

# The Board's Bulletin

*A Quarterly Publication for Registrants of the Oklahoma State Board of Registration for Professional Engineers and Land Surveyors*

Winter 2003

Volume 17, Issue 43

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## OPEN MEETING SET TO REVIEW PROPOSED RULE CHANGES

The Oklahoma State Board of Registration for Professional Engineers and Land Surveyors is holding a Public Meeting on February 7, 2003, at 10:00 a.m. at the Oklahoma Engineering Center, 201 N.E. 27th St., Oklahoma City, OK to discuss proposed rule changes. Written comments will be accepted at the above location until February 5, 2003.

A summary of the proposed changes are included later in this newsletter for your review. Additions to the rules are underlined and deletions are lined out. A complete copy of the rules showing the proposed changes is on the website at [www.pels.state.ok.us](http://www.pels.state.ok.us). Many of the proposed changes are "clean up" in nature. The most significant proposed changes to the rules are:

√ OAC 245:2-1-18 proposes a sliding scale for reinstatement fees which would allow an individual or firm to reinstate their registration for up to 180 days as opposed to the current 90 day limit. This does not allow individuals or firms to practice with an expired registration. It only facilitates the re-registration process.

√ OAC 245:15-5-4 proposes language that would deal with any type of examination subversion. This problem has escalated on a national level and needs to be addressed in the form of rulemaking.

√ OAC 245:15-23-9 proposes language to clarify and facilitate the complaint filing procedure.

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*In Celebration of the  
Lives & Contributions  
of the Following  
Professionals:*

*Clinton A. Boyd PE 4405  
Tulsa, OK 9/13/02*

*David E. Gibbs PE 16017  
Sapulpa, OK 11/02*

*Terry M. Marshall PLS 1322  
Seminole, OK 11/26/02*

*Henry J. McGinnis PE 9283  
Ft. Worth, TX 10/2/02*

*John P. Paddock PE 3120  
Newkirk, OK 11/9/02*

*Russell C. Proctor PE 3271  
Houston, TX 12/02*

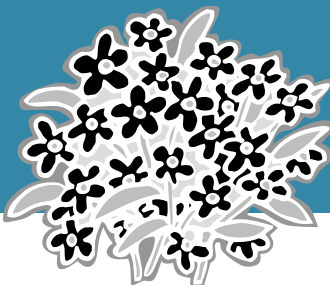
*Thomas B. Reid PE 7620  
Bartlesville, OK 5/16/02*

*Wf Roberts PE 3309  
Oklahoma City, OK 1/22/02*

*Milton H. Roemer PE 16477  
Edmond, OK 10/28/02*

*Robert B. Snell PE 11989  
Springfield, MO 2/2001*

*Jimmy Spencer LS 291  
Oklahoma City 3/12/02*



**PROPOSED RULE CHANGES  
TITLE 245. STATE BOARD OF REGISTRATION FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS  
CHAPTER 2. ADMINISTRATIVE OPERATIONS**

**245:2-1-6. Duties of Executive Director and Principal Assistant**

(a) The Board shall employ an Executive Director who shall be responsible for the administration of the policies of the board, the processing of its routine operations, and other administrative and ministerial duties as the Board authorizes. ~~At the end of each fiscal year, the Executive Director, with the assistance of the Principal Assistant shall prepare a report of the Board for submission to the Governor, covering all transactions of the preceding year and including a complete statement of the receipts and expenditures of the Board, attested by affidavits of the Chairman and Executive Director. . .~~

**245:2-1-10. Official records . . .**

(4) Certificate of Authorization files containing the name of each current firm, ~~partnership, association or corporation~~ holding a current certificate, the engineer(s) or land surveyor(s) of record, a record of all partners, officers and directors of the entity, their registration number and state of registration, if applicable, and the last known address. . . .

**245:2-1-16. National Council of Examiners for Engineering and Surveying**

~~The Board shall maintain membership in the National Council of Examiners for Engineering and Surveying (NCEES). It is this Board's intent to support all of NCEES' programs possible under Oklahoma law. The Board will cooperate with NCEES in establishing uniform standards of professional qualification throughout the United States. . . .~~

**245:2-1-18. Fees and penalties**

(a) Schedule of fees and penalties effective January 1, 2002, are as follows: . . .

	<b>ENGINEER/SURVEYOR</b>	<b>FIRM</b>
Reinstatement penalty:	<del>25.00</del>	<del>25.00</del>
The following reinstatement penalty schedule refers to payments received by the Board within the prescribed number of days following the expiration date of the renewal:		
1 - 90 days	50.00	50.00
91 - 120 days -	100.00	
100.00		
121 - 180 days -	150.00	150.00
Examination and scoring	Actual cost	
Re-examination:		
(A) Application	<del>60.00</del> 50.00	10.00
(B) Examination/Scoring	Actual cost	
Temporary permit (Engineering)	500.00	
Out of State Proctoring:		
(A) Application	<del>30.00</del>	<del>20.00</del>

(B) Examination/Scoring Actual cost

(b) The Board shall make no refunds of any fees or penalties to any applicant or registrant.

(c) These fees and penalties apply to the Rules in this Chapter and Chapter 15 of this Title.

(1) The administrative fee for returned checks shall be applied to any check returned to the Board for insufficient funds. Any such check returned to the Board shall be replaced with a cashier's check or money order within ten (10) days following notification from the Board of the returned check.

continued on page 7



**Please Take a  
Moment to Review  
the Board's  
New Website**

**[www.pels.state.ok.us](http://www.pels.state.ok.us)**

**New sections have been designed to provide more information to registrants, interns, students and the public.**

**We appreciate your continuing comments concerning the new site.**

**ALSO - check your address book to make sure you have our most current e-mail addresses (listed on the front page of this bulletin).**

## **BOARD MEETING DATES 2003**

**February 6-7**

**March 13-14**

**May 22-23**

**July 10-11**

**September 4-5**

**November 20-21**

### **Exam Dates & Cut-off Dates for submitting applications:**

**application forms are on our  
website [www.pels.state.ok.us](http://www.pels.state.ok.us)**

**(please share these dates with others  
who may be interested in pursuing  
registration)**

**January 3, 2003 - cut-off date for  
accepting P.E. and L.S.  
applications for the  
April 11, 2003 exams.**

**February 5, 2003 - cut-off date for  
accepting E.I. and L.S.I.  
applications for the  
April 12, 2003 exams**

**August 3, 2003 - cut-off date for  
accepting P.E. and L.S.  
applications for the  
October 24, 2003 exams.**

**Sept. 5, 2003 - cut-off date for  
accepting E.I. and L.S.I.  
applications for the  
October 25, 2003 exams.**

## License Expirations September 1, 2002 to November 30, 2002

**EXPIRATION/REVOCAION** - Registrations may be revoked by the Board for non-payment of renewal fees. Registrants will be notified of revocation by certified mail. Typically this notifications mailed 10 days following expiration.

**RENEWALS** - Each registration issued by the Board expires on the last day of the month in which renewal fees are due, and becomes invalid on that date unless paid. One notice of the renewal is sent by first class mail to the address of record in the board files. This in effect provides notice two months prior to revocation.

**REINSTATEMENT** - Former registrants whose certificates have expired and were revoked for failure to pay renewal fees and desire to reinstate shall make application for reinstatement within 90 days after expiration and pay the prescribed renewal fee and penalty. After 90 days, a new application will be required, which shall be considered specifically by the Board, both from the standpoint of competency and of character.

### PROFESSIONAL ENGINEERS:

Meinzer, Robert L.	17940	Norton, Joseph R.	1227
Mele, Anne R.	18583	Nunes, Richard Elwyn Jr.	14552
Melton, Leonard L.	7673	O'Fallon, Eugene P.	14839
Meyer, Charles L.	16543	O'Fallon, Mary M. Tomasi	15225
Meyer, George C.	6749	O'Flinn, Joseph D.	10171
Meyer, Robert H.	15281	Oakley, M. Hall	14950
Milholland, Melvin L.	10740	Oelke, Edward Ronald	4540
Miller, Charles W.	10385	Olson, Gary A.	19063
Miller, James P.	7818	Olson, Robert E. Jr.	17425
Mills, William T.	6977	Ortmann, Fred H.	15618
Minnich, Clark S.	4916	Orville, Laurence E.	16893
Mitchell, William C.	16268	Palmer, Edward S. Jr.	7882
Mohrbacher, James David	17872	Palmer, James Primrose	11547
Monahan, Michael J.	14479	Parker, Roy E.	15842
Mondle, Samir K.	19641	Parks, William H. Jr.	13411
Montgomery, Terry Linda	11834	Parrish, Worden W.	4063
Mooney, Michael A.	19151	Pate, John L.	11554
Moran, G. Robert	14915	Patel, Narendra K.	11393
Morris, Daniel Michael	18762	Patel, Rajanikant C.	13160
Mudrow, Herbert	19481	Patton, Kenneth L.	8830
Mueller, John W.	16728	Paul, William P.	18354
Murphy, Monty C.	5671	Pavelick, Robert A.	16348
Murphy, Ross David	16842	Pearce, Robert Lee	10546
Nalbone, Robert Louis	9834	Peebles, Jerry Rance	9078
Nawalany, Krzysztof P.	19497	Penn, Robert M.	5753
Nemeth, Michael P.	16003	Perisho, Paul F.	9301
Nespeca, Glenn A.	13352	Peterson, James C.	17647
Nevin, George F.	18022	Peterson, Stephen R.	19436
Neyens, James F.	13403	Pfundt, David Matthew	17609
Nicholas, Jerry	8922	Philpott, Travis Dale	13759
Nietering, Alan Richard	17807	Pierce, James E.	20177
Norton, Edward E.	11208	Pollard, Kerry Alan	13942
Norton, Ellis R.	16628	Pote, Joseph Judah	17278

### PROFESSIONAL LAND

Poteete, Ronald K.	15245
Potter, John W.	13195
Powell, Dale L.	6818
Powell, Robert Douglas	18628
Precure, Donald R.	6851
Price, James C.	20050
Pryor, Randy	17548
Pumpelly, Robert C.	15944
Purkerson, Robert Henry	18792
Purtle, Homer	19448
Pyatt, James N.	18555
Queen, Bill	13257
Queen, Doug	20067
Raetz, Richard M.	18557
Rainwater, Paul Wesley	14789
Rankins, Arnold D.	11302
Rassti, Hamid	15910
Ratliff, Barton Wade	6705
Rauch, Don E.	19702
Redmond, William Wayne	8952
Reece, Robert C.	17282
Reece, Robert E.	15359
Reiffert, William C.	19292
Relph, James L.	7475
Reschl, John J. Sr.	19729
Reynolds, George A.	7983
Reynolds, James W.	15920
Rhea, Stanley Warren	14457
Rice, Warren Wesley	18021
Richey, Randy L.	13675
Riddle, James Moore	14537
Rigamonti, Gianfranco	18460
Riley, Gregory R.	19167

### SURVEYORS:

Middleton, John H.	292
Milholland, Melvin L.	1038
Orr, Sam L.	1224
Parrott, Grover W.	164
Payne, Jimmy N.	360
Phillips, Don	1246
Pierce, Frank P.	207
Pittman, James H.	974
Poynter, Byron Clay	50
Prescott, Raymond Lee IV	1311
Ralston, William A.	904
Reddin, James J.	1510
Reid, Richard P.	679
Reinold, David Paul	1140

### CERTIFICATES OF AUTHORIZATION:

H W I Surveying & Technology  
2451(LS)  
WATSON ENGINEERING, INC.  
4183(PE)



# DISCIPLINARY ACTIVITY

November 20-21, 2002

**In the Matter of Gale L. Bogle, Bogle & Sons Electric and Heat and Air, Case No. 02-27**

**Through Consent:** For offering and providing engineering services in the State of Oklahoma without a certificate of authorization to do so, Bogle & Sons Electric and Heat and Air is found guilty of the charges, assessed an administrative penalty in the amount of Five Hundred Dollars (\$500.00) and ordered to cease and desist from the practice of engineering until such time as each is registered to do so in accordance with the laws of the State of Oklahoma.

**In the Matter of Randy's Signs, Inc., Case No. 02-35 Through Consent:** For offering and providing engineering services in the State of Oklahoma without a certificate of authorization to do so, Randy's Signs, Inc. is found guilty of the charges, assessed an administrative penalty in the amount of Five Hundred Dollars (\$500.00) and ordered to cease and desist from the practice of engineering until such time as it is registered to do so in accordance with the laws of the State of Oklahoma.

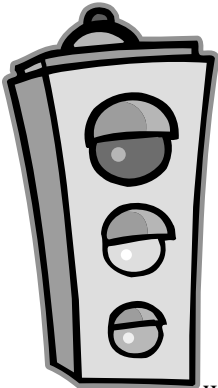
**In the Matter of Deerinwater Environmental Management Services, Inc., Case No. 02-43**

**Through Consent:** For continuing to advertise that the firm is authorized to offer engineering services in the State of Oklahoma after the firm's certificate of authorization was revoked, Deerinwater Environmental Management Services, Inc. is found guilty of the charges and assessed an administrative penalty in the amount of Five Hundred Dollars (\$500.00) and ordered to cease and desist from offering the practice of engineering until such time as it is authorized to do so in accordance with the laws of the State of Oklahoma.

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## How To *NOT* Appear On This Page Of The Newsletter:



An engineer recently said to me that his goal in life was to make it to 'Page 2' of the newsletter without ever appearing in the latter pages of the newsletter. I'm sure that most engineers and surveyors probably have the same sentiment. Many times violations of the Oklahoma Statutes and Rules regulating the practice of engineering and land surveying are committed which, with a little due diligence on the part of the registrant, would never have been committed.

Some of the most frequent violations which could easily be avoided are as follows:

1. Moving without notifying the Board of your change of address. Many times this leads to practicing engineering or surveying without a current registration.
2. Land Surveyors not timely filing corner records.
3. Not signing and sealing plans properly - or signing and sealing plans not prepared by the registrant or under the registrant's direct control and personal supervision. (Please review Title 59, Section 475.15(C) Oklahoma Administrative Rules Title 245:15-17-2. Use of Seal. These are located on our website at [www.pels.state.ok.us](http://www.pels.state.ok.us) - or call the office for a copy of the statutes and rules.)
4. Practicing outside of your area of expertise. This has recently become a more frequently violated regulation. Registrants may not contract to perform work or sign and seal plans that are outside of their area(s) of expertise. (See Oklahoma Administrative Rules Title 245:15-9-4. Rules of Professional Conduct - Areas of practice.)

# SUCCESSFUL EXAMINEES

## OCTOBER 2002

### Fundamentals of Engineering Exam

Abdulla, Rashid M.  
 Adkins, Kristin D.  
 Al-Ghaferi, Saeed K.  
 Almeer, Abdulaziz K.  
 Altendorf, James M.  
 Arps, Jonathan K.  
 Baker, Misha L.  
 Barker, Valerie K.  
 Barnett, Nicholas W.  
 Benefield, Jeffrey B.  
 Bice, Rae M.  
 Billingsley, Sarah B.  
 Brueggen, Beth L.  
 Brueggen, Gabriel J.  
 Burdge, Micah C.  
 Burns, Cory A.  
 Cain, Jeremy P.  
 Cao, Michael  
 Carrero, Chris M.  
 Chapman, Kristie D.  
 Chatburn, Mark A.  
 Cheek, James A.  
 Civan, Aylin  
 Clark, Justin D.  
 Clendenen, Llon H.  
 Corff, Justin C.  
 Cory, John R.  
 Cox, Cary D.  
 Cruse, Jason H.  
 Davis, Danny T.  
 Denham, Barron S.  
 Dobie, Cameron A.  
 Dodd, Kevin A.  
 Dunaway, Joseph A.  
 Erickson, Erick D.P.  
 Fitzsimmons, Elisha P.  
 Fowler, Steven L.  
 Fulkerson, Christopher  
 Gegen, Thomas Carlo  
 George, Darren M.  
 Guest, Jeremy S.  
 Guidroz, Christina L.  
 Guldan, Aaron J.  
 Hager, Zachary C.  
 Hague, Ryan S.  
 Halferty, Dawn M.  
 Hand, Andrew N.  
 Hanner, Robb W.  
 Hansen, Jacquelyn N.  
 Harp, Jared B.  
 Harris, John A. W.  
 Hart, Sofiri B.  
 Hayes, Christopher W.  
 Hedges, James M.  
 Hicks, Joy G.  
 Higgins, Catherine A.  
 Hoffman, Shawn D.  
 Holle, Erin M.  
 Howerton, Stacy L.  
 Jackson, Cassandra  
 Kao, Conrad K.  
 Keen, Hugh C. III  
 Kesterson, Eric S.  
 Keyworth, Valerie G.  
 Knecht, Christopher P.  
 Kriel, Bradley S.  
 LaPointe, Kyle M.  
 Le, Anh T.  
 Lea, Michael C.  
 Lee, Benjamin G.  
 Lee, Douglas J.  
 Lee, See Tak  
 Lester, William T.  
 Lewis, Stacy D.  
 Lopez, Corylee A.  
 McElvany, Jason L.  
 McKnight, Natalie D.  
 Mensah, Emma A.  
 Memka, Matthew A.  
 Millard, Nicholas Allen  
 Miller, Jonathan A.  
 Morgan, James A.  
 Moseby, Joshua L.  
 Moyer, Christopher D.  
 Muzny, Tyler D.  
 Nelson, Joel M.  
 Nguyen, Anthony  
 Nipper, Matthew C.  
 Northrup, Ryan E.  
 Odom, Anthony J. II  
 Oneal, Derrick D.  
 Parks, Rachael A.  
 Parrish, Phillip W.  
 Patel, Prateev A.  
 Patten, Thomas N.  
 Phillips, Brandon D.  
 Pittman, Jennifer L.  
 Portis, Kimberly M.  
 Presley, John W.  
 Purtle, Joseph H. III  
 Quinn, Michael W.  
 Quinn, Patrick J.  
 Range, Mason E.  
 Ratliff, Thomas W.  
 Reid, Jessica B.  
 Reynolds, Jennie E.  
 Richards, Bryan W.  
 Richardson, Carrie R.  
 Risner, Brandon  
 Robinson, Chuck P.  
 Rogers, Jill K.  
 Rogers, Neil G.

Roy, Cathryn O.  
 Schicht, Andrew W.  
 Schumacher, Jeffrey  
 Schutte, Calvin H.  
 Schwenk, Ryan G.  
 Scott, Eric W.  
 Scott, Jason N.  
 Sewell, Kyle C.  
 Shepherd, William  
 Shuller, Mary A.  
 Siemers, William M.  
 Silver, Jeannette S.  
 Slaughter, Stacey A.  
 Slockers, Michael J.  
 Smith, Ira L.  
 Snyder, Evan W.  
 Squires, Nick C.  
 Stanton, James B.  
 Svoboda, Elizabeth L.  
 Taha, Kader N.  
 Taliaferro, Jonathan C.  
 Taylor, Robert C.  
 Thiessen, Aaron R.  
 Thomas, Mathew C.  
 Tyson, Ben J.  
 Umdenstock, Benjamin  
 Vanhooser, Darris C.  
 Viesca, Sixto  
 Visalli, Samuel P.  
 Waits, Justin M.  
 Ward, Kelly K.  
 Watson, Sarah C.  
 White, Ashley E.  
 Winter, Brent A.  
 Wong, Victor Y.L.  
 Wrinkle, Timothy D.  
 Wyatt, Robert G.  
 Yaw, Zhi-Liang  
 Young, Miner D S.

### Fundamentals of Land Surveying Exam

Brickley, Gerd Paul  
 Russell, Douglas J.

### Principals and Practice of Engineering Exam

Allen, Hollis R. Jr.  
 Armstrong, Gregory S.  
 Bivens, Jason  
 Bond, Jennifer Lynn  
 Brixey, Chad  
 Calvillo, Alfredo A.  
 Carlisle, Russell A. Jr.  
 Chabino, Doug  
 Claborn, W. Brandon  
 Cobb, Jason T.  
 Cooke, Andrew J.  
 Cooper, J. Kevin  
 Curry, James L. Jr.  
 DeFranco, Patty F.  
 Determan, Brian J.  
 Dohmen, Martin D.  
 Doyle, Jon  
 Dudley, David H.  
 Ekpenyong, U.  
 Erickson, Tobias H.  
 Evans, Mark  
 Forsyth, Elliot T.  
 Garrett, Rex  
 Griffith, James E.  
 Harman, Duane  
 Hasenmyer, Mark  
 Heinlein, Jim  
 Hernandez, B. Dan  
 Holecek, Matthew D.  
 Holt, David S.  
 Hood, Sean R.  
 Huckaby, Michael  
 Inda, Josh  
 Jackson, Bobby D. Jr.  
 Jennings, Donald C.  
 Jones, Jonathan P.  
 Jones, Kerry  
 Kays, David L.  
 Klier, S. L.  
 Kodesh, Zachary Lewis  
 Laugesen, Amy B.  
 Lewis, David A.  
 Liechti, Andrew T.  
 Logan, Jon David  
 Mahapatra, Sanjay  
 McKenzie, Mark A.  
 Messmer, Mitchell M.  
 Miller, Matthew J.  
 Palmer, Michael J.  
 Parker, Mary M.  
 Ray, Samuel Henry  
 Schniers, Brent S.  
 Shiau, Bor Jier (Ben)  
 Smith, Tim C.  
 Stearman, Christopher B.  
 Vail, Amber T.  
 Vanover, Kevin  
 Watson, Michael D.  
 Welsh, Jeff  
 Williams, Linda D.  
 Winstead, Kenneth S. Jr.  
 Woo, Ray Ming  
 Yohannan, Kochukoshy  
 Zachary, Theodore James

### Requalify - Additional PE Exam

Calhoun, Tina C.

### Oklahoma Law and Surveying Exam and/or Principals and Practice of Land Surveying Exams

Bennett, R. Wade\*  
 Bennett, R. Wesley\*  
 Bird, Robert E.\*  
 Blansett, Brendan\*  
 Cohrs, Wm. H. III\*  
 Davis, S. Craig\*  
 Fisher, Michael W.\*  
 Lambillotte, Russell D.\*  
 Magner, Frank\*  
 McNease, Sherman Keith\*  
 Jones, Albert III  
 Page, David L. Jr.  
 Pinnell, Daniel N.  
 Williams, Kevin L.  
 \*Registered Land Surveyor

## PROPOSED RULE CHANGES

### TITLE 245. STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS CHAPTER 15.

#### SUBCHAPTER 3. APPLICATION AND ELIGIBILITY FOR REGISTRATION

##### 245:15-3-2. Documents required for registration . . .

(b) All information filled in on the application forms must be typewritten or computer generated. In case there is not sufficient room on the form to present all the subject matter necessary, the applicant shall set forth the additional information on additional sheets of plain white paper, 8 1/2" x 11" in size. Such sheets shall be typewritten or computer generated on one side only, shall be marked and numbered consecutively and in series with the regular pages of the application. . . .

##### 245:15-3-7. Qualifications for engineer registration . . .

(1) Engineer Intern: . . . . .

(i) graduation from a non-approved engineering or related science curriculum of four (4) years or more;

(ii) one (1) year approved engineering experience following the date of degree,

(iii) passing an eight (8) hour written examination in the fundamentals of engineering;

. . . (B) An applicant who graduated from a non-approved engineering or related science program, shall show proof of; . . .

(iii) a specific record of an additional six (6) years or more of progressive engineering experience following the date of graduation ~~acceptable to the Board~~ of a grade and character which indicates that the applicant may be competent to practice and has experienced increased engineering responsibilities.

~~(C) Applicants must show proof of a specific record of progressive experience on engineering projects of a grade and character which indicates to the Board that the applicant is competent to practice and has obtained increased responsibilities.~~ Experience credit may be claimed to the date of the application.

Experience record is to be

(G) Accredited engineering programs of six (6) years or more which confer a masters of science in engineering without first conferring a bachelor of science in engineering may be accepted under 2(A) and may be allowed the additional one year of engineering experience under 2(F) of this section. . . .

##### 245:15-3-10. Temporary Permits . . .

(4) A Temporary Permit shall be issued for a definite period of time not to exceed one (1) year, for a specifically described work project in one location as set out in the application form and may not be renewed or extended.

(6) No individual may be issued more than one (1) temporary permit.

#### SUBCHAPTER 5. EXAMINATIONS

##### 245:15-5-4. Taking and order of taking examinations

(e) Examination subversion is the use of any means to alter the results of an examination to cause the results to inaccurately represent the competency of an examinee. Examination subversion includes, but is not limited to:

(1) Communication between examinees inside of the examination room.

(2) Giving or receiving any unauthorized assistance on the examination while an examination is in progress.

(3) Having any unauthorized printed or written matter or other devices in his or her possession which might serve to aid the examinee on the examination.

(4) Obtaining, using, buying, selling, distributing, having possession of, or having unauthorized access to secured examination questions or other secured examination material prior to, during or



after the administration of the examination.

- (5) Copying another examinee's answers or looking at another examinee's materials while an examination is in progress.
  - (6) Permitting anyone to copy answers to the examination.
  - (7) Removing any secured examination materials from the examination facility.
  - (8) Allowing another person to take the examination in the examinee's place.
  - (9) Placing any identifying mark upon his or her examination papers other than his or her identification number or other identifiers as directed by the examination administrator.
  - (10) Use by an examinee of any written material, audio material, video material, digital material, or any other mechanism not specifically authorized during the examination for the purpose of assisting any examinee in the examination.
  - (11) Writing on anything other than designated examination material.
  - (12) Writing or erasing anything after time is called.
- (f) At the discretion of the Executive Officer, if there is evidence of examination subversion by an examinee prior to, during, or after the administration of the examination, one or more of the following may occur:
- (1) The examinee may be denied the privilege of taking the examination if examination subversion is detected before the administration of the examination.
  - (2) If the examination subversion detected has not yet compromised the integrity of the examination, such steps as are necessary to prevent further examination subversion shall be taken, and the examinee may be permitted to continue with the examination.
  - (3) The examinee may be requested to leave the examination facility if examination subversion is detected during the examination.
  - (4) The examinee may be requested to submit written advisement of his or her intent to comply with and understanding of the law.
  - (5) The examination results may be voided and the application fee forfeited.
  - (6) The examinee may not be allowed to sit for an examination for up to three (3) years.
- (g) If examination subversion is detected after the administration of the examination, the Chief Proctor shall make appropriate inquiry to determine the facts concerning the examination subversion and may take any of the actions described in subdivision (g).
- (h) The Executive Director reserves the right not to release the examination results to the examinee pending the outcome of any investigation of examination subversion.
- (i) Removal from or voidance of one part of a multiple-part examination taken during a single examination administration shall constitute removal from or voidance of all other parts of the multiple-part examination.

#### **245:15-5-6. Re-examination**

An applicant failing any one of the examinations shall request re-examination by payment of the required fees and re-take the examination at the next scheduled administration of the examination, provided the grade on the examination is equal to or above 50% points. If the failing grade of any one of the examinations is below 50% points, the applicant shall wait a period of one (1) year and file a new application for re-examination.

### **SUBCHAPTER 7. REGISTRATION**

#### **245:15-7-1. Certificate of Registration**

- (d) Duplicate original Certificates of Registration will be issued to a registrant provided:
- (1) The current registration renewal is effective;
  - (2) The registrant makes written request for a replacement of ~~duplicate~~ certificate;
  - (3) The registrant certifies that the original certificate has been lost, damaged or destroyed; and
  - (4) The registrant pays the ~~fee-prescribed fee in this Chapter~~ fee.
- (e) Duplicate Certificates of Registration will be issued for display at multiple places of practice upon a written request and payment of the prescribed fee. However, each duplicate certificate will be marked as such.



**245:15-7-3. Biennial registration required**

(a) . . . Notices will be sent to all registrants at the last known address of record; however, it is the responsibility of each individual registrant to insure the renewal fees and ~~applications~~ properly completed renewal form , along with any required continuing education log forms, are received by the Board office not later than the renewal date. . . . Upon receipt by the Board of the individual’s, and if applicable, entity’s properly completed renewal forms, fees and any required continuing education log form ~~compliance with the current Rules of Procedure of the Board~~, the pocket card sent each engineer, land surveyor and firm confirming registration will be valid. . . .

**245:15-7-4. Waived renewal fees for engineers and surveyors over the age of 70**

. . . Registrants who are required to fulfill continuing education requirements must fill out and submit the log form supplied by the board by the registration expiration date. . . .

**245:15-7-5. Reinstatement of revoked registrations**

a) Registrations revoked for nonpayment of fees, failing to fill out and return a required continuing education log form, failing to fill out a reinstatement form for inactive retired registrants, or failing to return the renewal form for registrants

over the age of 70, may be reinstated by making written application for reinstatement within ~~ninety (90)~~ one hundred

eighty days after expiration and payment of the prescribed renewal fee and penalty. After ~~ninety (90)~~ one hundred eighty (180) days of revocation, a new application and fees will be required, which shall be considered specifically by the Board, both from the standpoint of competency and character. If reinstatement is within ~~ninety (90)~~ one hundred eighty (180) days following the date of revocation, then registration will be deemed to have been continuous. Practicing your profession with a revoked registration during this reinstatement period is a violation of Title 59, Section 475.1 et seq and the Rules of this Board. . . .

**SUBCHAPTER 9. RULES OF PROFESSIONAL CONDUCT**

**245:15-9-4. Areas of practice . . .**

(2) Registrants shall not affix their signatures or seals to any plans or documents dealing with subject matter in which they lack competence, nor to any plan or document not prepared under their ~~direction and control~~ direct control and personal supervision.

(3) Registrants may accept assignments for coordination of an entire project, provided that each design segment is signed and sealed by the ~~licensee responsible for preparation~~ registrant in direct control and personal supervision of that design segment.

**SUBCHAPTER 11. CONTINUING EDUCATION**

**245:15-11-1. Definitions**

The following words or terms, when used in this Subchapter shall have the following meaning, unless the context clearly indicates otherwise:

~~“CEU” means a continuing education unit as defined in this Section.~~

~~“College unit semester” means credit for an engineering or land surveying course or other related college course approved by the Board.~~

~~“Continuing education unit” means a unit of credit customarily used for continuing education courses. One continuing education unit equals 10 hours of class in an approved continuing education course. . . .~~

**245:15-11-7. Conversion of units**

The conversion of other units of credit of continuing education to PDH units is as follows: . . .

(6) For teaching or making presentations - apply multiple of 2 (Teaching credit is valid for teaching a course or seminar for the first time only. Teaching credit does not apply to full-time or part-time faculty members unless the activity is outside the scope of the registrant’s customary teaching responsibilities.) .

**245:15-11-8. Comity/Out-of-Jurisdiction Resident**

The continuing education requirements for Oklahoma will be satisfied when a non-resident ~~certifies registra- tion in and satisfaction of the mandatory continuing education requirements of any jurisdiction ap~~

~~proved and listed by this board~~ fulfills the requirements for resident registrants outlined in 245:15-11-10.

**245:15-11-9. Records . . .**

(2) Attendance verification records in the form of completion certificates, ~~paid receipts~~ or other documentation supporting evidence of attendance. . . .

**245:15-11-11. Disallowed credit; failure to comply**

~~(a) If the Board disallows claimed PDH credit, the registrant shall have 120 days after notification to substantiate the original claim or to earn other credit to meet the minimum requirement.~~

~~(b) If a registrant fails to furnish the required continuing education form, properly completed or signed, the right to practice as a Professional Engineer and/or Professional Land Surveyor in the State of Oklahoma will expire 120 days after the date of notification of failure to comply from the Board.~~

**SUBCHAPTER 19. ORGANIZATIONAL PRACTICE**

**245:15-19-2. Criteria for issuance of Certificate of Authorization . . .**

~~(7) The Certificate of Authorization issued by the Board is subject to powers of renewal, suspension, revocation, denial, refusal to renew, criminal or administrative penalties vested in the Board by the Statutes and does not preclude the Board from using any other legal procedures necessary to carry out its powers and duties. Certificates of Authorization shall be issued to firms meeting statutory requirements and the current Rules of Procedure of the Board. The certificate will identify the firm by name and authorization number, show the effective date, and confirm the firm's right to practice engineering and/or land surveying in the State of Oklahoma.~~

~~(8) Certificates of Authorization will be issued by the Board for the life of the firm, subject to powers of renewal, reinstatement, suspension, revocation, penalties, orders or refusal to renew for cause, vested in the Board by the statutes.~~

~~(9) Firms holding a Certificate of Authorization shall display or maintain it at the firm's place of practice.~~

~~(10) Duplicate original Certificates of Authorization will be issued to a firm provided:~~

- ~~(1) The current Certificate of Authorization's renewal is effective;~~
- ~~(2) The firm makes written request for a replacement of certificate;~~
- ~~(3) The firm certifies that the original certificate has been lost, damaged or destroyed; and~~
- ~~(4) The firm pays the prescribed fee.~~

~~(11) Duplicate Certificates of Authorization will be issued for multiple places of practice upon a written request and payment of the prescribed fee. However, each duplicate certificate will be marked as such.~~

**245:15-19-3. Biennial registration for Certificate of Authorization**

~~(a) An entity desiring to practice under the Certificate of Authorization must submit the proper fees and applicable penalties and forms for application and renewal biennially. No Certificate of Authorization shall be valid for longer than a two (2) year period.~~

~~(b) Failure to biennially register and remit payment of the renewal fee for the Certificate of Authorization on the renewal date will result in a late payment penalty.~~

~~(eb) Failure to biennially register; and remit renewal fees and penalties by the renewal date will result in automatic revocation of the Certificate of Authorization.~~

~~(dc) Notices of revocation will be sent to the last known address of the entity failing to biennially register and remit renewal fees and penalties.~~

**245:15-19-4. Reinstatement of revoked Certificate of Authorization**

~~(a) Certificate of Authorization revoked for non-payment of fees may be renewed upon completion of an updated application form, provided the entity currently meets all statutory requirements, the Rules of Proce~~

dure of the Board and payment to the Board of the fees and penalties which have been accrued by the entity at the time of reinstatement. Certificates of Authorization revoked for nonpayment of fees, may be reinstated within one hundred eighty (180) days by paying the reinstatement fee and renewal fee.

(b) Certificates of Authorization revoked for longer than one hundred eighty (180) days without reinstating must submit a new application and fee to be considered by the Board. If reinstatement is within one hundred eighty (180) days following the date of the revocation, then the certificate of authorization will be deemed to have been continuous. Practicing your professional with a revoked certificate of authorization during this reinstatement period is a violation of Title 59, Section 475.1 et seq and the Rules of this Board. . . .

**245:15-19-7. Authority to use professional titles . . .**

(b) No other person, or firm, ~~partnership, association or corporation~~ may employ the title “Engineer” or “Land Surveyor” or any various construction thereof, to describe persons, entities or services, nor do such unregistered individuals or entities have authority to solicit, offer, contract or execute engineering or land surveying services in the State of Oklahoma.

**SUBCHAPTER 23. VIOLATIONS**

**245:15-23-2. Grounds for violations and penalties . . . . .**

(11) Failure, within 30 days, to provide information requested by the Board as a result of a formal or informal complaint to the Board; . . .

**245:15-23-9. Filing a complaint; forms and evidence**

~~When filing a formal complaint, the persons, registrant or entity shall contact the Board office for the forms required to be completed. When filing an informal complaint, the person, registrant or entity, shall contact the Board office and provide all information requested. to insure that the Board can complete all necessary forms. The complainant shall may document the allegations with evidence available and shall submit one copy of the documentation to the Board office. . . .~~

**245:15-23-22. Procedures to file exceptions to proposed orders**

Exceptions to ~~the written~~ a proposed final order, together with a brief in support, shall be filed with the Executive Director within ten (10) days of the entry of the final order. . . .

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ANNOUNCEMENTS**

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**The 2003 OSLS Annual Surveyors Conference will be held March 5-8, 2003 at the Clarion Hotel - I-40 and Meridian, Oklahoma City, OK.**

**For More Information Contact: David Anderson, Executive Director OSLS**

**(405) 840-9116 or (405) 721-7222. Information is also located on their website at [www.osls.org](http://www.osls.org)**

⇒ **NATIONAL ENGINEERING WEEK FEBRUARY 16-22, 2003**

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