

# **INSTRUCTIONS FOR COMPLETING THE OKLAHOMA LAW AND ENGINEERING EXAMINATION**

1. This examination covers the Oklahoma Statutes Title 59, Section 475.1 et seq (revised 11-1-2017) and the Oklahoma Administrative Rules Title 245, Chapter 2 and 15 (revised 7-25-2013). Please be sure that you are using the most recent version of the statutes and rules.
2. The above referenced statutes and rules may be found on our website at [www.pels.ok.gov](http://www.pels.ok.gov).
3. All applicants, whether for comity licensure or original licensure, must successfully complete this examination.
4. This is an open book examination.
5. Successful completion is defined as missing no more than 2 of the 25 questions.
6. You will receive only a “pass” or “fail” notification.
7. If you have been contacted by this office that you did not successfully complete the examination, you may retake the examination up to 3 additional times with no waiting period. In the event of 4 failures, your application will be put on hold for one month to allow you time to thoroughly review the statutes and rules prior to retaking the examination.
8. Read each question carefully on the attached examination and circle the best answer on the answer sheet. If at the time of grading the scorer cannot determine which answer has been circled, the question will be counted as incorrect.
9. Once you complete the examination, submit the answer sheet with your application.

**Applicant's Name:** \_\_\_\_\_

**Application Number (if applicable):** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**EXAMINATION J – circle the best answer** (revised 11-1-2017)

1.    A    B    C    D
2.    A    B    C    D
3.    A    B    C    D
4.    A    B    C    D
5.    A    B    C    D
6.    A    B    C    D
7.    A    B    C    D
8.    A    B    C    D
9.    A    B    C    D
10.   A    B    C    D
11.   A    B    C    D
12.   A    B    C    D
13.   A    B    C    D
14.   A    B    C    D
15.   A    B    C    D
16.   A    B    C    D
17.   A    B    C    D
18.   A    B    C    D
19.   A    B    C    D
20.   A    B    C    D
21.   A    B    C    D
22.   A    B    C    D
23.   A    B    C    D
24.   A    B    C    D
25.   A    B    C    D

## EXAMINATION J

1. The practice of engineering shall be deemed a \_\_\_\_\_ granted by the state through the State Board of Licensure for Professional Engineers and Land Surveyors.
  - A. privilege
  - B. right
  - C. honor
  - D. entitlement
  
2. The purpose of the Title 59, 475.1 et seq., statutes regulating the practice of engineering. is to:
  - A. promote the profession of engineering.
  - B. safeguard life, health and property.
  - C. ensure that engineers are reasonably paid for their services.
  - D. encourage engineers to become actively involved in their profession.
  
3. If a licensee fails to renew their license, but continues to practice, the Board may:
  - A. revoke his/her license, but allow the licensee to practice for 180 days following the revocation date without any disciplinary action taken.
  - B. revoke his/her license, and commence disciplinary action if it is found that the licensee has practiced engineering with an expired license.
  - C. revoke his/her license, but allow the licensee to practice for an undetermined period of time without any disciplinary action being taken.
  - D. not revoke his/her license and continue to try to contact the licensee through the employer.
  
4. The Rules of Ethical Marketing require that the procedure for seeking professional employment restricts the engineer, land surveyor or firm from submitting a fee or price for services until the governmental client or any entity contracted by the governmental client to furnish engineering or land surveying services has been selected based upon:
  - A. technical ability.
  - B. previous experience specialized training.
  - C. professional qualifications.
  - D. All of the above.

5. A licensee possessing personal knowledge of a violation of the licensure law or the Board rules:
  - A. must provide the Board with such information and cooperate with the Board in the investigation of such violation.
  - B. must provide their employer with such information and the responsibility to notify the Board would fall on the employer.
  - C. is not required to furnish such information to the Board if they have signed a confidentiality agreement.
  - D. None of the above.
  
6. According to the licensing law's definition of a "Firm", which of the following requires a Certificate of Authorization issued by this Board?
  - A. Any form of business or entity other than an individual operating as a sole proprietorship under his or her name.
  - B. A private practitioner employing other licensed engineers, surveyors or other design professional.
  - C. Any person or other engineering or surveying entity using one or more fictitious names.
  - D. All of the above.
  
7. Which of the following situations is NOT allowable under the Oklahoma Statutes and Rules governing the practice of engineering:
  - A. An electrical engineer reviews, signs and seals plans designed by an independent electrical contractor for a project.
  - B. A licensee coordinates an entire project, provided each design segment is signed, dated and sealed by the licensee in direct control and personal supervision of that design segment.
  - C. A licensee is in direct control and personally supervises an Engineer Intern working for his firm, and signs and seals the Engineer Intern's engineering design plans for a project.
  - D. All of these situations are allowable under the Oklahoma Statutes and Rules governing the practice of engineering.
  
8. Drawings, reports, or documents that require a signature may be signed using a digital signature. A digital signature must be:
  - A. Unique to the person using it;
  - B. Capable of verification;
  - C. Under the responsibility and control of the licensee affixing it or other licensees within the firm who may need access to the licensee's seal and signature in his/her absence;
  - D. A & B above

9. When a bound drawing set involves the work of multiple licensees, the documents shall be sealed, signed and dated as follows:
- A. All engineers in responsible charge of a portion of the work seal, sign and date the cover sheet only.
  - B. The highest ranking P.E. in the company is in responsible charge of all work contracted for by the company and may seal, sign and date the cover sheet in lieu of the licensees performing the work.
  - C. Only the managing engineer seals, signs and dates the cover sheet.
  - D. Each sheet of the drawing set is sealed, signed, and dated individually by the engineer in responsible charge of the work represented on the sheet, or the cover sheet or index page must be sealed, signed and dated by each licensee with a breakdown of the licensee in responsible charge of each document clearly identified.
10. Which of the following information about the firm's Certificate of Authorization is required to be shown on the document?
- A. No CA information is required to be shown on the document.
  - B. Only the name of the firm and the CA number must be shown.
  - C. The name of the firm, the CA number and the firm's contact information must all be shown on an engineering document.
  - D. None of the above.
11. Which of the following statements is true for an engineer to take responsible charge of the prototypical design plan prepared by others?
- A. The engineering services provided must include creation of a complete design file including design criteria, calculations and code research.
  - B. The engineer must completely recalculate and redraft all of the design plans for the project.
  - C. The burden is on the original designer of the prototypical plans to demonstrate compliance.
  - D. An engineer cannot take responsible charge over prototypical plans not designed by the engineer.
12. Engineering technical submissions given to an architect for a project must be signed and sealed by the professional engineer in responsible charge of the work:
- A. prior to the architect taking responsible charge of the work as the prime professional for a project.
  - B. after the architect has incorporated the technical submissions and has signed and sealed the work as the prime professional.
  - C. prior to the project being completed.
  - D. only at the request of the architect.

13. It is the responsibility of the licensee to maintain records to be used to support continuing education credits claimed. Which of the following types of records would be approved by the Board as supporting evidence of actual completion of activity claimed?
- A. Paid receipt for a convention or seminar.
  - B. Printed course materials or meeting agendas.
  - C. Dated and signed completion certificates or other documentation directly supporting evidence of attendance.
  - D. None of the above.
14. Licensees shall only sign, seal, and date plans or documents dealing with a discipline of engineering in which:
- A. they earned their degree.
  - B. they gained their experience.
  - C. they have designated as their area(s) of competence with the Board office.
  - D. they passed a PE exam.
15. A licensee not practicing as a firm shall include which of the following on any plans, reports, or other engineering documents when presented to a client, a user or any public or governmental agency:
- A. licensee's contact information to include address and phone number
  - B. seal, signature and date of signature
  - C. client contact information to include owner address and phone number
  - D. both A & B
16. The Board shall have the power to deny, place on probation, suspend, revoke or refuse to issue a certificate, or fine, reprimand, issue orders, levy administrative fines or seek other penalties, if a person or entity is found guilty of which of the following:
- A. Failure, within 30 days, to provide information requested by the Board as a result of a formal or informal complaint to the Board
  - B. Engaging in dishonorable, unethical or unprofessional conduct of a character likely to deceive, defraud or harm the public.
  - C. Performing engineering or surveying services outside any of the licensee's areas of competence.
  - D. All of the above.

17. Consultants hired to do work on behalf of the firm must sign, seal and date their work and include \_\_\_\_\_ on the work. Consultants may not sign and seal as the responsible charge engineer for the firm to which they are consulting.
- A. their title block, contact information, and Certificate of Authorization information, if applicable,
  - B. their listed area(s) of competence
  - C. their license date of expiration
  - D. All of the above.
18. A professional engineer in the practice of engineering, who demonstrates carelessness which is in reckless disregard of the safety, property, or lives of others, may be guilty of:
- A. gross incompetence.
  - B. gross negligence.
  - C. misconduct.
  - D. deceptive practice.
19. Which of the following professional engineers may be designated as being the managing agent and in responsible charge of the professional activities of a firm:
- A. a P.E. providing consulting and/or contracting services to the firm.
  - B. a P.E. who is a full-time employee of the firm.
  - C. both A & B above
  - D. a professional engineer is not required to be the managing agent for a firm.
20. According to Section 475.20(B)(1) any person or entity who has been determined by the Board to have violated any provision of Section 475.1 et seq. of this title, or any rule, regulation or order issued pursuant to such provisions, may be liable for an Administrative Penalty not less than \$250.00 nor more than \_\_\_\_\_ for each separate violation.
- A. \$10,000.00
  - B. \$1,000.00
  - C. \$500.00
  - D. None of the above.

21. In the case of an out-of-state firm authorized to perform engineering services in Oklahoma, the firm may have one or more branch offices located in Oklahoma only if the firm has a professional engineer designated responsible and in charge of the firm's professional practice in this state. The professional engineer designated for this purpose shall be required to:
  - A. supervise remotely or by personal presence each branch office during normal business hours and be duly licensed as a professional engineer in this state, as prescribed by law.
  - B. spend a majority of normal business hours at one branch office located in Oklahoma and be duly licensed in their home state, as prescribed by law.
  - C. spend a majority of normal business hours at one or more branch offices located in Oklahoma and be duly licensed as a professional engineer in this state, as prescribed by law.
  - D. be a full-time employee of the firm or a consultant competent in the area(s) of engineering specified for each project.
  
22. A licensee who cannot certify they have obtained the required 30 professional development hours:
  - A. will be allowed to renew their P.E. license without any consequences.
  - B. will be allowed to renew their P.E. license, but will be required to make up the deficiency at the time of their next renewal.
  - C. will not be allowed to renew their P.E. license until such time as they have obtained the required 30 professional development hours.
  - D. None of the above.
  
23. Engineering work of a preliminary nature submitted to obtain comments and not for formal approval shall be clearly marked with the following statement:
  - A. "This document may not be altered without the approval of the engineer of record."
  - B. "Any comments on this document should be forwarded to the architect or other prime professional."
  - C. "This document is preliminary in nature and is not a final signed and sealed document."
  - D. "This document is preliminary in nature and may only be changed by the reviewing agency architect or the prime professional for this project."



24. According to Title 59 Section 475.15 (D), a professional engineer or firm shall retain a hard copy or electronic copy of all technical submissions produced for a minimum of \_\_\_\_\_ years following the date of preparation.
- A. five (5)
  - B. fifteen (15)
  - C. twenty-five (25)
  - D. ten (10)
25. According to Board rule, which of the following is an engineer and affiliated firm allowed to perform prior to obtaining a Certificate of Licensure for the individual and Certificate of Authorization for the firm?
- A. Submit “preliminary” engineering design drawings to the client for review.
  - B. Sign a contract for performing engineering services.
  - C. Submit a proposal to the client for engineering services.
  - D. None of the above.