



PUBLISHED BY THE OREGON STATE BOARD OF EXAMINERS FOR ENGINEERING AND LAND SURVEYING

The mission of the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) is to regulate the practice of engineering, land surveying, and photogrammetry in the State as they relate to the welfare of the public in safeguarding life, health and property.

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Appointments by Governor Kulongoski

Ken W. Hoffine, P.E., P.L.S., C.W.R.E., was appointed by Governor Theodore R. Kulongoski, to the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) to fill the vacancy of Ronald E. Stuntzner, P.E., P.L.S., C.W.R.E. Mr. Stuntzner completed his second four-year term on June 30, 2008. In addition to assisting the Board on several committees, Mr. Stuntzner was Chair of the Examinations and Qualifications (E & Q) Committee from 2002 to 2007. Effective July 1, 2008, Mr. Hoffine will serve his first term with the Board until June 30, 2012, at which time he may request to seek another four-year term. Mr. Hoffine was first registered in 1984 as a professional engineer, especially

qualified in forest engineering. Shortly following, he was issued registration as a professional land surveyor in 1987 and gained certification as a water right examiner in 1989. Mr. Hoffine was elected the 1994 President of the Professional Land Surveyor (PLSO) Umpqua Chapter. He has been employed with Lone Rock Timber Management Co. since 1983 and is currently serving as a member of the Oregon State University (OSU) Forest Engineering Curriculum committee. Mr. Hoffine feels a strong sense of responsibility to serve his professions and is eager to continue contributing to the engineering and land surveying community during his time with OSBEELS. ■

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Board and Committees

Board Committees

The Board discharges its responsibilities through a committee structure, each working with staff to handle a specific area of responsibility and providing the Board with concise options for action. Committees of the Board are not empowered to make decisions for the Board; they simply provide recommendations. The standing committees of the Board are: Examinations and Qualifications, External Relations, Finance, Law Enforcement, Professional Practices, and Rules and Regulations.

In addition, the Board works cooperatively with the Oregon State Board of Geologists Examiners (OSBGE) and the Oregon Board of Architect Examiners (OBAE) regarding any matters related to the overlap of practices between the professions.

If you have questions or concerns that you would like the Board to address, please submit them in writing to the Board office. Upon receipt, staff will provide the correspondence to the appropriate committee for consideration during their next scheduled meeting. The committees meet every even month. To contact Board Members, please contact Mari Lopez, the Executive Secretary of the Oregon State

Board of Examiners for Engineering and Land Surveying (OSBEELS) by email at osbeels@osbeels.org.

Board and Committee Meetings

OSBEELS' Board and Committee meetings are open to the public. The Board meetings are held on the second Tuesday of each odd numbered month. The Committee meetings are held in an even month. Interested parties are encouraged to attend a scheduled meeting. For additional information, contact the Board office. ■

The Importance of References

Many Oregon registrants are familiar with the current steps required to become registered as a professional engineer (PE), professional land surveyor (PLS), and/or professional photogrammetrist (RPP) within the State of Oregon. These steps include education, gaining experience, obtaining references, and successfully passing examinations. The requirement for references remains one of the most essential components to becoming a registrant, as it affirms the experience acquired by the applicant is suitable for registration.

As a registrant, if you have supervised or worked together with someone interested in obtaining registration

as a PE, PLS, and/or RPP in the State of Oregon, you may be approached to complete a reference form. As part of Oregon Administrative Rule (OAR) 820-010-0255, applicants are required to provide references.

A typical reference form requires the individual to list the various employment engagements where they were practicing their profession. Each engagement must include a detailed accounting of the type of work they performed and the total number of years and months of experience gained. Upon completion of the work experience accounting, the reference form must be forwarded to the registrant who had direct supervision over the time when the experience was gained or a person who can attest to having knowledge of the accuracy of the applicant's statements.

Since the references have more knowledge

and understanding of the applicant's professional work experience, the reference form assists the Board with determining if the applicant is qualified to become a registrant and offer engineering, land surveying, and/or photogrammetry services to the public. Therefore, to ensure the public is not potentially exposed to unnecessary risks and harm, it is important for references to only endorse candidates truly prepared for registration. References falsely testifying are likely to be in violation of the OAR, Chapter 820, Division 20 Rules of Professional Conduct, which may result in disciplinary action by the Board.

So, if and when asked to perform the duty of completing a reference form, remember how imperative your information is to the Board and more importantly the public. ■

Digital Signatures

A On behalf of the Oregon Department of Transportation, Ron Singh, P.L.S., Geometronics Manager/Chief of Surveys, made a presentation to the Board demonstrating the value and benefits of the use of digital signatures. The presentation prompted a joint meeting in October 2007 with the Professional Practices Committee (PPC) and Rules & Regulations (R&R) Committee to continue the discussion of digital signatures. The purpose of the meeting was to develop regulations for utilizing digital signatures and procedures to ensure the security of documents. With the assistance of Ron Singh, P.L.S., the R&R Committee drafted language for Oregon Administrative Rules (OARs) 820-010-0010, 820-010-0620, and 820-015-0010 to incorporate the use of digital signatures. During the July 8, 2008 Board meeting, the amendments to the aforementioned rules were finalized.

As defined within OAR 820-010-0010; in particular subsection 16:

820-010-0010

Definitions

(16) "Digital signature" means a type of electronic signature, as allowed by the ORS 84.001 to 84.061, that transforms a message through the use of an algorithm or series of algorithms that provide a key pair, private and public, for signer verification, document security and authentication.

Often times the terms electronic signature and digital signature are misconstrued as the same terms. However, registrants are cautioned that the electronic signature and digital signature are distinctly different with respect to the information security world. The term electronic signature may include scanned images of handwritten signatures, typed notations or signature blocks, etc. without any authentication and/or encryption system. Whereas the term digital signature is used to describe a signature system applied to an electronic document that utilizes specific technical processes to provide significant added security, authentication, and/or encryption.

A digital signature enables "authentication" of digital documents, assuring the recipient of a digital document of both the identity of the sender and the integrity of the document. A digital signature provides "who" signed the digital file. A time stamp of that digital signature provides "when" the digital file was signed.

When using a digital signature, registrants must act in accordance with OAR 820-010-0620; in particular subsection 5:

820-010-0620

Official Seal

(5) A digital signature, as an option to a handwritten signature in permanent ink is acceptable for final documents.

(a) The digital signature must be:
 (A) Unique to the registrant using it; and
 (B) Capable of verification; and
 (C) Under the sole control of the registrant using it; and

(D) Linked to a document in such a manner that the digital signature is invalidated if any data in the document is changed.


(b) Documents signed using a digital signature will bear the phrase "digital signature" in place of the handwritten signature.

It is important for registrants to be aware that if the Board processes a complaint and requests a digitally signed document, the registrant must comply with OAR 820-015-0010; in particular subsection 5.

820-015-0010

Processing Complaints

(5) Upon request of the Board, digitally signed documents must be provided to the Board in a form that can be processed by the Board's information processing systems.

As a reminder to Oregon registrants, the amendments to OAR 820-010-0010, 820-010-0620, and 820-015-0010 do not eliminate the use of handwritten signatures. For additional information or questions regarding official seals and final documents, please contact the Board office. 

Advertising for or Offering Professional Services

On March 13, 2007, the Board amended Oregon Administrative Rule (OAR) 820-010-0720 from Engineering or Land Surveying Offices to Advertising for or Offering to Perform Services without Employing a Licensee; Engineering, Land Surveying, and Photogrammetry Offices. Prior to the Board's amendment, this rule required an Oregon resident who was registered as a professional engineer or professional land surveyor to adequately supervise and effectively manage any office established to offer and/or perform engineering or land surveying work. Concerns were raised about entities that bid to perform contractual services that would require a "team" of persons, including registered professionals, when the entity itself was not made up of such professionals. Instead, the entity bidding the contract would later subcontract the professional services. Therefore, the purpose for the amendment of OAR 820-010-0720 was to further clarify and ensure that an Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) professional registrant must be a full-time partner, manager, officer, or employee at the office advertising for or offering professional services.

820-010-0720

Advertising for or Offering to Perform Services without Employing a Licensee; Engineering, Land Surveying, and Photogrammetry Offices

(1) A licensee or firm, partnership, corporation, limited liability company, joint stock company, or other organization shall not advertise for or offer to perform or perform professional services for which a license is required unless the licensee or

organization has a full-time partner, manager, officer or employee licensed to practice in the discipline for which a license is required.

(2) Licensees and organizations shall not advertise for or offer to perform or perform professional services for which a license is required but for which they do not hold, or have a qualified person who holds, a license and thereafter seek to employ persons who hold a qualifying license.

(3) As used in this rule, a "full-time partner, manager, officer or employee" refers to a person who:

(a) Is physically present at least one half of the person's working time in the offices of the licensee or organization during normal business hours unless the full-time partner's, manager's, officer's or employee's professional duties require that the person be elsewhere; and
(b) Is not working for the licensee or organization under a contract or as a consultant for specific projects.

(4) A licensee or person employing or having a licensee as its partner, manager, or officer, may operate a project office for which no licensed professional engineer, land surveyor or photogrammetrist is physically present at least one half of the person's working time, provided that the project office qualifies under this section and that no services are advertised or offered making reference to or in connection with the project office, its address or phone number. For purposes of this section, a project office is a workstation for a specific project, the use of which will not extend beyond the scope or duration of the specific project.

A positive response to the following questions will ensure compliance with the OAR 820-010-0720.

1. Are you currently registered with the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) as a professional engineer, professional land surveyor, or professional photogrammetrist?
2. Does your firm, partnership, corporation, limited liability company, joint stock company, or other

organization have a registrant on staff to practice in the discipline or field of practice for which a registration is required under the Oregon Revised Statutes (ORS) 672.005?

3. Prior to advertising for or offering professional services, was a registered professional engineer, professional land surveyor, or professional photogrammetrist on staff?
4. Are you or the registrant on staff considered a full-time partner, manager, officer, or employee by physically being present at least one half of the working time in the office or for the office?
5. Are you or the registrant on staff a full-time partner, manager, officer, or employee and not under contract or performing as a consultant for specific projects?

Answering "no" to any of these questions may indicate a violation of OAR 820-010-0720 and additional scrutiny to other ORSs and OARs, such as;

ORS 672.002 Definitions for ORS 672.002 to 672.325,
ORS 672.005 Additional definitions,
ORS 672.007 Acts constituting practice of engineering, land surveying,
ORS 672.020 Practice of engineering without registration prohibited; seal required
ORS 672.025 Practice of land surveying without registration prohibited; seal required
ORS 672.028 Practice of photogrammetric mapping without registration prohibited
ORS 672.045 Prohibited activities relating to practices of engineering and land surveying,
OAR 820-020-0020 Registrants Shall Perform Services Only in the Areas of Their Competence

OAR 820-020-0030 Obligation of Registrants to Act in Professional Matters for Each Employer Client as Faithful Agents or Trustees, and to Avoid Conflicts of Interest
 OAR 820-020-0035 Obligation of Registrants to Avoid Improper Solicitation of Professional Employment

Additionally, if your firm, partnership, corporation, limited liability company, joint stock company, or other organization has a project office for a specific project; only the name of the firm, partnership, corporation, limited liability company, joint

stock company, or other organization may be listed. The address or phone number cannot be advertised.

For further information regarding the ORSs and OARs, please visit the OSBEELS Web site at www.osbeels.org. ■

Frequently Asked Questions (FAQs)

1 Are there any restrictions/limitations on the use of the titles "Engineering, Land Surveying, or Photogrammetry" in a firm, partnership, corporation, limited liability company, joint stock company, or other organization name?

In accordance with Oregon Administrative Rule (OAR) 820-010-0720, any office that advertises engineering, land surveying, and/or photogrammetry service(s), must have an Oregon registered professional engineer, professional land surveyor, and/or professional photogrammetrist as a full-time partner, manager, officer, or employee.

2 Does the State of Oregon require a Certificate of Authority for a registrant, firm, partnership, corporation, limited liability company, joint stock company, or other organization?

OSBEELS does not require a Certificate of Authority.

3 Does a registrant, firm, partnership, corporation, limited liability company, joint stock company, or other organization in another jurisdiction need to register with OSBEELS before offering professional services?

OSBEELS does not register firm, partnership, corporation, limited liability company, joint stock company, or other organization. OSBEELS can only issue to an individual a certificate of registration as a professional engineer, professional land surveyor, or professional photogrammetrist. To register a firm, partnership, corporation, limited liability company, joint stock company, or other organization, please contact the Oregon Secretary of State Corporation Division at (503) 986-2200.

4 Can an individual with an engineering or land surveying degree own an engineering, land surveying, and/or photogrammetry firm, partnership, corporation, limited liability company, joint stock company, or other organization?

Anyone may own an engineering, land surveying, and/or photogrammetry firm, partnership, corporation, limited liability company, joint stock company, or other organization. However, as provided within OAR 820-010-0720, if the individual is not an OSBEELS professional registrant, the firm, partnership, corporation, limited liability company, joint stock company, or other organization advertising for or offering professional services regulated by OSBEELS must have a full-time registrant as a partner, manager, officer, or employee. For additional details, please refer to ORS 672.002, ORS 672.005, ORS 672.020, ORS 672.025, ORS 672.028, and ORS 672.045. ■

Building Code Division Temporary Rule

Exemption for Design of Fire Protection Systems

Immediately following the release of the article *Is an Engineer or Architect Required to Design a Fire Protection System?* included in the Oregon Examiner, Spring 2008 edition, many concerns from the industry involved with the design of fire protection systems poured into the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) office. As previously referenced in the Oregon Examiner, Spring 2008 edition, OSBEELS supports the Assistant Attorney General opinion (DOJ 917-001-GB0045-04), which states "fire protection system designs must bear the stamp and seal of the engineer or architect who prepared the documents. The engineer's stamp certifies that the work was done under that engineer's supervision and control."

However, in its continuing efforts to work cooperatively with all interested parties, OSBEELS would like to inform the industry that Oregon Revised Statute (ORS) 479.860 gives the Department of Consumer and Business Services, Building Codes Division (BCD) the authority to promulgate a rule to exempt certain individuals from the engineering requirements. Effective July 25, 2008 through January 21, 2009, the Department of Consumer and Business Services, BCD, filed a temporary rule to create such an exemption. This temporary rule is Oregon Administrative Rule (OAR) 918-261-0015, which currently states:

OAR 918-261-0015 (Temporary Rule) Exemption from Engineering Requirements for Design of Fire Protection Systems

(1) As used in this rule, "fire protection system" has the meaning given that term in OAR 918-305-0110.

(2)(a) A general journeyman or class "A" limited energy technician licensee may design, plan, and lay out the electrical portion of a fire protection system for the contractor's customer, if the licensee is employed by a licensed electrical contractor and acting both within the scope of the licensee's license and as a signing supervisor.

(b) The electrical design documents for a fire protection system that are prepared by a general journeyman or class "A" limited energy technician licensee under paragraph (a) of this subsection are exempt from ORS 671.025 and do not require the stamp of an Oregon registered architect or professional engineer.

(3) General journeyman and class "A" limited energy technician licensees are not subject to any requirements for an additional license, permit, certificate, or registration when engaging in the design, planning or laying out of the electrical portions of a fire protection system as authorized by this rule.

(4) For the purposes of ORS 479.860(2), and the exemption created in subsection (2) of this rule, the electrical portion of a fire protection system is a noncomplex electrical installation.

BCD convened a rulemaking advisory committee on October 10, 2008, to review and offer comments on OAR 918-261-0015. BCD intends to file a permanent rule, effective January 1, 2009, and convened the Committee to review the temporary rule and suggest changes.

From the comments made by Committee members representing electrical licensees, local governments, professional engineers, and OSBEELS during the meeting, BCD amended the language in the proposed rule to include general supervising electrician licensees among those licensees who were identified in the temporary

rule. Additional amendments were to clarify that an electrical contractor who designs fire protection systems can provide designs, plans, and lay outs of the electrical portion of a fire protection system to another electrical contractor who will install the system. As a result of the concerns raised by Ed Butts, representing OSBEELS on the Committee, BCD will also amend the proposed rule to include a definition of customer and revise subsection (2) to address these concerns.

In accordance with ORS 479.860(2), BCD is presenting the revised draft to OSBEELS and the Electrical and Elevator Board for review and consideration. Revisions to the proposed language may be applied based on comments received by OSBEELS, the Electrical and Elevator Board or from public comments. BCD plans to file a notice of proposed rulemaking for the proposed rule with the Secretary of State's office on November 14, 2008; followed by a public rulemaking hearing in December (exact date to be determined).

As of October 20, 2008, the following revised draft was developed as a result of the October 10, 2008 meeting and presented to OSBEELS.

OAR 918-261-0015 (Proposed Rule-Work in Progress)

Exemption from Engineering Requirements for Design of Fire Protection Systems

(1) As used in this rule, :

(a) "Fire protection system" has the meaning given that term in OAR 918-305-0110.

(b) "Customer" means a person who purchases the design and the service of having the electrical portion of a fire protection system installed or an electrical contractor who purchases the design and parts or equipment for the electrical portion

of a fire protection system, and installs all or part of the system.

(2)(a) A general supervising electrician, general journeyman electrician, or class "A" limited energy technician licensee who is employed by a licensed electrical contractor and acting both within the scope of the licensee's license and as a signing supervisor: (a) ~~may~~ design, plan, and lay out the electrical portion of a fire protection system for the contractor's customer, if the licensee is employed by a licensed electrical contractor's customers, and acting both within the scope of the licensee's license and as a signing supervisor.

(b) Is not subject to any requirements for an additional license, permit, certificate, or registration when designing, planning, or laying out the electrical portions of a fire

protection system as authorized by this rule.

(3) The electrical design documents for a fire protection system that are prepared by a general supervising electrician, general journeyman electrician, or class "A" limited energy technician licensee under ~~paragraph (a) subsection (2)~~ of this subsection rule are exempt from ORS 671.025 and do not require the stamp of an Oregon registered architect or professional engineer.

(3) General journeyman and class "A" limited energy technician licensees are not subject to any requirements for an additional license, permit, certificate, or registration when engaging in the design, planning or laying out of the electrical portions of a fire protection system as authorized by this rule.

(4) For the purposes of ORS 479.860(2), and the exemption created in subsection (2) of this rule,

the electrical portion of a fire protection system is a noncomplex electrical installation.

At this time, OSBEELS would like to invite all interested parties to provide comments to OSBEELS or BCD. The rulemaking hearing in December will provide the final opportunity to provide comments on the proposed rule. For additional details, please visit the Department of Consumer and Business Services, BCD Web site at www.bcd.oregon.gov or contact Shauna Parker, Rules Coordinator by email at shauna.m.parker@state.or.us.

Electrical Plans for Complex Structures

The Oregon Administrative Rule (OAR) 820-020-0020 allows a registered professional engineer to practice in any field in which they are competent, when qualified by education or experience. However, while OAR 820-020-0020 may be appropriate in most circumstances, there can be exceptions to this rule. As published in the *Summer 2008 edition Oregon Examiner*, only a registered structural engineer or architect is allowed to prepare plans, specifications, computations, or other structural engineering services involving the primary structural frame or load resisting system, including its elements or parts, on projects defined as significant structures within Oregon Revised Statute (ORS) 672.107.

The other exception to this rule is projects that are considered complex structures which require an electrical plans review under the Department of Consumer and Business Services, Building Codes Division's (BCD) OAR 918-311-0040. Specifically, OAR 918-311-0040(4) standardized the plan review format with subparagraph (c)(G) requiring, "Identification of the employer, identification and signature of person who prepared the plan, license number if the person is an electrical supervisor and professional registration number if the person is an architect or registered professional electrical engineer."

Therefore, a jurisdiction providing electrical code plan review services may require a professional engineer registered

in the electrical discipline to seal and sign plans for complex structures. It is not within the Board's authority to revise or waive this requirement.

If interested in adding the electrical discipline to your registration, please visit the OSBEELS Web site at www.osbeels.org for additional information and to obtain an application.

Law Enforcement Frequently Asked Questions

1 What is the initial step once a complaint is filed with the Board?

Complainant Answer: In accordance with Oregon Administrative Rule (OAR 820-015-0010(2), when Regulation Department staff receive a completed complaint form or other written information, a preliminary review is conducted. The preliminary review is to establish if there is sufficient evidence to justify proceeding in an investigation, and that the allegations against the respondent are such that, if proven, would result in a disciplinary action.

Respondent Answer: If a complaint is considered valid, the respondent is provided a copy of the complainant's allegations and is requested to provide written comments. If investigators find that the evidence does not support the allegations, the respondent is not notified and the complainant is notified of the reason a case was not opened (i.e. Board lacks authority, insufficient evidence, etc.).

2 If a complaint is filed, do I receive notice?

Complainant Answer: Yes, the complainant is notified by mail.

Respondent Answer: The respondent is only notified if the Board opens a case.

3 Do I need an attorney?

Complainant Answer: An attorney is not required to file a complaint. However, certain circumstances may

require one. Hiring an attorney is at the discretion of the complainant. If an attorney is hired, all financial obligations are the complainant's responsibility.

Respondent Answer: An attorney is not required. However, certain circumstances may require one. Hiring an attorney is at the discretion of the respondent. If an attorney is hired, all financial obligations are the respondent's responsibility.

4 What is my role in the investigation?

Complainant Answer: To assist the Board with the investigation, complainants may be requested to answer questions and/or provide additional evidence at any part of the investigation.

Respondent Answer: To assist the Board with the investigation, respondents are required to respond to the allegations and/or provide evidence.

5 What happens to the information I give to the investigator?

Complainant Answer: On a valid complaint, investigators use the allegations and evidence to conduct interviews, solicit additional information and evidence, and compile all relevant information to present to the Law Enforcement Committee (LEC), during a schedule meeting, for determination.

Respondent Answer: On a valid complaint, investigators use the allegations and evidence to conduct interviews, solicit additional information and evidence, and compile all relevant information to present to the Law Enforcement Committee (LEC), during a schedule meeting, for determination.



6 Will I receive notice when the case is closed?

Complainant Answer: The complainant is notified once the Board has taken formal action, whether the action is dismissing the case or confirming a violation(s) occurred.

Respondent Answer: The respondent is notified whether action is taken or not. The notification occurs after the Board has made a final determination. ■

A Friendly Reminder

Not sure if your registration(s) is current? Visit OSBEELS Web site at www.osbeels.org and click on the "Find a Licensee" link to confirm your registration(s) status.

If you would like to renew your registration(s), mail the form on page 10 to the OSBEELS office:

**670 Hawthorne Avenue SE
Suite 220**

Salem, OR 97301

Phone: (503) 362-2666

Fax: (503) 362-5454

Email: osbeels@osbeels.org

Employer Checks

If your employer sends a check for your renewal, please ensure that it includes your registration number(s) and certification of Continuing Professional Development requirements. If these items are not included, it will delay the renewal process. ■

Social Security Number on Renewal Forms

To comply with child support enforcement and tax administration law, OSBEELS requires that all applicants and licensees provide their Social Security numbers. The Oregon Revised Statute (ORS) 25.785, specifically requires that the Social Security number be recorded on an application for, or form for renewal of, a license, certificate or registration. If you have not been issued a Social Security number, OSBEELS will accept a written certification to fulfill this requirement. ■

Deceased Registrants and Certificate Holders

If you are aware of a registrant who has passed on, please contact OSBEELS at (503) 362-2666. OSBEELS would like to update its records and avoid sending renewal notices and other communications to the families. ■

Keep Your Registration(s) and Information Current

The Board has continued to receive requests from past registrants who want to reinstate their registration(s) from the delinquent status. Unfortunately, when a registration(s) has been in the delinquent status for more than five years, the registration(s) cannot be renewed per the Oregon Revised Statute (ORS) 672.170(4).

ORS 672.170

Renewal of certificate; increase fees for delinquent renewal

(1) Renewal of a certificate may be effected at any time prior to the renewal date by paying the required renewal fee to the secretary of the State Board of Examiners for Engineering and Land Surveying.

(2) Subject to subsection (4) of this section, the failure of a registrant to renew the certificate before the renewal date does not deprive the registrant of the right of renewal thereafter.

(3) The amount to be paid for the renewal of a certificate after the renewal date shall be the renewal fee plus a late-payment charge.

(4) No certificate shall be renewed that has been delinquent for more than five years.

Therefore, every once in a while we all need a friendly reminder! That is why OSBEELS continues to mail renewal notices to its registrants approximately two months prior to the June 30th and December 31st biennial renewal schedule. The biennial renewal schedule is based upon the first letter of the registrant's last name.

If the first letter of your last name begins with...

A-F, your license will expire odd years of December 31 (2009, 2011, 2013)

G-K, your license will expire odd years of June 30 (2009, 2011, 2013)

L-R, your license will expire even years of December 31 (2010, 2012, 2014)

S-Z, your license will expire even years of June 30 (2010, 2012, 2014)

What will occur if a registration is not renewed during the biennial renewal schedule? Initially, the registration(s) will become delinquent and in accordance with the Oregon Administrative Rule (OAR) 820-010-0520, the registrant will not be authorized to engage in the professional practice of engineering, land surveying, and/or photogrammetry. If an individual also holds a certification as a water right examiner and the professional registration(s) becomes delinquent, the registrant will not be authorized to engage in the practice of water right as provided in OAR 820-010-0235.

If a registrant has not been delinquent for five or more years, in accordance with OARs 820-010-0305(3)(m) and 820-010-0520(1), the registrant will be assessed a delinquency fee(s) in addition to any unpaid renewal fee(s) to bring a registration current.

To ensure all correspondence sent by OSBEELS is received, including a renewal notice, OAR 820-010-0605 requires registrants to inform OSBEELS in writing, within 30-days, of any address change, including any change of an e-mail address. ■

Renewal Form

If requesting the inactive status, the renewal form must be accompanied by a *Request for Inactive* form. If requesting reinstatement from inactive or retired status, the renewal form must be accompanied by a *Reinstatement from Inactive or Retirement Status* form.

Contact Information

| | | | |
|--|------------------------|-------------------------|---------|
| First name (personal name) | Middle name or initial | Last name (family name) | |
| Mailing address (include any apartment numbers or suite numbers) | | | |
| City | State or Province | Zip/Postal code | Country |

Please check the applicable boxes and enclose the appropriate amount for each registration renewal.

Active Registration Renewal: \$180.00 each profession
 PE PLS RPP

Please refer to the Oregon Administrative Rule (OAR) 820-010-0510 for further details.

I certify that I have completed the required professional development hour (PDH) units in accordance with the applicable OARs.

| | |
|-----------|------------------|
| Signature | Date (Mo/Day/Yr) |
|-----------|------------------|

Certified Water Right Examiner (CWRE) Renewal: \$40.00
No PDH units are required as a condition of renewal for a CWRE certification.

Inactive Registration Renewal: \$90.00 each profession
Please refer to the OARs 820-010-0305(l) and 820-010-0520(3) for further details.

PE PLS RPP CWRE

I have attached the Request for Inactive form.

Delinquency Fee Per Registration Renewal: \$80.00 each profession
Please refer to the OARs 820-010-0305(3)(m) and 820-010-0520(1) for further details.

Reinstatement from Inactive Registration: \$225.00 each profession
Please refer to the OARs 820-010-0305(3)(n) and 820-010-0520(3) for further details.

PE PLS RPP CWRE

I have attached the Reinstatement from Inactive form or Retirement Status form.

Reinstatement from Retired Registration: \$225.00 each profession
Please refer to the OARs 820-010-0305(3)(o) and 820-010-0520(2) for further details.

Biennial Renewal Schedule

Last name begins with A-F: December of odd year (2009, 2011)

Last name begins with G-K: June of odd year (2009, 2011)

Last name begins with L-R: December of even year (2010, 2012)

Last name begins with S-Z: June of even year (2010, 2012)

PE PLS RPP CWRE

I have attached the Reinstatement from Inactive form or Retirement Status form.

Select payment method (choose one)

| | | | |
|---|-------------------------------|------------------------|----------------------------------|
| <input type="checkbox"/> Check or Money Order (payable to the OSBEELS) | <input type="checkbox"/> Cash | Amount Enclosed: | |
| <input type="checkbox"/> Debit or Credit Card (Visa, Mastercard, Discover, or AmEx) | | Total Charged to Card: | |
| Card Number | Exp. Date | Security Code* | Billing Zip/Postal Code (US/CAN) |

Payment signature (serves as payment authorization if paying by debit or credit card)

| | |
|-----------|------------------|
| Signature | Date (Mo/Day/Yr) |
|-----------|------------------|

Renewal Form (continued)

* Debit or Credit Card Security Codes

If submitting a payment to the OSBEELS for fees by debit or credit card, please provide the security code. These codes are a security feature that appears on the back of most Visa, MasterCard, and Discover cards, and on the front of American Express cards. This code is a three or four-digit number which provides a cryptographic check on the information embossed on the card.

American Express Card Users: Look for the 4-digit code printed on the front of the card just above and to the right of the main card number. This 4-digit code is the card security code.

Visa, MasterCard, and Discover Card Users: Flip the card over and look at the signature box. A special 3-digit code will be located in the signature box. This 3-digit code is the card security code. ■

Public Hearing for the OSBEELS Rule Changes

The Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) held a Public Hearing on November 12, 2008 at 1:30 p.m. in the conference room of the OSBEELS office, to discuss the proposed adoptions and amendments to the following rules:

Proposed for Adoption

820-010-0209—Applications for Certification as a Water Right Examiner

820-010-0212—Applications for Registration as Professional Engineers (PE) Based on Examination

820-010-0213—Applications for Registration as Professional Land Surveyors (PLS) Based on Examination

820-010-0214—Applications for Registration as Professional Photogrammetrists (RPP) Based on Examination

820-010-0442—Application Deadlines

820-010-0443—Requests for Reasonable Accommodations for Oregon State Specific Examinations

820-010-0444—Proctoring of Examinations

820-010-0505—Biennial Renewal of Registration or Certification

Proposed for Amendment

820-010-0010—Definitions

820-010-0200—Applications for Registration as Professional Engineers (PE) Based on Licensure by Another Jurisdiction (Comity)

820-010-0204—Applications for Registration as Professional Engineers (PE) Based on Examination by Another Jurisdiction or by NCEES (1st Registration)

820-010-0205—Applications for Registration as Professional Land Surveyors (PLS) Based on

Licensure by Another Jurisdiction (Comity)

820-010-0206—Applications for Registration as a Professional Land Surveyors (PLS) Based on Examination by Another Jurisdiction or by NCEES (1st Registration)

820-010-0207—Applications for Registration as Professional Photogrammetrists Based on Licensure by Another Jurisdiction (Comity)

820-010-0208—Applications for Registration as a Professional Photogrammetrists Based on Examination by Another Jurisdiction or by NCEES (1st Registration)

820-010-0215—Form of Applications

820-010-0227—Educational Qualifications to Take the Fundamentals of Land Surveying (FLS) Examination for Enrollment as a Land Surveying Intern (LSI)

820-010-0228—Combined Educational and Experience Qualifications to Take the Fundamentals of Engineering (FE) Examination for Enrollment as an Engineering Intern (EI) and Application Based on Non-Accredited Degrees

820-010-0235—Information to be Furnished by Professional Engineer Applicants

820-010-0255—Reference Qualifications

820-010-0440—Schedule of Examinations

820-010-0455—Exemption from FE or FLS Examination

820-010-0470—Review of Examinations

820-010-0600—Records

820-020-0040—Examination Subversion

The last day and time for public comment was the close of Hearing on November 12, 2008. For updated information please visit the Board Web site at www.osbeels.org, under "Proposed Rulemaking." ■

Investigation and Enforcement Law Enforcement Cases with Sanctions

July 1, 2008 – September 30, 2008

During the period July 1, 2008, to September 30, 2008, the Regulation

Department opened 26 cases and closed 6 investigations. The 6 closed investigations included two complaints against engineers, two complaints against land surveyors, and two complaints against unlicensed persons. The Board took disciplinary action in one case.

2488 - Bernard A. Sutton Failure to File Maps of Survey

Bernard A. Sutton failed to submit thirteen records of survey for timely filing with the Multnomah County Surveyor. On September 9, 2008, the Board issued a Final Order Incorporating Settlement Agreement finding that Sutton violated the Oregon Revised Statute (ORS) 209.250(1) and the Oregon Administrative Rule (OAR) 820-030-0060. Sutton agreed to not renew his registration effective June 30, 2008. The Board agreed to revoke his registration effective September 9, 2008, and to waive the \$13,000 civil penalty. ■



Oregon

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LAND SURVEYING

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