

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

**LCB File No. R075-09**

September 2, 2009

EXPLANATION – Matter in *italics* is new; matter in brackets ~~[omitted material]~~ is material to be omitted.

AUTHORITY: §1, NRS 625.140 and 625.565.

A REGULATION relating to professions; revising the requirements for administering stamps, seals and signatures on documents prepared by professional engineers and land surveyors; and providing other matters properly relating thereto.

**Section 1.** NAC 625.610 is hereby amended to read as follows:

625.610 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 disciplines of civil engineering 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 *or her* name legibly in opaque ink across the face of the impression made by the stamp or seal, entering the date of stamping or

sealing and ~~[:]~~ *the date of expiration of his or her license*, 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, the particular discipline in which the licensee is licensed and the license number of the licensee must be legible. Except as otherwise provided in section 13 of chapter 428, Statutes of Nevada 2009, the* licensee may not use a stamp ~~[or computer]~~ to produce his *or her* signature.

5. When a licensee signs, stamps or seals a document containing the work of others, the licensee represents that ~~[he]~~ *the licensee* has prepared or has been in responsible charge of the production of the entire document unless ~~[he]~~ *the licensee* includes a written statement adjacent to his *or her* signature, stamp or seal identifying the portion of the document that ~~[he]~~ *the licensee* prepared or for which ~~[he]~~ *the licensee* 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 ~~[:]~~ *or her*:

(a) If he *or she* personally supervises the work on the plans, specifications, plats or reports to the degree that he *or she* is satisfied that the work is completed in a proper and professional manner; or

(b) Where the plans, specifications, plats or reports are not prepared under his *or her* personal supervision, if he *or she* or persons under his *or her* 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 *or her* but for which he *or she* 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 *or she* prepared it himself ~~or herself~~ *or herself*. This subsection does not exempt any other licensee who prepared the document from disciplinary action for his *or her* 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. ~~Am~~ *If the license of a licensee expires after the licensee submits, releases or issues a document described in subsection 8, the licensee is not required to sign, stamp or seal the document again to include an updated expiration date of the license unless changes are made to the document after the document is submitted, released or issued.*

*10. A licensee with responsible charge of the work contained in a document described in subsection 8 may have an electronically prepared seal and signature applied to such a document which is electronically submitted, released or issued only if:*

*(a) The files containing the document are locked electronically to prevent any changes to the document;*

*(b) Secure encryption methods are in place to prevent the copying, transferring or removing of the seal and signature and to prevent changes to any electronic drawings after the document is submitted, released or issued;*

*(c) The electronic signature is applied by the licensee in responsible charge of the work; and*

*(d) The licensee believes adequate protections are in place to prevent fraud or misuse of the electronic signature.*

*11. If an agency reviewing an interim document , other than a document listed in subsection 12, requires a licensee to stamp the interim document, the document 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.~~ *12. 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.*

*13. A licensee may revise original plans prepared by another licensee only if:*

*(a) The licensee proposing to revise the plans:*

*(1) Obtains the consent of the licensee who prepared the original plans; or*

*(2) Made every reasonable effort to notify and obtain the consent of the licensee who prepared the original plans and the licensee proposing to revise the plan is part of the same firm that prepared the original plans;*

*(b) The proposed revisions are within the scope of practice of the licensee proposing to revise the plans;*

*(c) The licensee proposing to revise the plans assumes full responsibility for those revisions and the effects of those revisions upon the remainder of the project; and*

*(d) The revisions to the original plans comply with applicable state and local laws.*