute.**

FINDINGS:

The information set forth in items 9 and 10 is maintained as required.⁶ As such, the information was readily accessible for audit.

The information set forth in items 11 and 12 was not audited for accuracy and completeness because of the impracticality of such a review. The examination of the case file contents revealed few instances of this type of information included in the file, and yet nothing indicated that information was missing.

DISCREPANCIES:

None

REQUIREMENT: § 703.6 (b)

(b) The mechanism shall maintain an index of each warrantor's disputes grouped under brand name and subgrouped under product model.

FINDINGS:

These indices are currently [2019] maintained by the NCDS staff at the NCDS headquarters in Detroit (Sterling Heights), Michigan.

The audit includes a review and assessment of a data printout for the calendar year 2018.

The *AWAP Statistics* identifies 3,602 AWAP disputes filed in 2018. Of these, 2,439 cases were eligible for AWAP review, and 675 cases were determined by the AWAP to be out-of-jurisdiction. Of the in-jurisdiction closed cases, NCDS reports that 2,248 were arbitrated⁷ and 232 were mediated.⁸ There were 1,891

6. The warrantor's intended actions are a basic part of the program and are generally applicable to all cases. All decisions rendered by arbitrator(s) will be honored by all NCDS' AWAP participating manufacturers, thereby negating any necessity for providing a document in each individual file.

7. This number is not aggregated in the statistical reports provided for the audit. We arrived at this number by summing the "decided" items (4-7) listed on the AWAP mandated statistical report. [Note: the number we report here does not include those cases listed as "Pending Decision".

8. The term "mediation" in the AWAP context does not necessarily imply that a neutral third-party assisted the parties in resolving a warranty dispute, but rather that the dispute was settled prior to an arbitrator rendering a decision. The number provided above is not aggregated in the statistical reports provided for the audit. We arrived at this number by summing the "Resolved" items (1-3) listed on the AWAP mandated statistical report. The number of mediated cases included in the report submitted to our survey contractor is different than those reported to Claverhouse directly but the difference only amounts to six cases.

arbitrated decisions which were reported as “adverse to the consumer” per § 703.6 (E) representing 84% of all arbitrated cases.⁹

Each of the participating manufacturers submitted an index of their disputes grouped under brand name and subgrouped under product model as required.

Indices are complete and consistent with all requirements. Some of the data included in these reports are compared with the findings of our sample survey discussed in the Survey Section of this report.

DISCREPANCIES:

None

REQUIREMENT: § 703.6 (c)

(c) The mechanism shall maintain an index for each warrantor as will show: (1) All disputes in which the warrantor has promised some performance (either by settlement or in response to a mechanism decision) and has failed to comply; and (2) All disputes in which the warrantor has refused to abide by a mechanism decision.

FINDINGS:

AWAP reports that there were no such cases in 2018. Concerning subsection 2, the auditors are advised by NCDS that there is no reported incidence in which a NCDS AWAP participating manufacturer failed or refused to abide by a panel or arbitrator decision. As a matter of general corporate policy, all AWAP participating manufacturers agree to comply with all AWAP decisions. This information is supplied as part of NCDS’ Annual FTC -703.6 (c) (1) and (2) Report.

DISCREPANCIES:

None

REQUIREMENT: § 703.6 (d)

(d) The Mechanism shall maintain an index as will show all disputes delayed beyond 40 days

9. What this high percentage reflects is the reality that, in many ways, the Magnuson-Moss Warranty Act is working as the U.S. Congress intended because manufacturers are building vehicles with fewer mechanical problems and their warranty promises to resolve warranty disputes to customer’s satisfaction within reasonable time constraints are being kept far better than in the period before the statute was enacted. These mandated audits were not intended, however, to discover the degree to which some customers may have had concerns but were not aware of their possible remedies under these dispute resolution programs. Adverse decisions equal 1,891. The total number of decisions rendered by the NCDS Mechanism in 2018 was 2,248.

FINDINGS:

According to AWAP statistical index reports, as of August 2019, 101 cases were delayed beyond 40 days.¹⁰ The National Center for Dispute Settlement typically provides a comprehensive report of all individual cases delayed beyond 40 days during the period of the audit. Such reports include the customer's name, case file number, and the number of days the case has been in process on the date the report was generated. Our analyses indicate that these reports have always met the above requirement. Our review of reports, however, is not designed to test the accuracy of a report. We merely determine that the mandated report is being generated and these reports are available for review by appropriate regulating authorities.

DISCREPANCIES:

None

REQUIREMENT: § 703.6 (e)

(e) The mechanism shall compile semi-annually and maintain statistics which show the number and percent of disputes in each of the following categories:

- (1) Resolved by staff of the Mechanism and warrantor has complied;**
- (2) Resolved by staff of the Mechanism and time for compliance has occurred, and warrantor has not complied;**
- (3) Resolved by staff of the Mechanism and time for compliance has not yet occurred;**
- (4) Decided by members and warrantor has complied;**
- (5) Decided by members, time for compliance has occurred, and warrantor has not complied;**
- (6) Decided by members and time for compliance has not yet occurred;**
- (7) Decided by members adverse to the consumer;**
- (8) No jurisdiction;**
- (9) Decision delayed beyond 40 days under 703.5 (e) (1);**
- (10) Decision delayed beyond 40 days under 703.5 (2);**

10. This reflects a substantial increase from our findings last year (2017 report filed in 2018) and as such, it warrants a closer examination if that degree of increase repeats or exceeds these numbers next year. Here below, is NCDS' response to our inquiry about the reasons cases went beyond the 40 day limitation:

"1. Hurricanes for the SE region delayed cases being heard; 2. In the CA certified programs, Title 16 code allows for a case to go beyond the 40th day to allow the presentation of additional evidence on the part of the Customer. FCA, Tesla and Toyota are certified in CA.; 3. There were a couple of Honda cases that they conducted an independent inspection mutually agreed to by the parties; 4. In A couple of the cases, the consumer wanted to seek the advice of an attorney."

- (11) Decision delayed beyond 40 days for any other reason; and**
- (12) Pending decision.**

FINDINGS:

NCDS collects and maintains the information required by § 703.6 (e) in the AWAP Statistics Report supplied to us by NCDS.

The information is available for inspection and is complete in all respects.

The figures reported in this index are analyzed in further detail in the Survey Section of this report.

DISCREPANCIES:

None

REQUIREMENT: § 703.6 (f)

THE MECHANISM SHALL RETAIN ALL RECORDS SPECIFIED IN PARAGRAPHS (a) - (e) of this section for at least 4 years after final disposition of the dispute.

FINDINGS:

(a) All of the information listed in the 12 subsections detailed in the previous section [§ 703.6 (e)] is maintained for the required four years. Any inconsistencies found would be addressed in the Survey Section of this report.

We inspected the collection of all case files for each region provided to us by the NCDS headquarters in Sterling Heights (Detroit), Michigan, and inspected and evaluated a random selection of case files from the four-year period for completeness. The files were appropriately maintained and readily available for audit.

(b) NCDS provided us with the various 2018 indices and statistical reports required by Rule 703. The corresponding reports for the previous four years are, of course, not available from any NCDS participating manufacturers which were not participating in the program for the entire four applicable years.

(c) [The two potential “non-compliance” categories] The information required by subsection (1) is, when applicable, maintained by NCDS. Subsection (2) is not applicable since all participating manufacturers, as a matter of corporate policy, always comply with AWAP decisions.

(d) [Complaints beyond 40 days] This information is stored in their computer system at the NCDS Detroit (Sterling Heights) office. Any required report can be

obtained from Debbie Lech, Manager, Case Administration, at the NCDS headquarters. The information is maintained as required.

(e) [Includes 12 categories of statistics] The information referenced in this section, as well as any data pertaining to this requirement, is available from NCDS. The 12 categories of statistics to be maintained are being kept as required.

DISCREPANCIES:

None

REQUIREMENT: § 703.7 (b)

Each audit provided for in paragraph (a) of this section shall include at minimum the following (1) evaluation of warrantor's efforts to make consumers aware of the Mechanism's existence as required in 703.2 (d);

(d) The warrantor shall take steps reasonably calculated to make consumers aware of the Mechanism's existence at the time consumers experience warranty disputes.

FINDINGS:

The essential feature of both regulatory requirements cited above is timing. In our review, therefore, we give emphasis to efforts that would inform customers and ensure that they know about the existence of the AWAP at all times, as well as examining the manufacturers' strategies to alert customers to the availability of the AWAP when the customer's disagreement rises to the level that the regulations consider a "dispute."

Regardless of the excellence of a program, it is only effective if the customer knows of its existence and can access it. The "notice" requirement seeks to ensure that the program is actually usable by customers by informing them of its existence and making it readily accessible when they need it.

Individual Participating Manufacturer's Efforts and Assessment

[Note: In this section of the audit report, we review each of the participating manufacturers' programs for meeting this requirement. Readers will note that regulatory language is repeated along with some pertinent comments in each division for the various manufacturers so as not to focus strictly on a given manufacturer as well as to make the reading easier. Again, we repeat the applicable regulatory language to avoid cross-referencing and searching for such language in another section of the report. The eight current manufacturers are: Acura, FCA US LLC, Honda, Lexus, Mitsubishi, Suzuki, Tesla, and Toyota.]

Examination of individual manufacturers' duty to make customers and others aware of their independent dispute resolution Mechanisms and how to contact them toll-free if they elect to file a dispute and request a hearing for an independent arbitrator to render a dispute resolution decision.

For the 2018 report, we interviewed NCDS staff and inquired as to any changes from the previous year in each manufacturers' efforts to ensure their customers were being made aware of the availability of the NCDS arbitration program for resolving any of their customers' warranty disputes. Where we have new information supplied, we review and assess that information.

ACURA:

Acura uses the following means by which to meet this important requirement:

- The Acura responsibility to make customers aware of the dispute resolution Mechanism is well met in one sense by providing information that is easily located in the Owner's Manual in the Introduction to the Table of Contents where it is prominently located as the very first entry of the Table of Contents. On the following page of the Owner's Manual appears three steps for customers with warranty repair concerns. Step 3 includes contact information for filing a claim with The National Center for Dispute Settlement including their toll free telephone number. On the next page of the Owner's Manual, customers will find a more detailed explanation of the regulated NCDS dispute resolution program. We rate this aspect as excellent in complying with the federal requirement.

In addition to this aspect of our review, we visited dealer service departments to ascertain whether service department employees provide helpful and reasonably accurate information about the NCDS dispute resolution program and how a customer can contact NCDS. The dealer reviews are random and may not be included each year, if other manufactures were selected in our sample.

FCA US LLC¹¹: (Formerly, Chrysler)

In the recent past we have said this in our reports:

"FCA US LLC uses several means by which to meet this important requirement. They are as follows:

The (2015 audit year report submitted in 2016) states:

"Note: The FCA US LLC program has expanded into all states and is now fully operational nationwide as part of the NCDS dispute resolution program."

11. This designation replaces the name Chrysler.

- The 2015 Supplement to FCA's Owner's & Warranty Manuals supplied with each new vehicle references the "Customer Arbitration Process" (CAP) now administered by the National Center for Dispute Settlement (NCDS). The *booklet* provides a toll-free phone number for contacting the National Center for Dispute Settlement to obtain an application for arbitration as administered by NCDS. It also includes a mailing address for contacting NCDS.
- The booklet *Customer Care, Arbitration and Lemon Law Rights* is provided with each new vehicle."

Note: The actual Owner's Manual makes no reference to NCDS or to the existence of a free program available to any customer with a warranty dispute. Since the federal act governing these programs requires that such a reference be included on the face of the warranty, it seems more appropriate that the Warranty manual include in its "Table of Contents" a cross-reference to a no-cost arbitration program for customers with a warranty dispute that is explained in a supplement to the Owner's Manual. In addition, the auditor has discussed with NCDS staff some concerns about the wording of the Supplement Manual regarding remedies that are available to arbitrators, which are tediously legalistic and which will necessitate further discussions.

We have received no information from NCDS or from the manufacturer suggesting that this situation has changed.

DISCREPANCIES:

None, with the qualifier given immediately above as a caveat.

HONDA:

Honda uses the following means by which to meet this important requirement:

- The Honda responsibility to make customers aware of the dispute resolution Mechanism is well met in one sense by providing information that is easily located in the Owner's Manual in the Introduction to the Table of Contents where it is prominently located as the very first entry of the Table of Contents. On the following page of the Owner's Manual appears three steps for customers with warranty repair concerns. Step 3 includes contact information for filing a claim with The National Center for Dispute Settlement including their toll free telephone number. On the next page of the Owner's Manual, customers will find a more detailed explanation of the regulated NCDS dispute resolution program. We rate this aspect of the Honda information program as excellent in complying with the federal requirement.

In addition to this aspect of our review, we visited dealer service departments to ascertain whether service department employees provide helpful and reasonably accurate information about the NCDS dispute resolution program and how a customer can contact NCDS. The dealer reviews are random and may not be included each year, if other manufactures were selected in our selected sample. Dealer 'secret shopper' interview results are located at the conclusion of this section of the report.

DISCREPANCIES:

None

LEXUS:

- Lexus publishes a manual entitled *Lexus Warranty and Services Guide* which has been updated from the information reviewed in our most recent audit. In addition, Lexus distributes to its new car buyers a pamphlet [52 pages of text] entitled *Lemon Law Guide* with a page which cross references useful NCDS arbitration information including their toll-free telephone number.

The manual includes four pages of accurate and useful information about the NCDS arbitration program including a mailing address and toll-free telephone number for contacting NCDS. The NCDS arbitration information begins on page eleven. Unfortunately, the information is organized as part of a multi-step process and is relegated to the position of "Step 3". Such a multi-step process is one obviously preferred by the manufacturer. A customer with a warranty dispute, however, is not required to go through steps one and steps two in order to access arbitration as regulated by the Magnuson-Moss Warranty Act and its accompanying Administrative Rule 703. By organizing the information in this manner, some readers may incorrectly interpret the information to mean they must follow these sequential steps. This seemingly minor matter could easily have consequences that are unintended and inconsistent with the regulations intent to provide "expeditious resolution of disputes. For example, if a customer's one week old "new" vehicle seems to be operating inconsistent with their auto engineering experience, and the dealer is perceived by the customer to be rude and unwilling to address their concern because they assert that the vehicle is operating normally, the customer may clearly want to proceed directly to arbitration. Such a decision by the customer is within their right to do so, notwithstanding any value judgements to the contrary. The manual's language suggests otherwise. Without a doubt, the three step process alluded to is usually the best way for customers to proceed but it is certainly not required. The problem herein alluded to is further exacerbated by initiating the entire section with the word "if" which may serve to reinforce the notion that a customer is obligated to go through steps one and two when such is not the case. It is important to point out this matter. It is equally important that we do not believe this matter, by itself, rises to the level of a regulatory non-conformity. It may, however,

help to explain the seeming reluctance of some service department employees to provide arbitration information during our dealer visits.

- In 2006, we were provided a copy of the NCDS tri-fold, *Rules & Procedures for the Informal Resolution of Automobile Warranty Disputes* pamphlet, but this document is distributed to Lexus customers after the customer has filed an application. We have again been told by NCDS that there have been no material changes to this item.

We note here that manufacturer's difficulties in complying with this requirement are related in some respects to uncertainty as to the regulation's intent about when the customer is to be informed. A better information dissemination strategy could be developed if regulators provided manufacturers with an operational definition of the phrase, "**... at the time consumers experience warranty disputes.**"

This limited information may have been provisionally acceptable in that period of adjustment that existed in the early days of Lexus' association with the NCDS program but, in our view, even then it fell short of what Rule 703 intends as regards informing customers of the availability of the arbitration program at the time a warranty dispute arises. There are, of course, many different strategies for accomplishing this mandated information dissemination program, but only having information about NCDS in a owner's manual or Lemon Law Guide in a glove box packet, is likely to find many customers with a warranty dispute unaware of the availability of arbitration. A fact demonstrated again and again over many years experience. That was clearly not the intent of the Federal Trade Commission when Rule 703 was promulgated as evidenced by the rule's lengthy discussion in the *Statement of Basis and Purpose*, published and promulgated as part of the rule (see Federal Register, 60215, Dec. 31, 1973). The FTC afforded great flexibility to manufacturers, at their request, as an alternative to far more draconian measures being proposed at the time, including the requirement that manufacturers engage in a national media campaign each year to announce the program's availability. The FTC opted instead to afford manufacturers the opportunity to use their own creative methods to achieve the objective and provided for an annual audit to ensure that manufacturers were carrying out effective strategies for ensuring that their customers were likely to be informed about the programs *at the time a warranty dispute arises* [FTC's emphasis.]

Claverhouse did not visit a Lexus dealer for last year's report (2017) so for reference purposes we reiterate comments that we made for the last previous audit's (2016) findings:

The service consultant we interviewed was extremely pleasant and sought to provide assistance but assured us that he had no knowledge on the subject of warranty disputes and customers options for resolving their disputes. He called his supervisor who told him to provide us with a Lexus contact number. This response conflicts with the informal understanding established between federal regulators at the Federal Trade Commission and participating manufacturers that was an approach suggested by the manufacturers in response to the initial draft of Rule 703 implementing the Magnuson Moss Warranty Act. The initial proposed rule called for a mandated national advertising program informing the public about the availability of Informal Warranty Dispute Mechanisms.

This aspect of the initial proposal was withdrawn at the request of manufacturers who asserted that in exchange for the withdrawal, the manufacturers would implement voluntary information programs at dealerships in the service departments where customers typically voiced their warranty concerns. These programs were supposed to make clear how customers with warranty disputes could initiate a no-cost claim for dispute settlement review by an independent third-party who were empowered to award refunds, replacements, reimbursements or repairs. The final rule, as promulgated, requires that customers with a dispute may file their claims for a hearing and a decision directly with the independent dispute resolution program without having to go through a dealer or manufacturer.

If Lexus, or any other manufacturer, implements a policy that requires a customer to contact the manufacturer in order to obtain information about the federally mandated Warranty Dispute Mechanisms, this policy is contrary to the informal agreement that was reached as a means by which manufacturers could avoid having to implement a national mass-media advertising program on this subject. Again, if this service advisor's response to our inquiry is accurate, then the FTC staff should be advised that Lexus may have decided to withdraw its earlier agreement. It is doubtful, however, that this is the true case, and it may be little more than a communication breakdown between Lexus and one of its dealerships.

In 2018, for the 2018 report, we visited one Lexus dealer in regard to this regulatory provision.

Performance Lexus
4328 Kings Water Drive
Cincinnati, Ohio 45249

The results of our review of dealership personnel interviewed during the dealership visit was once again poor as regards providing useful information about the Toyota warranty dispute mechanism in response to our inquiries concerning customer options when the customer is experiencing warranty disputes. The reviewed Toyota dealer in Ohio failed to provide any useful or accurate information about arbitration and NCDS. However, the dealership's service advisor did mention a Dispute Settlement program other than NCDS, but even then he provided no accurate information about the other program. We have said in several prior reports that:

Clearly, one of the principal reasons that the annual independent audit requirement was included in Rule 703 was to ensure that adequate consumer awareness was provided for by sponsoring manufacturers. That the original draft of Rule 703 was modified so as to require this audit was an outcome fostered by manufacturers who complained that the proposed alternatives were too onerous and in fact, "draconian." The Federal Trade Commission declined to mandate the national media campaigns and dealer incentives requirements, opting instead for voluntary efforts by the manufacturers, or their agent dealers, which would

then be audited annually to ensure compliance with the stated objective of ensuring consumer awareness of the availability of the program. In any event, it is abundantly clear that no audit findings are complete without an evaluation of this aspect of the arbitration program since it is specifically set forth in the administrative Rule requirements in that section identified as the "Proceedings." This extensive Federal Trade Commission commentary was promulgated as a fundamental part of the Rule, as is the case with all promulgated FTC Rules.

In 2016, we visited the following Lexus dealerships¹²:

Lexus of Orland
8300 W. 159th
Orland Park, Illinois 60462

Similar to most of our findings at Lexus dealerships, the service department advisor provided no useful information concerning the National Center for Dispute Settlement or the Lexus sponsored Mechanism regulated by the Federal Trade Commission. The advisor at this location went so far as to advise that, "arbitration should be avoided at all costs."

The year before (2015), we visited, assessed, and reported about (for last year's report) the following Lexus dealership.

Lexus of Mishawaka
4325 Grape Rd.
Mishawaka, Indiana 46545

Below are the comments we made last year: (To distinguish them, the auditor has highlighted the prior years' comments and printed them in bold italics and a smaller font.)

"The result of this Lexus dealer visit was nearly as poor as what we found the year before. For last year's report, we interviewed a service advisor who informed us that a customer had to have seven repairs for the same warranty problem to go to arbitration. The advisor did not appear to be aware that the company sponsors a third-party dispute resolution program [arbitration]."

"In 2013 for the 2012 audit, we interviewed two advisors at once and both gave incorrect information about the customer's option to have warranty disputes handled by arbitration through the National Center for Dispute Settlement (NCDS)."

"In 2012, we visited the following Lexus dealerships"

***Lexus of Charleston
2424 Savannah Hwy.
Charleston, South Carolina 29414***

***Lexus of Jacksonville
10259 Atlantic Blvd.
Jacksonville, Florida 32225***

12. We included this older experience because we have not visited many Lexus dealers in recent years because our selected hearings visits were not located nearby any Lexus dealers or they had already been visited in earlier years.

*Metro Lexus
13600 Brookpark Road
Brookpark, Ohio 44135*

“The dealership visit results were also poor at that time. In that year’s review of Lexus dealers, service advisors typically failed to be forthcoming with any useful information about how arbitration is handled and how to contact NCDS. Responses such as this, are at odds with federal regulations.

“At one Lexus dealership, the service advisor told us that arbitration is available but the customer has to file through Lexus. In every review, Lexus’ service agents provided inaccurate information. In all, Lexus dealers were unable or unwilling to provide us useful information about warranty dispute options that involved arbitration generally or the NCDS program specifically.

“Our findings on this regulatory requirement replicate last years finding, which bears repeating:

“Overall, the Lexus findings were negative and suggest that Lexus review their training of service advisors as concerns warranty dispute mechanisms. Together with previous report findings, including the misrepresentation of one dealer, demonstrates the need for continuing oversight by regulators. While this finding is problematical, it does not, by itself, rise to the level of a risk to Lexus’ compliance status but it does constitute a significant regulatory problem.”

DISCREPANCIES (2018 audit):

The findings related to Lexus this year are similar to those of the recent past years. Lexus’ compliance status is open to question due to its consistently poor results in regards to making customers aware of the existence of their dispute settlement program and how to access it via a toll-free telephone number as mandated by Rule 703.

Note: Lexus aggressively attempts to resolve disputes directly but its successes notwithstanding, they still need to met the requirement to advise inquiring individuals about the NCDS program for dispute resolution and how to easily access the program.

MITSUBISHI:

Mitsubishi uses the following means by which to meet this important requirement:¹³

- Mitsubishi, has addressed many of the concerns we raised in some of our past audits. Below, in italics, are some of the comments from our prior audits.

In many of our random audits of dealerships in the areas surrounding the field audit sites, we again found no consistent and significant commitment by most dealers to educate their employees to provide DRP information to

13 . NCDS headquarters informs us that the manufacturer-specific review of this individual program for ensuring that consumers are made aware of the arbitration program’s existence “at the time consumers experience warranty disputes” has not changed from last year’s report.

customers making general inquiries about warranty-related dissatisfactions or disputes.

In addressing the concern outlined above, Mitsubishi initiated a program described in the communication below which was sent to various Mitsubishi executive employees:

“Good Morning Gentlemen, We are pleased to announce the rollout of our Dispute Resolution Process posters. Three 11x17 posters and a cover letter will be shipped to the attention of each Dealer Service Manager in today’s weekly drop. I’ve attached a copy of the cover letter for your review. In addition, we will be shipping 75 posters to each of the Regions so that your AWAPMs have some on hand for dealer visits. There is also a small supply of posters at Standard Register that can be ordered (Form # DR00204).

It’s extremely important that each Service Manager displays the posters in areas that are clearly visible to customers who bring in their vehicles for warranty repairs. Please make sure that your DPSMs are checking for the posters when they conduct their dealer visits!

You may be aware that the FTC conducts a yearly audit of our Dispute Resolution Process through NCDS. The audit will be commencing in the next few weeks - and part of the audit includes “mystery shop” visits to retailers. Unfortunately, last year, the majority of dealerships visited by the auditor could not accurately describe the Dispute Resolution Process. Per Joan Smith’s email to you dated 1/14/04 please ensure DPSMs are training their dealer personnel on our Dispute Resolution Process.

It is a requirement of the FTC, that if a manufacturer participates in an informal dispute resolution process, the customer must be made aware of how they can go about pursuing arbitration. In addition, to the Dispute Resolution Process booklets in each new owner’s glove box - the posters should increase the awareness of the Dispute Resolution Process that is available at the time a customer is not satisfied with repairs completed under warranty.

In addition, Mitsubishi has replaced and updated the manual to address several prior concerns. The new Warranty and Maintenance Manual [2006] now specifically references the National Center for Dispute Settlement along with a toll-free telephone number to contact for assistance in obtaining resolution of their dispute.”

We also said at the time,

“Claverhouse Associates has not reviewed the actual cover letter sent to each Dealer Service Manager. This e-mail copy, supplied to us by NCDS, strongly suggests that important steps are being taken to bring Mitsubishi into compliance with this aspect of Rule 703.”

We continue to view these innovations as clear evidence of intent to comply with the applicable rule, for which Mitsubishi should be given credit.

We include here, for reference purposes, our findings from two prior years:

“In multi-manufacturer Rule 703 Dispute Resolution Mechanisms, the fiscal restraints of audits do not necessarily allow for visiting all manufacturers’ dealer’s service departments each year. We visited a Mitsubishi dealer in 2015 for this report, during our on-site visit to Saint Paul, Minnesota, the results of which are reported below.

“I interviewed a service advisor who failed to provide me with any useful information about the availability of a dispute resolution program (i.e., “Mechanism”) for resolving warranty disputes. No reference was made to the Owner’s Manual, nor to the National Center for Dispute Settlement (NCDS).

“In 2013, we visited the following Mitsubishi dealership for the 2012 audit:

“Albany Mitsubishi
1000 East Oglethorpe Ave.
Albany, Georgia 31701

“I spoke to a service advisor who appeared to be the service manager. He focused his remarks to the “Lemon Law” and gave inaccurate information even on that. He appeared to have no knowledge of NCDS or the warranty dispute resolution process operated by them and sponsored by Mitsubishi. He provided no useful information on what the NCDS program entails or how to access the process.”

“In 2012, we visited the following Mitsubishi dealership for the 2011 audit:

Hoover Mitsubishi
2250 Savannah Hwy.
Charleston, South Carolina 29414

“Our Mitsubishi dealership experience in 2012 (for 2011 audit) was again this year a disappointment consistent with our experiences in 2010 for the 2009 report. The dealership personnel we interviewed for this report were very pleasant but did not provide us with any useful information about the NCDS program or warranty dispute options for customers beyond working with the dealership. This result falls short of the federal regulation’s intent.”

“We said in our last several reports that:

“Clearly, one of the principal reasons that the annual independent audit requirement was included in Rule 703 was to ensure that adequate consumer awareness was provided for by sponsoring manufacturers. That the original draft of Rule 703 was modified so as to require this audit was an outcome fostered by manufacturers who complained that the proposed alternatives were too onerous and in fact, “draconian.” The Federal Trade Commission declined to mandate the national media campaigns and dealer incentives requirements, opting instead for voluntary efforts by the manufacturers, or their agent dealers, which would then be audited annually to ensure compliance with the stated objective of ensuring consumer awareness of the availability of the program. In any event, it is abundantly clear that no audit findings are complete without an evaluation of this aspect of the arbitration program since it is specifically set forth in the administrative Rule requirements in that section identified as the “Proceedings.” This extensive Federal Trade Commission commentary was promulgated as a fundamental part of the Rule, as is the case with all promulgated FTC Rules.”

“Because of the varied and heavy responsibilities of service managers, they were not always available during our “secret shopper” visits to dealerships. It is predictable that the customers of dealerships whose employees are completely unaware of the AWAP will be less likely to be informed of the availability of AWAP, a situation “at variance” with the regulation’s intent.”

“Overall, efforts of the Mitsubishi’s information program had no effect on this dealership.

“Claverhouse Associates did not visit a Mitsubishi dealership in 2019 for this 2018 audit.

“What we said in regards to last year’s report, holds true with respect to this year’s findings. In this the Mitsubishi program is failing despite the manufacturer’s efforts.”

DISCREPANCIES:

None, with the qualifier given immediately above as a caveat.

SUZUKI:

- Suzuki provided customers with a Vehicle Warranty Information booklet. This booklet contains information pertaining to customers ability to use the dispute settlement program administered by NCDS. On page 4, they provide a very brief description of NCDS along with a toll-free telephone number. As such, they have provided useful, complete and accurate information as envisioned by the federal regulations. It should be pointed out however that this is a passive strategy and is helpful only if the customer discovers the information. Importantly, the manufacturer should instruct dealerships that inquiring customers should, at a minimum, be referred to this section of the booklet when expressing that they are experiencing a warrant dispute, or words to that effect.

We did not visit a Suzuki Dealership for this year's 2018 audit report.

DISCREPANCIES:

None, with the qualifier given immediately above as a caveat.

TESLA:

We said in our last year's audit the following regarding Tesla:

"Tesla uses the following means by which to meet this important requirement:

- *Tesla, a recent addition to the NCDS program, uses their Owner's Warranty Manual to provide information to their customers with a warranty dispute. The "Table of Contents" of the manual references, "Warranty Enforcement Laws and Dispute Resolution" as being on page six. In sum, the information provided by Tesla on pages six and seven is comprehensive, but confusing, and may be misleading to customers. To say for example, "NCDS will schedule a technical evaluation, if applicable", fails to reveal that such an evaluation is only "applicable" if the customer agrees to such an inspection. It may be confusing because it fails to reveal a material fact in light of a positive representation.*

"This issue has been brought to Tesla's attention and we anticipate appropriate modifications in Tesla's information awareness program."

In 2016 we received information from NCDS that Tesla has informed them that Tesla has decided to modify their procedures concerning the Magnuson-Moss Warranty Act compliance requirements contained in this sub-section and will adopt language into their Owner's Manual that will mirror that used by manufacturers that have been determined by the auditors to be in substantial compliance in this regard. Presumably, there has been no change in the status reported to us last year (2018).

DISCREPANCIES:

None

TOYOTA:

Toyota uses the following means by which to meet this important requirement:

- Toyota publishes a 32-page booklet, entitled *Owner's Warranty Information*, that briefly explains, among many other things, the NCDS process and how and where to file an application. The pamphlet is distributed in a variety of ways, but the principal method is by way of the dealer. Dealers are to provide the brochure as part of the initial information packet given to new customers as well as making them available in the dealership. Note: Our random audits of dealerships conducted for the national audit found no consistent and significant commitment by dealers to educate their employees about providing NCDS information to customers who make warranty-related inquiries or, assert warranty related disputes. [This section's findings are based on the status quo in our 2010 report insofar as nothing we reviewed this year suggests any material change as pertains to this requirement.]
- Toyota publishes a 56-page booklet, entitled *Owner's Warranty Rights Notification* booklet, that contains state-specific, warranty-related regulatory information (lemon law provisions) and an application form for accessing the NCDS. The booklet provides useful and accurate information. (DATED 1/09). Like the *Owner's Warranty Information* booklet, it is distributed, in the main, by dealership sales personnel at the point of sale/delivery as part of the glove box kit.
- There is a NCDS pamphlet (one-page tri-fold) published by Toyota that is reasonably informative about the NCDS and how to access it. The pamphlet cross-references the *Owner's Warranty Rights Notification* booklet as one of two sources for obtaining a *Customer Claim Form*.¹⁴ Those interested in knowing about the program are referred to a toll-free telephone number where they can request a NCDS pamphlet. This one-page document is distributed primarily by the Toyota Customer Assistance Center.

[This information is based on the findings of last year's audit as we are not in receipt of information from Toyota indicating any material change from last year's audit findings excepting the re-printing with additions of the *Warranty Rights Notification* booklet in 2009.]

14. The *Toyota Dispute Settlement Program* pamphlet references the *Toyota Owner's Manual Supplement*, but it appears they mean the *Owner's Warranty Rights Notification* booklet. It's a mere administrative oversight, but customers could easily be confused. Fortunately the theoretical problem is mitigated by virtue of the second reference to a toll-free telephone number to Toyota's Customer Assistance Center where customers may obtain a *Customer Claim Form*.

In 2018 & 2019 [for 2018 audit], we visited five Toyota dealerships :

Coad Toyota
357 Siemers Dr.
Cape Girardeau, Missouri 63701

Marion Toyota
3300 W. Deyoung
Marion, Illinois 62959

Joseph Toyota
9101 Colerain Ave.
Cincinnati, Ohio 45251

Kings Toyota
9500 Kings Automall Road
Cincinnati, Ohio 45249

Hvann Toyota¹⁵
451 North Nova Road
Daytona, Florida 32114

At one dealership a service advisor said:

“Yes, you can go to arbitration, the problem is, you don’t want to win because if you do, we buy back the car but at today’s value because now it’s a used car.”

This representation by a dealership employee is erroneous because buy-backs or refunds are for the total amount paid, although in most states an arbitrator may, in his or her own discretion, apply a mileage offset, (but only if the facts of the case warrant the application of such an off-set.) In no case brought under the applicable federal law is such a deduction automatic, notwithstanding any state lemon law’s language in this regard because these programs are not lemon-law programs per se. They are Federal Magnuson-Moss regulated programs. Under the governing federal regulations there is no actual specific provision for a mileage offset.

*Note: There is an unofficial operating convention among regulators at both state and federal levels, that state lemon laws typically have two interrelated provisions that arbitrators are allowed to take cognizance of, to wit: 1) A provision for establishment of a legal presumption of the existence of a warranty non-conformity where there are specific number of repair attempts for the same non-conformity or where the vehicle has been out-of-service for thirty or more days;¹⁶ and 2) where the presumption, if established, a mileage off-set **may** be applied.¹⁷*

15. While Florida is not one of the states represented in this year’s Federal Trade Commission audit, our Florida state audit was conducted with an eye towards the federal governing regulations which often mirror the state’s requirements. In addition, federal compliance is a minimum standard for being in compliance with the state’s requirements. Moreover, the state Lemon Laws do not and may not supercede or alter the requirement for any such program to adhere to the Federal Magnuson-Moss Warranty Act, as well as its associated administrative Rule 703 requirements.

16. Specific qualifiers etc. will vary from one state to another.

17. It cannot be over-stressed that even in such cases, and where a presumption is, in fact, the primary basis of the arbitrator reaching the conclusion that the customer should receive the requested award, a mileage off-set is still completely discretionary on the part of the arbitrator based upon the applicable facts of the case. Mileage off-sets

These kind of responses alluded to above do not meet the requirements of the Magnuson-Moss Warranty Act's Rule 703 requirement that manufacturer's make customers, with a warranty dispute, aware of their sponsored Mechanism, and how to file a claim directly with the Mechanism. This provision also mandates that in meeting this requirement only factual information be provided.

This requirement provision in the Rule, was voluntarily offered by the manufacturers during the Rule promulgation process, as an alternative to what was originally proposed by the Federal Trade Commission staff. The manufacturer's proposal was thereafter substituted for the far more onerous original requirement. Hence, the importance of the manufacturers complying with this aspect of Rule 703 since its existence was promulgated at the industry's own suggestion.

“Nothing contained in paragraphs (b), (c), or (d) [703.2 (d)] of this section [notice requirements] shall limit the warrantor's option to encourage consumers to seek redress directly from the warrantor as long as the warrantor does not expressly require consumers to seek redress directly from the warrantor. The warrantor shall proceed fairly and expeditiously to attempt to resolve all disputes submitted directly to the warrantor. “

The information dissemination methods employed by Toyota together with the number of applications filed nationally with NCDS in the previous three audited years: 2,820 in 2015, 3,615 in 2016, 3,395 in 2017 and 3,602 in 2018 amounting to more than 13,000 claims filed in the course of the last four years, many of which were filed by Toyota customers. This demonstrates that many Toyota customers were somehow made aware of the program, and for these customers access is obvious.

On the other hand, our dealer inspections in several parts of the country showed a general lack of knowledge on the part of many dealer service department employees about the NCDS, and in some cases, complete unawareness of its very existence.

Our visits to dealerships suggests that customers who seek assistance from their salespersons are unlikely to receive any useful information about the NCDS. Few of the

cannot be universally applied by a program or, in our view, that program is per se, not in compliance, because the governing Federal Law (Mag-Moss Warranty Act) and its associated administrative Rule 703, makes no provision for such a mileage off-set. To be sure, the Warranty Act itself, does refer to such a possibility in the definition of a “refund,” but despite this fact, allowing for the Federal Trade Commission (FTC) to promulgate such a rule, the FTC, in its wisdom, opted not to promulgate such a rule. The Mechanisms lacking any authority not specifically given to it by the Act and its (FTC) rules, therefore, has no authority to grant such an off-set, except, as previously mentioned, by way of the convention adopted informally by regulators to allow arbitrators (“Members”) to take cognizance of state lemon-laws, and apply either the “presumptions” or the (“mileage off-sets) where the facts of each specific case warrant it.

These two facets of state lemon laws were typically viewed by state legislators as offsetting benefits for customers and manufacturers when the proposed statutes were being contemplated and may be viewed as being associated provisions, because absent the application of a presumption being the proximate reason for an arbitrators decision to award a refund, that arbitrator may have reached their decision to award a refund without consideration of a presumption by simply relying on the Federal Magnuson-Moss Warranty Act's general standard of “unreasonable number of repair attempts” or “time out-of-service. In such a case, a mileage offset might not constitute the state's “offsetting benefits” of presumption and mileage usage deduction (i.e. offset”). Therefore, a Program required mileage off-sets would constitute an important inconsistency with the heretofore referenced, unofficial convention” and might bring the highly useful and reasonable convention into disrepute. This, in turn, could easily cause FTC regulators and the Congress to revisit the entire Magnuson-Moss Warranty Act. Avoiding such actions are the primary reason for the use of “conventions,” and why, *uninformed attempts at “tweaking”* can result in a “breaking” of that which conventions are designed to avoid.

salespeople we interviewed appeared to have any knowledge of the NCDS or arbitration options in general.

We feel obligated to point out that the Federal Trade Commission staff in the section of Federal Register that contains "the Proceedings" reported that the party who is in the best position to communicate with customers, at most junctures in the warranty repair context, is the servicing dealer.¹⁸ Unfortunately, dealers who wish to ignore their role in facilitating "fair and expeditious" warranty dispute resolution may do so with regulatory impunity, notwithstanding the efforts of Toyota.

We note here that manufacturers' difficulties in complying with this requirement are related in some respects to uncertainty as to the regulation's intent about when the customer is to be informed. A better information dissemination strategy could be developed if regulators provided manufacturers with an operational definition of the phrase, " ... **at the time consumers experience warranty disputes.**"

DISCREPANCIES:

None, with the same qualifier given immediately above.

REQUIREMENT: § 703.7 (b) (3)(I)

Analysis of a random sample of disputes handled by the Mechanism to determine the following: (I) Adequacy of the Mechanism's complaint and other forms, investigation, mediation and follow-up efforts, and other aspects of complaint handling; and (ii) Accuracy of the Mechanism's statistical compilations under 703.6 (e). (For purposes of this subparagraph "analysis" shall include oral or written contact with the consumers involved in each of the disputes in the random sample.)

FINDINGS:

The FINDINGS for this section are arranged as follows:

- (1) **Forms**
- (2) **Investigations**
- (3) **Mediation**
- (4) **Follow-up**
- (5) **Dispute Resolution**

18. The Proceedings is the first part of the section wherein the promulgated Rule 703 appears and at the proceedings' conclusion it is pointed out that the Proceedings is promulgated as part of Rule 703. See pg. 60215 of Federal Register, Vol. 40, No. 251, December 31, 1975.

FINDINGS:

1) Forms

The auditors reviewed most of the forms used by each regulated component of the dispute settlement program administered by the National Center for Dispute Settlement (AWAP).

The many forms used by AWAP comprise an important aspect of the arbitration program. The forms we reviewed are "user friendly," well balanced, and provide sufficient information to properly inform the parties without overwhelming them with non-essential paperwork. Overall, the AWAP forms promote efficiency and assist the program in meeting the stated objective of facilitating fair and expeditious resolution of disputes. We found the forms used by NCDS' AWAP program that we reviewed well within the regulatory expectations.¹⁹

We said in our last few reports the following:

"We note that the *Customer Claim Form* solicits some information that raises questions about the purpose and appropriateness of some questions in this regulated arbitration process. For example, "Are your loan payments current? Yes - No." We are hard-pressed to see what this question might have to do with the arbitrator's ability to render a decision, or on NCDS' ability to process the matter. Moreover, Rule § 703.5 (c) says: "The Mechanism shall not require any information not reasonably necessary to decide the dispute." Although each manufacturer uses their own *Customer Claim Form* seeking different information from their customers, NCDS requires only that information required by the Magnuson-Moss federal statute and the related Rule 703. Superfluous inquiries then should not be included on the Customer Claim forms."

NCDS informed us last year that the claim forms which included the above related superfluous inquiries were deleted. The inappropriate inquiries are no longer a part of the forms being used. We left this in this year's report for reference purposes.

DISCREPANCIES:

NONE

NCDS general policies for the AWAP are set forth in the pamphlet provided to each applicant for arbitration. Some additional policies are printed in the arbitrator training manual and appropriately arranged in sections which are indexed by subject matter.

In summary, the numerous forms used by the AWAP are in substantial compliance with the federal regulatory requirements.

19. We note that the *Customer Claim Form* solicits some information that raises questions about the purpose and appropriateness of some questions in this regulated arbitration process. For example, "Are your loan payments current? Yes - No." We are hard-pressed to see what this question might have to do with the arbitrator's ability to render a decision, or on NCDS' ability to process the matter. Moreover, Rule § 703.5 (c) says: "The Mechanism shall not require any information not reasonably necessary to decide the dispute." Although each manufacturer uses their own *Customer Claim Form* seeking different information from their customers, NCDS requires only that information required by the Magnuson-Moss federal statute and the related Rule 703. Superfluous inquiries then should not be included on the Customer Claim forms.

2) Investigations

This facet of the arbitration program is governed by section 703.5 [c] (Mechanism's Duty to Aid in Investigation).

Field audits, monitoring of arbitration hearings, and interviews with arbitrators and AWAP staff found only a limited number of requests by arbitrators for technical information, but such information is provided by the applicable manufacturer on request.

We included arbitrator requests for Technical Assessment under this investigative category. In the past, arbitrators in many arbitration programs have sometimes relied inappropriately on the manufacturer's technical experts' intervention or on manufacturer reports, losing sight of the fact that this information is provided by manufacturer employees who, despite any expertise they may possess, are nonetheless a party to the dispute. Thus, their representations cannot generally be given the same value as that provided by an independent neutral source. Because this problem has surfaced in many of our reviews of various automobile warranty arbitration programs, we believe it is important that the training of arbitrators continue to stress this as a potential problem that should generally be avoided. This will help avoid a problem that many such programs have experienced. Conflicts between the parties on questions of fact may, in some limited circumstances, be best resolved by an independent inspection conducted by a neutral ASE-certified mechanic.

The manufacturer provides cooperation in responding to arbitrator requests for independent inspections. It appears to be rare for arbitrators to request that the manufacturer provide a copy of a Technical Service Bulletin (TSB) and then delay action on the case pending receipt of the bulletin. Whether a TSB *exists* is apparently more likely to be central to an arbitrator(s) determinations than any information contained therein. The existence of a TSB may increase, in the minds of some arbitrators, the likelihood that a customer's otherwise unverified concern is real. The program would be well served by having TSBs included in the case file whenever the company knows that there is a TSB that could very likely address the central concerns set forth in the customer's application and related documentation submitted to the AWAP.

Occasionally, independent inspections are conducted to confirm or deny one party's representations or to resolve conflicts between the representations of the parties. Our monitoring of arbitration hearings in the past suggests that many arbitrators do not understand the real purpose of these inspections, inappropriately viewing them as a means by which to diagnose the vehicle's alleged mechanical problem rather than as a means to resolve conflicts of fact between the parties. This orientation suggests that arbitrators may inappropriately become involved in efforts to achieve customer satisfaction rather than seeing themselves as arbiters of disputes.

Arbitrators would be greatly aided by continued emphasis at arbitrator training on the appropriate use of independent inspections and technical assistance. The AWAP has developed and implemented a national training program that, of necessity, addresses so many issues in a short period of time that it is understandable why arbitrators often lose sight of some of the trainers'

admonitions. This underscores the importance of an efficient, on-going feedback loop that provides regular reminders from program staff to arbitrators.

NCDS has addressed the needs related to the concerns referred to above and developed a regular newsletter entitled "NCDS Arbitrator Bulletin." This newsletter is supplemented, on an as needed basis, by such special editions as the one directed to the NCDS California arbitrators which addresses California's unique regulatory requirements.

The general newsletter addresses specific issues that arise from staff's regular observations of arbitrators' needs or program innovations like their coaching and mentoring opportunities for newly added arbitrators. We reviewed several of these newsletters and found them both accurate and of great potential utility.

Other areas to be investigated include:

number of repair attempts;

length of repair periods; and

possibility of unreasonable use of the product.

Customers provide some information on these subjects on the AWAP application and the applicable manufacturer provides it on their own forms entitled *Manufacturer's Response Form*.

The customer application form, unfortunately, does not ask for information about the issue of possible misuse or abuse of the vehicle. Customers should know that the possibility of abuse or misuse of the vehicle may become a significant issue in the arbitrator's decision process so that they can present information accordingly. The company reports may include information on this topic whenever they think it is appropriate, but the customer has no way of knowing that this is a subject they would be well advised to address in the information they present to the board or an individual arbitrator.

In the event that misuse is asserted or suggested as a possibility in the *Manufacturer's Response Form*, the customer is able to submit supplemental information challenging or explaining his/her perspective on the issue. Rather than delay the process or put the customer in the position of having to present a response on short notice, customers could be advised at the onset of the process that the issue might come up in the arbitrator(s)/board's deliberations. The fact that customers receive copies of the statements from the company in advance of the hearings, allowing them the opportunity to challenge any such suggestion, is not, in itself, sufficient to address our concern. Unfortunately, not all questions of possible misuse arise in response to the *Manufacturer's Response Form*. The subject of abuse or misuse of the product may only emerge during the arbitrator(s)/board's deliberations. Based on our interviews with arbitrators, an arbitrator may suspect the possibility of abuse or misuse without having been asserted in the paperwork. In such cases, "misuse" may not be the primary or deciding factor, but can still be a significant factor. Because of its secondary importance, however, it may not be detailed in the decision nor reflected in the fairly brief communications announcing the arbitrator(s) decision. Thus, a

customer who may have important rebuttal information on the subject of suspected abuse, might not be aware that abuse of the vehicle had become an issue.

FINDINGS:

The investigation methods used by the AWAP are well known to regulators and appear to be acceptable to them. Moreover, the processes envisioned when Magnuson-Moss was enacted were understood to be substantially abbreviated in comparison to litigation. Ultimately, the question comes down to, "How much investigation is enough?" In our view, more inquiries in the initial phase of the arbitration process would enhance the process, but we are unwilling to assert that this concern threatens compliance.

The methods currently employed by the AWAP clearly result in a useful collection of pertinent information, but it is also clear that there is opportunity to gather significantly more valuable information at virtually no additional cost.

3) **Mediation**²⁰

This facet of the arbitration program was historically carried out exclusively by the manufacturer or its dealers. The NCDS process attempts to mediate the case prior to arbitration by having a trained staff person contact the customer and the applicable manufacturer where the facts as they receive them appear to warrant. When mediation fails to result in a settlement, the matter is arbitrated and a decision rendered.

The mediation function envisioned by rule 703 is governed, at least in part, by section 703.2(d) which allows:

... Nothing contained in this subchapter shall limit the warrantor's option to encourage consumers to seek redress directly from the warrantor as long as the warrantor does not expressly require consumers to seek redress directly from the warrantor. The warrantor shall proceed fairly and expeditiously to attempt to resolve all disputes submitted directly to the warrantor.

FINDINGS:

After a case is opened, the manufacturer generally intercedes in an attempt to resolve the dispute to the customer's satisfaction prior to arbitration. Detailed records are kept as required by § 703.6. This information is contained in the case files maintained by NCDS.

This audit assesses the mediation function only in terms of its impact on the requirement to facilitate fair and expeditious resolution of disputes. All indications are that the mediation function meets the minimum requirements for fair and expeditious resolution of disputes. Mediation is voluntary and in no way is intended to impede or delay a customer's access to arbitration. The degree to

20. Mediation in this regulatory context does not necessarily imply the use of a neutral third-party mediator, but rather means, the case has been settled prior to the arbitrator rendering a decision.

which performance of mediated resolutions conforms with time limit requirements is reviewed in the survey section of this report.

4) **Follow-up**

NCDS is responsible for verifying performance of decisions or mediated settlements.

When the customer accepts a settlement offer or an arbitration decision, NCDS monitors the promised performance. NCDS logs the performance information into the file. Once a decision mandating some action on the part of the applicable manufacturer has been rendered and NCDS has received notice that the customer has accepted the decision, a performance survey is mailed to the customer to determine that:

- a) the promised performance has taken place, and
- b) the performance that has taken place is satisfactory.

If the survey is returned, it is placed in the case file folder.

The recording of performance and maintenance of the AWAP records were reviewed by our inspection of case files provided by NCDS. We reviewed a random sample of case files for each region selected for the audit. The sample is drawn from the computer system maintained by NCDS.

NCDS has developed a policy to ensure that performance verification information is maintained in an electronic case file which may be reviewed by anyone reviewing the case file and, importantly, a note to that effect will appear in the hard copy case file folder.

DISCREPANCIES:

None

5) **Dispute Resolution**

The AWAP uses two arbitration formats. The two formats are: a) a board consisting of three arbitrators; and, b) one individual arbitrator. Importantly, the board process is one wherein the decisions are made after considering only documentary evidence and excludes oral presentation. Of course, customers may opt for a one-member (arbitrator) hearing, wherein oral presentations may be made by the parties. When using a board, the "Members" (i.e., arbitrators) are each provided with a case file that contains pertinent facts gathered by the program. The three arbitrators include: a consumer advocate, a technical member, and a member of the general public. Two members constitute a quorum and the board relies on documents provided by the parties. The arbitrators meet to discuss the facts presented to them and then render a decision. Most board decisions are arrived at by consensus, but sometimes the members resort to a vote to close the matter. The board may request additional information, usually in the form of an independent inspection conducted by a specialist in auto mechanics. Occasionally,

the board asks for Technical Service Bulletin information, although technical questions can often be answered by the board's technical member.²¹

In the AWAP formats using a documents only board and single arbitrators, hearings are open, as required by Rule 703, to observers, including the disputing parties.

The parties are sent copies of the case files before the board meets and are informed that they may submit additional information if they choose to clarify or contradict information in the file. Any additional information is then provided to the board prior to its deliberations.

In most cases, the NCDS process involves a single arbitrator. In such instances, the hearing is conducted solely by the arbitrator with only rare administrative assistance. Moreover, it is typically held outside of an NCDS office so the only support services (e.g., copy or fax machines) are those that may exist at the place selected for the hearing. Most often the site selected is a participating manufacturer's dealership.

On rare occasions, something unusual occurs that requires the arbitrator to take a brief recess so the arbitrator can consult by telephone with the staff in the suburban Detroit, Michigan main office. For example, a customer has had an independent inspection and brings to the hearing a signed affidavit by an independent certified automobile mechanic who is standing by to receive a call in order to answer clarification questions while on a speaker-phone. Such an occasion is so rare the arbitrator may want to be certain that such testimony is allowable under the NCDS program rules.

Decisions of the arbitrator(s) are binding on participating manufacturers but not on the consumer.

FINDINGS:

The AWAP's meeting process is in substantial compliance with the federal regulation and provides for fair and expeditious resolution of warranty disputes. Overall, the program meets the requirements of Rule 703. The exception pertains to the Lexus panel process as regards open meetings as discussed elsewhere in this report.

We have noted continued improvement in awareness of important legal principles and various warranty doctrines among established arbitrators who have been provided arbitrator training. Arbitrators' increased awareness of their scope of authority, the essential components of a decision, and factors that may be important when considering whether to apply a mileage deduction in repurchase or replacement decisions are clearly attributable to the professional training program NCDS provides for its arbitrators.

21. Each facet of the AWAP has Automotive Service Excellence (ASE) certified mechanics available to provide independent inspections to resolve conflicts of facts as presented by the parties. ASE is a private association that tests applicants to ascertain whether they possess a specified degree of expertise in automotive mechanics.

Arbitrators are volunteers whose only compensation is a nominal per diem and mileage expense allowance.²² Arbitrators are not required by the program to have any established expertise in the complexities of automobile warranty law at the time of their appointment. Fairness, as envisioned by state policy makers, however, requires that arbitrators have some level of knowledge of the state and federal regulations that set forth the basic rights and responsibilities of the parties to a warranty dispute.

Our monitoring of arbitration hearings and interviewing of arbitrators in virtually all such programs has continually underscored the importance of on-going arbitrator training. Without regular input and feedback mechanisms, arbitrators are occasionally uncertain about their rights and responsibilities. Since the AWAP hearings/meetings are rarely attended by people other than the parties and a manufacturer representative, the arbitrators operate in a kind of self-imposed vacuum, without direct access to a feedback mechanism other than an occasional independent vehicle inspection report. In addition, because arbitrators are volunteers who usually participate in the AWAP process infrequently, a mistake made at one hearing can easily become an institutionalized error that could subject the program to a possible compliance review. On-going training would greatly alleviate these concerns for arbitrators.

The NCDS program has also informed us that they continue their efforts to address the “boilerplate” problem, alluded to in previous reports, including explanations provided at arbitrator training to ensure that arbitrators understand that the “Lemon Law” thresholds for establishing presumptions do not serve as a threshold for their awarding “buy back” relief. At our review of training some time ago, we confirmed that these efforts had some noteworthy effects. Our findings set forth in our last few years’ reports are, in many respects, consistent with our experience with this year’s Texas arbitration training. We have had discussions, however, with NCDS staff concerning the balance in focus between the federal Magnuson-Moss Warranty Act and its related Administrative Rules versus the state Automobile “Lemon-Laws.” [For details see the training section of this report.]

Overall, the AWAP members demonstrate a clear commitment to providing fair and expeditious resolution of warranty disputes.

DISCREPANCIES:

None, with the caveats noted in the above section.

22. Currently, NCDS arbitrators are provided a per diem allowance of \$100.00 a hearing plus reimbursement for any mileage expenses incurred.

SECTION III

Field Audit of Three Geographical Areas

Three Geographical Areas that were reviewed for this year's annual Federal Trade Commission audit are: Missouri, Ohio, and Wisconsin.

I. Missouri

A. Case Load and Basic Statistics

The 2018 Missouri Statistical compilations identifies 48 total disputes closed for 2018. In addition, 13 were beyond jurisdiction for NCDS' arbitration program review. Of the remaining 35 cases, 2 were mediated, and 27 were arbitrated. Two decided case's decision were still pending at the time these statistics were compiled, and four withdrawn, presumably, after the case was scheduled for its hearing. The average number of days for handling a case in Missouri in 2018 was 35 days which mirrors the number for resolving cases nationally

B. Record-keeping, Accuracy and Completeness

We requested a random sample of case files drawn from all cases closed during the audit period and examined them to determine whether they were complete and available for audit. Generally, the records were complete and available for audit.

We analyzed several NCDS-generated statistical reports covering the 2018 NCDS' Operations. Those reports are available from Ms Debbie Lech, Operations Manager, National Center for Dispute Settlement, 12900 Hall Road, Suite 401, Sterling Heights, MI 48313.

The results of the random sample inspection of case file folders are detailed below:

§ 703.6 (a) (1-12)

(a) The Mechanism shall maintain records on each dispute referred to it which shall include:

- 1) Name, address and telephone number of the consumer.**
- 2) Name, address and telephone number of the contact person of the Warrantor.**
- 3) Brand name and model number of the product involved.**
- 4) The date of receipt of the dispute and date of disclosure to the consumer of the decision.**
- 5) All letters and other written documents submitted by either party.**

FINDINGS:

The auditor examined the case file folders extracted from all 2018 "in-jurisdiction" case files. We examined each sample file with respect to the items enumerated in subsections 1 through 5 with the following results:

- 1) All case files contained the customer's name, address, and telephone number.
- 2) The requirement is met. The name and address of the warrantor's contact person is included with the initial correspondence that the customer receives from the program. In addition, the various regional office contact addresses and phone number is included in each Owner's Manual that accompanies all new vehicles when they are delivered. The contact person is so generally known as to not require it to be placed in each individual case file.
- 3) All case files inspected contain the make and vehicle identification number (VIN) of the vehicle. It is usually found in the customer application form, the richest source of information within most files, but the vehicle make and VIN is often located in documents throughout the file. As a result, cases are seldom, if ever, delayed because the customer has failed to provide the VIN when filing their application.
- 4) All case files inspected contain this information.
- 5) Many files contained letters and additional documents, but since there is no standard by which to measure this item, we determined this subsection to be "not applicable."

§ 703.6 (a) (1-12) [Continued]

- 6) All other evidence collected by the Mechanism relating to the dispute, including summaries of relevant and material portions of telephone calls and meetings between the Mechanism and any other person (including consultants described in section 703.4(b) of this part);**
- 7) A summary of any relevant and material information presented by either party at an oral presentation.**
- 8) The decision of the members including information as to date, time and place of meeting, the identity of the members voting; or information on any other resolution;**

FINDINGS:

All files for cases that were arbitrated contained the information required by sections six and eight. Oral presentations are a basic component of the NCDS program in this jurisdiction, and section seven requires summaries of the oral

presentations to be placed in the case file. In the case files we reviewed for this region, the record-keeping requirements were met.

9) A copy of the disclosure to the parties of the decision.

Each applicable case file contained a copy of the decision letter sent to the customer. This letter serves as both the decision and the disclosure of the decision.

10) A statement of the warrantor's intended action(s);

FINDINGS:

The warrantor's intended action(s) and performance are inextricably linked. Thus, we validate this item in terms of performance verification. Performance verification is a function carried out by NCDS. This office sends a survey to the customer following receipt of the customer's acceptance of those decisions mandating some action on the part of the manufacturer to ask, among other things, whether any required performance has taken place. Customers are asked to return the survey to the office of NCDS. As noted elsewhere, we found few returned survey forms in the case files. In the past, we have stated that the absence of performance verification forms in the case file does not constitute a regulatory inconsistency since performance verification information may not be available from the customer. By mailing a performance verification survey NCDS goes as far as can be expected in determining whether arbitration decisions are, in fact, being performed. It seems entirely appropriate for the program to assume performance of the decision has taken place when the customer performance survey is not returned. For those who may be skeptical about such important assumptions, it should be remembered that even if a manufacturer engaged in a programmatic attempt to avoid performing arbitration decisions, that fact would, of course, emerge in the context of our national random survey of customers who have used the program. Performance verification status should and does appear in the case file as is indicated by sections 11 and 12 below.

11) Copies of follow-up letters (or summaries of relevant and material portions of follow-up telephone calls) to the consumer and responses thereto; and

12) Any other documents and communications (or summaries of relevant and material portions of oral communications) relating to the dispute.

FINDINGS:

Section 11 above is not applicable for purposes of the audit because there is no practical means by which to verify the completeness and accuracy of such possible additions to the files. Section 12, however, appears to mandate that a summary form be created whenever the arbitrator receives an oral communication that may have any bearing on the matter in dispute from either party. Of course, most such communications come in the form of oral presentations by the parties at the hearing, in which case the communications are summarized in the arbitrator's decision. All summaries are now included in the case file.

CONCLUSIONS:

The NCDS program's record keeping policies and procedures, with the alluded to necessary modifications made in the recent past, are in substantial compliance with the federal Rule 703 requirements.

C. Case File Records (4 yrs. 2015-2018)

§ 703.6 (f)

(f) The Mechanism shall retain all records specified in paragraphs (a) through (e) of this section for at least 4 years after final disposition of the dispute.

A random sample of case numbers from the years 2015 through 2018 was drawn from the NCDS data base program. Our inspection of this sample verified that they were being maintained per requirement § 703.6(f).

These particular closed files are stored at an off-site record storage facility of the NCDS suburban Detroit, Michigan, office. We did not inspect the off-site facility for this year's audit. The files we viewed, however, were intact and readily available for inspection. The random sample inspection of case files drawn from all cases in the four-year universe of cases validated the program's maintenance of these records as required.

D. Arbitration/Hearing Records

i. Case file folders

Most information that is required to be maintained is found on a series of forms found in the case files maintained at the NCDS headquarters in Detroit, Michigan.

ii. Arbitrator Biographies

The arbitrator biographies for the national program are available for review from Debbie Lech, Operations Manager, National Center For Dispute Settlement, 12900 Hall Road, Suite 401, Sterling Heights, MI 48313. The biographies are thorough and current. The list of arbitrators for each district includes the dates of their appointments.

E. Hearing process

The AWAP Missouri hearing was held on December 10, 2018 as scheduled at the Morlan Chrysler dealership, in Cape Girardeau, Missouri. The hearing was conducted at 11:00 a. m.

i. Physical Description of Hearing (i.e., Meeting)

The hearing room was adequate to accommodate all those in attendance: the arbitrator, the customer and her husband, the

Service Manager and the manufacturer's representative via speaker-telephone.

ii. Openness of Hearing

The arbitrator communicated to the auditor his understanding that the hearings are open and can be attended by observers who agree to abide by the program's rules. The hearing room would accommodate any likely visitors.

iii. Efficiency of Meeting

The arbitrator's case file appeared to be incomplete. The customer claimed she had submitted a letter but the arbitrator did not receive it. She had brought an extra copy which was submitted. The arbitrator informed the parties in attendance about the basic rules of the program and also explained that following the opposing parties presentation, the hearing would be closed.

The arbitrator then proceeded to allow the customer and the manufacturer's representative to present their respective cases.

The arbitrator demonstrated that he knew how to properly conduct a hearing. After determining that no one had anything further to add, the arbitrator declared the hearing closed.

iv. Hearing

The hearing was properly conducted. The arbitrator gave a thorough and accurate opening statement including re-stating the customer's request for relief which was a refund.

Both parties were given an opportunity to present their respective cases without interruptions. After the presentations both parties were afforded an opportunity to ask the other party any questions for clarity.

Nothing was said by the arbitrator about a possible mileage offset but it should have been addressed due to the nature of the case. The decision to provide a refund was qualified by a mileage offset based on the first repair attempted, which is a commonplace determination, but normally the first repair is occasioned by some sort of malfunction affecting the safety or use of the vehicle. That was not case in this dispute. Here, it is likely that the condition that was the basis of the decision granting a refund, was present from the time of the purchase transaction.

If the arbitrator had a reason for assessing a mileage offset, he should have included a statement explaining that reason in the decision. He only included a description of what he

did in that regard without including the rationale upon which he arrived at that decision.

In all probability, the vehicle's performance was not noticeably different during any interval between repairs so, there was no reason to assign any particular point in time as the time to assess mileage. Either no mileage offset or one set at the time of the hearing could theoretically be justified, but there is no apparent justification for assessing one at the first repair.

Note: Some have mirrored this decision because that is what is set forth in a particular state lemon law for cases brought in a state Trial Court. This program is not a state lemon law one, so that state's specific mileage offset is technically inapplicable to cases heard in this federally regulated program's hearings.

As noted elsewhere, by convention, regulators typically accept mileage off-sets being applied in states where the lemon law provides for establishing legal presumptions that a warranty non-conformity exists. This convention is viewed as a reasonable trade-off of benefits to customers and manufacturers. Methods for assessing mileage off-sets, if any, however, are in the arbitrators complete discretion and are not governed by state lemon laws in these programs.

v. Board/Arbitrator Decisions

We reviewed this case's file and a sample of NCDS decisions from this region rendered in 2018 while conducting our on-site visit to the suburban Detroit headquarters of NCDS. Overall, the decisions we reviewed were reasonable and consistent with the facts of the case, at least insofar as the case file is concerned. The decision rendered in this particular case was also reasonably consistent with the facts presented by the parties.

CONCLUSION:

The AWAP, as it operates in the Missouri region is in substantial compliance with the Magnuson-Moss Warranty Act, and its related Administrative Rule 703. The NCDS administrative staff and the NCDS program demonstrated a clear commitment to ensure fair and expeditious resolution of warranty disputes. The administrative staff is clearly dedicated to the program's mission and demonstrates a high degree of professionalism.

II. Ohio

A. Case Load and Basic Statistics

The 2018 Ohio Statistical compilations identifies 18 total disputes closed for 2018. In addition, 3 were beyond jurisdiction for NCDS' arbitration program review. Of the remaining 15 cases, 1 was mediated, and 10 were arbitrated. Three decided case's decision were still pending at the time these statistics were compiled, and one was withdrawn, presumably, after after the case was scheduled for its hearing. The average number of days for handling a case in Ohio in 2018 was 35 days which mirrors the number for resolving cases nationally.

The Ohio regional field audit includes a review of a hearing held at the Beechmont Toyota Dealership in Cincinnati, Ohio, December 11, 2018.²³ The hearing began at 9:00 a.m. This assessment includes interviews with the principal parties involved in the hearing. In addition, we reviewed a sample of NCDS case files for Ohio, which are stored at the national headquarters of the National Center for Dispute Settlement (NCDS), in suburban Detroit, Michigan.

We requested a random sample of cases drawn from all Ohio cases closed during the audit period and examined the cases provided to determine whether they were complete and available for audit. Files were reviewed for accuracy and completeness. The findings of that review are set forth below

B. Record-keeping Accuracy and Completeness

We typically have had a random sample of Ohio case files drawn from all cases closed during the audit period and examined to determine whether they were complete and available for audit. Due to the number of cases filed in 2018, we examined them all. The records were complete and available for audit.

The above referenced reports are available from Ms Debbie Lech, Manager of Dispute Resolution Operations, National Center for Dispute Settlement, 12900 Hall Road, Suite 401, Sterling Heights, Michigan 48313.

We also reviewed a sample of current case files which are stored at the national headquarters of the National Center for Dispute Settlement (NCDS), in Sterling Heights, [Detroit area] Michigan as well as a sample of files drawn from three previous years which are stored nearby the headquarters.

23. Normally, the hearings reviewed take place in the year following the year of the program being audited for obvious scheduling reasons, but this time the auditors had a unique opportunity to schedule and attend a hearing in the year of the audit.

§ 703.6 (a)(1-12)

(a) The Mechanism shall maintain records on each dispute referred to it which shall include:

- 1) Name, address and telephone number of the consumer;**
- 2) Name, address and telephone number the contact person of the Warrantor;**
- 3) Brand name and model number of the product involved;**
- 4) The date of receipt of the dispute and date of disclosure to the consumer of the decision;**
- 5) All letters or other written documents submitted by either party.**

FINDINGS:

We examined the case files extracted from all "in-jurisdiction" regional case files closed during the audit period. We reviewed these files for the items enumerated in subsections 1 through 5 with the following results:

- 1) All case files contained the customer's name, address, and telephone number.
- 2) The requirement is met. The name and address of the warrantor's contact person is included with the initial correspondence that the customer receives from the program. In addition, the various manufacturer's contact address and phone number is included in each Owner's Manual that accompanies all new vehicles when they are delivered. The contact person is so generally known as to not require it to be placed in each individual case file.
- 3) All case files inspected contain the make and vehicle identification number (VIN) of the vehicle. This information is generally found in the customer application and in a number of other documents in the file. As a result, cases are rarely delayed simply because the customer fails to include the VIN in the application.
- 4) All case files inspected contain this information. Not all cases necessitate a decision letter, but where a decision was rendered, the appropriate notification letter was present.
- 5) Many files contained letters and additional documents, but since there is no standard by which to measure this item, we determined this subsection to be "not applicable."

§ 703.6(a)

- 6) All other evidence collected by the Mechanism relating to the dispute, including summaries of relevant and material portions of telephone calls and meetings between the Mechanism and any other person (including consultants described in section 703.4(b) of this part;**

7) A summary of any relevant and material information presented by either party at an oral presentation;

8) The decision of the members including information as to date, time and place of meeting and the identity of members voting; or information on any other resolution.

FINDINGS:

All files for cases that were arbitrated contained the information required by sections six and eight. Oral presentations are a basic component of the NCDS program in this jurisdiction, and section seven requires summaries of the oral presentations to be placed in the case file. It is NCDS policy that the arbitrator conducting the hearing must summarize all significant information presented orally by either party during any facet of the hearing. We noted such language in the case files we reviewed but we did not conduct a qualitative review of that portion of each case's decision. We offer no judgement then on whether these summaries are consistently detailed and/or accurate depictions. At the same time, we saw no particular reason to question the sufficiency of this method.

9) A copy of the disclosure to the parties of the decision.

FINDINGS:

All files for cases that were arbitrated contained the required information.

10) A statement of the warrantor's intended action(s);

FINDINGS:

The warrantor's intended action(s) and performance are inextricably linked. Thus, we validate this item in terms of performance verification. Performance verification is a function carried out by NCDS. This office sends a survey to the customer following receipt of the customer's acceptance of those decisions mandating some action on the part of the manufacturer to ask, among other things, whether any required performance has taken place. Customers are asked to return the survey to the office of NCDS. As noted elsewhere, we found few returned survey forms in the case files. In the past, we have stated that the absence of performance verification forms in the case file does not constitute a regulatory inconsistency since performance verification information may not be available from the customer. By mailing a performance verification survey, NCDS goes as far as can be expected in determining whether arbitration decisions are, in fact, being performed. It seems entirely appropriate for the program to assume performance of the decision has taken place when the customer performance survey is not returned. For those who may be skeptical about such important assumptions, it should be remembered that even if a manufacturer engaged in a programmatic attempt to avoid performing arbitration decisions, that fact would, of course, emerge in the context of our national random survey of customers who have used the program. Performance verification status should and does appear in the case file as is indicated by sections 11 and 12 below.

- 11) Copies of follow-up letters (or summaries of relevant and material portions of follow-up telephone calls) to the consumer, and responses thereto; and**
- 12) Any other documents and communications (or summaries of relevant and material portions of oral communications) relating to the dispute.**

Section 11 above is not applicable for purposes of the audit because there is no practical means by which to verify the completeness and accuracy of such possible additions to the files. Section 12, however, appears to mandate that a summary form be created whenever the arbitrator receives an oral communication that may have any bearing on the matter in dispute from either party. Of course, most such communications come in the form of oral presentations by the parties at the hearing, in which case the communications are summarized in the arbitrator's decision. All summaries are now included in the case file.

CONCLUSIONS:

The NCDS program's record keeping policies and procedures are in substantial compliance with the federal Rule 703 requirements.

Note: Over the course of several years, the review of case files reveal anomalies that, when discussed with staff of the program, demonstrate significant problems that then have resulted in modifications to the program. These modifications in the program assist in maintaining the program's compliance status relative to the various federal and state regulations.

C. Case File Records (4 yrs. 2015-2018)

§ 703.6 (f)

(f) The Mechanism shall retain all records specified in paragraphs (a) through (e) of this section for at least 4 years after final disposition of the dispute.

The closed files are stored at an off-site record storage facility of the NCDS Sterling Heights [Suburban Detroit], Michigan, office. We did not inspect the off-site facility for this year's audit. The files we viewed were intact and readily available for inspection. We inspected a random sample of closed case files drawn from all cases in the four-year universe of cases related to Michigan. Our review validated the program's maintenance of these records as required.

D. Arbitration/Hearing Records

i. Case file folders

Most information that is required to be maintained is found on a series of forms found in the case files maintained at the NCDS headquarters in Detroit, Michigan.

ii. Arbitrator Biographies

The arbitrator biographies for the national program are available for review from Debbie Lech, Operations Manager, NCDS at their headquarters in Sterling Heights [Detroit], Michigan. The biographies are thorough and current, and the list of arbitrators for each district includes the dates of their appointments.

E. Hearing Process

NCDS Automotive Warranty Arbitration Program Arbitration Process

1. Physical Description of Arbitration Hearing

The AWAP hearing was scheduled to be held at the Beechmont Toyota Dealership in Cincinnati, Ohio, December 11, 2018²⁴ at 9:00 a.m. The hearing room was of adequate size for accommodating the hearing. The hearing commenced at 9:00 a.m. as scheduled. The parties included the customer, three manufacturer representatives, an observer, the arbitrator, and the auditor from Claverhouse Associates.

2. Openness of Arbitration Hearing

The room was adequate to accommodate observers interested in attending the hearing. The arbitrator communicated to the auditor his understanding that the hearings are open and can be attended by observers who agree to abide by the program's rules.

3. Efficiency of Arbitration Hearing

The arbitrator's case file was complete. He solicited all the necessary information from the claimant and the manufacturer. He gave a brief summary of the case as filed, including a brief description of the alleged non-conformity together with what relief the complainant sought. This arbitrator demonstrated his expertise and properly conducted the hearing.

4. Hearing Process

The hearing was properly conducted. Both parties made presentations and questions posed were addressed by the opposing parties. A second manufacturer's representative made some clarifying comments pertaining to the relatively new communications technologies being introduced into new vehicles and difficulties that sometimes arise due, in part at least, to communication device's updates released after the vehicle is purchased.

24. The hearings are typically reviewed in the calendar year following the year being audited but for this report we were able to review a hearing in December of the actual audit report.

5. Arbitration Decisions

Claverhouse Associates reviewed the arbitrator's decision along with the several other decisions rendered by the NCDS arbitrators in Ohio during the audited year (here, 2018). Those reviewed were all written consistent with applicable regulations as well as the NCDS program rules.

The decision in this case was consistent with the facts of the case and was thorough and complete. As always, Claverhouse Associates does not opine on the actual determination, provided it is consistent with the facts presented and the applicable law.

Note: It seemed to the auditor that there may have been some confusion on the part of the customer about the applicability of the Ohio Lemon Law, which is considered by NCDS arbitrators, but it is not the controlling regulation. The controlling regulation is the federal Magnuson-Moss Warranty Act and the attendant Administrative Rule 703. The state "Lemon Law" is, however, controlling in trial court cases brought pursuant to that state statute.

CONCLUSION:

The AWAP, as it operates in the state of Ohio in 2018, is in substantial compliance with Rule 703. The NCDS administrative staff and the NCDS program demonstrates a clear commitment to ensure fair and expeditious resolution of warranty disputes. The administrative staff is clearly dedicated to the program's mission and demonstrates a high degree of professionalism.

III. **Wisconsin**

A. Case Load and Basic Statistics

The Wisconsin compilations identifies 67 total disputes closed for 2018. Of these nine cases (13.4% of all disputes) were beyond jurisdiction for NCDS arbitration program review. Of the remaining 58 cases, nine were mediated, and as in the recent past the vast majority of cases were arbitrated. Three cases were reported as "pending" as of the date the report was originally generated. The regulations do not require reporting the number of cases that are voluntarily withdrawn by the customer. These cases typically account in large measure for why the numbers reported pursuant to the regulatory requirement may not sum to the total number of cases filed. The average number of days for handling a 2018 case in Wisconsin was (like in Missouri, 35) as compared to 35 days nationally.

We analyzed a random sample of cases drawn from all 2018 Wisconsin cases closed during the audit period and examined the cases provided to determine whether they were complete and available for audit. Files were reviewed for accuracy and completeness. The findings of that review are set forth below.

The above referenced reports are available upon request from Ms Debbie Lech, Manager of Dispute Resolution Operations, National Center For Dispute Settlement, 12900 Hall Road, Suite 401, Sterling Heights, MI 48313.

B. Record-keeping Accuracy and Completeness

We had a random sample of Wisconsin case files drawn from all cases closed during the audit period [2018] and examined them to determine whether they were complete and available for audit. Generally, the records were complete and available for audit.

§ 703.6 (a)(1-12)

(a) The Mechanism shall maintain records on each dispute referred to it shall include:

- 1) Name, address and telephone number of the consumer;**
- 2) Name, address and telephone number the contact of the warrantor;**
- 3) Brand name and model number of the product involved.**
- 4) The date of receipt of the dispute and date of disclosure to the consumer of the decision;**
- 5) All letters and other written documents submitted by either party.**

FINDINGS:

The auditor examined a sample of case file folders randomly extracted from all 2018 "in-jurisdiction" case files. We examined each sample file with respect to the items enumerated in subsections 1 through 5, with the following results:

- 1) All case files contained the customer's name, address, and telephone number.
- 2) The requirement is met. The name and address of the warrantor's contact person is included with the initial correspondence that the customer receives from the program. In addition, the manufacturer's contact address and phone number is included in each Owner's Manual that accompanies all new vehicles when they are delivered. The contact person is so generally known as to not require it to be placed in each individual case file.
- 3) All case files inspected contain the make and vehicle identification number (VIN) of the vehicle. This information is generally found in the customer application and in a number of other documents in the file. As a result, cases are

rarely delayed simply because the customer fails to include the VIN in the application.

4) All case files inspected contain this information. Not all cases necessitate a decision letter, but where a decision was rendered, the appropriate notification letter was present.

5) Many files contained letters and additional documents, but since there is no standard by which to measure this item, we determined this subsection to be "not applicable."

§ 703.6 (a) [continued]

6) All other evidence collected by the Mechanism relating to the dispute, including summaries of relevant and material portions of telephone calls and meetings between the Mechanism and any other person (including consultants described in section 703.4(b) of this part;

7) A summary of any relevant and material information presented by either party at an oral presentation;

8) The decision of the members with information as to date, time and place of meeting, the identity of members voting; or information on any other resolution;

FINDINGS:

All files for cases that were arbitrated contained the information required by sections (6) through (8). Oral presentations are a basic component of the NCDS program in this jurisdiction, and section (7) requires summaries of the oral presentations to be placed in the case file as part of the arbitrator's decision. In the case files we reviewed for this region, the record-keeping requirements embodied in subsections 6-8 were met.

9) A copy of the disclosure to the parties of the decision.

FINDINGS:

All applicable case files contain a letter from the arbitrator announcing his/her decision.²⁵

10) A statement of the warrantor's intended action(s);

FINDINGS:

The warrantor's intended action(s) and performance are inextricably linked. Thus, we validate this item in terms of performance verification. Performance verification is a function carried out by NCDS. This office sends a survey to the

25. Some cases do not result in a decision. The case may end in a mediated settlement that came about after the case had been received by the AWAP but prior to the hearing to decide the matter.

customer following receipt of the customer's acceptance of those decisions mandating some action on the part of the respective manufacturer to ask, among other things, whether any required performance has taken place. Customers are asked to return the survey to the office of NCDS. As noted elsewhere, we found few returned survey forms in the case files. In the past, we have stated that the absence of performance verification forms in the case file does not constitute a regulatory inconsistency since performance verification information may not be available from the customer. By mailing a performance verification survey, NCDS goes as far as can be expected in determining whether arbitration decisions are, in fact, being performed. It seems entirely appropriate for the program to assume performance of the decision has taken place when the customer performance survey is not returned. For those who may be skeptical about such important assumptions, it should be remembered that even if a manufacturer engaged in a programmatic attempt to avoid performing arbitration decisions, that fact would, of course, emerge in the context of our national random survey of customers who have used the program. Performance verification status should and does appear in the case file as is indicated by sections 11 and 12 below.

11) Copies of follow-up letters (or summaries of relevant and material portions of follow-up telephone calls) to the consumer and responses thereto; and

12) Any other documents and communications (or summaries of relevant and material portions of oral communications) relating to the dispute.

Section 11 above is not applicable for purposes of the audit because there is no practical means by which to verify the completeness and accuracy of such possible additions to the files. Section 12, however, appears to mandate that a summary form be created whenever the arbitrator receives an oral communication that may have any bearing on the matter in dispute from either party. Of course, most such communications come in the form of oral presentations by the parties at the hearing, in which case the communications are summarized in the arbitrator's decision. All summaries are now included in the case file.

CONCLUSIONS:

The NCDS AWAP record keeping policies and procedures are in substantial compliance with the governing federal statute and its administrative Rule 703.

C. Case File Records (4 yrs. 2015-2018)

§ 703.6 (f)

(f) The Mechanism shall retain all records specified in paragraphs (a) through (e) of this section for at least 4 years after final disposition of the dispute.

We review a random sample of 25 case numbers from the years 2015 through 2018 drawn from NCDS' complete data base program, or in cases where there were less than 25

cases filed, we review all the case files that were generated. We checked the sample case files to verify that they were being maintained per requirement § 703.6(f).

The closed files are stored at an off-site record storage facility of the NCDS Sterling Heights, Michigan, office. We did not inspect the off-site facility for this year's audit. The files we reviewed appeared intact and were readily available for inspection. The random sample inspection of case files drawn from all cases in the four-year universe of cases validated the program's maintenance of these records as required.

D. Arbitration/Hearing Records

i. Case file folders

Most information that is required to be maintained is found on a series of forms found in the case files maintained at the NCDS headquarters in Sterling Heights, Michigan.

ii. Arbitrator Biographies

The arbitrator biographies for the national program are available for review from Debbie Lech, Operations Manager, National Center For Dispute Settlement at their headquarters in Sterling Heights (Detroit), Michigan. The biographies are thorough and current. The list of arbitrators for each district includes the dates of their appointments.

E. Hearing Process

The hearing was held at the Ashland Honda Dealership on January 03, 2019 at 1:30 p.m. at 2301 Lake Shore Drive, Ashland, Wisconsin 54806 .

i. Physical Description of Hearing (i.e., Meeting)

The hearing room selected was adequate to accommodate the customers (a married couple,) the arbitrator, and the auditor. One Honda manufacturer's representative participated by way of the speaker-telephone and one in-person.

ii. Openness of Meeting

The arbitrator explained to the auditor his understanding that the hearings are open and can be attended by any observers who agree to abide by the program's rules.

iii. Efficiency of Meeting

Note: This arbitrator introduced an innovation not heretofore observed by this auditor of many years experience. Before he even began his introduction he asked everyone in attendance to turn off their cell phones in order for the hearing to be conducted without interruption.

The arbitrator demonstrated throughout the hearing that he knew how to properly conduct a hearing.

The arbitrator's case file appeared complete. He informed the customers about the rules of the program that govern hearings and explained the procedures that he would follow.

The customer and the manufacturer were both allowed to present their case without interruption. The customer requested a repurchase of the vehicle. After the customer completed his presentation, the arbitrator wisely turned to his spouse and asked if she had anything to add or clarify.

In addition, each party was given an opportunity to ask appropriate clarifying questions of the opposing party prior to concluding the hearing.

Following the customer's oral presentation, the customers, the arbitrator, and the dealer's Service Manager examined the vehicle.

The parties returned to the hearing room and made closing statements.

After determining that the parties had nothing further to add, the arbitrator declared the hearing closed.

iv. Hearing Process

The hearing was properly conducted throughout.

v. Board/Arbitrator Decisions

We reviewed this case's decision and a sample of Wisconsin hearing decisions for the calendar year 2018. The sample of case decisions we reviewed were generally reasonable and consistent with the facts of the cases involved.

The outcome of the decision in regards to this hearing was justifiable and consistent with the evidence presented.

CONCLUSION:

We conclude that the AWAP, as it operates in the state of Wisconsin, is in substantial compliance with Magnuson-Moss Warranty Act and administrative Rule 703.

The NCDS administrative staff and the NCDS program demonstrated a clear commitment to ensure fair and expeditious resolution of warranty disputes. The administrative staff is clearly dedicated to the program's mission and demonstrates a high degree of professionalism.

SECTION IV

Arbitration Training

The national training program was conducted from March 15-17, 2019 in Irving (Dallas), Texas, at the Westin Dallas/Ft. Worth Airport.

The national training in 2019, was conducted by NCDS staff with legal augmentation provided by Ms Mary Bedikian on regulatory matters. The training program attendees included the NCDS President, Mr. John Holloran, the NCDS management and training staff, NCDS trainers, including Mary Bedikian, current arbitrators, and a Claverhouse Associates senior auditor. Ms. Bedikian is on the faculty at Michigan State University's Law School and has a long association with various arbitration associations. The staff's day-to-day familiarity with the applicable federal and state statutes and related administrative Rules allows them to provide useful training that is accurate and complete. As is typical, the regulatory aspects of training is conducted by an attorney having familiarity with the historical development of and the intricate interrelationships of the applicable federal and state statutes and their associated administrative rules.

The weekend training program opened with an introduction of trainers and trainees. This was followed by a program overview delivered to the arbitrators/trainees by Mr. John Holloran, President of the National Center for Dispute Settlement. Mr. Holloran's comments were followed by an overview of the training agenda.

A substantive presentation was then given by Mr. Ray Sanders, a certified technician and long-time instructor in auto-mechanics as well an experienced arbitrator. His comments were well received and are deemed helpful for both new and experienced arbitrators.

Overall, the training appears to have left trainees with an opportunity to develop a good grasp of their responsibilities as arbitrators. As was true at last year's training, trainees were presented with information that makes it clear for those customers who purchase a vehicle with a substantial non-conformity that the manufacturer fails to cure in a reasonable number of attempts should probably receive the relief they are entitled to under the terms of the Magnuson-Moss Warranty Act or the appropriate state automobile warranty statute.

Also discussed was the appropriate use of independent technical inspections and their limitations. Emphasis was given to the arbitrator's duty to not exceed his or her authority in relation to the independent inspection but to simply accept the independent inspection report as yet another piece of evidence.

There was a useful discussion of the participating manufacturers' warranty parameters and how they fit into the process. This discussion was sufficiently detailed to give arbitrators enough information without overwhelming them with minutiae.

The second day of training was very comprehensive starting with the basics of arbitration including, but not limited to, regulatory references and related laws.

NCDS's arbitration administrative process was carefully detailed followed by procedural steps in preparing for a hearing. The actual steps of conducting a hearing were covered and then practiced in mock arbitration hearings in group format.

A substantial portion of day two was conducted by a currently serving arbitrator with extensive experience as an NCDS arbitrator and who is also a licensed master mechanic. During his presentation, the subject of "black box computers" applicability to arbitration disputes was discussed. There were clearly more questions than answers. This aspect of the program will require further study and reflection by the program, the regulators and the arbitrators.

NCDS staff presented a session devoted, in the main, to the arbitrator's duty to disclose possible conflicts of interest where applicable. In addition, arbitrators learned about the process for addressing potential disqualification of an arbitrator, as well as ethical issues pertaining to arbitrators.

An appropriate degree of emphasis was given to writing decisions and providing adequate underlying rationales for those decisions. This included a careful presentation on leased vehicles and the sometimes complicated differences between providing relief to these cases as opposed to providing relief in cases in which vehicles are purchased outright.

Finally, the training session provided a clear discussion of issues surrounding jurisdiction of the program to hear and decide cases. In this program, the NCDS staff makes a preliminary determination, but where customers disagree with the initial determination, the matter is presented to the program's three-member panel for their review and final determination.

We have pointed out in previous audits the following:

"On several occasions, trainees interrupt the trainers and pose very broad and theoretical questions that result in substantial time being taken to address numerous fact situations that are rarely, if ever, experienced. It is natural for such questions to arise, but relegating them to another time seems more appropriate. Allowing these kind of diversions, can take trainees attention away from the main subjects under consideration and reduce the likelihood of important retention of the subjects set forth in the training agenda."

Trainers, again this year, brought this concern to the attention of this year's trainees which, had a noticeable and positive effect. This year's experience was like last years, better than what had transpired in the past, but it is clear that participants will invariably pose distracting hypothetical scenarios if not closely monitored by the trainers. Any failure to monitor this rather predictable inclination of trainees, can negatively affect the over-all quality of the training by encroaching on other subjects of paramount importance. Our comments are offered only in the spirit of quality control.

The last day's training program allowed for drafting decisions and all its associated elements. Trainees applied their training principles and acquired tools for drafting better decisions.

The program ended with an exam, an evaluation of the training program, and trainees were given a take home exam which they return to the staff. The exams are then reviewed to determine if the arbitrator appeared to grasp the essentials covered at training. This is supplemented with periodic refresher training that takes place every other year. In addition, NCDS offers on-line course supplemental instruction to all its arbitrators.

The 2019 training session was a national refresher program. It was designed to address issues that had arisen during the recent past that demonstrated a need for greater clarification for arbitrators. Issues addressed include: affirmative defenses, jurisdictional determination, due-process requirements, collateral charges, mileage off-set determination issues (where applicable) and defining the limits of arbitration in the hearing process.

Below we have included an important point made in recent past audit reports that NCDS trainers need to keep in mind:

“On one particular issue, we disagree with a trainer’s representations that seemed to suggest that improper repairs, or incompetent repairs by a dealer’s service department, is a valid defense for manufacturers in this venue. We disagree, in general, with this representation. Dealers, generally, serve as the manufacturers agents, for purposes of carrying out warranty repairs. If this were a generally valid defense to claims brought under the Magnuson-Moss Warranty Act, then, for all intents and purposes, the entire intent of the act would be obviated. Manufacturer’s opportunity to cure a defect, or non-conformity, would only be triggered when the manufacturers’ assigned personnel had failed to keep the promise to cure defects under the warranty. In effect, customers could no longer claim that they had been subjected to an unreasonable number of repair attempts until after they had gone through numerous repairs by the dealer’s repair facility and then experienced the same or similar failed repairs by the manufacturer’s employees. This outcome would, of course, be ridiculous. In this venue, the statute and the administrative Rule 703, both assume the dealer service department and the manufacturer are, operationally, one and the same. Of course, they are not technically, or legally, the same for other purposes, but they are considered the same, in this limited context [i.e., dispute resolution of Warranty repair disputes].”

CONCLUSION:

We again recommend that training personnel continue to advise participants at the onset of training sessions that all theoretical questions be written down and discussed with staff sometime after the essential regulatory and hearing mechanics have been addressed. The training material is highly technical in many respects and difficult enough for participants to fully absorb in one weekend without adding distractions that are not likely to be practically helpful to any of the trainees. In refresher training, of course, questions that arise from actual situations were addressed and these discussions appeared to be useful.

We also recommend that arbitrator training include a discussion wherein trainers explain that dealer service departments are, in effect, agents of the manufacturers for purposes of the manufacturer carrying out their warranty obligations to cure non-conformities, and it is not a valid defense, in the NCDS proceedings for a manufacturer to claim that a dealer failed to properly repair, or cure, a non-conformity. Even if it is true that a dealer's service department performed an improper repair, or mis-diagnosed a problem, the responsibility under the Magnuson-Moss Warranty Act, is the manufacturers because the dealer's service department was selected by the manufacturer to carry out these responsibilities on their behalf. Moreover, the fact that a dealership's failure to properly diagnose a repairable non-conformity, is understandable, it is not a valid defense to a claim for a refund or for a replacement, made by a consumer against the manufacturer because a non-conformity exists which substantially impairs the vehicle's safety, value, or use. In cases where the consumer has made the vehicle available to the manufacture in order to allow them to "cure" the non-conformity, but the manufacturer, or its representative (i.e., dealer) has not cured the non-conformity in a reasonable number of attempts, the consumer has a right, under the applicable law (i.e., The Uniform Commercial Code, the Magnuson-Moss Warranty Act (including Rule 703), and by convention, consideration of the relevant state Lemon law "presumption" standards and their related mileage off-set provisions, to receive an award for a refund, or where requested by the customer, a suitable replacement vehicle provided such a replacement vehicle exists.

The auditor met with staff following last year's audit review concerning the auditor's perceived drift in training emphasis, in one regard, which concerns the relative importance of the federal Magnuson-Moss Act and applicable state lemon-law statutes, specifically as they relate to regulated "Dispute Resolution Mechanisms" (i.e., Arbitration programs like NCDS). In our view this drift was moving toward a greater emphasis on state lemon-law statutes which technically do not govern federally regulated Dispute Resolution Mechanisms, and for that reason, ought not become a focus of training for arbitrators (i.e., "Members") involved in programs governed principally by federal law.

The NCDS arbitrator training program is a good one that operates in substantial compliance with Magnuson-Moss and Rule 703.

ARBITRATION TRAINING RATING SYSTEM

- | | |
|---|-----------|
| 1) Adequacy of training materials | VERY GOOD |
| 2) Accuracy of informational materials | VERY GOOD |
| 3) Thoroughness of material | VERY GOOD |
| 4) Quality of presentation | VERY GOOD |
| 5) Apparent understanding and likely comprehension of the information | VERY GOOD |
| 6) Utility of materials for later referencing | EXCELLENT |

SECTION V

National (FTC) Survey and Statistical Index Comparative Analyses

NATIONAL CENTER FOR DISPUTE SETTLEMENT AUTOMOTIVE WARRANTY PROGRAM INDICES

The Federal Trade Commission (FTC) regulates informal dispute resolution programs, such as those operated by the National Center for Dispute Settlement (NCDS) under FTC Rule 703.6(e). The rule mandates disclosure of statistics about the outcomes of warranty disputes and warrantor compliance with settlements and awards. The purpose of this section of the audit is to verify the statistics provided by the company for the calendar year.

A consumer who wants to have a dispute settled by the Automobile Warranty Arbitration Program (AWAP) conducted by the National Center for Dispute Settlement (NCDS) must: (1) be the owner of a vehicle that meets certain specific age and mileage requirements; and, (2) agree to forego any legal action while the case is open with the AWAP. If a customer applies to the program, but does not meet these requirements, the case is considered “out-of-jurisdiction.” Cases that are “out-of-jurisdiction” are counted as “closed.” A consumer who is not satisfied with the jurisdiction decision of the program can request that the case be reviewed by a three-member arbitrator board.

If a consumer, who files with the AWAP can reach an agreement with the automaker prior to an arbitration hearing, the dispute is said to have been “mediated” by the staff. If the consumer and the automaker cannot reach an agreement, the case is arbitrated by the AWAP. Arbitration cases can result in the granting of an award requiring the automaker to repair or replace the vehicle, to issue cash reimbursement, or to terminate the lease. On the other hand, the consumer may receive an adverse decision in which there is no award of any kind.

FTC regulations require arbitration decisions to be rendered within 40 days from the date the AWAP office receives the application. Manufacturers must comply with both mediated and arbitrated decisions within 30 days of the decision.

FTC Rule 703.6(e) requires warrantors to report statistics (also referred to as indices) in 13 areas. These include: the number of mediated and arbitrated warranty disputes in which the warrantor has complied with a settlement or award; the number of cases in which the warrantor did not comply; the number of decisions adverse to the consumer; the number of “out-of-jurisdiction” disputes; and the number of cases delayed beyond 40 days and the reasons for those delays.

To determine the accuracy of the AWAP’s warranty dispute statistics and to gather consumer feedback regarding the program, Claverhouse Associates contracts to conduct a

survey with customers nationally who filed disputes with the AWAP during the calendar year.

The primary focus of the survey is to gather data to verify the statistics by comparing data collected from consumers regarding the process and outcomes of their cases to the statistics reported to the FTC by the AWAP. The question is not whether an individual's recollections match the data in the AWAP's records, but rather whether the aggregate proportions of consumers' recollections agree with the outcomes reported to the FTC.

In addition to containing questions to gather the information needed to verify the statistics, the questionnaire also contains items used to evaluate several aspects of the program and to measure customer satisfaction.

ABOUT THE STUDY

The Claverhouse study is based on data collected from 408 of the 2,439¹ users of the AWAP program nationally in 2018 whose cases were "in-jurisdiction" and "closed" based on information provided by the AWAP at the time of data collection. The number of surveys completed surpassed the initial goal of completing 332² surveys from 975 randomly selected users of the program nationwide³.

Closed cases are defined as those where a decision has been made and the time for compliance has occurred. Data for the Claverhouse survey is collected using a web-based data collection platform. With national internet use steadily increasing and with diminishing returns from self-administered and telephone surveys, the data collection process was transitioned to a web-based only format in 2014. Of the 2,439 users of the AWAP nationally in 2018, 2,389 provided an email address, which represents 97.9 percent of all users⁴.

¹ The database sent by the AWAP for conducting the survey contained 3,535 cases of which 2,439 were eligible after cases coded as "no jurisdiction" (653 cases) and "withdrawn" (443 cases) were removed from data collection. The AWAP provided statistics based on 3,602 cases. The cases in the AWAP indices break down as follows: 232 mediated cases (six (6) of which time for compliance has not yet occurred), 2,248 arbitrated cases (108 which the time for compliance had not occurred), 675 "no jurisdiction" cases, 215 pending cases, and 232 withdrawn cases. **The statistics in this report are based only on the closed mediated and arbitrated cases – 226 mediated and 2,140 arbitrated cases for a total of 2,366 cases.** There is a discrepancy between the number of eligible cases sent for conducting the survey, 2,439 and the number of eligible cases in the statistics 2,366. This discrepancy is discussed in the report.

² A sample of 332 completed surveys from a population of 2,439 will yield a margin of error of +/- 5.0 percent at the 95% confidence level.

³ Using a projected completion rate of 40 percent, an eligibility rate of 95 percent, and a sample viability rate of 90 percent, a proportional random sample of 975 users of the program with email addresses (2,389 of the 2,439 users, which is 97.9 percent of all users) was selected from the database of closed and in-jurisdiction cases supplied by the AWAP. A proportional random sample should yield completed surveys from a population like the universe.

⁴ According to the most recent report (April 2019) issued by Pew Research Center on Internet use among the American public, 90.0 percent of all adults use the Internet.

The web-based questionnaire was programmed using Qualtrics Professional Academic web-based data collection software and was compatible on all mobile devices (smartphones) and tablets to facilitate ease of responding to the survey. Qualtrics allows for all types of question formats (i.e. single and multiple response, matrix, and limited and unlimited text) to be programmed. It also has a powerful survey notification tool and several security features.

The web-based survey notification system allows individualized, confidential links to be sent to each respondent. It also allows information to be embedded in individual links that is unique to the respondent. Upon submitting the survey, this data is recorded along with the respondent's answers to the questions. It also tracks who responds and who does not respond so that email reminders are sent only to those who have not yet completed the questionnaire. The security system has custom settings that allow only one response per unique identification number, email address, or IP address which virtually reduces the risk of respondents answering the survey several times thus skewing the results. Qualtrics uses SSL certificates and a 128-bit data encryption system to ensure that downloaded data and all information remains confidential.

The invitation email was sent on March 14, 2019, to randomly sampled users of the program nationally in 2018. The email explained the purpose of the audit, an overview of the questions that were included in the questionnaire, and how the results would be used. The email also informed respondents about confidentiality and that participation was voluntary. Reminder emails were sent on March 22, 2019 and April 7, 2019.

Data collection ended on April 14, 2018. In total, 408 surveys were submitted. The overall completion rate for this study is 42.0 percent and the margin of error is ± 4.4 percent⁵.

A threat to the validity of any study is non-response bias. Sometimes individuals chosen to participate in a survey are unwilling or unable to participate. Nonresponse bias is the bias that results when respondents differ in meaningful ways from non-respondents.

For example, if those who did not receive awards were more likely to refuse participation than those who did receive awards, the study would underestimate the percentage of decisions adverse to consumers.

The practices of sending multiple email requests are attempts to increase overall completion rates and to reduce non-response bias.

⁵ This is the sampling error when the responses divide roughly 50-50 on a given question and when there are 408 cases, given a 95 percent confidence interval (i.e., there is a 1-in-20 chance that the actual proportion in the population falls outside the range of ± 4.4 percent). The magnitude of the sampling error is determined primarily by sample size (a larger sample size yields a smaller sampling error) and to some extent, on how evenly responses are divided among alternative answers. For example, if the responses were divided 75-25 on a given question, the margin of error would be ± 3.8 percent.

METHOD OF RESOLUTION

Table 1 compares the method of resolution of disputes in the Claverhouse sample with the figures reported to the FTC. Since the Claverhouse survey contained only closed and in-jurisdiction cases, out-of-jurisdiction cells in the Claverhouse section of the table are blank as are the cells representing pending cases and cases falling under the category “resolved by the staff and time for compliance has not yet occurred.” The subtotal (representing in-jurisdiction cases) is equal to total disputes.

The difference between the 2.2 percent of mediated cases in the Claverhouse sample and the 9.6 percent of mediated cases in the AWAP indices is statistically significant as is the difference between the 97.8 percent of arbitrated cases in the Claverhouse sample and the 90.4 percent of arbitrated cases in the AWAP indices. This difference is due to a change in reporting protocols by the AWAP that was not reflected in the coding of the database used for data collection for determining which cases were eligible to be included in the data collection process.

This change was discovered during data analysis, when a large discrepancy was noticed between the number of mediated and withdrawn cases in the database used to conduct the survey and the number of these cases in the indices provided by the AWAP. In the data collection database, 51 of the cases were coded as being settled through mediation, which represents 1.4 percent of all cases and 443 cases were coded withdrawn, which represents 12.5 percent of these cases. In the indices provided by the AWAP, mediated cases represent 6.5 percent of all cases, and withdrawn, 6.7 percent, excluding cases for which time for compliance has not yet occurred.

In seeking clarification for the reasons for the discrepancy, it was determined the discrepancy was due to a change in protocol by the AWAP to report cases that were filed with the AWAP but were settled before any formal procedure was completed as settled through mediated instead of as withdrawn as was done in previous years. This change in reporting was not reflected in the database used for data collection, they were still coded as being withdrawn, not as being mediated. Because of this, these cases were not included in the data collection effort and are not represented in the Claverhouse data. Had these cases been included in the data collection, it is likely that the number of users reporting mediated outcomes would have been higher.

Table 1: Method of Resolution of Warranty Disputes Comparison between Claverhouse Survey and AWAP Indices, National 2018

Resolution	Claverhouse		AWAP		
	Number	Percent	Number	Percent of in-jurisdiction closed cases	Percent of all cases
Mediation	9	2.2%	226	9.6%	6.3%
Arbitration	399	97.8%	2,140	90.4%	59.4%
Subtotal (in-jurisdiction)	408	100.0%	2,366	100.0%	65.7%
Out-of-jurisdiction	-	-	675		18.7%
Resolved, time for compliance has not occurred ⁶	-	-	114		3.2%
Pending	-	-	215		6.0%
Withdrawn	-	-	232		6.4%
Total Disputes	408	100.0%	3,602		100.0%

MEDIATED CASES

FTC Rule 703.6(e) requires the reporting of the proportion of mediated settlements with which warrantors have complied, the proportion with which warrantors have not complied, and the proportion in which the period for compliance has not yet passed. Since the universe of cases for the Claverhouse survey only includes closed cases, cases in which the compliance period has not yet passed are not included in the database for conducting the Claverhouse survey.

⁶ This total includes both mediated and arbitrated cases. AWAP indices show six (6) mediated and 108 arbitrated cases where a decision had been made, but time for compliance had not yet occurred.

Table 2 compares the outcomes of mediated disputes.

Table 2: Outcomes of Mediated Settlements Comparison between Claverhouse Survey and AWAP Indices, National 2018

	Claverhouse	AWAP
Mediated Settlements	Percent of Closed cases	Percent of closed cases
Resolved by staff of the mechanism and warrantor has complied within the timeframe specified in the agreement.	100.0% (9)	96.5% (218)
Resolved by staff of the mechanism and time for compliance has occurred and warrantor has not yet complied.	0.0% (0)	3.5% (8)
Total Mediated Cases	100.0% (9)	100.0% 226

The survey data shows that the manufacturer complied with 100.0 percent of mediated cases within the timeframe specified in the agreement. AWAP indices show that the manufacturer complied with 96.5% percent of the mediated cases within the timeframe in the agreement.

The statistics “resolved by the staff of the mechanism and warrantor has complied within the time frame specified in the agreement” and “resolved by the staff of the mechanism and time for compliance has occurred, and warrantor has not complied” are in agreement as the difference falls within the margin of error of ± 4.4 percent.

Respondents were also asked about the specific outcome of their cases. Table 3 shows the outcomes for all cases settled through mediation.

Table 3: Specific Outcomes of Mediated Settlements Claverhouse Survey, National 2018

Outcome	Number	Percent
Ordered additional repair attempts	5	55.6%
Ordered a partial refund	3	33.3%
Ordered a replacement vehicle	1	11.1%
Total	9	100.0%

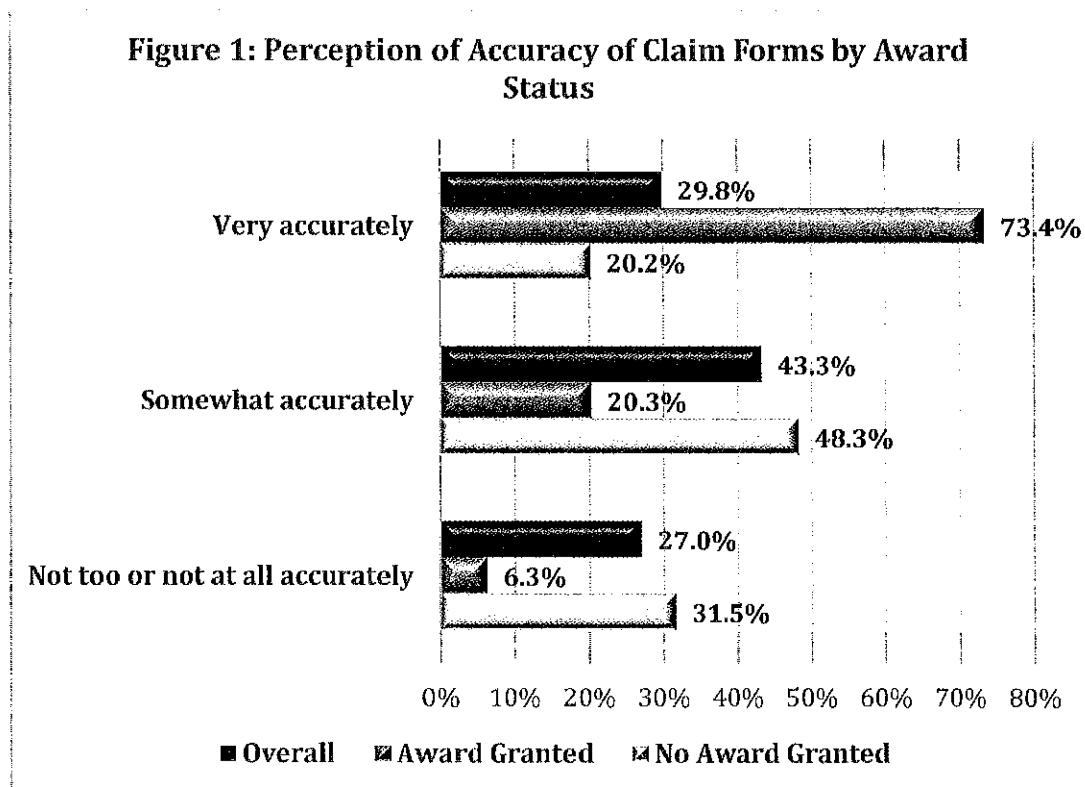
When asked if they pursued their cases after the decision in their case, two (2) users (which represents 22.2 percent of the respondents with mediated cases) indicated that they had done so. The methods chosen to pursue cases including re-contacting the AWAP and/or working out an alternative solution with the dealer or manufacturer.

ARBITRATED CASES

Before the questionnaire presented detailed questions about the outcomes of their arbitrated cases, respondents were asked several questions about the process leading to their hearings.

Respondents were first asked whether they remembered receiving the forms in which their claims were stated. Most respondents, 89.4 percent, said that they recalled receiving the forms.

Respondents were also asked how accurately they felt the forms stated their claim. Figure 1⁷ shows how respondents answered this question overall and the respondents' perceptions of the accuracy of their claim by whether they received an award in the arbitration process



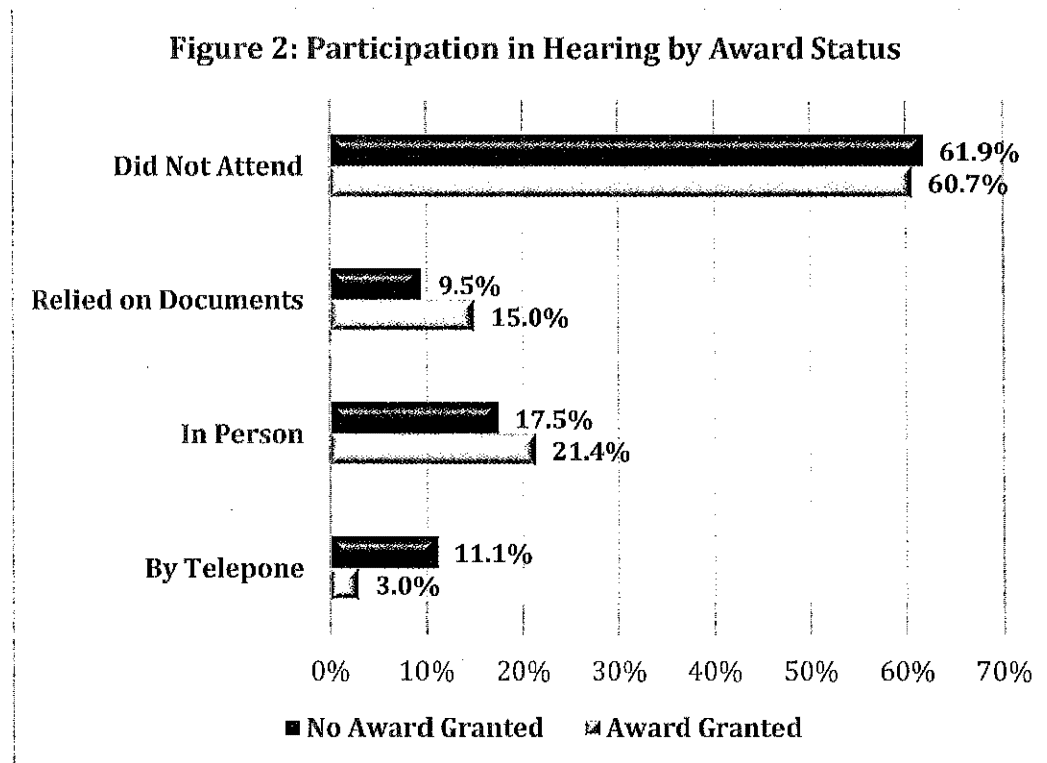
⁷ Due to rounding, percentages shown may add to 99.9 or 100.1.

As shown in Figure 1, overall, only 29.8 percent of respondents felt their claim was stated very accurately. Among those who received an award, this percentage more than doubles to 73.4 percent and among those that did not receive an award, the percentage drops by nearly ten points (29.8 percent to 20.2 percent).

Respondents were also asked if they were notified of the time, date, and location of the hearings. Only a small percentage, 6.5 percent, indicated that they had not been notified. Of the remaining users, 74.5 percent said they were notified, and 19.0 percent said that they had chosen a document only hearing.

Of the respondents who were notified of the hearing, 60.9 percent attended the hearing in person and 4.7 percent participated by telephone. The remaining users either relied on only documents, 20.5 percent, or chose not to or were not able to attend the hearing, 13.8 percent.

Figure 2⁸ shows award outcome by participation in the hearing itself.



⁸ Due to rounding, percentages shown may add to 99.9 or 100.1.

Those who did not attend their hearing were asked for the reason(s) why. Those results are summarized in Table 4.

**Table 4: Reasons Given for Not Attending Hearing
Claverhouse Survey, National 2018**

Reason	Number	Percent
Was told presence not necessary at hearing or meeting	26	49.1%
Distance of meeting or hearing, unable to travel to the location	17	32.1%
Work, school, other professional commitments conflicted with the time of hearing or meeting	8	15.1%
Personal commitments (family, medical) conflicted with time of the hearing or meeting	2	3.7%
Total	53⁹	100.0%

FTC Rule 703.6(e) 4-7 requires warrantors to report the proportion of arbitration decisions with which they have complied, the proportion with which they have not complied, and the proportion for which the date of compliance has not yet passed. They must also report the proportion of decisions averse to the consumer. Table 5 presents these results.

⁹ Respondents could give more than one reason for not attending the hearing or meeting. The percentages are based on number of responses (53) not the number of respondents answering the question (41).

**Table 5: Outcomes of Arbitrated Cases Comparison
Claverhouse Survey and AWAP Indices, National 2018**

Arbitration Outcomes	Claverhouse	AWAP
	Percentage (Number)	Percentage (Number)
Case decided by board and warrantor has complied	16.8% (67)	6.9% (148)
Case decided by board, time for compliance has occurred, and the warrantor has not complied	0.8% (3)	4.7% (101)
Case decided by board and time for compliance has not occurred	-	
Total Award Granted	70	249
Decision adverse to consumer	82.5% (329)	88.4% (1,891)
Total Arbitrated Decisions	100.0% 399	2,140

The statistics for FTC Rule 703.6(e) 4-7 only in agreement for “case decided by board, time for compliance has occurred, and the warrantor has not complied as the difference falls within the margin of error ± 4.4 percent.

The other statistics shown in Table 5, fall outside of the margin of error, ± 4.4 percent. These differences should not be of great concern since the **difference favors** the consumer and not the AWAP. Respondents in the Claverhouse sample show a larger percentage of compliance regarding awards (16.8 percent versus 6.9 percent) and a slightly smaller percentage of decisions adverse to the consumer.

Among the Claverhouse respondents, 82.5 percent reported an adverse decision. The AWAP reported that 88.4 percent of the decisions resulted in an adverse decision. Again, this difference should not be of concern because it favors the consumer and not the AWAP. The difference in these statistics, in part, can be attributed to non-response bias (as explained earlier in this report) in that those with unfavorable outcomes may be less likely to participate than those with favorable case outcomes.

When asked if they accepted or rejected their awards, 94.3 percent indicated that they had accepted the award. Although 95.4 percent of respondents who were granted an award reported that they had received their award at the time of data collection, only 56.3 percent said they received it within the time frame specified in the agreement.

Table 6 details the awards respondents reported receiving from their arbitration hearings.

**Table 6: Specific Outcomes of Arbitrated Cases
Claverhouse Survey, National 2018**

Award	%
Ordered a partial refund (includes buyback or cash settlement less mileage and/or other expenses)	61.4% (43)
Ordered a replacement vehicle	18.6% (13)
Ordered additional repairs attempts	18.6% (13)
Ordered or recognized a trade assist (trade current vehicle towards a different vehicle)	1.4% (1)
Total	100.0% (70)

All respondents whose cases were arbitrated were asked whether they had pursued their case further after the arbitration decision. Only 35.3 percent indicated that they had done so. Table 7 shows by what means they pursued their cases.

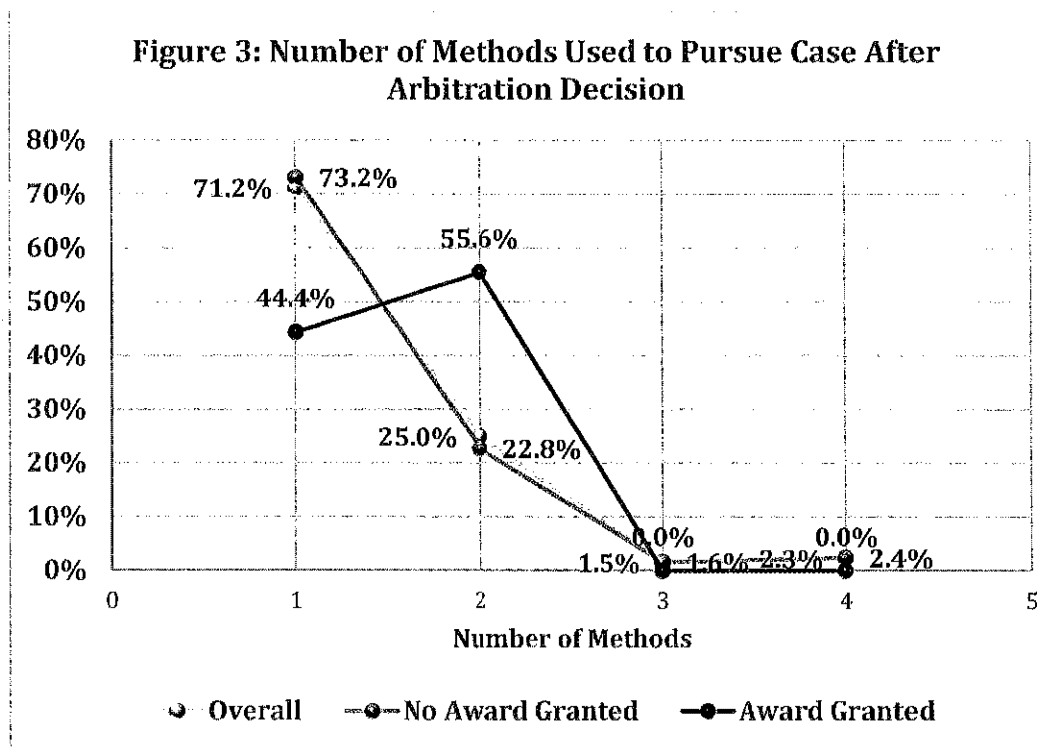
**Table 7: Methods of Pursuing Arbitrated Cases
Claverhouse Survey, National 2018**

Method	Number	Percentage
Contacted Attorney	70	38.9%
Re-contacted AWAP (NCDS)	37	20.6%
Contacted state/government agency	37	20.6%
Worked Out Solution Dealer/Manufacturer	35	19.4%
Other method	1	0.6%
Total	180¹⁰	100.0%

As Figure 3 shows, most users only used a single method to pursue their cases after the arbitration decision. Users who were not granted an award used up to four (4) sources, while those with mediated cases used up to two (2) methods. Users who did not receive an award were more likely to pursue their cases by contacting a state government agency

¹⁰ Respondents could choose more than one method for pursuing their cases. Percentages are based on responses (180) not respondents answering the question (133).

(50.0 percent), while those that were not granted an award, were more likely to contact an attorney (50.4 percent).



DELAYS TO ARBITRATION DECISIONS

Under FTC Rule 703.6(e) 9-13, warrantors must report the proportion of cases in which arbitration cases were delayed beyond the 40 days allocated for arbitration decisions. The AWAP reports the reasons for such delays in three categories:

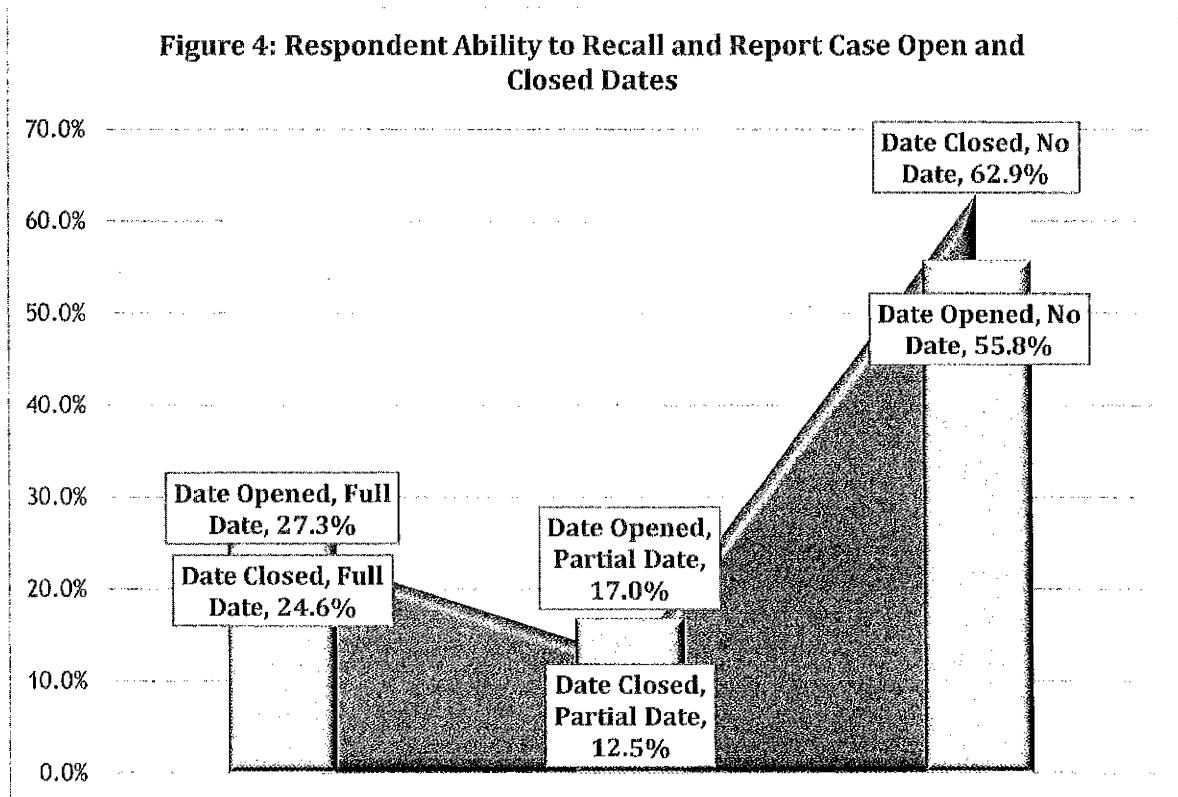
- (1) Consumer made no attempt to seek redress directly from the manufacturer
- (2) Consumer failed to submit required information in a timely manner
- (3) All other reasons

AWAP indices report that none of the closed, in-jurisdiction cases were settled beyond 40 days, whereas 37.0 percent of all survey respondents reported their cases were settled beyond 40 days.

The difference in the statistics is statistically significant but should not be of great concern. We can attribute this to error in recall and reporting on the part of the respondents, in particular, a misunderstanding of the AWAP rules regarding when a case is opened and closed and to respondents not referring to case documentation when completing the questionnaire.

Respondents are asked to recall very specific information about an event that may have occurred a year or more ago. They are asked to provide two pieces of information about their cases – the date their case was opened and the date their case was closed.

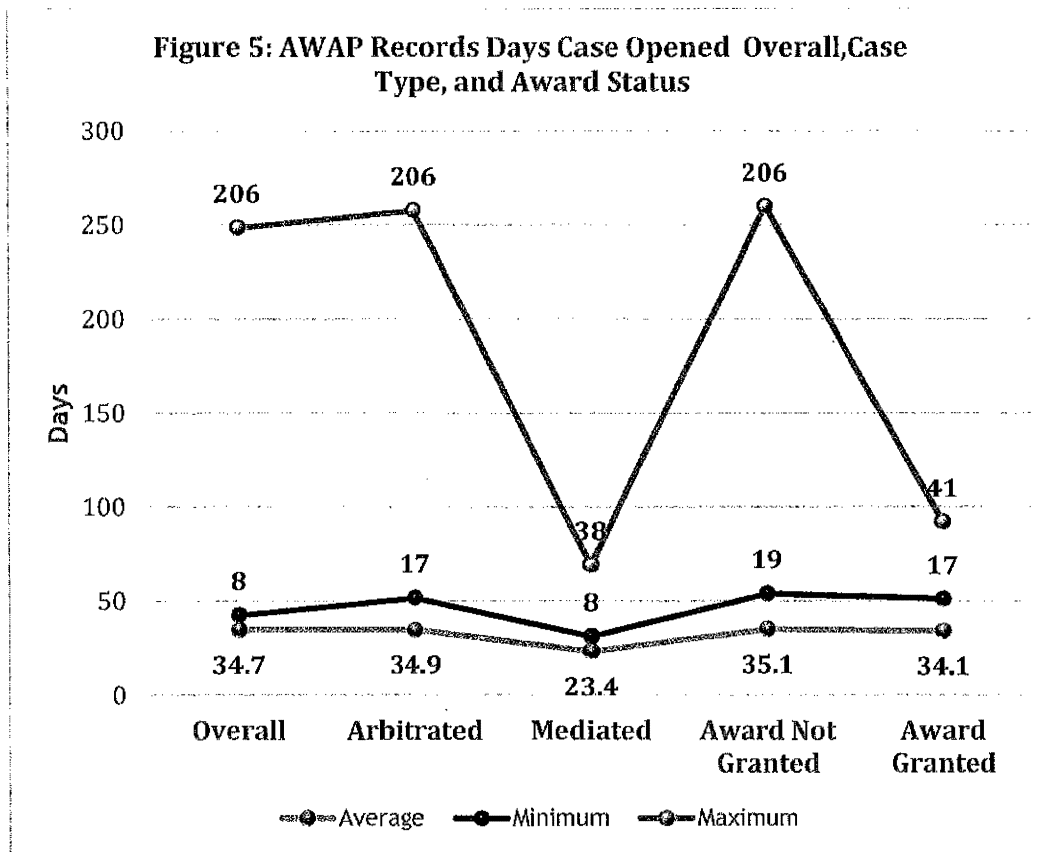
Figure 4 shows the results of these two questions. The data show that, only 27.3 percent were able to provide the date in which their case was opened and 24.6 percent the date their cases were closed. This data shows that most respondents are answering these questions from memory or not providing any information at all.



Using Qualtrics software’s ability to allow actual case data to be recorded as part of respondents’ answers to the other questions in the survey, the opened and closed dates for individual cases that were provided by the AWAP were recorded as part of the respondents’ data records. Using the “date difference” command in SPSS¹¹, the actual number of days a case was opened can be calculated.

This analysis showed that only 1.2 percent of cases were open beyond 40 days and 98.8 percent closed within 40 days. Figure 5 shows the actual average number of days cases were opened overall, by type of case, and whether an award was granted.

¹¹ SPSS is a comprehensive system for analyzing data. SPSS can take data from almost any type of file and use them to generate tabulated reports, charts, and plots of distributions and trends, descriptive statistics, and complex statistical analysis. SPSS is the acronym of Statistical Package for the Social Science.



Among respondents who said that their cases were delayed, the average number of days their cases were open was 34.2 days, with the minimum number of days at eight (8) days and the maximum number of days at 41. Respondents who said that their cases were not delayed, the average number of days their cases were open was 34.7 with a range between eight (8) and 206 days.

The statistical difference between data reported by the AWAP and the data in the Claverhouse survey regarding case delays should not be a cause for concern. The analysis above indicates that respondents are not using case documentation to answer the questions and are relying on memory or guesswork to provide opened and closed dates.

Also, the user may not be using the same criteria for when a case is considered “opened” and “closed” as does the AWAP. The AWAP considers a case opened when the forms are received in the office and processed. Consumers, on the other hand, may see their cases as having been opened when they first contacted the AWAP, when they mailed the forms, or even when they first began to experience problems with the vehicle. Similar considerations apply to when a case was closed, especially if the case had a negative outcome or there was a perceived delay in delivering the award.

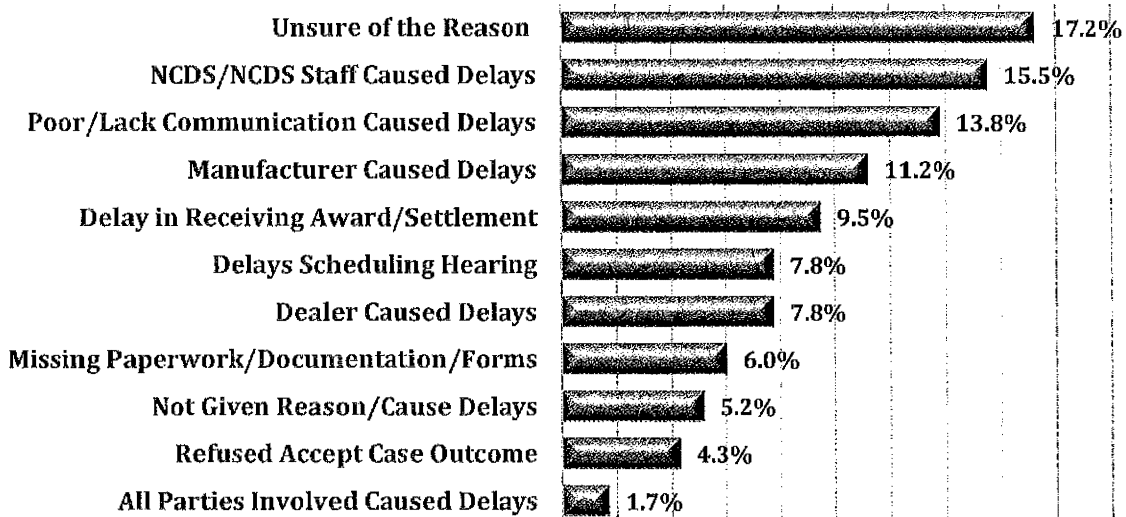
Respondents were also asked two questions about the reasons for delays in their cases. One question asked the respondent to choose from one of three categories based on delays categorized by the AWAP. These results are shown in Table 8.

Table 8: Reason for Delays Beyond 40 Days Comparison between Claverhouse Survey and AWAP Indices, National 2018

Reason for Delay	Claverhouse	AWAP
	Percentage (Number)	Percentage (Number)
Consumer failure to submit information in a timely manner	1.4% (2)	0.0% (0)
Consumer had made no attempt to seek redress directly from warrantor	8.2% (12)	0.0% (0)
Decision delayed beyond 40 days for any other reason	90.3% (132)	0.0% (0)
Total	100.0% (146)	100.0% (0)

The second, was an open-ended question asking respondents to explain why their cases were delayed. These responses were coded into like categories. Figure 6 shows the reasons for delays based on the respondent's perceptions. This data shows that 17.2 percent of respondents who said their cases were delayed were unsure of the reason. Also, only 1.7 percent of respondents felt that all parties were responsible for delays and 9.5 percent attributed the delay to receiving their award or settlement.

Figure 6: Reason for Delays Beyond 40 Days Respondent Perceptions



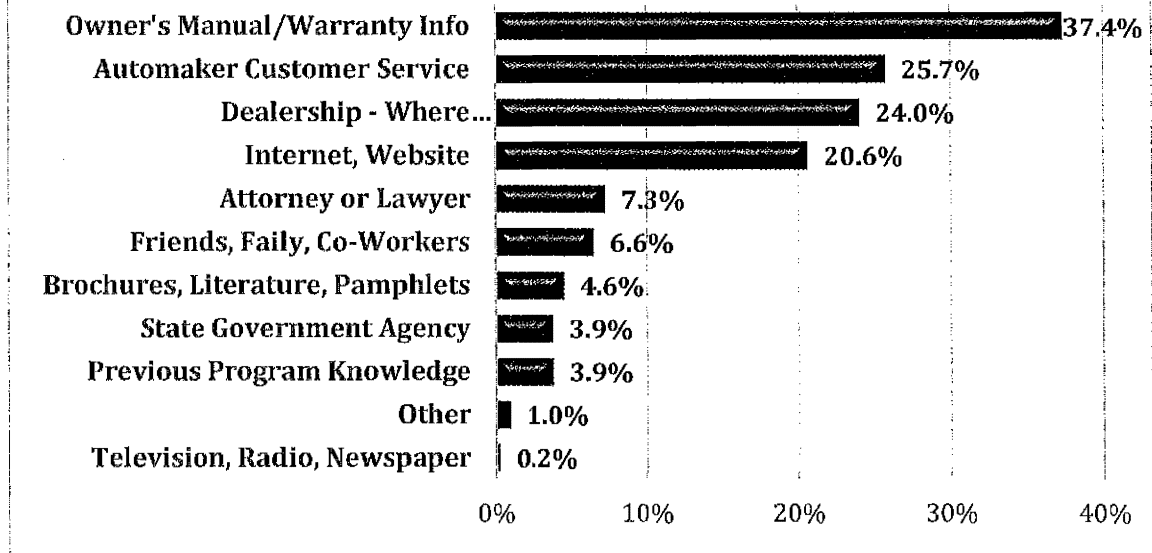
Although the statistics for the reasons for the delays are not in agreement, this should not be cause for concern for the same reasons mentioned above.

CONSUMER ATTITUDES TOWARD THE AWAP'S INFORMAL DISPUTE SETTLEMENT PROCEDURES

Part of the survey is designed to evaluate consumers' knowledge, use and satisfaction with the program itself. At the beginning of the questionnaire, respondents were asked how they learned about the Automobile Warranty Arbitration Program. The responses are summarized in Figure 7¹².

¹² The percentages in Figure 7 are based on the number of responses not the number of respondents since respondents could provide more than one method for learning about the AWAP.

Figure 7: How Consumers Learned about AWAP Availability

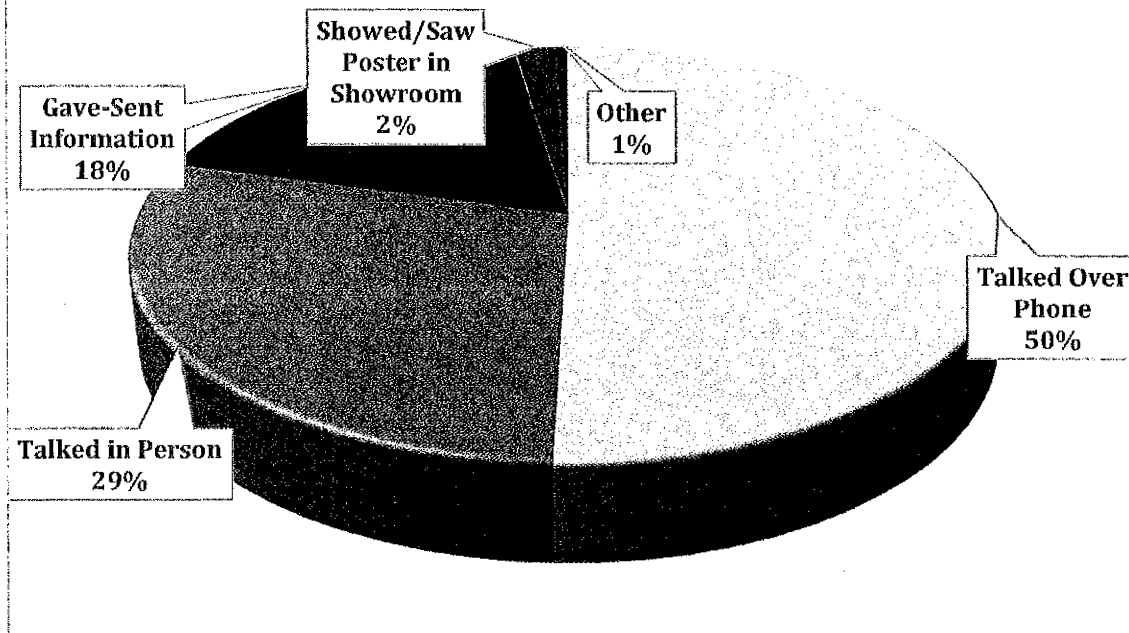


The leading source of information for all respondents was the owner’s manual or warranty information. The leading source of information for users whose cases were mediated was also the owner’s manual or warranty information with 33.3percent using this source. This was followed by the dealership and a state government agency, with 22.2 percent mentioning these sources.

The owner’s manual or warranty information was also the leading source of information for those with arbitrated cases, 37.5 percent. This was followed by customer service, 26.1 percent, and the dealership, 24.1 percent.

Those who reported that they had learned about the program through the dealer or the automobile manufacturer were asked additional questions about the means in which they were informed of the program. Figure 8 shows these results.

Figure 8: Ways Dealer or Manufacturer Informed User About AWAP



Respondents were also asked a series of questions about the informational materials and forms they received from the AWAP.

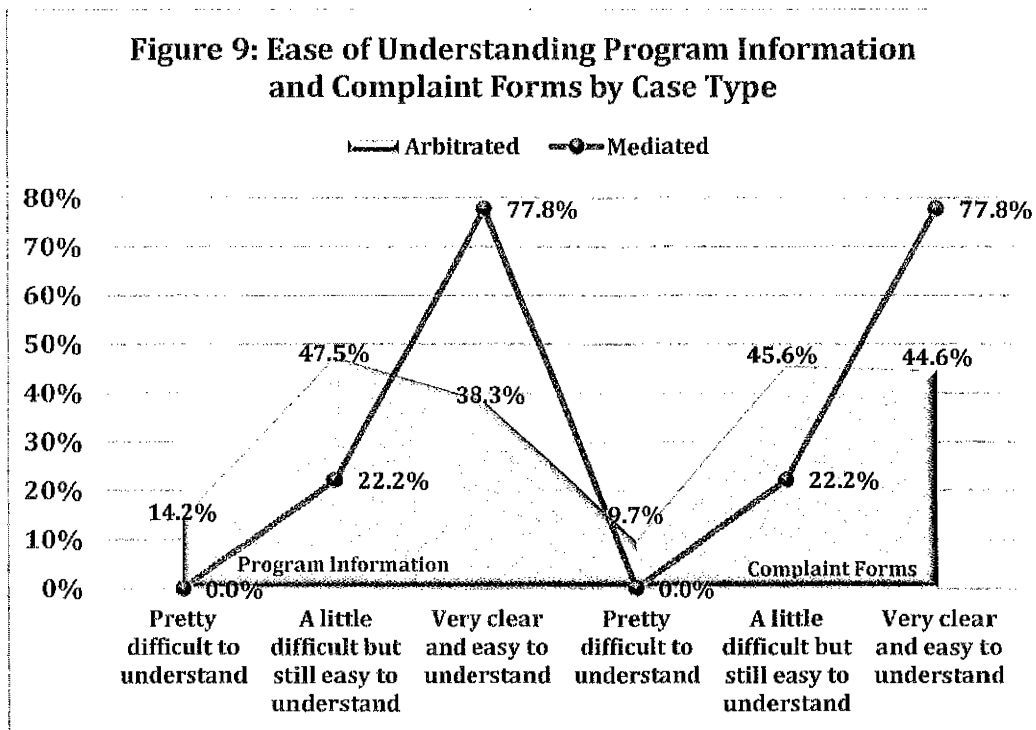
Respondents were asked if they received the program information by mail or accessed program information via the Internet. Almost two-thirds used the Internet to access program information, 61.4 percent, indicated they used the Internet to access information and claim forms. Users whose cases were arbitrated were more likely to access the forms using the Internet (61.8 percent) than those whose cases were mediated (44.4 percent).

When asked the level of difficulty in understanding the informational materials, 39.2 percent of respondents said the forms were very clear and easy to understand. Almost half, 46.9 percent, said the informational materials were a little difficult but still easy to understand, and 13.7 percent said they were pretty difficult to understand.

Respondents found complaint forms a little easier to understand with 45.4 percent indicating they were very clear and easy to understand. Only 9.5 percent found them pretty difficult to understand. The remaining 45.1 percent found the forms a little difficult but still easy to understand.

Respondents were very consistent in their assessment of the ease or difficulty of the informational materials and forms. More than three-quarters of respondents (76.9 percent) who found the informational materials very clear and easy to understand also found the complaint forms very clear and easy to understand. This trend also held true for those that found the materials pretty difficult to understand with 89.8 percent who found

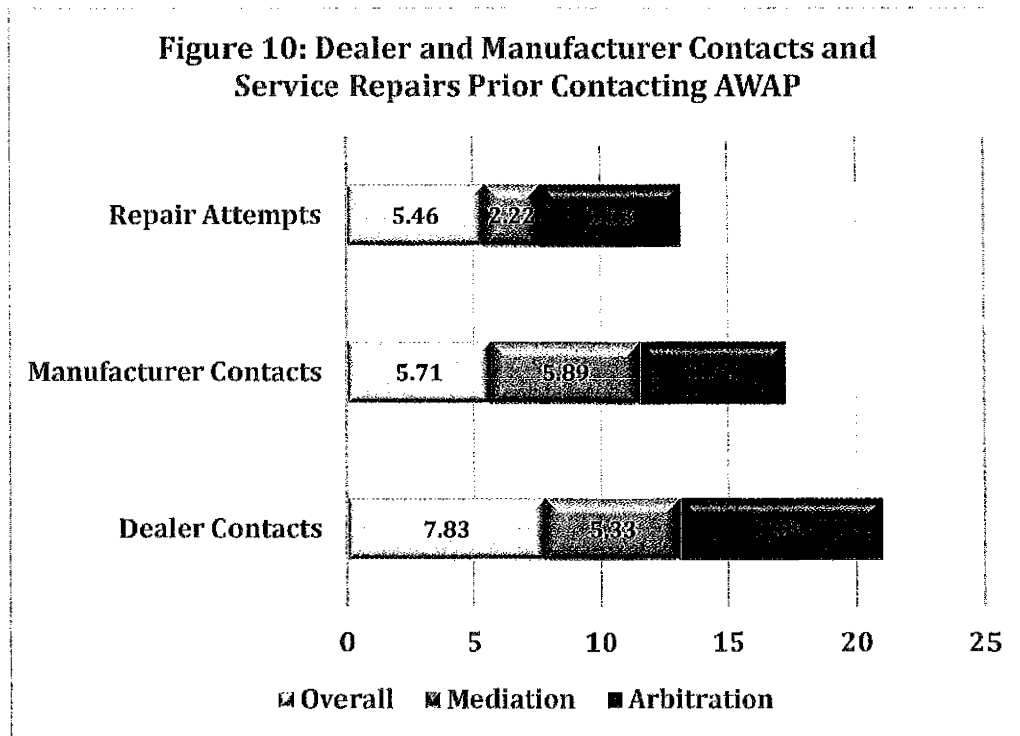
the informational materials pretty difficult to understand also found the complaint forms pretty difficult to understand. Figure 9 shows the difference in ease with the informational materials and complaint forms by case type.



After answering questions about how they learned about the program, respondents were asked how many times they contacted the dealer about problems or issues with the car; how many times they contacted the manufacturer about problems or issues with the car, and how many times the car went in for service or repairs.

The average number of times respondents reported each of the above occurrences is shown in Figure 10. The outlying values for each measure were eliminated prior to calculating each statistic.¹³ It is also important to note that 9.3 percent of respondents reported zero repair attempts, 2.7 percent reported no contacts with the dealer, and 11.3 percent reported no contacts with the manufacturer prior to filing their cases with the AWAP.

¹³ For number of times repaired, values ranging from 40 to 100 were eliminated; for number of times contacted the dealer, values of 100 to 180 were eliminated, and for number of times contacted the manufacturer, values ranging from 50 to 100 were eliminated.



SATISFACTION WITH THE AWAP PROGRAM AND PROCESS

Respondents also rated their satisfaction with the AWAP program and staff overall and in four areas:

- Objectivity and fairness
- Promptness in handling the complaint during the process
- Effort to assist in resolving the complaint
- Quality of in-person or telephone interactions

Respondents rated each area using a ten-point scale, where **1** represented **very dissatisfied** and **10** represented **very satisfied**. A respondent could only choose one number between 1 and 10. This type of scale is better for computing means (or averages) to gauge satisfaction or dissatisfaction with the program. For these items, the closer the mean is to **10**, the higher the level of **satisfaction**. The closer the mean is to **1**, the higher level of **dissatisfaction**.

Of the three areas, users of the program gave the **highest** satisfaction rating in the area of **promptness**, with 15.4 percent providing a rating of 10. The mean rating for this area was 5.45, which indicates slightly more people were satisfied with the AWAP in the area of promptness than dissatisfied. Only 22.2 percent of all respondents gave the AWAP a rating of 1 in this area (very dissatisfied).

The area with the second highest level of satisfaction, was in the area of **interactions** with AWAP in person or by telephone. Respondents gave the AWAP an overall rating of 4.71, with 33.1 giving a rating of one and 11.7 percent a rating of 10.

The area in which respondents were **most dissatisfied** was **objectivity and fairness**. Slightly more than half, 50.3 percent, gave the AWAP a rating of 1 in this area, which indicates a high level of dissatisfaction. Only 13.2 percent gave the AWAP a rating of 10 in this area. The mean response among all respondents was 3.69.

Respondents also showed high levels of dissatisfaction with the AWAP in the area of **effort**, with 49.1 percent providing a rating of 1. Only 9.9 percent gave the AWAP a rating of 10 in this area. The overall rating in the area of effort among all respondents was 3.83.

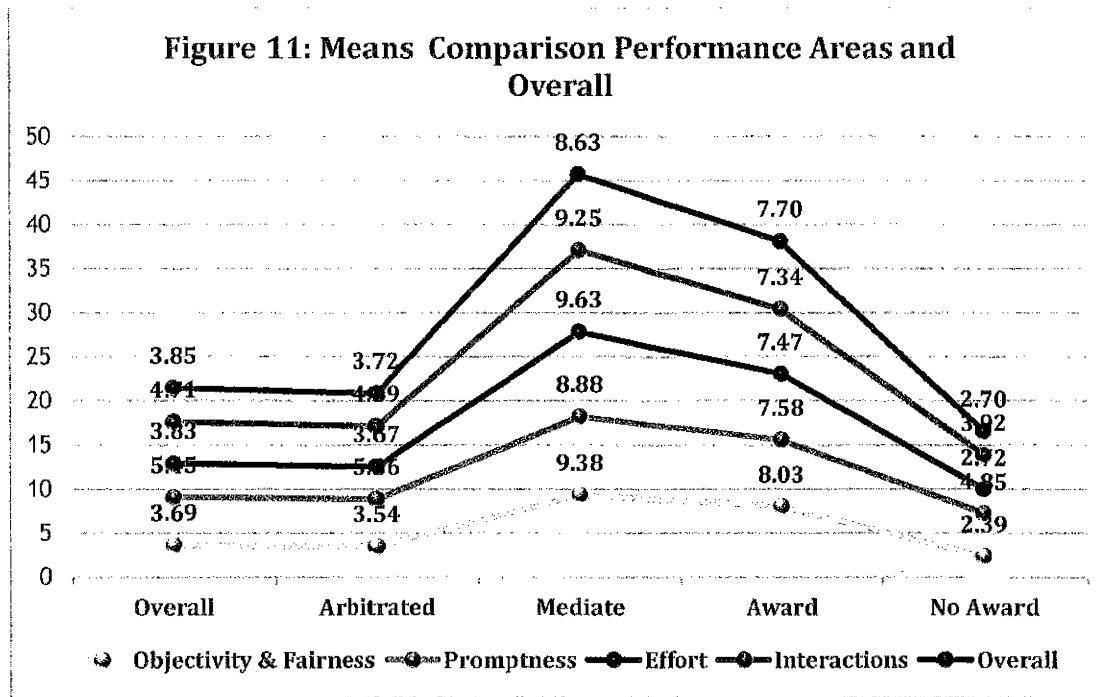
When asked to give an **overall** satisfaction rating, only 9.6 percent gave a rating of 10, which indicates that slightly less than 1 in 10 users of the program in 2018 were very satisfied. On the opposite end of the scale, 45.8 percent gave a rating of 1 (very dissatisfied). The overall rating for the program was 3.85.

Table 9 shows frequency distributions for all the four performance areas and overall.

**Table 9: User Ratings of AWAP in Performance Areas and Overall
Claverhouse Survey, National 2018**

	Rating									
	1	2	3	4	5	6	7	8	9	10
Objectivity & Fairness	50.3%	8.7%	5.4%	2.7%	6.9%	2.7%	4.2%	2.7%	3.3%	13.2%
Promptness	22.2%	6.5%	5.1%	5.9%	9.2%	8.1%	10.8%	11.4%	5.4%	15.4%
Effort	49.1%	7.6%	3.8%	3.5%	6.7%	3.2%	5.8%	5.3%	5.0%	9.9%
Interactions	33.1%	6.1%	5.3%	4.5%	12.5%	5.0%	5.8%	8.9%	7.0%	11.7%
Overall	45.8%	9.0%	6.1%	2.3%	8.4%	4.3%	4.6%	4.6%	5.2%	9.6%

The mean for each performance item and for overall satisfaction with the AWAP by case type and award status is show in Figure 11.



Whether or not respondents followed up with the AWAP can also in part measure satisfaction with the program.

Respondents were asked, if after their case was closed, did they talk with a representative at the AWAP or return a postcard to the program about their settlement or award and how their case was handled.

Overall, 54.3 percent indicated they had some form of contact with the AWAP after their case was closed. Of those that had contact, 41.2 percent spoke directly to the staff, 41.7 percent returned the postcard, and 17.1 percent spoke to the staff and returned the postcard.

Among users whose cases were mediated, 66.7 percent said they talked to the staff and 11.1 percent talked to staff and returned the postcard. No user whose case was mediated reported returning the postcard as their only means of contact with the AWAP. Only 22.2 percent did not follow up in any manner. The level of interaction after their case was closed was very different for those whose cases were settled through arbitration. Only 21.3 percent spoke directly to staff, 23.1 percent only returned the post card, 9.3 percent spoke to staff and returned the postcard and 46.3 percent did not follow up in any manner.

Another measure of consumers' satisfaction or dissatisfaction with the AWAP program is whether they would recommend the program to others. Table 10 shows these results.

**Table 10: Would Consumer Recommend the AWAP Program to Others?
Claverhouse Survey, National 2018**

Method of Resolution and Outcome	Yes	No	Depends on Circumstances
Mediated	88.9%	0.0%	11.1%
Arbitrated	15.2%	61.0%	23.8%
Award Granted	59.4%	13.0%	27.5%
No Award Granted	5.8%	71.2%	23.0%
Overall	16.8%	59.7%	23.5%

Finally, survey respondents were given an opportunity to comment on their experiences with the AWAP and offer suggestion for program changes or improvements.

Respondents could freely type their own responses to this question, on any topic that they considered important enough to mention. All comments have been categorized according to the most common topics raised and are presented in Table 11.

**Table 11: Consumer Suggestions for Program Improvements
Claverhouse Survey, National 2018**

Suggestion for Improvement	N	Percent
Bias Arbitrators/Arbitrators Favor Manufacturers	139	25.5%
Better Review Complaint/Problems by Staff/Arbitrators	59	10.8%
Dealers/Manufacturers More Responsive to Consumers/Complainant	48	8.8%
More Communication/Contact/Interaction Arbitrators Staff	39	7.2%
Program/Process Waste of Time	38	7.0%
Allow More Information/History of Problems in Complaint	37	6.8%
Better/ More Knowledgeable Mechanics/Review Staff	24	4.4%
Expand Eligible Criteria/Consider Broader Issues Related Car	20	3.7%
Better Explanation/Documentation of Process/Program/Easier Understand	19	3.5%
Did Good Job/Pleased/No Complaints	19	3.5%
More Transparency Regarding Program Funding/Affiliation Automakers	18	3.3%
Better Follow-up/Enforcement of Awards/Settlements	17	3.1%
More/ Better Representation at Hearings	16	2.9%
Quicken Process/ Speedier Decisions	12	2.2%
Rude/Dismissive/Unprofessional Arbitrators/Staff	12	2.2%
Need Ability to Dispute/Challenge Decision	10	1.8%
Fair/Equitable Settlements/Awards	9	1.7%
Need More Program Locations/Teleconferencing/Video Hearings	4	0.7%
Other	3	0.6%
Electronic, On-Line, Email Communication/Forms	2	0.4%
Total	545¹⁴	100.0%

¹⁴ Up to four (4) comments were classified into categories for respondents. The percentages are based on the number of responses (545) not respondents answering the question (388).

The suggestions for improvement/comments given by those whose cases were mediated were:

- Did a good job, no complaints, 44.4 percent
- Better follow-up/enforcement of awards/settlements 33.3 percent
- More communication/contact/interaction arbitrators' staff , 11.1 percent
- Quicken process/ speedier decisions 11.1 percent.

For those with arbitrated cases, the suggestions for improvement varied:

- Bias arbitrators/arbitrators favor manufacturers was mentioned by 34.1 percent of program users.
- Better review 14.5 percent
- Dealers/manufacturers 11.8
- More communication 9.6 percent

CONCLUSIONS

Based on the comparison of the Claverhouse survey results with the AWAP national indices, it is concluded that the AWAP indices differ in five (5) areas.

The differences are “method of outcome”, “case decided by board and warrantor has complied,” “arbitration decision adverse to consumer,” “case delayed beyond 40 days,” and “reasons for delays beyond 40 days.”

For the statistics dealing with arbitration decisions, the differences should not be cause for concern since both differences favor the consumer and not the program. The difference may also be attributed to non-response bias in that those who were granted awards were probably more likely to participate than those who were not granted anything by the AWAP.

The other difference between the survey results and AWAP indices is the proportion of arbitrated cases delayed beyond 40 days. Again, this difference should not be cause for concern. The difference can be attributed to respondent error in recall and in reporting. This is substantiated by the facts detailed earlier in this report. There is also a statistical difference in the reasons for the delays.

It is concluded that the AWAP indices are in agreement with the Claverhouse survey for the majority of the indices, and for those that are not, it is not to be a cause for concern because the differences do not indicate that the program is improperly collecting or reporting program statistics.

SECTION VI

Audit Related Regulatory Requirements

REQUIREMENT: § 703.7 (c)(3)(I)

A report of each audit under this section shall be submitted to the Federal Trade Commission, and shall be made available to any person at reasonable cost. The Mechanism may direct its auditor to delete names of parties to disputes, and identity of products involved, from the audit report.

A copy has been supplied to the Federal Trade Commission consistent with this requirement.

REQUIREMENT: § 703.7 (d)

Auditors shall be selected by the Mechanism. No auditor may be involved with the Mechanism as a warrantor, sponsor or member, or employee or agent thereof, other than for purposes of the audit.

The audit was conducted consistent with this requirement.

SECTION VII
Appendix/Codebook

CODEBOOK

AWAP - 2018 NATIONAL
408 Cases

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CASEID CASE IDENTIFICATION NUMBER

408 cases (Range of valid codes: 1-408)

Data type: numeric
Record/columns: 1/481-483

Q1 Consent

%	N	VALUE	LABEL
100.0	400	1	Yes
0.0	0	2	No
	8	.	(No Data)

----- ---
100.0 408 cases

Data type: numeric
Record/columns: 1/1-4

Q3_1_1 Auto - Year - Year

%	N	VALUE	LABEL
0.5	2	2010	2014
0.0	0	2011	2013
0.0	0	2012	2012
0.8	3	2013	2013
2.3	9	2014	2014
13.5	54	2015	2015
20.3	81	2016	2016
40.3	161	2017	2017
22.5	90	2018	2018
	8	.	(No Data)

----- ---
100.0 408 cases

Data type: numeric
Record/columns: 1/5-8

Q3_2_1 Auto - Make - Make

%	N	VALUE	LABEL
2.5	10	1	Accura
26.1	105	2	Chrysler
9.7	39	3	Honda
0.0	0	4	Mitsubishi
3.5	14	5	Lexus
0.0	0	6	Porsche
0.0	0	7	Suzuki
9.5	38	8	Toyota
30.6	123	9	Jeep
15.9	64	10	Other
2.2	9	11	Tesla
	6	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/9-12

Q4

State

%	N	VALUE	LABEL
1.3	5	1	Alabama
2.8	11	2	Arizona
1.3	5	3	Arkansas
16.3	65	4	California
1.8	7	5	Colorado
0.3	1	6	Connecticut
0.5	2	7	Delaware
0.3	1	8	District of Columbia
7.5	30	9	Florida
3.3	13	10	Georgia
1.3	5	11	Idaho
3.5	14	12	Illinois
2.3	9	13	Indiana
0.3	1	14	Iowa
1.0	4	15	Kansas
1.5	6	16	Kentucky
0.5	2	17	Louisiana
0.3	1	18	Maine
2.5	10	19	Maryland
2.0	8	20	Massachusetts
5.3	21	21	Michigan
1.8	7	22	Minnesota
0.3	1	23	Mississippi
1.3	5	24	Missouri
0.0	0	25	Montana
0.8	3	26	Nebraska
1.0	4	27	Nevada
0.3	1	28	New Hampshire
3.0	12	29	New Jersey
1.0	4	30	New Mexico
4.3	17	31	New York
5.0	20	32	North Carolina
0.0	0	33	North Dakota
2.8	11	34	Ohio
1.5	6	35	Oklahoma
1.8	7	36	Oregon
3.8	15	37	Pennsylvania
0.3	1	38	Rhode Island
1.8	7	39	South Carolina
0.0	0	40	South Dakota
1.0	4	41	Tennessee
5.5	22	42	Texas
0.3	1	43	Utah
0.5	2	44	Vermont
1.5	6	45	Virginia

1.5	6	46	Washington
0.8	3	47	West Virginia
2.8	11	48	Wisconsin
0.0	0	49	Wyoming
0.0	0	50	Puerto Rico
0.0	0	51	Alaska
0.3	1	52	Hawaii
0.0	0	53	I do not reside in the United States
0.0	0	54	Alaska
	10	.	(No Data)

100.0	408	cases	

Data type: numeric
 Record/columns: 1/13-16

OPEN_MONTH	Month Open		
%	N	VALUE	LABEL
5.8	20	1	January
2.3	8	2	February
4.6	16	3	March
2.6	9	4	April
5.5	19	5	May
4.0	14	6	June
4.3	15	7	July
5.5	19	8	August
4.9	17	9	September
5.8	20	10	October
4.0	14	11	November
2.9	10	12	December
47.7	165	99	Do Not Recall
	62	.	(No Data)

100.0	408	cases	

Data type: numeric
 Record/columns: 1/17-20

OPEN_DAY	Day Open		
%	N	VALUE	LABEL
5.6	12	1	1
0.9	2	2	2
0.5	1	3	3
1.4	3	4	4
1.9	4	5	5
2.3	5	6	6
2.3	5	7	7
0.9	2	8	8
3.3	7	9	9
1.9	4	10	10
1.9	4	11	11
0.5	1	12	12
1.4	3	13	13
1.9	4	14	14
2.3	5	15	15
3.3	7	16	16
0.9	2	17	17
2.8	6	18	18
1.9	4	19	19
0.5	1	20	20
1.9	4	21	21
0.0	0	22	22
0.0	0	23	23
0.9	2	24	24
1.4	3	25	25
1.4	3	26	26
1.4	3	27	27
1.4	3	28	28
1.4	3	29	29
2.8	6	30	30
0.9	2	31	31
48.4	104	99	Do Not Recall
	193	.	(No Data)
-----	---		
100.0	408	cases	

Data type: numeric
 Record/columns: 1/21-24

OPEN_YEAR		Year Open	
%	N	VALUE	LABEL
12.5	31	2017	2017
86.3	214	2018	2018
1.2	3	2019	2019
	160	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Record/columns: 1/25-28

CLOSED_MONTH		Month Closed	
%	N	VALUE	LABEL
3.7	12	1	January
3.1	10	2	February
2.4	8	3	March
3.7	12	4	April
3.4	11	5	May
2.4	8	6	June
4.3	14	7	July
3.4	11	8	August
3.7	12	9	September
4.6	15	10	October
4.9	16	11	November
6.7	22	12	December
53.8	176	99	Do Not Recall
	81	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Record/columns: 1/29-32

CLOSED_DAY		Day Closed	
%	N	VALUE	LABEL
4.0	8	1	1
1.0	2	2	2
1.0	2	3	3
1.0	2	4	4
2.0	4	5	5
2.0	4	6	6
1.5	3	7	7
1.5	3	8	8
0.0	0	9	9
1.0	2	10	10
2.5	5	11	11
2.0	4	12	12
1.5	3	13	13
2.0	4	14	14
2.5	5	15	15
1.5	3	16	16
1.0	2	17	17
2.0	4	18	18
1.0	2	19	19
3.0	6	20	20
0.0	0	21	21
2.5	5	22	22
2.5	5	23	23
1.0	2	24	24
0.5	1	25	25
1.5	3	26	26
1.0	2	27	27
2.5	5	28	28
1.0	2	29	29
3.0	6	30	30
0.5	1	31	31
50.2	101	99	Do Not Recall
	207	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/33-36

CLOSED_YEAR	Year Closed		
%	N	VALUE	LABEL
2.2	5	2017	2017
89.3	200	2018	2018
8.5	19	2019	2019
	184	.	(No Data)
-----	---		
100.0	408	cases	

Data type: numeric
Record/columns: 1/37-40

Q7_1	Learn Program - Owner's Manual/Warranty Info		
%	N	VALUE	LABEL
62.3	254	0	NOT CHECKED
37.7	154	1	CHECKED
-----	---		
100.0	408	cases	

Data type: numeric
Record/columns: 1/41-44

Q7_2	Learn Program - Attorney or Lawyer		
%	N	VALUE	LABEL
92.6	378	0	NOT CHECKED
7.4	30	1	CHECKED
-----	---		
100.0	408	cases	

Data type: numeric
Record/columns: 1/45-48

Q7_3	Learn Program - Brochures, Literature, Pamphlets		
%	N	VALUE	LABEL
95.3	389	0	NOT CHECKED
4.7	19	1	CHECKED
-----	---		
100.0	408	cases	

Data type: numeric
Record/columns: 1/49-52

Q7_4 Learn Program - Television, Radio, Newspaper

%	N	VALUE	LABEL
99.8	407	0	NOT CHECKED
0.2	1	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/53-56

Q7_5 Learn Program - Friends, Family, Co-Workers

%	N	VALUE	LABEL
93.4	381	0	NOT CHECKED
6.6	27	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/57-60

Q7_6 Learn Program - Previous Program Knowledge

%	N	VALUE	LABEL
96.1	392	0	NOT CHECKED
3.9	16	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/61-64

Q7_7 Learn Program - Internet, Website

%	N	VALUE	LABEL
79.2	323	0	NOT CHECKED
20.8	85	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/65-68

Q7_8 Learn Program - Automaker Customer Service

%	N	VALUE	LABEL
74.0	302	0	NOT CHECKED
26.0	106	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/69-72

Q7_9 Learn Program - Dealership - Where Purchased/Other

%	N	VALUE	LABEL
76.0	310	0	NOT CHECKED
24.0	98	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/73-76

Q7_11 Learn Program - State Government Agency

%	N	VALUE	LABEL
96.1	392	0	NOT CHECKED
3.9	16	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/77-80

Q7_10 Learn Program - Other

%	N	VALUE	LABEL
99.0	404	0	NOT CHECKED
1.0	4	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/81-84

Q8_1 Dealer-Manufacturer Inform - Talked In Person

%	N	VALUE	LABEL
85.3	348	0	NOT CHECKED
14.7	60	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/85-88

Q8_2 Dealer-Manufacturer Inform - Talked Over Phone

%	N	VALUE	LABEL
74.3	303	0	NOT CHECKED
25.7	105	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/89-92

Q8_3 Dealer-Manufacturer Inform - Gave-Sent Information

%	N	VALUE	LABEL
90.7	370	0	NOT CHECKED
9.3	38	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/93-96

Q8_4 Dealer-Manufacturer Inform - Showed/Saw Poster in Showroom

%	N	VALUE	LABEL
99.0	404	0	NOT CHECKED
1.0	4	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/97-100

Q8_5 Dealer-Manufacturer Inform - Other

%	N	VALUE	LABEL
99.8	407	0	NOT CHECKED
0.2	1	1	CHECKED
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/101-104

Q52_1 Times - Contacted Dealer

%	N	VALUE	LABEL
2.7	11	0.00	
1.0	4	1.00	
3.4	14	2.00	
10.3	42	3.00	
9.9	40	4.00	
14.0	57	5.00	
11.8	48	6.00	
7.6	31	7.00	
6.7	27	8.00	
2.5	10	9.00	
12.6	51	10.00	
2.5	10	12.00	
0.5	2	13.00	
0.5	2	14.00	
4.2	17	15.00	
0.5	2	16.00	
0.7	3	18.00	
4.2	17	20.00	
0.5	2	21.00	
0.7	3	25.00	
1.7	7	30.00	
0.2	1	35.00	
0.2	1	40.00	
0.5	2	50.00	
0.5	2	60.00	
	2	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
Decimals: 2
Record/columns: 1/105-108

Q52_2

Times - Contacted Manufacturer

%	N	VALUE	LABEL
11.3	46	0.00	
9.4	38	1.00	
14.8	60	2.00	
14.3	58	3.00	
7.4	30	4.00	
12.8	52	5.00	
3.9	16	6.00	
1.2	5	7.00	
2.5	10	8.00	
0.5	2	9.00	
10.1	41	10.00	
0.2	1	11.00	
1.5	6	12.00	
0.2	1	14.00	
1.2	5	15.00	
0.2	1	17.00	
0.2	1	19.00	
2.2	9	20.00	
0.2	1	24.00	
2.2	9	25.00	
1.5	6	30.00	
0.2	1	35.00	
0.5	2	40.00	
0.7	3	50.00	
0.2	1	65.00	
0.2	1	75.00	
	2	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Decimals: 2
 Record/columns: 1/109-112

Q52_4 Times - Service or Repairs

%	N	VALUE	LABEL
9.3	38	0.00	
6.1	25	1.00	
0.2	1	1.80	
6.9	28	2.00	
11.3	46	3.00	
11.5	47	4.00	
18.4	75	5.00	
9.8	40	6.00	
4.7	19	7.00	
6.9	28	8.00	
1.7	7	9.00	
4.4	18	10.00	
0.5	2	11.00	
1.7	7	12.00	
0.5	2	13.00	
0.2	1	14.00	
2.7	11	15.00	
0.2	1	16.00	
0.5	2	18.00	
1.5	6	20.00	
0.2	1	21.00	
0.5	2	45.00	
	1	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Decimals: 2
 Record/columns: 1/113-116

Q9 Access Information Mail-Internet

%	N	VALUE	LABEL
38.6	156	1	Received program information and claims forms by mail
61.4	248	2	Accessed program information and claim forms from website
	4	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/117-120

Q10 Program Info

%	N	VALUE	LABEL
39.2	158	1	Very clear and easy to understand
46.9	189	2	A little difficult but still easy to understand
13.9	56	3	Pretty difficult to understand
	5	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/121-124

Q11 Complaint Forms

%	N	VALUE	LABEL
45.4	181	1	Very clear and easy to understand and complete
45.1	180	2	A little difficult but still easy to understand and complete
9.5	38	3	Pretty difficult to understand and complete
	9	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/125-128

MOR

MOR

%	N	VALUE	LABEL
97.8	399	1	Arbitration - Decision by Arbitrator, Panel or Board
2.2	9	2	Mediation - Settlement with Dealer or Manufacturer
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/129-132

Q13 Mediated Outcome

%	N	VALUE	LABEL
55.6	5	1	Ordered additional repair attempts
0.0	0	2	Ordered or recognized a trade assist (trade current vehicle towards a different vehicle)
33.3	3	3	Ordered a partial refund (includes buyback or cash settlement less mileage and/or other expenses)
11.1	1	4	Ordered a replacement vehicle
0.0	0	5	Other (please specify)
0.0	0	6	Dismissed your claim/no settlement was offered
	399	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
 Record/columns: 1/277-280

Q14 Mediated-Received

%	N	VALUE	LABEL
88.9	8	1	Yes
11.1	1	2	No
	399	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
 Record/columns: 1/133-136

Q15 Mediated-Receive Time Frame

%	N	VALUE	LABEL
87.5	7	1	Yes
12.5	1	2	No
	400	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
 Record/columns: 1/137-140

Q16 Mediated-Not Receive

%	N	VALUE	LABEL
0.0	0	1	Yes
100.0	1	2	No
	407	.	(No Data)
-----	---		
100.0	408		cases

Q18 Mediated-Purse Case

%	N	VALUE	LABEL
22.2	2	1	Yes
77.8	7	2	No
	399	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
 Record/columns: 1/145-148

Q19_1 Mediated-Method Pursue - Attorney

%	N	VALUE	LABEL
100.0	2	0	NOT CHECKED
0.0	0	1	CHECKED
	406	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
 Record/columns: 1/149-152

Q19_2 Mediated-Method Pursue - Alternative Solution-Dealer/Manufacturer

%	N	VALUE	LABEL
0.0	0	0	NOT CHECKED
100.0	2	1	CHECKED
	406	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
 Record/columns: 1/153-156

Q19_3 Mediated-Method Pursue - State/Other Government Agency

%	N	VALUE	LABEL
100.0	2	0	NOT CHECKED
0.0	0	1	CHECKED
	406	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/157-160

Q19_4 Mediated-Method Pursue - Re-Contacted NCDS

%	N	VALUE	LABEL
50.0	1	0	NOT CHECKED
50.0	1	1	CHECKED
	406	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/161-164

Q19_5 Mediated-Method Pursue - Other

%	N	VALUE	LABEL
100.0	2	0	NOT CHECKED
0.0	0	1	CHECKED
	406	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/165-168

Q21 Arb - Paperwork

%	N	VALUE	LABEL
89.4	356	1	Yes
10.6	42	2	No
	10	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/169-172

Q22 Arb - Accuracy Claim

%	N	VALUE	LABEL
29.8	106	1	Very accurately
43.3	154	2	Somewhat accurately
27.0	96	3	Not too or not at all accurately
	52	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/173-176

Q23 Arb - Notified Hearing

%	N	VALUE	LABEL
74.4	297	1	Yes, notified
6.5	26	2	No, was not notified
19.0	76	3	Chose document only hearing
	9	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/177-180

Q25 Arb - Attend Hearing

%	N	VALUE	LABEL
60.9	181	1	In person
4.7	14	2	By telephone
13.8	41	3	Did not attend hearing
20.5	61	4	Chose document only hearing
	111	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/181-184

Q26_1 Arb - Unattended Hearing - Work/School/Professional Commitments

%	N	VALUE	LABEL
80.5	33	0	NOT CHECKED
19.5	8	1	CHECKED
	367	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/185-188

Q26_2 Arb - Unattended Hearing - Personal Commitments

%	N	VALUE	LABEL
95.1	39	0	NOT CHECKED
4.9	2	1	CHECKED
	367	.	(No Data)
-----	---		
100.0	408		cases

Data type: numeric
Record/columns: 1/189-192

Q26_3 Arb - Unattended Hearing - Distance to Hearing/Meeting

%	N	VALUE	LABEL
58.5	24	0	NOT CHECKED
41.5	17	1	CHECKED
	367	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/193-196

Q26_4 Arb - Unattended Hearing - Presence Not Required/Not Necessary

%	N	VALUE	LABEL
36.6	15	0	NOT CHECKED
63.4	26	1	CHECKED
	367	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/197-200

Q26_5 Arb - Unattended Hearing - Other

%	N	VALUE	LABEL
100.0	41	0	NOT CHECKED
0.0	0	1	CHECKED
	367	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/201-204

Q27 Arb - Outcome - Selected Choice

%	N	VALUE	LABEL
3.3	13	1	Ordered additional repairs attempts
0.3	1	2	Ordered or recognized a trade assist (trade current vehicle towards a different vehicle)
10.8	43	3	Ordered a partial refund (includes buyback or cash settlement less mileage and/or other expenses)
3.3	13	4	Ordered a replacement vehicle
0.0	0	5	Ordered other (please specify)
82.5	329	6	The NCDS ruled against your claim and the manufacturer or dealer did not have to do anything further in your case.
	9	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/205-208

Q28 Arb - Accept-Reject

%	N	VALUE	LABEL
94.3	66	1	Accept the decision (award)
5.7	4	2	Reject the decision (award)
	338	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/209-212

Q31 Arb - Receive Time Frame

%	N	VALUE	LABEL
56.3	36	1	Receive your award within the time frame specified in the decision?
39.1	25	2	Receive your award but not within the time frame specified in your decision?
4.7	3	3	Not receive your award?
	344	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
 Record/columns: 1/213-216

Q30 Arb - Pursue Case

%	N	VALUE	LABEL
35.3	141	1	Yes
64.7	258	2	No
	9	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/217-220

Q33_1 Arb - Method Pursue - Attorney

%	N	VALUE	LABEL
50.4	71	0	NOT CHECKED
49.6	70	1	CHECKED
	267	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/221-224

Q33_2 Arb - Method Pursue - Alternative Solution-Dealer/Manufacturer

%	N	VALUE	LABEL
75.2	106	0	NOT CHECKED
24.8	35	1	CHECKED
	267	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/225-228

Q33_3 Arb - Method Pursue - State/Other Government Agency

%	N	VALUE	LABEL
73.8	104	0	NOT CHECKED
26.2	37	1	CHECKED
	267	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/229-232

Q33_4 Arb - Method Pursue - Re-contacted NCDS Program

%	N	VALUE	LABEL
73.8	104	0	NOT CHECKED
26.2	37	1	CHECKED
	267	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/233-236

Q33_5 Arb - Method Pursue - Other

%	N	VALUE	LABEL
99.3	140	0	NOT CHECKED
0.7	1	1	CHECKED
	267	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/237-240

Q39 Delay 40 Days

%	N	VALUE	LABEL
0.0	0	0	NOT CHECKED
37.0	148	1	CHECKED
63.0	252	2	
	8	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/241-244

Q41 Reason Delay 40 Days - Selected Choice

%	N	VALUE	LABEL
1.4	2	1	You failed to submit information in a timely manner
8.2	12	2	You did not first seek to solve issues directly with the automaker/manufacturer
90.4	132	3	The delay was due to other reasons (please specify)
	262	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/245-248

Q34 Return PostCard/Talk

%	N	VALUE	LABEL
22.4	89	1	Yes, talked to staff
22.6	90	2	Yes, returned postcard
9.3	37	3	Both, talked to staff and returned the postcard
45.7	182	4	No, didn't bother
	10	.	(No Data)
-----	----		
100.0	408		cases

Data type: numeric
Record/columns: 1/249-252

Q42_1 Satisfaction - Their objectivity and fairness.

%	N	VALUE	LABEL
50.3	168	1.00	
8.7	29	2.00	
5.4	18	3.00	
2.7	9	4.00	
6.9	23	5.00	
2.7	9	6.00	
4.2	14	7.00	
2.7	9	8.00	
3.3	11	9.00	
13.2	44	10.00	
	74	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Decimals: 2
 Record/columns: 1/253-256

Q42_2 Satisfaction - Their promptness

%	N	VALUE	LABEL
22.2	82	1.00	
6.5	24	2.00	
5.1	19	3.00	
5.9	22	4.00	
9.2	34	5.00	
8.1	30	6.00	
10.8	40	7.00	
11.4	42	8.00	
5.4	20	9.00	
15.4	57	10.00	
	38	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Decimals: 2
 Record/columns: 1/257-260

Q42_3 Satisfaction - Their efforts

%	N	VALUE	LABEL
49.1	168	1.00	
7.6	26	2.00	
3.8	13	3.00	
3.5	12	4.00	
6.7	23	5.00	
3.2	11	6.00	
5.8	20	7.00	
5.3	18	8.00	
5.0	17	9.00	
9.9	34	10.00	
	66	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Decimals: 2
 Record/columns: 1/261-264

Q42_5 with you either in person or by telephone.

%	N	VALUE	LABEL
33.1	119	1.00	
6.1	22	2.00	
5.3	19	3.00	
4.5	16	4.00	
12.5	45	5.00	
5.0	18	6.00	
5.8	21	7.00	
8.9	32	8.00	
7.0	25	9.00	
11.7	42	10.00	
	49	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Decimals: 2
 Record/columns: 1/265-268

Q42_4 Satisfaction - The NCDS program overall.

%	N	VALUE	LABEL
45.8	158	1.00	
9.0	31	2.00	
6.1	21	3.00	
2.3	8	4.00	
8.4	29	5.00	
4.3	15	6.00	
4.6	16	7.00	
4.6	16	8.00	
5.2	18	9.00	
9.6	33	10.00	
	63	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Decimals: 2
 Record/columns: 1/269-272

Q43 Recommend Program

%	N	VALUE	LABEL
16.8	68	1	Yes
59.7	241	2	No
23.5	95	3	Depends on the circumstances
	4	.	(No Data)
-----	----		
100.0	408	cases	

Data type: numeric
 Record/columns: 1/273-276