

LCB File No. R075-09

PROPOSED REGULATION OF THE STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

(This regulation was previously adopted as T047-09)

[] - Delete
***Italics* - Add**

NAC 625.610 Stamps, seals and signatures on documents. (NRS 625.140, 625.565, 625.383)

1. A stamp authorized by the board ~~[must]~~ *may* be obtained at the office of the board at the expense of the licensee.
2. A person who is licensed in more than one discipline of engineering shall use a separate stamp for each discipline, except that a person who is licensed in the discipline of civil and structural engineering may use a single stamp for both disciplines.
3. The impression made by a stamp or seal:
 - (a) Must be opaque and permanent;
 - (b) Must state the name of the licensee;
 - (c) Must contain the license number of the licensee;
 - (d) Must state the particular discipline in which the licensee is licensed; and
 - (e) May state the expiration date of the license of the licensee.
4. Each licensee shall validate a stamp or seal by signing his name legibly in opaque ink across the face of the impression made by the stamp or seal, entering the date of stamping, ~~[and]~~ *or* sealing and *the date of expiration*, unless such information is included in a stamp or seal pursuant to subsection 3 ~~[entering the date of the expiration of his license immediately below the impression of the stamp or seal. The signature must not obliterate the name of the licensee or his discipline or the number of his license.]~~ *The name of the licensee, discipline or license number must be legible.* The licensee may not use a stamp ~~[or computer]~~ to produce his signature.
5. When a licensee signs, stamps or seals a document containing the work of others, the licensee represents that he has prepared or has been in responsible charge of the production of the entire document unless he includes a written statement adjacent to his signature, stamp or seal identifying the portion of the document that he prepared or for which he had responsible charge of the work.
6. For the purposes of NRS 625.565, a professional engineer has “responsible charge of the work” and may sign, stamp or seal plans, specifications, plats or reports which were not prepared by him:
 - (a) If he personally supervised the work on the plans, specifications, plats or reports to the degree that he is satisfied that the work is completed in a proper and professional manner.
 - (b) Where the plans, specifications, plats or reports are not prepared under his personal supervision, if he or persons under his personal supervision review the plans, specifications, plats or reports and make tests, calculations or changes in the work as necessary for the professional engineer to determine that the work has been completed in a proper and professional manner.

7. A licensee who signs, stamps or seals a document which was not prepared by him but for which he had responsible charge of the work is subject to disciplinary proceedings pursuant to chapter 625 of NRS for any errors in that document as if he prepared it himself. This subsection does not exempt any other licensee who prepared the document from disciplinary action for his errors in that document.

8. Pursuant to NRS 625.565, all surveying maps and records, and all engineering plans, specifications, reports or other documents that are submitted to obtain permits, are released for construction or are issued as formal or final documents to clients, public authorities or third parties must bear:

- (a) The signature of the licensee;
- (b) The stamp or seal of the licensee;
- (c) The date of signing; and
- (d) The expiration date of the license of the licensee.

9. An interim document *that is required to be stamped by the reviewing agency* must be clearly marked in substantially the following manner to show the intended purpose of the document:

- (a) "For review only";
- (b) "Not for construction"; or
- (c) "Preliminary."

10. A licensee is not required to stamp the following documents:

- (a) An engineering as-built plan or record plan;
- (b) A report which includes observations concerning the progress of the construction of a project;
- (c) An estimate of the costs of a project; or
- (d) A shop drawing that is not required by the specifications of a project.

11. The license expiration date must be entered upon submittal to a public entity. If the license expiration date expires after submittal, it does not require restamping unless changes are made to the submittal.

12. A Nevada professional engineer or land surveyor may revise or change original plans prepared by another Nevada licensee under the following conditions:

- (a) Every reasonable effort must be taken to notify and obtain concurrence from the original design professional with respect to changes to the original plans.*
- (b) The work must be within the scope of their practice.*
- (c) The engineer or land surveyor initiating changes to the plans assumes full responsibility for those changes and their effects upon the remainder of the project.*
- (d) Changes to the plans must comply with applicable state and local laws.*
- (e) If the original engineer or land surveyor does not give permission or the plans are not prepared by the same firm, then new plans must be prepared.*

13. Engineering and Survey Documents may, at the sole option of the professional engineer or land surveyor with responsible charge of the work, have an electronically prepared seal and signature applied to plans submitted electronically to a reviewing agency or client under the following conditions:

- a) Files are electronically locked to prevent changes to any document that has had an electronic seal and signature applied.*

b) Secure encryption methods are in place to prevent copying, transferring, or removing the seal and signature and to prevent changes to the electronic drawings once submitted.

c) The electronic signature may only be applied by the licensee in responsible charge of the work.

d) Any licensee who does not believe adequate protections are in place to prevent fraud or misuse of the electronic signature is not required to use electronic signature.