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Nevada Statutes and Regulations for Engineers

by

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Nevada Statutes and Regulations for Engineers
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Course Outline:

Nevada Revised Statutes

NRS 625

NAC 625

Practice of Professional Engineering

Continuing Education

Sealing Requirements

Helpful References

Examination



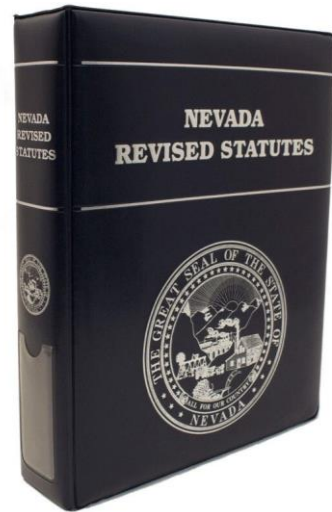
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Nevada Revised Statutes

Laws enacted by the Nevada Legislature (Nevada Assembly and the Nevada Senate) are called Nevada Revised Statutes (NRS). The statutes are organized as follows:

NRS

- **Title**
 - **Chapter**
 - **Subchapter**
 - **Section**
 - **Subsection**
 - Paragraph



There is only one chapter concerning engineering, which is NRS 625 called “Professional Engineers and Land Surveyors”. The organization is shown on the next page and below:

NRS

- **Title: 54 Professions, Occupations and Businesses**
 - **Chapter: 625 Professional Engineers and Land Surveyors**
 - **Subchapter: Professional Engineering**
 - **Sections: 183 and 193**
 - **Subsections: 1 to 7**
 - **Paragraphs: a) to c)**

See the “Helpful Resources” section for the websites to view the latest statutes, regulations, and the Board website.



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NRS - Titles:

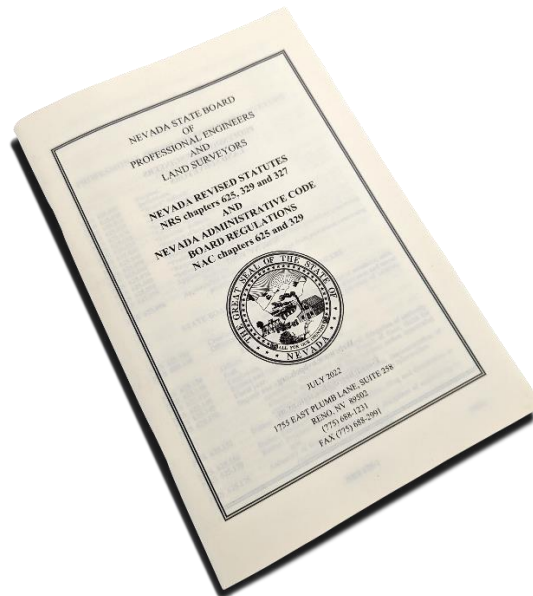
- 0 Preliminary Chapter
- ...
- 53 Labor And Industrial Relations
- 54 Professions, Occupations and Businesses**
- 55 Banks And Related Organizations; Other Financial Institutions
- ...

Title 54 Chapters:

- 622 General Provisions Governing Regulatory Bodies
- 622A Administrative Procedure Before Certain Regulatory Bodies
- 623 Architects, Interior Designers and Residential Designers
- 623A Landscape Architects
- 624 Contractors
- 625 Professional Engineers and Land Surveyors**
- 625A Environmental Health Specialists
- ...

625 Subchapters:

- General Provisions
- State Board of Professional Engineers and Land Surveyors
- Professional Engineering
- Professional Land Surveying
- Miscellaneous Provisions
- Disciplinary and Other Actions
- Prohibited Acts; Penalties; Enforcement





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NRS 625

NRS Chapter 625 has the title “Professional Engineers and Land Surveyors”. It is referred to as the “engineering laws” in Nevada.

The following are all the subsections of NRS 625, with bold items being of particular importance for practicing professional engineers.

NRS 625.100 to .179 gives authority to the “State Board of Professional Engineers and Land Surveyors” (Board) to manage and further regulate professional engineering and land surveying.

NRS 625 - PROFESSIONAL ENGINEERS AND LAND SURVEYORS

GENERAL PROVISIONS

NRS 625.005	Purpose.
NRS 625.008	Definitions.
NRS 625.010	“Board” defined.
NRS 625.025	“Discipline” defined.
NRS 625.030	“Engineer intern” defined.
NRS 625.033	“Intern” defined.
NRS 625.035	“Land surveyor intern” defined.
NRS 625.038	“Licensee” defined.
NRS 625.040	“Practice of land surveying” defined.
NRS 625.050	“Practice of professional engineering” defined.
NRS 625.060	“Professional engineer” defined.
NRS 625.070	“Professional land surveyor” defined.
NRS 625.080	“Responsible charge of work” defined.
NRS 625.090	“Subordinate” defined.
NRS 625.095	... Persons exempt from provisions concerning licensure.
NRS 625.096	... Persons exempt from provisions concerning land surveying.

STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

NRS 625.100	Creation; number, qualifications and appointment of members
NRS 625.110	Officers; quorum; salary of members; per diem allowance and travel expenses of members and employees; payment of salaries; Executive Director; regulations.
NRS 625.120	Offices.



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NRS 625.130	Seal.
NRS 625.135	Employees.
NRS 625.140	Bylaws and regulations; code of conduct.
NRS 625.145	Fiscal year.
NRS 625.150	Deposit and use of money received by Board; delegation of authority concerning disciplinary action; deposit of fines; claim for attorney's fees or cost of investigation; action concerning certain notification received by Board.
NRS 625.152	Duties: Issuance of licenses and certificates; implementation of provisions of chapter; provision of certain information.
NRS 625.154	Duties: Examinations for license.
NRS 625.170	Roster: Preparation; contents; availability, filing and distribution or sale.
NRS 625.175	Authority of Board to define scope of disciplines of engineering by regulation.
NRS 625.177	Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of professional engineering; fee; regulations.
NRS 625.179	Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of land surveying; fee; regulations.

PROFESSIONAL ENGINEERING

NRS 625.183	Qualifications of applicant for licensure as professional engineer.
NRS 625.193	Examination for licensure as professional engineer: Scope; waiver; administration.

PROFESSIONAL LAND SURVEYING

NRS 625.250	Duties of Board concerning professional land surveyors; regulations.
NRS 625.270	Qualifications of applicant for licensure as professional land surveyor.
NRS 625.280	Examination for licensure as professional land surveyor: Scope; waiver; administration.
NRS 625.320	Oaths: Administration; record.
NRS 625.335	Entry upon land or water to perform duties: Authority; notice; approval; civil liability.



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- NRS 625.340 Record of survey: Filing; disclosures.
NRS 625.350 Record of survey: Form and contents.
NRS 625.360 Record of survey: Record not required in certain circumstances.
NRS 625.370 Record of survey: Charge for filing and indexing; filing and indexing by county recorder; records provided by county recorder to county assessor.
NRS 625.380 Requirements for monuments.

MISCELLANEOUS PROVISIONS

- NRS 625.381 Licenses: Issuance to applicant who complied with requirements of chapter; content; effect.
NRS 625.382 Licenses: Issuance to licensee of another state or country.
NRS 625.383 Stamp.
NRS 625.384 Minimum grade required on each examination for licensure or certification.
NRS 625.385 Engineer intern and land surveyor intern: Certification; authorized practice; credit toward required experience.
NRS 625.386 Engineer intern and land surveyor intern: Qualifications for certification.
NRS 625.387 Payment of child support: Submission of certain information by applicant; grounds for denial of license or certificate; duty of Board.
NRS 625.387 Payment of child support: Submission of certain information by applicant; grounds for denial of license or certificate; duty of Board.
NRS 625.390 Application for licensure or certification: Contents; fees; renewal of license; penalty for late renewal of license; regulations.
NRS 625.395 Renewal of expired license.
NRS 625.397 Board may require examination for reinstatement or renewal of license.
NRS 625.398 Regulations concerning continuing education for professional engineers and professional land surveyors.
NRS 625.400 Replacement of revoked, lost, destroyed or mutilated license; fee.
NRS 625.403 Use of word "certify" or "certification" in practice of professional engineering or land surveying.
NRS 625.405 Immunity from civil liability.
NRS 625.407 Conditions under which business organization or association may practice engineering or land surveying; exceptions.



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DISCIPLINARY AND OTHER ACTIONS

NRS 625.410	Grounds for disciplinary or other action.
NRS 625.415	Suspension of license or certificate for failure to pay child support or comply with certain subpoenas or warrants; reinstatement of license or certificate.
NRS 625.420	Filing of charges; commencement of action.
NRS 625.425	Certain records relating to investigation deemed confidential; certain records relating to disciplinary action deemed public records.
NRS 625.430	Hearing; notice; summary suspension of license.
NRS 625.440	Subpoenas: Issuance by Chair of Board or designee.
NRS 625.450	Subpoenas: Issuance by district court.
NRS 625.460	Authorized disciplinary or other action; private reprimands prohibited; orders imposing discipline deemed public records.
NRS 625.470	Reissuance of revoked license.

PROHIBITED ACTS; PENALTIES; ENFORCEMENT

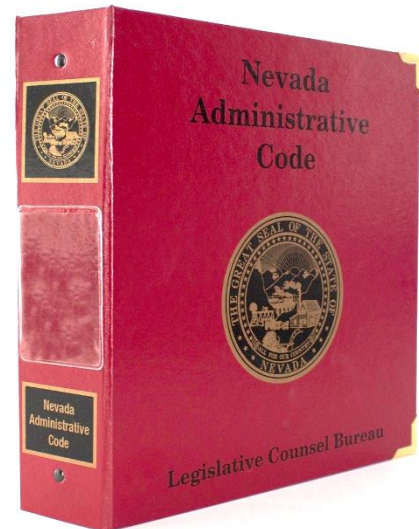
NRS 625.510	Board required to investigate complaint or violation of chapter and take steps necessary for prosecution of violation.
NRS 625.520	Unlawful practice of engineering: Penalty; order to cease and desist; injunctive relief.
NRS 625.530	Restrictions upon public works; preferences for contracts.
NRS 625.540	Unlawful practice of land surveying; penalty.
NRS 625.550	Intentional removal or defacement of monument unlawful; exception; penalty.
NRS 625.560	Unlawful signing or stamping of document concerning land surveying.
NRS 625.565	Unlawful use of signature or stamp of professional engineer or professional land surveyor; regulations; penalty.
NRS 625.570	Public officer or employee prohibited from engaging in private practice of professional engineering or land surveying during certain hours.
NRS 625.580	Violation of chapter by public officer; penalties.
NRS 625.590	Additional civil penalty; enforcement.

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NAC 625

NAC

Statutes often lack implementing details. The legislature delegates state agencies to manage implementation of statutes and to create additional regulations that complement the statutes. The collection of regulations is called the Nevada Administrative Code (NAC). These regulations have the same force of law as Nevada Revised Statutes. The NAC is a collection of “chapters”, each in a different area of government.



NAC 625

The NAC chapter for engineering is 625 entitled “Professional Engineers and Land Surveyors”. This is the same number and title as NRS 625, which is both convenient and potentially confusing.

Board

The state agency for professional engineering is the “State Board of Professional Engineers and Land Surveyors” (NVBPELS), hereafter referred to as the Board. The Board oversees thousands of Professional Engineers and Registered Surveyors.



NAC 625 Modifications

The Board can make modifications to NAC 625. Thus NAC 625 is known as the “Board Regulations” or “Engineering Regulations” in Nevada. Proposed NAC 625 amendments are listed on the board website under News & Events (<https://nvbpels.org/>). The board hosts Regulations Workshops to present proposed amendments and listen to public comments.



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NAC 625 Contents

The contents of the NAC Chapter 625 are as follows with the bold sections being of particular importance for practicing professional engineers:

NAC 625 - PROFESSIONAL ENGINEERS AND LAND SURVEYORS

GENERAL PROVISIONS

- NAC 625.010 Definitions.
- NAC 625.011 "Biennial renewal period" defined.
- NAC 625.012 "Board" defined.
- NAC 625.0123 "Board Liaison" defined.
- NAC 625.0125 "Examination" defined.
- NAC 625.013 "Firm" defined.
- NAC 625.014 "Licensee" defined.
- NAC 625.016 "Professional development hour" defined.**
- NAC 625.017 "Quarter credit hour" defined.**
- NAC 625.018 "Respondent" defined.
- NAC 625.019 "Semester credit hour" defined.**
- NAC 625.020 Engineering and land surveying licensed as separate professions.**

STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

- NAC 625.100 Officers: Election; term; vacancies; removal.
- NAC 625.110 Meetings.
- NAC 625.125 Appointment of members emeriti.

LICENSURE, CERTIFICATION AND REGISTRATION

- NAC 625.210 Application for licensure or certification; fees.
- NAC 625.215 Experience in land surveying.
- NAC 625.217 Active experience in engineering.
- NAC 625.220 Disciplines of engineering.
- NAC 625.230 Applications for licensure in multiple categories or disciplines.
- NAC 625.240 Licensure on basis of previous licensure in another jurisdiction; examinations; evaluation of applications; issuance of license.
- NAC 625.260 Licensure as structural engineer required for certain activities; exceptions.
- NAC 625.310 Examinations: Generally.



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- NAC 625.330 Examinations: Notice and duty to appear.
NAC 625.410 Expiration and renewal of licensure; fees.
 NAC 625.420 Retired or inactive status of licensee; reinstatement to active status.
 NAC 625.425 Registration of firm: Application; requirements; renewal; fees; notice to Board of certain changes.

CONTINUING EDUCATION

- NAC 625.430 Requirements for renewal of license; carry forward of excess professional development hours.**
NAC 625.440 Exceptions to requirements for renewal of license.
NAC 625.450 Waiver of requirements for renewal of license.
NAC 625.460 Inactive status: Requirements for renewal of identification card.
NAC 625.470 Assignment of professional development hours to certain activities.
NAC 625.480 Proof of completion of professional development hours; form.
NAC 625.490 Notification of failure to complete required number of professional development hours.

CODE OF CONDUCT

- NAC 625.510 Fundamental principles.**
NAC 625.520 Relations with the public.
NAC 625.530 Relations with employers and clients.
NAC 625.540 Relations with other engineers or land surveyors.
NAC 625.545 Written contract required for each client.
NAC 625.550 Licensee employed by governmental entity: Notification to Board of certain conduct by another licensee.

MISCELLANEOUS PROVISIONS

- NAC 625.610 Stamps, seals and signatures on documents; revision of original plans prepared by another licensee.**
NAC 625.611 Plans, maps and specifications submitted to public authority: Contents; stamps and signatures.
NAC 625.612 Reports, studies, test results, certifications and calculations submitted to public authority: Stamps and signatures.
NAC 625.613 Documents prepared by licensee: Inclusion of supplemental information; contents.



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- NAC 625.615** **Contact information of licensee: Filing with and use by Board; notice of change.**
- NAC 625.620** **Fictitious names.**
- NAC 625.625** **Notice of change in licensee’s employer, category or discipline.**
- NAC 625.630** **Prohibition on advertising for or offering to perform engineering in discipline in which licensee or firm is not licensed.**

PRACTICE BEFORE STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

Parties

- NAC 625.635 Representation of parties; qualifications of attorneys.

Disciplinary Action

- NAC 625.640 Procedure for complaints concerning professional misconduct or incompetence.
- NAC 625.642 Licensee to provide written notice of disciplinary action taken by another entity.
- NAC 625.645 Conditions of probation.

Advisory Committees

- NAC 625.646 Establishment of advisory committee to provide assistance and participate in certain evaluations; members; travel expenses and subsistence allowances.
- NAC 625.6465 Evaluation and investigation of complaint: Duties of Executive Director; procedures for conference between advisory committee and respondent.
- NAC 625.647 Evaluation and investigation of complaint: Duties of advisory committee; report to Executive Director and Board Liaison.
- NAC 625.6475 Evaluation and investigation of complaint: Conference with respondent; effect of refusal of respondent to participate in conference or review of complaint; continuance of conference; hearing de novo.

Miscellaneous Petitions

- NAC 625.649 Petitions for adoption, amendment or repeal of regulations.

STANDARDS OF PRACTICE FOR PROFESSIONAL LAND SURVEYORS

General Provisions

- NAC 625.651 “Positional certainty” defined.
- NAC 625.655 Applicability of statutes and regulations.



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- NAC 625.660 Responsibility for compliance with standards of practice.
 NAC 625.662 Units of measurement.
 NAC 625.664 Positional certainty: Minimum confidence level.
 NAC 625.666 Positional certainty: Horizontal and vertical components of certain land surveys.
 NAC 625.668 Positional certainty: Horizontal and vertical positions of monuments.
- Land Boundary Surveys
- NAC 625.670 Required research, identifications, measurements and computations.
 NAC 625.680 Disagreements concerning measurements or positions of monumented corners.
 NAC 625.690 Location of corners, boundaries and monuments.
 NAC 625.700 Report to client of discrepancies concerning boundary lines.
 NAC 625.710 Identification and description of monuments.
 NAC 625.720 Drawing of survey; certification.
 NAC 625.740 Classifications of surveys; use of classifications and requirements for positional certainty.

Construction Surveys

- NAC 625.760 Contract drawings and specifications; special instructions.
 NAC 625.765 Establishment of final location of points.
 NAC 625.770 Verification of location of certain points; notification of insufficient dimensions or details.
 NAC 625.775 Positional certainties for marking locations of proposed fixed works.
 NAC 625.780 Sketches, cut sheets and field notes.
 NAC 625.785 Verification surveys: Exchange of information.

Miscellaneous Provisions

- NAC 625.790 Preparation of legal description of property.
 NAC 625.795 Duties regarding geographic information systems.



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Practice of Professional Engineering

Disciplines

Nevada is one of eleven states that have discipline-specific licensure for professional engineers. The following disciplines are licensed by the Nevada Board:

- Agricultural (AGE)
- Chemical (CHE)
- Civil (CE)
- Control Systems (CSE)
- Electrical (EE)
- Environmental (ENVE)
- Fire Protection (FPE)
- Geological (GEOE)
- Industrial (INDE)
- Mechanical (ME)
- Metallurgical and Materials (METE)
- Mining and Mineral Processing (MINE)
- Naval Architecture and Marine (NAME)
- Nuclear (NUE)
- Petroleum (PETE)
- Structural (SE)

Land Surveying

There are two separate and distinct professions for professional engineers and professional land surveyors, as defined in NAC 625.020. It is possible to be licensed in both professions in Nevada.

Structural Engineering

There are specific engineering activities based on the type and height of the structure that require a structural engineer, as defined in NAC 625.260. A civil engineer may structurally design a bridge or structure, unless the structure is of the type and height that requires a structural engineer.



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Statutes and Regulations

NRS 625 and NAC 625 help define what is and what is not considered practicing professional engineering. The following is a copy-paste of the relevant statutes and regulations:

NRS 625.050 “Practice of professional engineering” defined.

1. “The practice of professional engineering” includes, but is not limited to:
 - (a) Any professional service which involves the application of engineering principles and data, such as surveying, consultation, investigation, evaluation, planning and design, or responsible supervision of construction or operation in connection with any public or private utility, structure, building, machine, equipment, process, work or project, wherein the public welfare or the safeguarding of life, health or property is concerned or involved.
 - (b) Such other services as are necessary to the planning, progress and completion of any engineering project or to the performance of any engineering service.
2. The practice of engineering does not include land surveying or the work ordinarily performed by persons who operate or maintain machinery or equipment.

NRS 625.060 “Professional engineer” defined. “Professional engineer” means a person who by reason of his or her professional education and practical experience is granted a license by the Board to practice professional engineering.

NRS 625.080 “Responsible charge of work” defined. “Responsible charge of work” means the independent control and direction, by the use of initiative, skill and independent judgment, of the investigation or design of professional engineering or land-surveying work or the supervision of such work.

NRS 625.090 “Subordinate” defined. “Subordinate” means any person directly supervised by a professional land surveyor or professional engineer who assists a professional land surveyor or professional engineer in the practice of land surveying or professional engineering.

NRS 625.520 Unlawful practice of engineering: Penalty; order to cease and desist; injunctive relief.

1. Except as otherwise provided in subsection 4, it is unlawful for:
 - (a) Any person not properly licensed or exempted in accordance with the provisions of this chapter to:



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- (1) Practice, continue to practice, solicit to practice, offer to practice or attempt to practice engineering or any discipline thereof;
- (2) Employ, use or cause to be used the term “licensed engineer,” “professional engineer” or “registered engineer” or any combination, variation or abbreviation thereof as a professional or commercial identification, representation, claim, asset or means of advantage or benefit;
- (3) Employ, use or cause to be used the term “engineer,” “engineering” or “engineered” or any combination, variation or abbreviation thereof in connection with a discipline of professional engineering for which licensure is required pursuant to this chapter as a professional or commercial identification, representation, claim, asset or means of advantage or benefit without disclosing that the person is not qualified, registered or licensed to practice that discipline of professional engineering in this state; or
- (4) Directly or indirectly employ any means which in any manner tends or is likely to mislead the public or any member thereof that any person is qualified or authorized to practice engineering.
 - (b) Any professional engineer to practice or offer to practice a discipline of professional engineering in which the Board has not qualified him or her.
 - (c) Any person to present or attempt to use, as his or her own, the license or stamp of another person.
 - (d) Any person to give any false or forged evidence of any kind to the Board or any member thereof in obtaining a license.
 - (e) Any person to impersonate a licensee of a like or different name.
 - (f) Any person to attempt to use an expired, suspended or revoked license.
 - (g) Any person to violate any of the provisions of this chapter.

NAC 625.020 Engineering and land surveying licensed as separate professions. (NRS 625.140, 625.381)

1. In accordance with chapter 625 of NRS, the Board will administer the licensing of two separate and distinct professions:
 - (a) Professional engineers; and
 - (b) Professional land surveyors.
2. Licensure as a professional engineer does not entitle the licensee to practice land surveying, and licensure as a professional land surveyor does not entitle the licensee to practice professional engineering, unless the licensed professional engineer or professional land surveyor is also licensed in the other profession or is exempt from licensure in accordance with the provisions of chapter 625 of NRS.

NAC 625.220 Disciplines of engineering. (NRS 625.140, 625.175)

1. Each applicant must specify the discipline of engineering in which he or she desires to be examined and licensed.



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2. The Board will classify applicants in a manner which is reasonably consistent with custom in the profession. The Board may classify and examine an applicant in the basic discipline of engineering which is most closely associated with the applicant's area of concentration.

3. An applicant may apply for licensure in the following disciplines of engineering:

- (a) Agricultural and biological;
- (b) Chemical;
- (c) Civil;
- (d) Control systems;
- (e) Electrical and computer;
- (f) Environmental;
- (g) Fire protection;
- (h) Geological;
- (i) Industrial and systems;
- (j) Mechanical;
- (k) Metallurgical and materials;
- (l) Mining and mineral processing;
- (m) Naval architecture and marine;
- (n) Nuclear;
- (o) Petroleum;
- (p) Structural; or
- (q) Any other discipline of engineering which the Board deems appropriate.

4. Each applicant must know the basic concepts of engineering in the fields of mathematics, physics, chemistry, statics, dynamics, strength of materials, fluid mechanics, electricity and magnetism, thermodynamics and economic analysis, and understand the application of these concepts in his or her specialized discipline of engineering.

NAC 625.260 Licensure as structural engineer required for certain activities; exceptions. (NRS 625.140, 625.175)

1. Only professional engineers licensed as structural engineers pursuant to this chapter may structurally design:

(a) A structure requiring special expertise, including, but not limited to, a radio tower and a sign over 100 feet in height, using the bottom of the lowest footing or the top of the pile cap as the point of reference. Dynamic machinery and related equipment within the scope of mechanical engineering are not included.

(b) A building more than three stories in height.

(c) A building more than 45 feet in height, measured from the lowest point of reference to the highest point of reference. As used in this paragraph:

(1) "Highest point of reference" means the top of the highest structural element or the highest point of the roof or parapet wall, not including minor single-pole antennae or lightning rods projecting above the roof or parapet wall.



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(2) "Lowest point of reference" means the bottom of the lowest footing or the top of the pile cap.

(d) A building or other structure designated as an essential facility and assigned the classification of Risk Category IV in accordance with the *International Building Code*.

2. Any professional engineer may design a component part of a building that is more than 45 feet in height if the professional engineer is otherwise qualified to do so pursuant to the particular discipline in which the professional engineer is licensed. If the professional engineer is not licensed as a structural engineer, the design must be reviewed by an engineer of record who is licensed as a structural engineer.

3. A professional engineer licensed as a civil engineer pursuant to this chapter may structurally design a structure, including, without limitation, a bridge, unless the structure is described in subsection 1.

4. As used in this section, "pile cap" means a thick concrete mat which is used as part of the foundation of a building or structure and which rests on piles.

NAC 625.630 Prohibition on advertising for or offering to perform engineering in discipline in which licensee or firm is not licensed. (NRS 625.140)

1. A licensee or firm shall not advertise for or offer to perform:

(a) Land surveying, if the licensee or a member of the firm has not been licensed to perform such work by the Board unless the licensee or firm has a full-time partner, associate, officer or employee licensed to practice land surveying; or

(b) Engineering in a discipline of professional engineering in which the licensee or a member of the firm has not been licensed by the Board, unless the licensee or firm has a full-time partner, associate, officer or employee licensed to practice in that discipline of engineering.

2. Licensees and firms shall not:

(a) Advertise for land surveying in violation of subsection 1 and thereafter seek to employ persons qualified to do the work only after the work has been obtained.

(b) Advertise for work in a discipline of engineering in which they are not licensed in violation of subsection 1 and thereafter seek to employ persons qualified to do the work only after the work has been obtained. Professional engineers and firms may solicit work only in those disciplines of engineering in which they are licensed.

3. As used in this section, "full-time employee" means a person who devotes his or her working time in the actual employ of the licensee or firm and not merely as a consultant.



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Continuing Education

Per NAC 625.430, the following is required every biennial renewal period, where a PDH is a professional development hour:

- Total 30 PDHs
- Minimum 2 PDH covering engineering ethics
- Minimum 1 PDH covering NRS 625 and NAC 625 (this course)
- Maximum of 15 PDHs can be carried over
- Cannot carryover the 2 PDH in ethics and 1 PDH in NAC/NRS 625
- Courses must maintain, improve, or expand the skills and knowledge relevant to the engineer's discipline
- Retain PDH records for 3 years
- Renews biennially on January 1 or July 1 or even or odd years depending on first letter of last name

Statutes and Regulations

Here is a copy-paste of the relevant statutes and regulations:

NRS 625.398 Regulations concerning continuing education for professional engineers and professional land surveyors. The Board shall adopt regulations concerning continuing education for professional engineers and professional land surveyors. The regulations must include:

1. The number of hours of credit required annually;
2. The criteria used to accredit each course; and
3. The requirements for submission of proof of attendance at courses.

NAC 625.430 Requirements for renewal of license; carry forward of excess professional development hours. (NRS 625.140, 625.398)

1. Except as otherwise provided in NAC 625.440 and 625.450, a licensee who applies for the renewal of his or her license, must submit proof deemed acceptable by the Board that he or she has completed at least 30 professional development hours within the biennial renewal period, including any professional development hours carried forward from the previous biennial renewal period pursuant to subsection 3, of which:

- (a) Two hours must be in professional ethics; and
- (b) One hour must be in the provisions of this chapter and chapter 625 of NRS.

2. If the licensee does not submit such proof to the Board pursuant to subsection 1 or 5 or, after being notified by the Board that a deficiency exists, does not complete the number of professional development hours which are



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deficient pursuant to NAC 625.490, the Board will deny the application for the renewal of the license.

3. If a licensee has submitted to the Board proof deemed acceptable by the Board that he or she has completed more than 30 professional development hours in a biennial renewal period pursuant to subsection 1 or 5, the licensee may carry forward to the next biennial renewal period not more than 15 of the excess professional development hours. A licensee may not carry forward to the next biennial renewal period any professional development hours that would satisfy the requirements of paragraph (a) or (b) of subsection 1.

4. A licensee who is licensed as a professional engineer and who wishes to renew his or her license is required to complete only 30 professional development hours, regardless of the number of disciplines of professional engineering within which he or she is licensed.

5. A licensee who is licensed as a professional engineer and a professional land surveyor and who wishes to renew or reinstate both licenses must submit proof deemed acceptable by the Board that he or she has completed a total of at least 30 professional development hours that comply with the requirements set forth in subsection 1.

NAC 625.440 Exceptions to requirements for renewal of license. (NRS 625.140, 625.398)

1. A licensee who applies for the renewal of his or her license may apply to the Board for an exemption from the requirements of NAC 625.430 for a biennial renewal period if:

(a) The licensee was issued his or her initial license during the biennial renewal period or less than 2 years before the beginning of the biennial renewal period;

(b) The licensee served more than 120 consecutive days on active duty in the Armed Forces of the United States during the biennial renewal period;

(c) The licensee is employed outside of the United States and spent more than 120 consecutive days outside of the United States during the biennial renewal period; or

(d) The licensee experienced a serious illness or injury during the last year of the biennial renewal period that was of such a nature and duration that the licensee was prohibited from completing the requirements of NAC 625.430.

2. A request for an exemption pursuant to subsection 1 must include documentation that supports the request for the exemption.

3. If the Board approves a licensee's request for an exemption pursuant to subsection 1, the licensee is not required to comply with the requirements of NAC 625.430 for the biennial renewal period.



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NAC 625.450 Waiver of requirements for renewal of license. (NRS 625.140, 625.398) The Board may waive the requirements set forth in NAC 625.430 for a licensee if the Board determines that:

1. The licensee has satisfied the requirements for continuing education in his or her discipline in another state during the biennial renewal period; and
2. The requirements for continuing education in that state are substantially equivalent to the requirements for continuing education set forth in this chapter.

NAC 625.460 Inactive status: Requirements for renewal of identification card. (NRS 625.140, 625.398) The identification card issued to a licensee who has changed his or her status to inactive status pursuant to NAC 625.420 expires on the same date as his or her license would expire if the licensee were on active status. To renew the identification card, a licensee who has changed his or her status to inactive pursuant to NAC 625.420 must comply with the requirements of NAC 625.430 in the same manner as a licensee who is on active status.

NAC 625.470 Assignment of professional development hours to certain activities. (NRS 625.140, 625.398)

1. Except as otherwise provided in subsection 2, a licensee who successfully completes an activity to maintain, improve or expand the skills and knowledge relevant to his or her discipline is entitled to the number of professional development hours assigned to the activity in accordance with the following schedule, subject to modification by the Board:



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Activity	Professional Development Hours
College course with a duration measured in semesters.....	45 for each semester credit hour received
College course with a duration measured in quarters.....	30 for each quarter credit hour received
Attending a seminar, workshop, in-house course of instruction or professional meeting, convention or conference.....	1 for each hour of attendance
Teaching a course, tutorial, seminar, or workshop.....	2 for each hour spent teaching
Authoring or coauthoring a paper, article or book that has been published.....	10
Serving as an officer or participating member of a committee of a professional or technical organization.....	2 for each calendar year of service
Receiving a patent as an inventor of record.....	10
Participating in a self-study activity.....	1 for each hour of self-study

2. A licensee who teaches the same course on more than one occasion may not obtain any professional development hours for teaching that course a second or subsequent time. A licensee who is a full-time member of the faculty of any institution of the Nevada System of Higher Education or any other public or private institution of learning may not obtain any professional development hours for teaching at that institution.

NAC 625.480 Proof of completion of professional development hours; form. (NRS 625.140, 625.398)

1. Proof of the completion of professional development hours must be accompanied by a form prescribed by the Board for submission with such proof.

2. A licensee shall:

(a) Retain, for at least 3 years, a copy of the completed form submitted to the Board pursuant to subsection 1 and the proof that he or she completed the professional development hours.

(b) Upon request, submit a copy of the completed form and the proof of completion to the Board.



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3. Proof of completion of professional development hours may include, without limitation:
 - (a) A certificate or other document verifying that the licensee successfully completed an activity for which 1 or more professional development hours are claimed.
 - (b) A literary reference to, or a copy of, a published paper, article or book.
 - (c) A literary reference to, or copy of, a patent issued to the licensee.
4. The Board may refuse to accept professional development hours for which proof of completion is submitted pursuant to subsection 1 if the Board determines that the proof of completion is insufficient.

NAC 625.490 Notification of failure to complete required number of professional development hours. (NRS 625.140, 625.398) If the Board accepts less than 30 professional development hours for which a licensee submits proof of completion pursuant to NAC 625.430, the Board will notify the licensee not later than 60 days after the date on which the application for renewal was submitted that:

1. The licensee must successfully complete the number of professional development hours which are deficient within 6 months after the date on which the application was submitted; and
2. The licensee's failure to complete those professional development hours will result in the licensee being placed on inactive status.



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Sealing Requirements

Nevada PE seal and signature requirements are found in NAC 625.610. Here are a few highlights that may differ from requirements in other states:

- Seal shall include name, license number, discipline, “Professional Engineer” on left side, and “State of Nevada” on right side
 - Expiration date can be either on the stamp or handwritten
- Signature and date shall be added legibly across or adjacent to the seal
- Seal must be approximately 1.7 inches
- Record drawings and cost estimates do NOT require stamping
- Acceptable forms of signatures:
 - Hand signed hardcopy
 - Electronic/digital signature:
 - Secure encryption methods are in place that identify the licensee and which track changes made to the document after the document is submitted, released or issued; and
 - The licensee believes adequate protections are in place to prevent fraud or misuse of the digital signature.

Electronic/Digital Signatures:

The Board has provided a guidance document entitled “Electronic Submittal Digital Signature Guide”, located at this website:

<https://nvbpels.org/wp-content/uploads/2020/11/Digital-Signature-Guide-FINAL-120622.pdf>

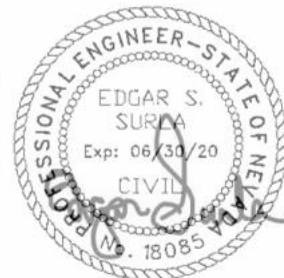
The guide includes the following example electronic stamp and signature (left) and digital signature added next to the image of the stamp (right):



Date Signed: 10 / 18 / 22

Edgar
Surla

Digitally signed by Edgar Surla
DN: cn=Edgar Surla, o=Land Development and Community Services, ou=Building and Fire Safety, email=surlae@cityofnorthlasvegas.com, c=US
Reason: I am the author of this document
Date: 2020.03.02 15:15:05 -08'00'



Date Signed: 02/24/20



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Statutes and Regulations

The following is a copy-paste of the relevant statutes and regulations:

NAC 625.610 Stamps, seals and signatures on documents; revision of original plans prepared by another licensee. (NRS 625.140, 625.565)

1. Upon being issued a license, each licensee may, at his or her own expense, obtain a stamp or seal that conforms with the requirements of this section.

2. A person who is licensed in more than one discipline of engineering shall use a separate stamp or seal for each discipline, except that a person who is licensed in the disciplines of civil engineering and structural engineering may use a single stamp or seal for both disciplines. A stamp or seal must be approximately 1.7 inches in diameter and conform to one of the following designs, as applicable:



3. The image made by a stamp or seal:
- Must be opaque and permanent;
 - Must state the name of the licensee;
 - Must contain the license number of the licensee;
 - Must state the particular discipline in which the licensee is licensed; and
 - May state the expiration date of the license of the licensee.
4. Each licensee shall validate a stamp or seal by adding his or her signature legibly across or adjacent to the face of the image made by the stamp or seal. The licensee shall also include the date of stamping or sealing and, if the stamp or seal does not include the date of expiration of his or her license, the date of expiration. 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 NRS 427A.755, the licensee may not use a stamp 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 the licensee has prepared or has been in responsible charge of the production of the entire document unless the licensee includes a written statement adjacent to his or her signature, stamp or seal



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identifying the portion of the document that the licensee prepared or for which 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 the professional engineer:

(a) If the professional engineer 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 the professional engineer 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 the licensee 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 it was prepared by the licensee. 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. 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 digital signature applied to such a document which is electronically submitted, released or issued only if:

(a) Secure encryption methods are in place that identify the licensee and which track changes made to the document after the document is submitted, released or issued; and

(b) The licensee believes adequate protections are in place to prevent fraud or misuse of the digital signature.



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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."

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; or
- (c) An estimate of the costs of a project.



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Helpful References

Nevada Board of Professional Engineers and Land Surveyors:

General website: <https://nvbpels.org/>

License renewal: <https://nvbpels.org/license-renewal/>

Update contact info.: <https://nvbpels.org/licensee-information/>

Forms and fees: <https://nvbpels.org/forms/>

Nevada Administrative Code, Chapter 625, Professional Engineers and Land Surveyors: <https://www.leg.state.nv.us/NAC/NAC-625.html>

Nevada Revised Statutes, Chapter 625, Professional Engineers and Land Surveyors: <https://www.leg.state.nv.us/NRS/NRS-625.html>