



September 2015 FBPE Rules Committee

Meeting Book

September 16, 2015 - 08:30 AM

FBPE Board Office

2639 N. Monroe St., Ste. B112

Tallahassee, FL, 32303

September 2015 FBPE Rules Committee Meeting Book

September 2015 FBPE Rules Committee Agenda

1. Call to Order

2. Roll Call, Determination of Quorum and Address Absences

3. Introduction of Guests and Announcements

4. Discussion on Rule 61G15-20.0010 - Review New/Proposed PE Application for Licensure by Examination

(Dr. Roddenberry has been revising it after comments from board members at the June & August 2015 FBPE Board Meeting)

Exhibit #4

Exhibit #4 - FBPE PE Exam - Application Package - REWORKED (Rev 1_MDR2).pdf - Page 4

5. Review/Open Rule 61G15-22 – License Renewal, Continuing Education

(Comments from JAPC about the proposed changes)

Exhibit #5

Exhibit #5 - Rule 61G15-22.pdf - Page 23

6. Review/Open Rule 61G5-22.0105 – Approval of Continuing Education Courses in Laws and Rules and Courses in Professional Ethics

(need to approve the application the Ethics Course and the new applications for the CE Provider and Laws and Rules Course)

Exhibit #6

61G15-22.0105.pdf - Page 28

0908 1030 - CE Ethics Initial.pdf - Page 30

0906 1030 - CE Provider Initial.pdf - Page 37

0908 1030 - CE Laws & Rules Initial.pdf - Page 43

7. Review/Open Rule 61G15-35.003 – Qualifications Program for Special Inspectors of Threshold Inspectors

(JAPC has concerns about the SI Application)

(Exhibit #7)

Exhibit #7 - Rule 61G15-35.003.pdf - Page 50

8. Review/Open Rule 61G15-32.004(2)(k)– Design of Water Based Fire Protection Systems

(brought back to the committee as requested by Mr. Buddy Dewar, NFSA and Mr. Steve Kowkabany, PE)

Exhibit #8

Exhibit #8 - Rule 61G15-32.004.pdf - Page 60

9. Discussion on accepting Foreign Experience and Personal References

(Came from June 2015 Board Meeting - Email from Mohamed Adham – Re: Foreign Experience & References)

(Exhibit #9)

Exhibit #9 - Email from Mohamed Adham Re Foreign Experience and References.pdf - Page 62

10. Discussion of Anticipated upcoming Rule Projects for inclusion in

the Annual Regulatory Plan

11. Old Business

12. New Business

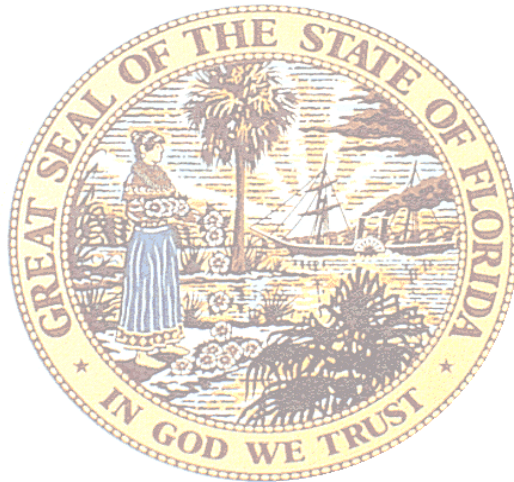
13. Adjourn

a. Date, Time and Location of Next Rules Committee Meeting

November 18, 2015 at 8:30 a.m.
FBPE Office
2639 North Monroe Street
Suite B-112
Tallahassee, FL 32303

Florida Board of Professional Engineers

2639 North Monroe Street, Suite B-112
Tallahassee, Florida 32303



Application for Licensure By Examination

CHECK LIST (for Applicant's Use)

Illegible and/or incomplete applications WILL BE RETURNED. This will delay processing and may result in missing deadlines.

- Complete the **PRINCIPLES AND PRACTICE EXAMINATION APPLICATION** (pages 1 - 5). Submit it to the FBPE with the **\$230 FEE**. Only check or money orders are acceptable. See page iii for more information.

- Complete the **VERIFICATION OF EDUCATION RELEASE** form (page 6). Forward it to the college(s) or university(s) from which you obtained your engineering degree(s). Alternatively, you may skip this form and use another method to request that transcripts be sent to the FBPE. See page iii for more information.

- Complete the top portion of the **VERIFICATION OF LICENSURE / EXAMINATION ENDORSEMENT** form (page 7). Forward it to the state where you passed the Fundamentals of Engineering (FE) Exam. If you passed the FE exam in Florida, or if you registered for the exam directly through NCEES without applying for the exam through a state licensure board, then skip this step. See page iv for more information.

- Complete the **WORK EXPERIENCE** form (page 8). Complete one form for each Work Experience being claimed. Submit the original form(s) with your application to the FBPE. See page iv for more information.

- Complete the top portion of the **VERIFICATION OF WORK EXPERIENCE** form (pages 9 & 10). Complete one form for each Work Experience being claimed. Send each form, along with a copy of its corresponding WORK EXPERIENCE form, to the licensed or practicing engineer who can personally verify the experience gained during the employment dates claimed. See page vi for more information.

- Complete the top portion of the **PERSONAL REFERENCE** form (page 11). Forward copies to at least three (3) Professional Engineers. These forms must be completed, signed, and sealed by licensed Professional Engineers. Personal references may not verify work experience. See page vi for more information.

- After your Application has been received, FBPE will email you a link to the online **LAWS AND RULES STUDY GUIDE**. Follow the link and complete the Study Guide. See page vi for more information.

- When you receive your Notice of Approval email and *Candidate Number* from the Board, you may then **register for your exam** with **NCEES EXAM ADMINISTRATION SERVICES** at www.ncees.org.

READ AND FOLLOW ALL OF THESE INSTRUCTIONS.

You must familiarize yourself and comply with the requirements for licensure. These instructions are not intended to remove, modify or amend the requirements. ALL INFORMATION MUST BE TYPED. Handwritten applications **WILL BE RETURNED along with your payment. This will delay processing and may result in missing deadlines.**

GENERAL INFORMATION

Applications deadlines are posted at www.fbpe.org/licensure/application-process. Applications received after the deadline will be processed for the next examination.

IT IS YOUR RESPONSIBILITY TO CHECK AND COMPLY WITH THE DEADLINES ON THE FBPE AND NCEES WEBSITES.

The Board office will process your application pursuant to the requirements in Section 471.013, Florida Statutes (F.S.), and Section 61G15-20.002, Florida Administrative Code (F.A.C.). When your application is deemed administratively complete, it will be reviewed by the Board's *Application Review Committee*. If your application is approved, you will receive a *Notice of Approval* with a *Candidate Number*. If your application is denied, you will receive a *Notice of Denial*.

You must provide a valid email address on the application to receive notices from FBPE. All email addresses are public records pursuant to F.S. Chapter 119.011(12).

The following Board notices are sent via email:

- *Notice that your application has been received*
- *Notice of application status within 30 days from date received*
- *Notice when the application is deemed administratively complete and is ready for Board review*
- *Notice of Approval or Notice of Denial*

Before you can register with NCEES [www.ncees.org] to take the exam, you must receive a *Notice of Approval* with a *Candidate Number* from the FBPE. **Approvals are exam-date specific, and Candidate Numbers cannot be carried forward to a future exam date.**

If you do not show up for the exam or do not pass the exam, then you will be required to submit to FBPE a new re-examination application and fee for your next desired exam date.

If you are submitting an application because of expired fees (your previous application is more than 3 years old), then you must attach a cover letter with an explanation. You will only need to submit application updates, such as **Work Experience** forms and **Verification of Work Experience** forms, to supplement your initial application. [For example: You first applied and were approved in 2000, and you are reapplying in 2006. Submit only application updates, **Work Experience** forms, and **Verification of Work Experience** forms for the 2000-2006 time period.]

For APPLICATION FOR DISABILITY ACCOMMODATION or RELIGIOUS CONFLICTS, please contact NCEES [www.ncees.org].

PRINCIPLES AND PRACTICE OF ENGINEERING EXAMINATION APPLICATION

Social Security Numbers are mandatory pursuant to Title 42 United States Code, Sections 653 and 654; and Sections 455.203(9), 455.213(1), 409.2577, and 409.2598, Florida Statutes. Social Security Numbers are used to allow efficient screening of applicants and licensees by a Title IV-D child support agency to assure compliance with child support obligations. Social Security Numbers must also be recorded on all professional and occupational license applications and will be used for licensee identification pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Welfare Reform Act), 104 Pub.L.193, Sec. 317.

YOUR NAME ON YOUR LICENSE WILL BE EXACTLY AS IT APPEARS ON YOUR APPLICATION.

If you answer **YES** to the question, “Have you ever **changed your name** through marriage or action of a court, or have you ever been known by **any other name?**”, then please **attach a copy of the marriage certificate or legal court order** to your application.

Obtaining **U.S. citizenship by naturalization*** may help reduce educational deficiencies for **non-EAC/ABET engineering degrees** that are typical of foreign-degree applicants. If this applies to you, and you would like for the Board to consider this when reviewing your educational background, **please attach proof of naturalization** to your application. (“U.S. citizenship by naturalization” does not include U.S. citizenship derived by birth or derived from parents.)

WORK EXPERIENCE SUMMARY:

- All engineering Work Experience must be listed and must correspond to the WORK EXPERIENCE forms submitted.
- **All time after receiving your undergraduate engineering degree must be accounted for in the WORK EXPERIENCE SUMMARY, whether or not the employment was related to engineering practice.**
- You must list full-time and part-time engineering and non-engineering Work Experience. Non-engineering experience will not require verification unless requested by the Board after you submit your application.
- This list is to be in chronological order, starting with your earliest experience and ending with your most recent employment.

FEE

The application fee is **\$230.00** and must be submitted with the application. The FBPE accepts personal and business checks (but no starter checks), cashier’s checks, or money orders. **THE FBPE DOES NOT ACCEPT CREDIT CARDS OR CASH.**

Checks must be made payable to FBPE. Also, **type** your full name and address on your check.

VERIFICATION OF EDUCATION RELEASE

TO QUALIFY FOR LICENSURE, YOU MUST BE ABLE TO DEMONSTRATE A BOARD-APPROVED ENGINEERING DEGREE.

IF YOU HAVE AN EAC/ABET UNDERGRADUATE ENGINEERING DEGREE:

- Request transcripts from all institution(s) that you attended and from all institution(s) from which you received your engineering and/or non-engineering degree(s). You may use the VERIFICATION OF EDUCATION RELEASE form to make this request, or you may use other means such as online at your institution(s) website(s).
- The institution(s) may forward certified transcripts directly to the Board office. Alternatively, you may submit your transcripts with your application if they are in an unopened sealed envelope from your institution.

IF YOU HAVE A NON-EAC/ABET UNDERGRADUATE ENGINEERING DEGREE (which applies to most foreign institutions and some in the U.S.):

- In this case, you are not required to complete the VERIFICATION OF EDUCATION RELEASE form.
- You are required to obtain an evaluation of your degree pursuant to Section 471.013(1), Florida Statutes, and 61G15-20.007, Florida Administrative Code. The Board will determine if your degree is Board-approved, based on the evaluation.
- If you previously completed an evaluation of your non-EAC/ABET degree for the FE Exam application for examination in Florida, then a duplicate evaluation is not required.

For more information, please contact the PE Exam Desk at (850) 521-0500.

VERIFICATION OF LICENSURE / EXAMINATION ENDORSEMENT

Complete the top portion of this form and send it to the state where you passed the NCEES Fundamentals of Engineering (FE) Examination.

YOU DO NOT HAVE TO COMPLETE THIS FORM IF YOU EITHER: 1) Passed the FE Exam in Florida or 2) Registered for the exam directly through NCEES without applying for the exam through a state licensure board. In either of these cases, FBPE will be able to access your examination record.

WORK EXPERIENCE

Make as many copies of this form as necessary. **A SEPARATE EXPERIENCE FORM MUST BE COMPLETED FOR EACH EMPLOYER OR WORK PERIOD.** The information that you provide on these forms must correspond to the WORK EXPERIENCE SUMMARY table on page 3 of the APPLICATION.

FAILURE TO PROVIDE LEGIBLE OR ADEQUATE INFORMATION MAY RESULT IN DENIAL OF YOUR APPLICATION.

All engineering experience after receiving your engineering degree must be accounted for and **typed**. **Not typing the information will result in the payment and application being returned to you. This will delay processing and may result in missing deadlines.**

The information shall clearly and concisely outline and describe **the work that you performed**. Do not provide marketing materials or general information on particular projects unless this information clearly identifies **you** and the work **you** performed.

ENGINEERING EXPERIENCE MUST BE OBTAINED UNDER THE DIRECT SUPERVISION OF A LICENSED OR PRACTICING ENGINEER.

Engineering experience claimed must be of a character indicating competence to be in responsible charge of engineering. Engineering experience can be gained through: investigation, evaluation, planning, and design of engineering works and systems; planning the use of land and water; teaching principles and methods of engineering design; performing engineering surveys; and/or the inspection of construction for the purpose of determining if the work is proceeding in compliance with drawings and specifications.

Engineering experience claimed must:

- demonstrate a knowledge of engineering mathematics, physical and applied science, properties of materials, and the fundamental principles of engineering design;
- demonstrate the application of engineering principles in the practical solution of engineering problems; and
- be progressive, on engineering projects of increasing quality and requiring greater responsibility.

YOU MUST HAVE AT LEAST 48 MONTHS OF ENGINEERING EXPERIENCE AT THE TIME YOU SUBMIT THE APPLICATION. THIS MAY INCLUDE EQUIVALENT EXPERIENCE CREDIT FOR ADVANCED ENGINEERING DEGREES AS DESCRIBED BELOW.

Experience credit (time) is based on a full-time, 40-hour week. No additional credit is given for overtime.

Experience before completion of the engineering degree: Full-time engineering experience obtained within two (2) years prior to graduating with the engineering degree may be awarded credit of 50% of the actual time spent working (up to a maximum credit of 12 months). The claimed experience must involve tasks and responsibilities consistent with the discipline of engineering.

Equivalent experience for graduate degrees: If a prior engineering degree was earned that solely meets the requirements of a Board-approved engineering program as defined in subsection 61G15-20.001(2), F.A.C., then a 12-month equivalent experience credit can be awarded for each of the following:

- Master's degree in engineering from a college or university from an EAC/M-ABET-accredited engineering program or from a college or university in the U.S. that has an EAC/ABET-accredited engineering program in a related discipline at the baccalaureate level
- Doctorate in engineering from a college or university in the U.S. that has an EAC/ABET-accredited engineering program in a related discipline at the baccalaureate level

Experience credit is not given for:

- non-engineering work;
- part-time work experience obtained while pursuing engineering education on a full-time basis; or
- the pursuit of a master's or doctoral degree while obtaining full-time work experience.

VERIFICATION OF WORK EXPERIENCE

Make as many copies of this form as necessary. **A SEPARATE VERIFICATION FORM MUST BE COMPLETED FOR EACH WORK EXPERIENCE.** Each VERIFICATION form must correspond to a single Work Experience listed in the WORK EXPERIENCE SUMMARY table on page 3 of the APPLICATION.

The dates on the VERIFICATION form **must match** the dates listed on the WORK EXPERIENCE form and the WORK EXPERIENCE SUMMARY table on page 3 of the APPLICATION.

Send each VERIFICATION form, along with a copy of its corresponding WORK EXPERIENCE form, to a licensed or practicing engineer who **CAN PERSONALLY VERIFY AND ATTEST TO THE EXPERIENCE GAINED DURING THE TIME PERIOD CLAIMED.**

The engineer verifying the work experience must sign and seal this VERIFICATION form and must sign the corresponding WORK EXPERIENCE form.

Verifications **shall** be sent to FBPE directly by the verifying engineers.

ENGINEERS VERIFYING YOUR EXPERIENCE CANNOT BE USED AS PERSONAL REFERENCES.

If obtaining verification is not possible, submit a notarized letter that lists the company name, the dates of employment, and an explanation of why the verification cannot be obtained. See Rule 61G15-20.002, F.A.C., for more information.

NOTE: Practicing engineers are engineers working in engineering disciplines that are not required to be licensed in their state. Refer to Rule 61G15-21.002(2)(a), F.A.C., for additional information.

PERSONAL REFERENCE

Make at least three (3) copies of this form, fill out the top portion, and sign. Then send one to each personal reference for him/her to complete, sign, and seal.

EACH PERSONAL REFERENCE MUST BE A LICENSED PROFESSIONAL ENGINEER. Their names and addresses **must match** the information provided on the PERSONAL REFERENCE SUMMARY table on page 5 of the application.

ENGINEERS VERIFYING YOUR EXPERIENCE CANNOT BE USED AS PERSONAL REFERENCES.

Reference forms may be sent to FBPE either with the application or directly by the personal references.

LAWS AND RULES STUDY GUIDE

Read Chapter 471, Florida Statutes, and Rule 61G15, Florida Administrative Code, to become knowledgeable about the laws and rules that regulate the practice of engineering in the State of Florida. Retain a copy of these laws and rules for future reference.

After your application has been received, FBPE will email you a link to the online LAWS AND RULES STUDY GUIDE. **Follow the link and complete the Study Guide.** Successful completion is required for licensure. With each attempt to complete the Study Guide, your results will be sent directly to FBPE for inclusion with your file. Five (5) failed attempts will require you to submit a new application. You will receive a *Certificate of Completion* once you have successfully completed the Study Guide.

If you have any questions concerning Licensure by Examination, please contact our office.

**ATTENTION: PE Exam Desk
Licensure Analyst
Florida Board of Professional Engineers
2639 N. Monroe Street, Suite B-112
Tallahassee, Florida 32303
(850) 521-0500
www.fbpe.org**



PRINCIPLES AND PRACTICE OF ENGINEERING EXAMINATION APPLICATION



Fee: \$230 (Made Payable to FBPE)

NAME	Last:	First:	Middle:
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Have you ever **changed your name** through marriage or action of a court, or have you ever been known by **any other name**? **YES** **NO**
If YES, attach a copy of the marriage certificate or legal court order.

Other Full Name(s) I am/have been known as:

MAILING ADDRESS	Number and Street:			Apt/Lot No.:	
	City:	State:	Zip Code:	County:	

HOME TELEPHONE NUMBER:	BUSINESS TELEPHONE NUMBER:	DATE OF BIRTH (MM/DD/YYYY):
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EMAIL ADDRESS: All correspondence will be via email. All email addresses are public records pursuant to F.S. Chapter 119.011(12).	SOCIAL SECURITY NO.: Social Security Numbers are mandatory pursuant to Title 42 United States Code, Sections 653 and 654; and Sections 455.203(9), 455.213(1), 409.2577, and 409.2598, F.S.
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ARE YOU A U.S. CITIZEN, OBTAINED BY NATURALIZATION (i.e., not by birth or parent-derived)? **YES** **NO**
WHAT IS YOUR NATIVE LANGUAGE?
NOTE: Answering these questions is voluntary. They are used by the Board to help reduce educational deficiencies for non-EAC/ABET engineering degrees that are typical of foreign-degree applicants. Proof of naturalization is required.

IMPORTANT INFORMATION

Applicants MUST read and follow ALL instructions on pages i through vii.
All information must be typed; handwritten forms will not be accepted.

EDUCATION HISTORY

Names of Colleges & Universities Attended and City/State/Country	Degree Received <small>(e.g., BS, MS, PhD)</small>	Did you graduate?		Graduation Date <small>(MM/YYYY)</small>	Engineering discipline <small>(degree major)</small>
		YES	NO		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		

EXAMINATION REQUESTED

Exam date applying for: April ____ (year) October ____ (year)

Engineering exam discipline intended on taking:

(Continued on Page 2)

EXAMINATION HISTORY

Please provide information about any engineering examinations that you have taken in any U.S. state or territory:
(Attach extra sheets as necessary.)

Examination (e.g., FE, PE, SE)	Exam Location (City, State)	Date Taken (MM/YYYY)	Did you pass?		Exam Discipline
			YES	NO	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

APPLICANT HISTORY

If you answer YES to any of questions A-E, attach a separate page that lists the following information: date; jurisdiction (state and county); offense; disposition; and all other relevant information.

	YES	NO
A) Have you ever been convicted, found guilty, or entered a plea of guilty or <i>nolo contendere</i> , regardless of adjudication, of a crime (not including any pending charges or non-criminal traffic offenses) in any jurisdiction, or have you ever been found guilty by a military court-martial?	<input type="checkbox"/>	<input type="checkbox"/>
B) Have you previously filed an application with FBPE to take an engineering examination (other than the Fundamentals of Engineering Exam)?	<input type="checkbox"/>	<input type="checkbox"/>
C) Have you ever been denied the right to take an engineering examination in any U.S. state or territory?	<input type="checkbox"/>	<input type="checkbox"/>
D) Have you ever been refused an engineering license – or the renewal thereof – in any U.S. state or territory?	<input type="checkbox"/>	<input type="checkbox"/>
E) Have you ever had a license or registration to practice engineering revoked, suspended or otherwise acted against (including probation, fine or reprimand) in a disciplinary proceeding in any U.S. state or territory?	<input type="checkbox"/>	<input type="checkbox"/>

LICENSURE HISTORY

If you have ever held a license or registration to practice engineering in any U.S. state (including Florida) or territory, please provide the following information on any such license(s). Attach extra sheets as necessary.

State	License No.	Year Issued (YYYY)	Type of License	License Status (eg., active, inactive, retired, revoked, suspended)	If License is not active, explain why and when it became inactive

(Continued on Page 3)

WORK EXPERIENCE SUMMARY

List all full-time work experience gained since completing your engineering degree, in chronological order (beginning with your earliest experience and ending with your current). If needed, use page 4 to continue the summary. A Work Experience is an association with one employer. A change in employer is a new experience. You may list experience obtained before completing your engineering degree, if the requirements as explained in the instructions are met (e.g., if experience was full-time and within 2 years of graduation). Explain any overlaps in employment dates, attaching extra sheets as necessary.

LEAVE NO GAPS IN TIME. If you had gaps where you were not employed in the engineering field, in the space provided, list the dates and explain the reason for your employment status.

Claim for equivalent experience of 12 months for each graduate degree(s): (See instructions on page v for eligibility.)	<input type="checkbox"/> Master's	Dates	to
	<input type="checkbox"/> Doctorate	attended:	to

Work Experience # 1	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:

<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.	From:	To:	Explain reason:
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Work Experience # 2 (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:

<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.	From:	To:	Explain reason:
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Work Experience # 3 (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:

<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.	From:	To:	Explain reason:
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Work Experience # 4 (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:

<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.	From:	To:	Explain reason:
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(Continued on Page 4)

WORK EXPERIENCE SUMMARY (cont'd.)

If needed, use this sheet to continue summarizing your work experience. Continue in chronological order, and fill in the Work Experience # in sequential order.

Work Experience # (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:
<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.			
Work Experience # (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:
<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.			
Work Experience # (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:
<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.			
Work Experience # (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:
<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.			
Work Experience # (If applicable)	From: (MM/DD/YY)	Months of Full-time Experience Being Claimed:	Employer:
	To: (MM/DD/YY)		
	Name of Verifying Engineer:		Verifying Engineer's License No. & State:
<input type="checkbox"/> I have a GAP in employment, where I was <u>not</u> employed in the engineering field.			

(Continued on Page 5)

PERSONAL REFERENCE SUMMARY

Reference (1)	Name of Reference Engineer:	Reference Engineer's License No. & State:
	Reference Engineer's Address:	
Reference (2)	Name of Reference Engineer:	Reference Engineer's License No. & State:
	Reference Engineer's Address:	
Reference (3)	Name of Reference Engineer:	Reference Engineer's License No. & State:
	Reference Engineer's Address:	

CERTIFICATION OF RELEASE STATEMENT & ATTESTATION

I hereby authorize any individual, company or institution with whom I have been associated, to furnish the Florida Board of Professional Engineers with any information concerning my qualifications for professional registration in Florida which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals connected therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.

I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare and state that my answers and all statements made by me herein are true and correct.

Should I furnish any false information in this application, I hereby agree that such act shall constitute cause for the denial, suspension, or revocation of any license to practice in the State of Florida for the profession for which I am applying.

**Applicant
Sign Here**  _____

Date _____



FLORIDA BOARD OF PROFESSIONAL ENGINEERS
 2639 N. MONROE STREET, SUITE B-112
 TALLAHASSEE, FLORIDA 32303



VERIFICATION OF EDUCATION RELEASE
 (Transcript Request)

If you can request a transcript online, skip this form and have the school submit the transcript directly to the FBPE.
 If you cannot request a transcript online, you may send this completed form to the school to request that they send your transcript directly to the FBPE.

NAME AND ADDRESS OF INSTITUTION:

APPLICANT'S NAME AND ADDRESS:

DEGREE AWARDED:

MAJOR:

DATES OF ATTENDANCE:

DATE DEGREE AWARDED:

TELEPHONE #:

EMAIL ADDRESS:

All email addresses are public records pursuant to F.S. Chapter 119.011(12).

SOCIAL SECURITY NO.:

Social Security Numbers are mandatory pursuant to Title 42 United States Code, Sections 653 and 654; and Sections 455.203(9), 455.213(1), 409.2577, and 409.2598, F.S.

Please forward this form, along with an official copy of my transcript, to the Florida Board of Professional Engineers, 2639 N. Monroe Street, Suite B-112, Tallahassee, Florida 32303. If there is a fee to release the requested transcript, please contact me (the applicant) immediately.

Signature of Applicant: _____ **Date:** _____

INSTRUCTIONS FOR VERIFYING INSTITUTION

RETURN THIS FORM AND TRANSCRIPT, FOR THE APPLICANT LISTED ABOVE, TO:

Florida Board of Professional Engineers
 2639 N. Monroe Street, Suite B-112
 Tallahassee, FL 32303
 (850) 521-0500



FLORIDA BOARD OF PROFESSIONAL ENGINEERS
 2639 N. MONROE STREET, SUITE B-112
 TALLAHASSEE, FLORIDA 32303



VERIFICATION OF LICENSURE / EXAMINATION ENDORSEMENT

**NAME OF STATE OR TERRITORY VERIFYING
 LICENSE / EXAMINATION:**

DATE:

RETURN THIS FORM TO:

Florida Board of Professional Engineers
 2639 N. Monroe Street, Suite B-112
 Tallahassee, FL 32303

APPLICANT INFORMATION

NAME:

DATE OF BIRTH:

EMAIL ADDRESS:

All correspondence will be via email. All email addresses are public records pursuant to F.S. Chapter 119.011(12)

TO BE COMPLETED BY VERIFIER

The applicant is or was certified or registered in our state as indicated below:

CERTIFICATION / REGISTRATION	CERTIFICATE NUMBER	DATE ISSUED	VALID UNTIL
Engineer Intern	_____	_____	_____
Professional Engineer	_____	_____	_____
Other _____	_____	_____	_____

The basis of certification or registration in our state is indicated below:

BASIS OF REGISTRATION (EXAMINATION)	EXAM DATE	PASSED?	NCEES EXAM?	TOTAL # OF ATTEMPTS
Fundamentals of Engineering Exam	_____	Y / N	Y / N	_____
Principles and Practice of Engineering Exam	_____	Y / N	Y / N	_____
Structural Engineering (16-hour) Exam	_____	Y / N	Y / N	_____

REMARKS:

BY: _____

TITLE: _____

DATE: _____

(BOARD SEAL REQUIRED)



FLORIDA BOARD OF PROFESSIONAL ENGINEERS
 2639 N. MONROE STREET, SUITE B-112
 TALLAHASSEE, FLORIDA 32303



WORK EXPERIENCE

Work Experience # **A copy of each WORK EXPERIENCE form, along with its corresponding VERIFICATION OF WORK EXPERIENCE form, is to be sent to the engineer who can personally verify the experience gained during the employment dates claimed.**

APPLICANT INFORMATION

NAME:

EMPLOYMENT DATES:

From (MM/DD/YYYY):

To (MM/DD/YYYY):

Months of Work Experience Claimed:

EMPLOYER INFORMATION

Name of Company:

Name of Supervisor:

Street Address:

City, State, Zip Code:

Telephone:

TIME SHOWN ABOVE:

- Was earned prior to the completion of my engineering degree (see instructions)
- Was earned after completing my engineering degree and in a part-time engineering capacity
- Was earned after completing my engineering degree and in a full-time engineering capacity

Representative Projects (Include project name, location and type):

Description of Engineering Tasks & Duties:

Engineering Decisions Made and Level of Responsibility Attained:

I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare and state that my answers and all statements made by me herein are true and correct.

Applicant's
Signature: _____

Date: _____

TO BE SIGNED BY VERIFYING ENGINEER

I personally verify and attest to the work experience as described above by the applicant and during the time period claimed.

Verifying Engineer's Signature: _____ Date: _____



FLORIDA BOARD OF PROFESSIONAL ENGINEERS
 2639 N. MONROE STREET, SUITE B-112
 TALLAHASSEE, FLORIDA 32303



VERIFICATION OF WORK EXPERIENCE

This form corresponds to Work Experience #

APPLICANT INFORMATION

Name:
 Street Address:
 City, State, Zip Code:
 Telephone:
 Email Address:
 Date of Birth:

VERIFIER INFORMATION

Name of Company:
 Name of Verifier:
 Street Address:
 City, State, Zip Code:
 Telephone:
 Email Address:

I have submitted to the Florida Board of Professional Engineers a signed **Certification of Release Statement** authorizing ***“any individual, company or institution with whom I have been associated, to furnish the Florida Board of Professional Engineers with any information concerning my qualifications for professional registration in Florida which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals connected therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.”***

Please furnish the information requested below and forward the completed form directly to the Florida Board of Professional Engineers at the address at the top of this form.

Signature of Applicant: _____ **Date:** _____

TO BE COMPLETED BY VERIFIER

1. The applicant is or was employed with the above company from ___ / ___ / ___ to ___ / ___ / ___.

2. The applicant is or was under my **Responsible Charge** from ___ / ___ / ___ to ___ / ___ / ___.

If you answer **NO** to any of questions 3-6, please provide in the **REMARKS** section (below) an explanation or relevant information. Attach extra sheets as necessary.

(Circle One)

3. The applicant worked for or with me personally during this time.

YES / NO

4. The applicant worked in an engineering capacity during this time.

YES / NO

5. I have reviewed the attached WORK EXPERIENCE form and find that it accurately reflects the Work Experience gained by the applicant during this time.
(ATTACH & SIGN A COPY OF THE FORM REVIEWED).

YES / NO

(Continued on Page 10)

6. The applicant gained an increasing level of engineering experience during this time.	YES / NO
7. Please comment on the applicant's: [NOTE: One-word answers will not be accepted. Use the space provided to give details.]	
a. Type of Qualifying Experience: _____	

b. Level of Engineering Competency: _____	

c. Professional Integrity: _____	

REMARKS:

COMPLETE PART A BELOW IF YOU ARE A PRACTICING ENGINEER WHO IS EXEMPT FROM LICENSURE. COMPLETE PART B IF YOU ARE A LICENSED PROFESSIONAL ENGINEER.

PART A. The information above is true and correct, and I am currently a practicing engineer who is exempt from licensure as defined in F.S. 471.003(2)(c) and (j).

Signature: _____

Date: _____

NOTE: For practicing engineers exempt from licensure, supplemental information is required (i.e. proof of engineering degree and proof of practice status).

<p>PART B. The information above is true and correct, and I am currently licensed as a professional engineer.</p> <p>Signature: _____</p> <p>Date: _____</p>	<p>Licensing State: _____</p> <p>License Number: _____</p>	<p>(PE Seal)</p> <p><input type="checkbox"/> I do not possess a seal</p>
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FLORIDA BOARD OF PROFESSIONAL ENGINEERS
 2639 N. MONROE STREET, SUITE B-112
 TALLAHASSEE, FLORIDA 32303



PERSONAL REFERENCE

APPLICANT INFORMATION

Name: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone: _____
 Email Address: _____
 Date of Birth: _____

REFERENCE INFORMATION

Name: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone: _____
 Email Address: _____
 Date Sent to Reference: _____

I, the Applicant, have submitted to the Florida Board of Professional Engineers a signed **Certification of Release Statement** authorizing ***“any individual, company or institution with whom I have been associated, to furnish the Florida Board of Professional Engineers with any information concerning my qualifications for professional registration in Florida which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals connected therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.”***
 Please complete the remainder of this form and either 1) mail it to the Florida Board of Professional Engineers at the address at the top of this form or 2) return it to me so that I can send it with my application to the Board.

Signature of Applicant: _____ **Date:** _____

TO BE COMPLETED BY REFERENCE [NOTE: One-word answers to questions a through c will not be accepted. Use the space provided to give details.]

1. I have personally known the above applicant for _____ years.
2. The applicant has been in an increasing level of engineering experience and responsibility for _____ years.
3. Please comment on the applicant's:
 - a. **Type of Qualifying Experience:** _____
 - b. **Level of Engineering Competency:** _____
 - c. **Professional Integrity:** _____
4. Would you employ the applicant in a position of trust? **YES / NO** (circle one)

The information above is true and correct, and I am currently licensed as a professional engineer.

Signature of Reference: _____
 Date: _____

Licensing State: _____
 License Number: _____

(PE Seal)

I do not possess a seal

Notice of Proposed Rule

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Professional Engineers

RULE NOS.: RULE TITLES:

- 61G15-22.0001 Renewal of Active Licenses.
- 61G15-22.001 Continuing Education Requirements.
- 61G15-22.002 Definitions.
- 61G15-22.003 Qualifying Activities for Area of Practice Requirement.
- 61G15-22.004 Conversion of Education Units to PDH.
- 61G15-22.005 Non-Qualifying Activities.
- 61G15-22.008 Record Keeping.
- 61G15.22.010 Qualifying Activities for Laws and Rules Requirements.
- 61G15-22.011 Board Approval of Continuing Education Providers.
- 61G15-22.012 Obligations of Continuing Education Providers.

PURPOSE AND EFFECT: To update the rules and implement the provisions of Chapter 2014-125, §4, Laws of Florida.

SUMMARY: Update the rules and implement the provisions of Chapter 2014-125, §4, Laws of Florida.

SUMMARY OF STATEMENT OF ESTIMATED REGULATORY COST AND LEGISLATIVE RATIFICATION: The agency has determined that this will not have an adverse impact on small business or likely increase directly or indirectly regulatory costs in excess of \$200,000 in the aggregate within one year after the implementation of the rule. A SERC has not been prepared by the agency. The agency has determined that the proposed rule is not expected to require legislative ratification based on the statement of estimated regulatory costs or if no SERC is required, the information expressly relied upon and described herein: The majority of the rule amendments implement the provisions of the legislation. Accordingly, any adverse impact or regulatory costs imposed result directly from the legislation.

Any person who wishes to provide information regarding a statement of estimated regulatory costs, or provide a proposal for a lower cost regulatory alternative must do so in writing within 21 days of this notice.

RULEMAKING AUTHORITY: 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(2), (3), 471.019, 471.0195 FS.

LAW IMPLEMENTED: 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(2), (3), 471.019, 471.0195 FS.

IF REQUESTED WITHIN 21 DAYS OF THE DATE OF THIS NOTICE, A HEARING WILL BE SCHEDULED AND ANNOUNCED IN THE FAR.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Zana Raybon, Executive Director, Board of Professional Engineers, 2639 North Monroe Street, Suite B-112, Tallahassee, FL 32303, (850)521-0050

THE TEXT OF THE PROPOSED RULE IS:

61G15-22.0001 Renewal of Active Licenses.

To renew an active license, the licensee must remit to FEMC the biennial renewal licensure fee for active licenses, and a statement certifying that the licensee has completed the eighteen (18) ~~eight (8)~~ hours of approved continuing education which were required during the last biennium.

Rulemaking Specific Authority 471.017(2) FS. Law Implemented 471.017(2) FS. History–New 8-1-02, Amended .

61G15-22.001 Continuing Education Requirements.

(1) Each licensee shall complete eighteen (18) continuing education hours ~~eight professional development hours~~ during each license renewal biennium as a condition of license renewal. Four hours shall relate to the licensee's area(s) of practice; one (1) hours must be related to professional ethics; and one (1) four hours shall relate to Chapter 471, F.S., and the rules of the Board, ~~Chapter 61G15-22, F.A.C.~~ The remaining hours may relate to any topic pertinent to the practice of engineering as defined in Rule 61G15-22.002, F.A.C.

(2) through (4) No change.

Rulemaking Authority 455.2177, 471.008, 471.017(3), 471.019, 471.0195 FS. Law Implemented 455.2177, 471.017(3), 471.019, 471.0195 FS. History—New 8-19-80, Formerly 21H-22.01, Amended 5-14-86, Formerly 21H-22.001, Amended 6-22-99, 6-13-00, 2-22-01, 9-16-01, 3-7-13, 9-29-14,_____.

61G15-22.002 Definitions.

(1) Area of Practice: An engineering discipline for which a Principles and Practice of Engineering examination is offered by the National Council for Examiners of Engineering and Surveying (NCEES).

(2) Continuing Education Professional Development Hour (PDH): A time measurement requiring a minimum of 50 minutes instruction or presentation per hour. The continuing education hour PDH is the common denominator for other units of credit. A continuing education hour is equivalent to a professional development hour (PDH).

~~(3) Continuing Education Unit (CEU): Unit of credit customarily used for continuing education courses. One continuing education unit equals 10 hours of class in an approved continuing education course.~~

~~(3)(4)~~ No change.

~~(4)(5)~~ No change.

~~(5)(6)~~ No change.

(6) Vendor: An individual or business organization who sells products or services related to an engineering area of practice.

(7) Topic pertinent to the practice of engineering: For purposes of meeting the continuing education requirements, a topic pertinent to the practice of engineering is any topic that falls within the definition of the practice of "engineering" as defined in Section 471.005(7), Florida Statutes. Topics on marketing, foreign language skills, and basic math skills below the requirements set forth in Rule 61G15-20.007(1)(a), F.A.C. are not acceptable and are excluded.

Rulemaking Specific Authority 455.213(6), 455.2177, 455.2178, 455.2179, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008 FS. History—New 9-16-01, Amended 8-1-02, 7-30-03,_____.

61G15-22.003 Qualifying Activities for Area of Practice Requirement.

(1) No change.

(2) ~~Successful completion of continuing education courses, successful completion of correspondence, televised, Internet, videotaped, and other short courses, / tutorials, webinars, and distance education courses offered through delivery methods such as live, correspondence, recorded, or Internet-based, or attending seminars (including in-house engineering seminars), workshops, or professional and technical presentations at meetings, conventions or conferences presented/sponsored by a provider or vendor with specific knowledge related to the licensee's area of practice approved under Rule 61G15-22.011, F.A.C.~~

(3) No change.

(4) Authoring published technical engineering papers, articles, or books; or accepted licensee examination items for NCEES. Continuing education credits are earned on the date of publication.

(5) No change.

(6) Active participation in professional or technical societies. Civic or trade organizations do not qualify under this provision. Credit for this activity requires that the licensee serve as an officer of the organization or actively participate on a committee in the organization. ~~PDH~~ Continuing Education hour credits are not earned until the end of each year of completed service.

Rulemaking Specific Authority 455.213(6), 455.2177, 455.2178, 455.2179, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. History—New 9-16-01, Amended 5-14-06,_____.

61G15-22.004 Conversion of Education Units to Continuing Education Hours PDH.

(1) One (1) college ~~or unit~~ semester hour credit is equal to 45 continuing education hours ~~15 PDH~~.

(2) One (1) college ~~or unit~~ quarter hour credit is equal to 30 continuing education hours ~~10 PDH~~.

~~(3) One (1) continuing education unit is equal to 10 PDH.~~

~~(3)(4)~~ One (1) contact hour of professional development in course work, seminars (including in-house seminars at an engineering firm), or professional or technical presentations made at meetings, conventions, or conferences is equal to 1 continuing education hour ~~PDH~~ or, if teaching, 2 PDH.

~~(4)~~ For teaching of (1) through (3) above, apply a multiple of 2, if the requirements of 61G15-22.003(3) are met.

(5) Each published peer-reviewed paper, article, or book in the licensee's area of professional practice is equal to 10 continuing education hours ~~PDH~~.

~~(6)~~ Each published paper or article (other than in paragraph (5) above) in the licensee's area of professional practice is equal to 5 continuing education hours.

~~(7)(6)~~ Authoring accepted licensee examination items for NCEES is equal to 2 continuing education hours ~~PDH~~.

~~(8)(7)~~ Each patent developed using engineering principles is equal to 10 continuing education hours ~~PDH~~.

~~(9)(8)~~ Active participation in professional and technical societies as described in subsection 61G15-22.003(6), F.A.C. Each hour of participation is equal to 1 continuing education hour ~~PDH~~, with a maximum credit of 4 continuing education hours per renewal period ~~2 PDH for each organization~~.

Rulemaking Specific Authority 455.213(6), 455.2178, 455.2179, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. History–New 9-16-01, Amended _____

61G15-22.005 Non-Qualifying Activities.

Activities that do not qualify as ~~Professional Development~~ Continuing Education Hours include but are not limited to the following:

(1) through (9) No change.

Rulemaking Specific Authority 455.213(6), 455.2178, 455.2179, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. History–New 9-16-01, Amended 6-3-07, _____.

61G15-22.008 Record Keeping.

It is the licensee's responsibility to maintain sufficient records to demonstrate completion of continuing education requirements ~~qualifying professional development hours~~ for at least two licensure cycles (four years).

Rulemaking Specific Authority 455.213(6), 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. History–New 9-16-01, Amended _____.

61G15.22.010 Qualifying Activities for Laws and Rules Requirements.

(1) No change.

(2) Successful completion of a course of continuing education for laws and rules of the Board which must consist of a minimum of one (1) continuing education hour ~~four (4) PDH's~~ in laws and rules of the Board.

(3) Members of the Board of Professional Engineers shall receive the laws and rules and ethics requirements set forth in Section 471.017(3)(a), F.S. ~~four (4) PDH's in laws and rules of the Board~~ for their service as board members.

(4) All consultant engineers used by the Board in the resolution of Board business, including rule making and prosecution of discipline cases and complaints, shall receive credit for the four (4) PDH's in laws and rules of the Board and area of practice requirement by specific approval of the Board of a written list of such consultants during each biennium.

(5) Service as a member of the legislature or as an elected state or local official shall meet the laws and rules and ethics requirements set forth in Section 471.017(3)(a), F.S.

Rulemaking Authority 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. History–New 9-16-01, Amended 9-4-02, 1-16-03, 8-10-09, _____.

61G15-22.011 Board Approval of Continuing Education Providers.

(1) Applicants for continuing education provider status must either be registered as a continuing education provider with the Registered Continuing Education Program (RCEP) of the American Council of Engineering Companies (ACAC) National Council for Examiners of Engineering and Surveying (NCEES) or meet the requirements of subsection (2) of this rule to demonstrate the education and/or the experience necessary to instruct professional engineers in the conduct of their practice.

(2) To demonstrate the education and/or the experience necessary to instruct professional engineers in the conduct of their practice for continuing education credit, an applicant for continuing education provider status must be a regionally accredited educational institution, a commercial educator, a governmental agency, a state or national professional association whose primary purpose is to promote the profession of engineering, an engineer with a Florida license to practice engineering who is not under disciplinary restrictions pursuant to any order of the Board, a vendor with specific knowledge related to the licensee's area of practice, or an engineering firm that possesses an active certificate of authorization issued by the Board pursuant to Section 471.023, F.S.

(3) through (3)(a) No change.

(b) Proof of registration as continuing education provider with ACAC NCEES, or if the applicant is not registered as a continuing education provider with ACAC NCEES, the applicant must submit the following:

(3)(b)1. through (9)(c) No change.

Rulemaking Authority 455.213(6), 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. History—New 9-16-01, Amended 9-4-02, 12-21-03, 8-8-05, 6-11-06, 1-29-07, 6-3-07, 8-10-09, 7-8-10, _____.

61G15-22.012 Obligations of Continuing Education Providers.

To maintain status as a continuing education provider, the provider must:

(1) through (2) No change.

(3) Furnish each participant with an individual certificate of attendance. An attendance record shall be maintained by the provider for four years and shall be available for inspection by the Board and the Florida Engineers Management Corporation. ~~Providers must electronically provide to the Florida Engineers Management Corporation a list of attendees taking a course within five (5) business days of the completion of the course. The list shall include the provider's name, the name and license number of the attendee, the date the course was completed, the course number and the total number of professional development hours successfully completed. All information or documentation, including electronic course rosters, submitted to the Board or to FEMC shall be submitted in a format acceptable to the Board and to FEMC. Failure to comply with time and form requirements will result in disciplinary action taken against the provider. If the instructor is receiving credit as set forth in subsection 61G15-22.003(3), F.A.C., the instructor shall be listed with the same information required above. Providers shall maintain security of attendance records and certificates. For correspondence study courses, the provider must electronically supply the list of those individuals successfully completing the course by the fifth of the month following the calendar month in which the provider received documentation and was able to determine the successful completion of the course by the individual.~~

(4) No change.

(5) Allow only one continuing education hour PDH for each hour of classroom, audio or video instruction, an "hour of classroom, audio or video instruction" being a minimum of 50 minutes instruction or presentation.

(6) Allow only one continuing education hour PDH for each "hour of correspondence study." The "hour of correspondence study" must be based on the average completion time of each course as established by the provider.

(7) through (9) No change.

Rulemaking ~~Specific~~ Authority 455.213(6), 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. Law Implemented 455.213(6), 455.2177, 455.2178, 455.2179, 471.008, 471.017(3), 471.019 FS. History—New 9-16-01, Amended _____.

NAME OF PERSON ORIGINATING PROPOSED RULE: Board of Professional Engineers

NAME OF AGENCY HEAD WHO APPROVED THE PROPOSED RULE: Board of Professional Engineers

DATE PROPOSED RULE APPROVED BY AGENCY HEAD: August 12, 2015

DATE NOTICE OF PROPOSED RULE DEVELOPMENT PUBLISHED IN FAR: June 30, 2015



PAM BONDI
ATTORNEY GENERAL
STATE OF FLORIDA

OFFICE OF THE ATTORNEY GENERAL
Administrative Law Bureau

Lawrence D. Harris
Assistant Attorney General
PL-01 The Capitol
Tallahassee, FL 32399-1050
Phone (850) 414-3771 Fax (850) 922-6425
Lawrence.Harris@myfloridalegal.com

August 10, 2015

Ms. Marjorie C. Holladay
Chief Attorney
Joint Administrative Procedures Committee
Room 680, Pepper Building
111 W. Madison Street
Tallahassee, Florida 32399-1400

Re: Department of Business and Professional Regulation
Board of Professional Engineers Rule 61G15-22.0105, F.A.C.

Dear Ms. Holladay:

I am writing in response to your correspondence of July 31, 2015, regarding the above-referenced rule. In your correspondence, you make two comments, which will require decisions of the Board. The Rules Committee is next scheduled to meet September 16, 2015, and I will endeavor to have this matter placed on the meeting agenda for the Committee's consideration and recommendation to the full Board. I will promptly update you on the Board's decisions thereafter.

Thank you for your comments and assistance regarding the Board's rulemaking endeavors. As always, please do not hesitate to contact me if you have any questions or further concerns.

Sincerely,

Lawrence D. Harris
Assistant Attorney General
Counsel to the Florida Board of Professional Engineers

cc: Zana Raybon, Executive Director
Deann Peltz, Paralegal Specialist

Notice of Proposed Rule

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Professional Engineers

RULE NO.: RULE TITLE:

61G15-22.0105 Approval of Continuing Education Courses in Law and Rules

PURPOSE AND EFFECT: To delete unnecessary language, add new language to update rule, and implement provisions of Chapter 2014-125, Section 4, Laws of Florida.

SUMMARY: Delete unnecessary language, add new language to update rule, and implement provisions of Chapter 2014-125, Section 4, Laws of Florida; renumber rule accordingly.

SUMMARY OF STATEMENT OF ESTIMATED REGULATORY COST AND LEGISLATIVE

RATIFICATION: The agency has determined that this will not have an adverse impact on small business or likely increase directly or indirectly regulatory costs in excess of \$200,000 in the aggregate within one year after the implementation of the rule. A SERC has not been prepared by the agency. The agency has determined that the proposed rule is not expected to require legislative ratification based on the statement of estimated regulatory costs or if no SERC is required, the information expressly relied upon and described herein: During discussion of the economic impact of this rule at its Board meeting, the Board, based upon the expertise and experience of its members, determined that a Statement of Estimated Regulatory Costs (SERC) was not necessary and that the rule will not require ratification by the Legislature. No person or interested party submitted additional information regarding the economic impact at that time.

Any person who wishes to provide information regarding a statement of estimated regulatory costs, or provide a proposal for a lower cost regulatory alternative must do so in writing within 21 days of this notice.

RULEMAKING AUTHORITY: 455.2123, 455.213, 455.2179, 471.017(3), 471.019 FS.

LAW IMPLEMENTED: 455.2123, 455.213, 455.2179, 471.017(3), 471.019 FS.

IF REQUESTED WITHIN 21 DAYS OF THE DATE OF THIS NOTICE, A HEARING WILL BE SCHEDULED AND ANNOUNCED IN THE FAR.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Zana Raybon, Executive Director, Board of Professional Engineers, 2639 North Monroe Street, Suite B-112, Tallahassee, FL 32303, (850)521-0050

THE TEXT OF THE PROPOSED RULE IS:

61G15-22.0105 Approval of Continuing Education Courses in Laws and Rules and Courses in Professional Ethics.

Each course provider approved by the Board to conduct courses in Florida Laws and Rules and courses in Professional Ethics must meet the requirements of Rule 61G15-22.011, F.A.C., and shall submit an application for approval of a continuing education course in Laws and Rules or in Professional Ethics. The application shall be submitted on the course approval application provided by the Board and shall include the following:

- (1) No change.
- (2) The total number of classroom or interactive distance learning continuing education ~~professional development~~ hours; and
- (3) For courses in Laws and Rules, ~~c~~Course content that shall include:
 - (a) Changes to Chapters 455 and 471, F.S., and rRules adopted, amended or repealed during the immediately preceding biennium;
 - ~~(b) Changes to Chapters 455 and 471, F.S., made by the legislature during the preceding biennium;~~
 - ~~(c) Case law concerning Chapter 471, F.S.;~~
 - ~~(b)(4) A list of resources used to develop the course content;~~
 - ~~(e) Application of the provisions of Chapter 471, F.S., to individual disciplinary cases and unlicensed practice cases during the immediately preceding biennium.~~
- (4) Course content may also include:

(a) Application of the provisions of Chapter 471, F.S., to individual disciplinary cases and unlicensed practice cases during the immediately preceding biennium.

(b) The laws and rules of the Board pertaining to signing and sealing, responsibility rules, certification and responsible charge.

(5) For courses in Professional Ethics, course content that shall include one or more of the following:

(a) Codes of ethics or other guidelines for ethical decision making as applied to the practice of engineering;

(b) The importance of ethics as a broad professional concern rather than a personal one;

(c) The engineer's obligations to society, clients, and the profession;

(d) Ethical dilemmas encountered in engineering practice; or

(e) The application of professional ethics to decision making through hypothetical or illustrative examples.

~~(6)(4)~~ No change.

~~(7)(5)~~ No change.

~~(8)(6)~~ No change.

~~(9)(7)~~ No change.

Rulemaking Specific Authority 455.2123, 455.213, 455.2179, 471.017(3), 471.019 FS. Law Implemented 455.2123, 455.213, 455.2179, 471.017(3), 471.019 FS. History—New 4-8-07, Amended 4-28-08, _____.

NAME OF PERSON ORIGINATING PROPOSED RULE: Board of Professional Engineers

NAME OF AGENCY HEAD WHO APPROVED THE PROPOSED RULE: Board of Professional Engineers

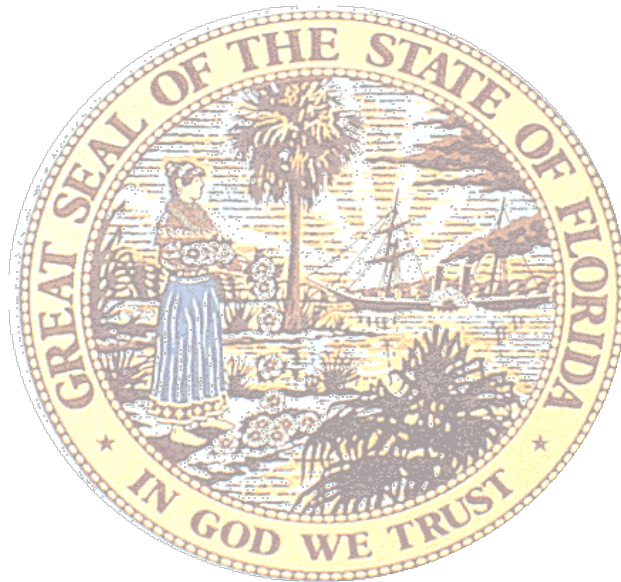
DATE PROPOSED RULE APPROVED BY AGENCY HEAD: April 8, 2015

DATE NOTICE OF PROPOSED RULE DEVELOPMENT PUBLISHED IN FAR: July 8, 2015

Florida Board of Professional Engineers

2639 North Monroe Street, Suite B-112

Tallahassee, Florida 32303



Application For Approval of Ethics Education Course

ETHICS COURSE PROVIDER APPLICATION

If you have any questions or need assistance in completing the application, please contact Nancy Wilkins (850) 521-0500 ext. 113.

APPLICATION CHECKLIST

Application Requirements
<p><input type="checkbox"/> ALL INFORMATION MUST BE TYPED. NOT TYPING THE INFORMATION PROVIDED IN THE APPLICATION WILL RESULT IN THE PAYMENT AND APPLICATION BEING RETURNED TO YOU TO BE FILLED OUT CORRECTLY. THIS WILL CAUSE A DELAY IN THE PROCESS AND MAY RESULT IN A MISSED APPLICATION DEADLINE.</p> <p><input type="checkbox"/> Complete CE Ethics Approval Application</p> <p><input type="checkbox"/> \$50.00 Application Fee</p> <p><input type="checkbox"/> Submit copy of detailed course outline covering all required subjects and the PDH's that will be given</p> <p><input type="checkbox"/> Submit copy of instructor(s) résumé(s)</p> <p><input type="checkbox"/> Submit sample of course certificate of completion</p>

When filing an application, be certain that the application is completely filled out, that all questions are answered truthfully and that all the information requested is provided. Please read all questions thoroughly.

ATTEST STATEMENT:

The provider's point-of-contact is required to sign the attest statement located on the bottom of page 4. It is NOT to be signed by an instructor or administrative representative.

GENERAL INFORMATION:

If you are applying to qualify more than one course, you must fill out a separate Continuing Education Course Approval Application for each course. Each course provider approved by the Board to conduct courses in Ethics must meet the requirement of Rule 61G15-22.0105 and 22.011, F.A.C., along with all other applicable laws and rules.

COURSE TITLE:

The course title you choose must adequately define the content of the course. You must complete each section of the application.

COURSE INFORMATION:

The course information filled out on the application must include the following:

COURSE DESCRIPTION:

The course description must relate to the Ethics governing the practice of engineering as defined in Chapter 471, Florida Statutes.

COURSE TOPICS:

The course topics must relate to the course description. The topics should illustrate the specific areas that are going to be covered during the course and must include the following from Rule 61G15-22.0105(2), FAC: Rules adopted, amended, or repealed during the immediately preceding biennium, changes to Chapters 455 and 471, F.S., made by the legislature during the preceding biennium, case law concerning Chapter 471, F.S., a list of resources used to develop the course content, and application of the provisions of Chapter 471 F.S. to individual disciplinary cases and unlicensed practice cases during the immediately preceding biennium.

COURSE OBJECTIVES:

The course objectives should state what the licensee should be able to demonstrate when the course has been successfully completed. The objectives should clearly describe the intended performance to preclude misinterpretation.

EVALUATION METHOD:

Describe the method of evaluation that will be used to determine if the course attendees achieve the objectives of the course.

DETAILED COURSE OUTLINE:

The detailed course outline must indicate the course topic, all points to be covered regarding the topic and an associated timeline indicating the number of minutes to be spent on each topic. Reiteration of course topics do not constitute a detailed course outline. The course outline must be attached as an addendum to the application.

INSTRUCTOR INFORMATION:

List the names of all instructors on the application.

INSTRUCTOR QUALIFICATIONS:

Please attach a copy of the instructor(s) résumé(s)/curriculum vitae, listing any and all education and relevant work experience which sets the instructor apart from the Professional Engineers who the applicant proposes to instruct.

CERTIFICATE OF COMPLETION:

Submit a sample continuing education course certificate of completion that complies with Rule 61G15-22.012, Florida Administrative Code.

NOTE:

You must have applied and been approved as a Continuing Education Provider, under separate application, prior to submitting an application to be an Ethics Continuing Education Provider.

Please send your completed application and documentation to:

Florida Board of Professional Engineers

Attention: Nancy Wilkins
2639 N. Monroe Street, Ste B-112
Tallahassee, FL 32303
www.fbpe.org

Application Type



APPLICATION FOR APPROVAL OF ETHICS CONTINUING EDUCATION COURSE



Fee: \$50
(Made Payable to FBPE)

COMPANY NAME:			
MAILING ADDRESS:	Number and Street:		Apt/Lot No.:
	City:	State:	Zip Code: County:
BUSINESS TELEPHONE NUMBER:	EMAIL ADDRESS: <small>* All email addresses are public records pursuant to F.S. Chapter 119.011(12)</small>		
POINT OF CONTACT:			
<p>*SOCIAL SECURITY NO. OR FEDERAL EMPLOYER ID NUMBER:</p> <p><small>*Under the Federal Privacy Act, disclosure of Social Security Numbers is voluntary, unless specifically required by Federal Statute. In this instance, Social Security Numbers are mandatory pursuant to Title 42, United States Code, Section 883 and 854; and Sections 455.203(9), 409.2577 and 409.2598, Florida Statutes. Social Security Numbers are used to allow efficient screening of applicants and licensees by a Title IV-D child support agency to assure compliance with child support obligations. Social Security Numbers must also be recorded on all professional and occupational license applications and will be used for licensee identification pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Welfare Reform Act), 104 Pub. L. 193, Sec. 317.</small></p>			
PROVIDER CATEGORY			
Please check the category that best describes your organization.			
<input type="checkbox"/> A commercial educator. 61G15-22.002 Definitions. (An individual or business organization trained in teaching and offering education courses for a profit).			
<input type="checkbox"/> A state or national professional association whose primary purpose is to promote the profession of engineering.			
<input type="checkbox"/> A Professional Engineer with a Florida license to practice engineering who is not and has never been the subject of disciplinary action.			
<input type="checkbox"/> A Professional Engineering Business holding a current Florida Certificate of Authorization.			
<input type="checkbox"/> A governmental agency impacting the practice of engineering that is NOT a State or Federal Agency exempt under 61G15-22.011(9), F.A.C.			
<input type="checkbox"/> Other			

INSTRUCTOR INFORMATION

Last Name	First Name	Middle	
License Type: (check one)	<input type="checkbox"/> Professional Engineer	<input type="checkbox"/> Attorney	License Number:
Last Name	First Name	Middle	
License Type: (check one)	<input type="checkbox"/> Professional Engineer	<input type="checkbox"/> Attorney	License Number:
Last Name	First Name	Middle	
License Type: (check one)	<input type="checkbox"/> Professional Engineer	<input type="checkbox"/> Attorney	License Number:

COURSE INFORMATION

Submit a copy of your course materials and indicate within your course content where you address the following:

Rules adopted, amended, or repealed during the immediate preceding biennium

Attach supplement if needed.

Changes to Chapters 455 and 471, F.S., from legislative action during the preceding biennium

Attach supplement if needed.

Describe application of the provisions of Chapter 471, F.S., to individual disciplinary cases and unlicensed practice cases during the immediately preceding biennium.

Attach supplement if needed.

List of resources used to develop the course content

Attach supplement if needed.

COURSE OFFERING INFORMATION

Is this a new course? Yes No

If this is not a new course, has the course changed? Yes No

Title of Course Workshop or Seminar:

Number of Classroom Hours in Professional Development Hours (PDH's) :

Method of Presentation

Interactive Distance Learning - Courses offered through distance learning must comply with 61G15-22.0105(5), F.A.C., content as follows:

- Attach a copy of the document used by the students to interact and achieve answers to inquires within two business days.
- Attach a copy of the statement used by the students to evidence completion of each module/session of instruction
- Attach a copy of the document used to evidence ability to monitor student enrollment and participation upon completion of the course.
- Describe how the program promotes student involvement and measures learning and comprehension of content at regular intervals:

- Describe how you will assure qualified instructors will be available to answer questions and provide students with necessary support during the duration of the course, pursuant to the requirements in the requirements in Rule 61G15-22.0105:

ATTESTATION

I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind. I hereby agree to abide by the Florida Board of Professional Engineers Laws and Rules regarding Continuing Education provider status in Chapter 61G15-22

Applicant

Sign Here  _____

Date _____

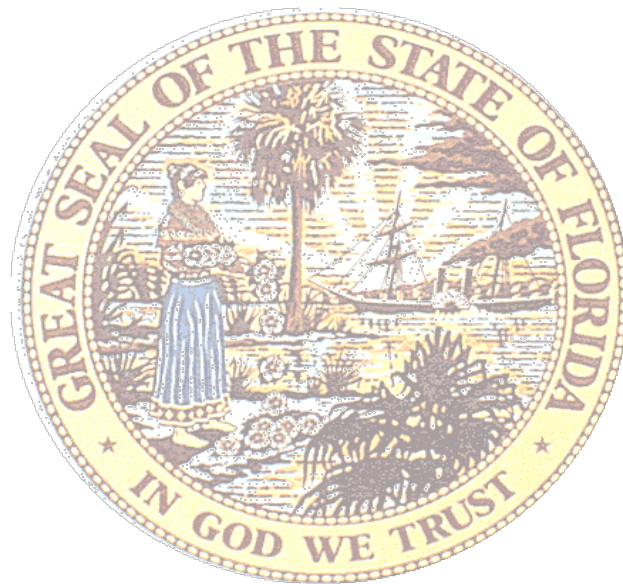
REMINDERS

- * **ATTACH A COPY OF THE INSTRUCTOR(S) RÉSUMÉ (CURRICULUM VITAE) THAT DEMONSTRATES KNOWLEDGE OF CHAPTER 471, F.S. AND CHAPTER 61G15, F.A.C.**
- * **ATTACH A COPY OF THE CERTIFICATE OF COMPLETION**
- * **ATTACH A COPY OF THE DOCUMENT USED TO EVIDENCE ABILITY TO MONITOR STUDENT ENROLLMENT AND PARTICIPATION UPON COMPLETION OF THE COURSE.**
- * **DESCRIBE HOW YOU WILL ASSURE QUALIFIED INSTRUCTORS WILL BE AVAILABLE TO ANSWER QUESTIONS AND PROVIDE STUDENTS WITH NECESSARY SUPPORT DURING THE DURATION OF THE COURSE, PURSUANT TO THE REQUIREMENTS IN THE REQUIREMENTS IN RULE 61G15-22.0105.**
- * **ATTACH A COPY OF THE STATEMENT USED BY THE STUDENTS TO EVIDENCE COMPLETION OF EACH MODULE/SESSION OF INSTRUCTION.**

Florida Board of Professional Engineers

2639 North Monroe Street, Suite B-112

Tallahassee, Florida 32303



Application For Continuing Education Provider **New Provider Application**

CONTINUING EDUCATION PROVIDER APPLICATION

If you have any questions or need assistance in completing the application, please contact Nancy Wilkins (850) 521-0500 ext. 113.

APPLICATION CHECKLIST

Application Requirements
<p><input type="checkbox"/> ALL INFORMATION MUST BE TYPED. NOT TYPING THE INFORMATION PROVIDED IN THE APPLICATION WILL RESULT IN THE PAYMENT AND APPLICATION BEING RETURNED TO YOU TO BE FILLED OUT CORRECTLY. THIS WILL CAUSE A DELAY IN THE PROCESS AND MAY RESULT IN A MISSED APPLICATION DEADLINE.</p> <p><input type="checkbox"/> Complete Continuing Education Provider Application</p> <p><input type="checkbox"/> \$250.00 Application Fee</p> <p><input type="checkbox"/> Submit copy of detailed course outline covering all required subjects and the PDH's that will be given</p> <p><input type="checkbox"/> Submit copy of instructor(s) résumé(s)</p> <p><input type="checkbox"/> Submit sample of course certificate of completion</p>

When filing an application, be certain that the application is completely filled out, that all questions are answered truthfully and that all the information requested is provided. Please read all questions thoroughly.

ATTEST STATEMENT:

The provider's point-of-contact is required to sign the attestation statement located on the bottom of page 4. It is NOT to be signed by an instructor or administrative representative.

GENERAL INFORMATION:

Please complete all sections of the application. If the question does not pertain to you, then please write N/A so we know that the question was read. A fee of \$250.00 must accompany the application. If the correct fee is not attached, then the application will be mailed back to you. [If you plan to offer Laws and Rules and/or Ethics courses, you must complete the Laws and Rules and/or Ethics Course Approval Application\(s\).](#)

CERTIFICATE OF COMPLETION:

Attach a sample certificate of completion. Each certificate must contain the provider number, course or seminar number and the date(s) of attendance. The provider must maintain all attendance records for at least four (4) years after the date of the offering of each course or the receipt of documentation for completion of a home study or interactive distance learning course. See Rule 61G15-22.012, FAC.

ANTICIPATED LOCATIONS:

Attach a list of anticipated locations for course offerings.

COURSE MATERIALS AND SAMPLES:

Attach a sample of intended course materials. [Diskettes, CDs, books, or bulky materials are not acceptable samples.](#)

EVALUATION METHOD:

Describe the method of evaluation that will be used to determine if the course attendees achieve the objectives of the course.

DETAILED COURSE OUTLINE:

The detailed course outline must indicate the course topic, all points to be covered regarding the topic and an associated timeline indicating the number of minutes to be spent on each topic. Reiteration of course topics does not constitute a detailed course outline. The course outline must be attached as an addendum to the application.

PROVIDER STATUS (EXPIRATION):

Provider status expires on May 31st of each odd numbered year. Providers must complete a renewal application ninety (90) days before the expiration of provider status in order to prevent a lapse in provider status and to allow the continuation of providing courses or seminars for credit that would be acceptable to the Board. **All providers must notify the board within 14 days of a change in their address or telephone number.**

PROVIDER OBLIGATIONS:

[All providers are required to hand certificates to all participants. All providers and participants are required to keep record copies for at least 4 years.](#)

The Provider's name, provider number and course name must be used on all correspondence, advertisements, etc.

Once your application is approved you will be given a continuing education provider number. You must include this complete number, on everything you send to the Board office.

**INSTRUCTOR QUALIFICATIONS:
(REQUIRED BY COMMERCIAL EDUCATOR APPLICANTS ONLY)**

Please attach a copy of the names of all instructor(s) and their résumé(s)/curriculum vitae, listing any and all education and relevant work experience that allows the person to instruct the courses being offered.

Please send your completed application and documentation to

Florida Board of Professional Engineers
2639 N. Monroe Street, Ste B-112
Tallahassee, FL 32303
www.fbpe.org

Application Type



APPLICATION FOR CONTINUING EDUCATION PROVIDER



**Fee: \$250
(Made Payable to FBPE)**

COMPANY NAME:					
MAILING ADDRESS:	Number and Street:			Apt/Lot No.:	
	City:	State:	Zip Code:	County:	
BUSINESS TELEPHONE NUMBER:			EMAIL ADDRESS: * <u>All email addresses are public records pursuant to F.S. Chapter 119.011(12)</u>		
POINT OF CONTACT:					
<p>*SOCIAL SECURITY NO. OR FEDERAL EMPLOYER ID NUMBER:</p> <p>*Under the Federal Privacy Act, disclosure of Social Security Numbers is voluntary, unless specifically required by Federal Statute. In this instance, Social Security Numbers are mandatory pursuant to Title 42, United States Code, Section 883 and 854; and Sections 455.203(9), 409.2577 and 409.2598, Florida Statutes. Social Security Numbers are used to allow efficient screening of applicants and licensees by a Title IV-D child support agency to assure compliance with child support obligations. Social Security Numbers must also be recorded on all professional and occupational license applications and will be used for licensee identification pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Welfare Reform Act), 104 Pub. L. 193, Sec. 317.</p>					

PROVIDER CATEGORY

Please check the category that best describes your organization.

- A commercial educator. 61G15-22.002 Definitions. (An individual or business organization trained in teaching and offering education courses for a profit).
- A state or national professional association whose primary purpose is to promote the profession of engineering.
- A Professional Engineer with a Florida license to practice engineering who is not and has never been the subject of disciplinary action.
- A Professional Engineering Business holding a current Florida Certificate of Authorization.
- A governmental agency impacting the practice of engineering that is **NOT** a State or Federal Agency exempt under 61G15-22.011(9), F.A.C.
- Other

ADDITIONAL PROVIDER INFORMATION

If you are a **Professional Engineer** applying for provider status, please list your Florida P.E. License #

If you are a **P.E.** applying for provider status, please indicate whether the Board of Professional Engineers has ever taken disciplinary action against your license. Yes No

If you answered yes, please provide the Final Order number and the violation.
FINAL ORDER NUMBER: _____

Violation:

If you are a **Professional Engineering Business** applying for provider status, please list your Florida CA #.

If you are a professional engineering business applying for provider status, please indicate whether the Board of Professional Engineers has ever taken disciplinary action against your certificate of authorization?
 Yes No

If you answered yes, please provide the Final Order number and the violation.
FINAL ORDER NUMBER: _____

Violation:

COURSE INFORMATION

Please answer the following questions pertaining to the course(s) your organization is offering.

Describe the types of courses or seminars you expect to conduct as a Continuing Education Provider.

Attach supplement if needed.

Describe how you plan to update your course(s) based on changes in the law or rules.

Attach supplement if needed.

Describe the procedures to be used in evaluating the licensee's performance in the course.

Attach supplement if needed.

List and attach a sample course curriculum for each intended course. Diskettes, CDs, books, or bulky materials are not acceptable samples.

Attach supplement if needed.

ATTESTATION

I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind. I hereby agree to abide by the Florida Board of Professional Engineers Laws and Rules regarding Continuing Education provider status in Chapter 61G15-22

Applicant

Sign Here  _____

Date _____

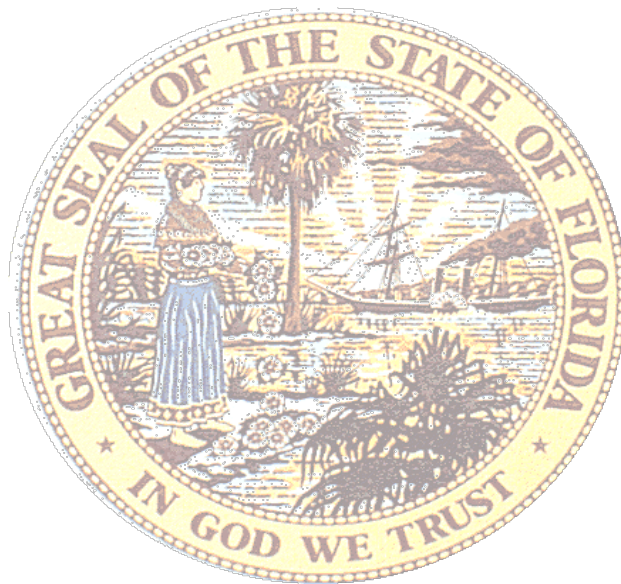
REMINDERS:

- * ATTACH A COPY OF THE CERTIFICATE OF COMPLETION.
- * IF APPLYING AS A COMMERCIAL EDUCATOR: ATTACH A COPY OF THE INSTRUCTOR(S) RESUME DEMONSTRATING KNOWLEDGE OF SUBJECT MATTER.
- * ATTACH A LIST OF COURSES AND THE AMOUNT OF PDH'S FOR EACH COURSE.

Florida Board of Professional Engineers

2639 North Monroe Street, Suite B-112

Tallahassee, Florida 32303



Application For Approval of Laws and Rules Continuing Education Course

LAWS AND RULES COURSE PROVIDER APPLICATION

*If you have any questions or need assistance in completing the application, please contact
Nancy Wilkins (850) 521-0500 ext. 113.*

APPLICATION CHECKLIST

Application Requirements
<input type="checkbox"/> ALL INFORMATION MUST BE TYPED. NOT TYPING THE INFORMATION PROVIDED IN THE APPLICATION WILL RESULT IN THE PAYMENT AND APPLICATION BEING RETURNED TO YOU TO BE FILLED OUT CORRECTLY. THIS WILL CAUSE A DELAY IN THE PROCESS AND MAY RESULT IN A MISSED APPLICATION DEADLINE.
<input type="checkbox"/> Complete CE Laws and Rules Course Approval Application
<input type="checkbox"/> \$50.00 Application Fee
<input type="checkbox"/> Submit copy of detailed course outline covering all required subjects and the PDH's that will be given
<input type="checkbox"/> Submit copy of instructor(s) résumé(s)
<input type="checkbox"/> Submit sample of course certificate of completion

When filing an application, be certain that the application is completely filled out, that all questions are answered truthfully and that all the information requested is provided. Please read all questions thoroughly.

ATTEST STATEMENT:

The provider's point-of-contact is required to sign the attest statement located on the bottom of page 4. It is NOT to be signed by an instructor or administrative representative.

GENERAL INFORMATION:

If you are applying to qualify more than one course, you must fill out a separate Continuing Education Course Approval Application for each course. Each course provider approved by the Board to conduct courses in Florida Laws and Rules must meet the requirement of Rule 61G15-22.0105 and 22.011, F.A.C., along with all other applicable laws and rules.

COURSE TITLE:

The course title you choose must adequately define the content of the course. You must complete each section of the application.

COURSE INFORMATION:

The course information filled out on the application must include the following:

COURSE DESCRIPTION:

The course description must relate to the laws and rules governing the practice of engineering as defined in Chapter 471, Florida Statutes.

COURSE TOPICS:

The course topics must relate to the course description. The topics should illustrate the specific areas that are going to be covered during the course and must include the following from Rule 61G15-22.0105(2), FAC: Rules adopted, amended, or repealed during the immediately preceding biennium, changes to Chapters 455 and 471, F.S., made by the legislature during the preceding biennium, case law concerning Chapter 471, F.S., a list of resources used to develop the course content, and application of the provisions of Chapter 471 F.S. to individual disciplinary cases and unlicensed practice cases during the immediately preceding biennium.

COURSE OBJECTIVES:

The course objectives should state what the licensee should be able to demonstrate when the course has been successfully completed. The objectives should clearly describe the intended performance to preclude misinterpretation.

EVALUATION METHOD:

Describe the method of evaluation that will be used to determine if the course attendees achieve the objectives of the course.

DETAILED COURSE OUTLINE:

The detailed course outline must indicate the course topic, all points to be covered regarding the topic and an associated timeline indicating the number of minutes to be spent on each topic. Reiteration of course topics do not constitute a detailed course outline. The course outline must be attached as an addendum to the application.

INSTRUCTOR INFORMATION:

List the names of all instructors on the application.

INSTRUCTOR QUALIFICATIONS:

Please attach a copy of the instructor(s) résumé(s)/curriculum vitae, listing any and all education and relevant work experience which sets the instructor apart from the Professional Engineers who the applicant proposes to instruct.

CERTIFICATE OF COMPLETION:

Submit a sample continuing education course certificate of completion that complies with Rule 61G15-22.012, Florida Administrative Code.

NOTE:

You must have applied and been approved as a Continuing Education Provider, under separate application, prior to submitting an application to be a Laws and Rules Continuing Education Provider.

Please send your completed application and documentation to:

Florida Board of Professional Engineers
Attention: Nancy Wilkins
2639 N. Monroe Street, Ste B-112
Tallahassee, FL 32303
www.fbpe.org

Application Type



APPLICATION FOR APPROVAL OF LAWS AND RULES CONTINUING EDUCATION COURSE



**Fee: \$50
(Made Payable to FBPE)**

COMPANY NAME:					
MAILING ADDRESS:	Number and Street:			Apt/Lot No.:	
	City:	State:	Zip Code:	County:	

BUSINESS TELEPHONE NUMBER:	EMAIL ADDRESS: <small>* All email addresses are public records pursuant to F.S. Chapter 119.011(12)</small>
-----------------------------------	---

POINT OF CONTACT:

***SOCIAL SECURITY NO. OR FEDERAL EMPLOYER ID NUMBER:**

*Under the Federal Privacy Act, disclosure of Social Security Numbers is voluntary, unless specifically required by Federal Statute. In this instance, Social Security Numbers are mandatory pursuant to Title 42, United States Code, Section 883 and 854; and Sections 455.203(9), 409.2577 and 409.2598, Florida Statutes. Social Security Numbers are used to allow efficient screening of applicants and licensees by a Title IV-D child support agency to assure compliance with child support obligations. Social Security Numbers must also be recorded on all professional and occupational license applications and will be used for licensee identification pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Welfare Reform Act), 104 Pub. L. 193, Sec. 317.

PROVIDER CATEGORY

Please check the category that best describes your organization.

A commercial educator. 61G15-22.002 Definitions. (An individual or business organization trained in teaching and offering education courses for a profit).

A state or national professional association whose primary purpose is to promote the profession of engineering.

A Professional Engineer with a Florida license to practice engineering who is not and has never been the subject of disciplinary action.

A Professional Engineering Business holding a current Florida Certificate of Authorization.

A governmental agency impacting the practice of engineering that is NOT a State or Federal Agency exempt under 61G15-22.011(9), F.A.C.

Other

INSTRUCTOR INFORMATION			
Last Name	First Name	Middle	
License Type: (check one)	<input type="checkbox"/> Professional Engineer	<input type="checkbox"/> Attorney	License Number:
Last Name	First Name	Middle	
License Type: (check one)	<input type="checkbox"/> Professional Engineer	<input type="checkbox"/> Attorney	License Number:
Last Name	First Name	Middle	
License Type: (check one)	<input type="checkbox"/> Professional Engineer	<input type="checkbox"/> Attorney	License Number:

COURSE INFORMATION
Submit a copy of your course materials and indicate within your course content where you address the following:
Rules adopted, amended, or repealed during the immediate preceding biennium
<i>Attach supplement if needed.</i>
Changes to Chapters 455 and 471, F.S., from legislative action during the preceding biennium
<i>Attach supplement if needed.</i>
Describe application of the provisions of Chapter 471, F.S., to individual disciplinary cases and unlicensed practice cases during the immediately preceding biennium.
<i>Attach supplement if needed.</i>
List of resources used to develop the course content
<i>Attach supplement if needed.</i>

COURSE OFFERING INFORMATION

Is this a new course? Yes No

If this is not a new course, has the course changed? Yes No

Title of Course Workshop or Seminar:

Number of Classroom Hours in Professional Development Hours (PDH's) :

Method of Presentation

Interactive Distance Learning - Courses offered through distance learning must comply with 61G15-22.0105(5), F.A.C., content as follows:

- Attach a copy of the document used by the students to interact and achieve answers to inquires within two business days.
- Attach a copy of the statement used by the students to evidence completion of each module/session of instruction
- Attach a copy of the document used to evidence ability to monitor student enrollment and participation upon completion of the course.
- Describe how the program promotes student involvement and measures learning and comprehension of content at regular intervals:

- Describe how you will assure qualified instructors will be available to answer questions and provide students with necessary support during the duration of the course, pursuant to the requirements in the requirements in Rule 61G15-22.0105:

ATTESTATION

I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind. I hereby agree to abide by the Florida Board of Professional Engineers Laws and Rules regarding Continuing Education provider status in Chapter 61G15-22

Applicant

Sign Here  _____

Date _____

REMINDERS

- * **ATTACH A COPY OF THE INSTRUCTOR(S) RÉSUMÉ (CURRICULUM VITAE) THAT DEMONSTRATES KNOWLEDGE OF CHAPTER 471, F.S. AND CHAPTER 61G15, F.A.C.**
- * **ATTACH A COPY OF THE CERTIFICATE OF COMPLETION**
- * **ATTACH A COPY OF THE DOCUMENT USED TO EVIDENCE ABILITY TO MONITOR STUDENT ENROLLMENT AND PARTICIPATION UPON COMPLETION OF THE COURSE.**
- * **DESCRIBE HOW YOU WILL ASSURE QUALIFIED INSTRUCTORS WILL BE AVAILABLE TO ANSWER QUESTIONS AND PROVIDE STUDENTS WITH NECESSARY SUPPORT DURING THE DURATION OF THE COURSE, PURSUANT TO THE REQUIREMENTS IN THE REQUIREMENTS IN RULE 61G15-22.0105.**
- * **ATTACH A COPY OF THE STATEMENT USED BY THE STUDENTS TO EVIDENCE COMPLETION OF EACH MODULE/SESSION OF INSTRUCTION.**



Representative W. Travis Cummings, Chair
Senator Denise Grimsley, Vice Chair
Senator Aaron Bean
Senator Dwight Bullard
Senator Nancy C. Detert
Senator Geraldine F. "Geri" Thompson
Representative Matt Hudson
Representative Lake Ray
Representative Hazelle P. "Hazel" Rogers
Representative Barbara Watson



KENNETH J. PLANTE
COORDINATOR
Room 680, Pepper Building
111 W. Madison Street
Tallahassee, Florida 32399-1400
Telephone (850) 488-9110
Fax (850) 922-6934
www.japc.state.fl.us
joint.admin.procedures@leg.state.fl.us

THE FLORIDA LEGISLATURE
**JOINT ADMINISTRATIVE
PROCEDURES COMMITTEE**

July 20, 2015

Mr. Lawrence Harris
Assistant Attorney General
Department of Legal Affairs
PL-01, The Capitol
Tallahassee, Florida 32399-1050

**Re: DBPR: Board of Professional Engineers
Rule 61G15-35.003**

Dear Mr. Harris:

I have reviewed the above-referenced proposed rule, which was advertised in the Florida Administrative Register on July 8, 2015. I have the following comments.

61G15-35.003(2)(a): This paragraph incorporates by reference Form FBPE/TBI/006, Application for Special Inspector Certification, dated 12/14. This paragraph also states that this form is "effective 4-18-01." It appears this effective date should be deleted from the rule text. The rule text also does not provide the usual placeholder where the form will be uploaded onto the Department of State's e-rulemaking website. Please be certain when the rule is filed for adoption that it complies with the Department of State rule 1-1.013(5), Florida Administrative Code.

Form FBPE/TBI/006:

Instructions, page II: The form provided for review is coded to reflect text that has been deleted and added to the form. Please be certain the coding is removed when the rule is filed for adoption.

Application, page 1: Please provide statutory authority for the \$255 fee and please explain how this fee is determined, such as whether it is an application fee, licensure fee, or both. Also, any statutory authority for this fee should be cited as rulemaking authority and as a law implemented.

Mr. Lawrence Harris
July 20, 2015
Page 2

The form does not appear to require all of the information required by rule subparagraphs (2)(c)2. through 5. Please revise the form to require that information, or explain why it is not necessary.

As always, please let me know if you have any questions. Otherwise, I look forward to your response.

Sincerely,

A handwritten signature in blue ink that reads "Marjorie C. Holladay".

Marjorie C. Holladay
Chief Attorney

cc: Ed Tellechea, Bureau Chief

MCH:TL WORD/MARJORIE/61G15_35.003LS072015_158529



PAM BONDI
ATTORNEY GENERAL
STATE OF FLORIDA

OFFICE OF THE ATTORNEY GENERAL
Administrative Law Bureau

Lawrence D Harris
Assistant Attorney General
PL-01 The Capitol
Tallahassee, FL 32399-1050
Phone (850) 414-3771 Fax (850) 922-6425
Lawrence.Harris@myfloridalegal.com

July 23, 2015

Ms. Marjorie C. Holladay
Chief Attorney
Joint Administrative Procedures Committee
Room 680, Pepper Building
111 W. Madison Street
Tallahassee, Florida 32399-1400

RECEIVED
2015 JUL 24 PM 2:34
JOINT ADMINISTRATIVE
PROCEDURES COMMITTEE

Re: Department of Business and Professional Regulation
Board of Professional Engineers Rule 61G15-35.003, F.A.C.

Dear Ms. Holladay:

I am writing in response to your correspondence of July 20, 2015, regarding the above-referenced rule. In your correspondence, you make a number of comments, which will require decisions of the Board. The Rules Committee of the Board is next scheduled to meet September 16, 2015, and I will endeavor to have this matter placed on the meeting agenda for the Committee's consideration and recommendations to the full Board. The full Board is scheduled to meet October 7, 2015, and I will promptly update you on the Board's decisions thereafter.

Thank you for your comments and assistance regarding the Board's rulemaking endeavors. As always, please do not hesitate to contact me if you have any questions or further concerns.

Sincerely,

Lawrence D. Harris
Assistant Attorney General
Counsel to the Florida Board of Professional Engineers

cc: Zana Raybon, Executive Director
Tammie Britt, Paralegal Specialist

NOTICE OF PROPOSED RULEMAKING
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
Board of Professional Engineers

RULE TITLE:

Qualification Program for Special Inspectors of Threshold Buildings

RULE NO.:

61G15-35.003

PURPOSE AND EFFECT: The Board proposes the rule amendment to update the incorporated application form to the 12/2014 revision date.

SUMMARY: The rule amendment will update the incorporated application form to the 12/2014 revision date.

SUMMARY OF STATEMENT OF ESTIMATED REGULATORY COST: The agency has determined that this will not have an adverse impact on small business or likely increase directly or indirectly regulatory costs in excess of \$200,000 in the aggregate within one year after the implementation of the rule. A SERC has not been prepared by the agency. The agency has determined that the proposed rule is not expected to require legislative ratification based on the statement of estimated regulatory costs or if no SERC is required, the information expressly relied upon and described herein: the proposed amendments to the incorporated forms are necessary to revise language contained in the forms to correspond to statutory and rule requirements. Accordingly, the Board determined that the amendments will not create an adverse impact on small business, nor are the amendments likely to increase costs, directly or indirectly to any entity in excess of \$200,000 within one year or \$1 million in 5 years. Accordingly, no SERC is required to be prepared no is legislative ratification required.

Any person who wishes to provide information regarding a statement of estimated regulatory costs, or provide a proposal for a lower cost regulatory alternative must do so in writing within 21 days of this notice.

RULEMAKING AUTHORITY: 471.008, 471.033(2) FS.

LAW IMPLEMENTED: 471.015, 471.033 FS.

IF REQUESTED WITHIN 21 DAYS OF THE DATE OF THIS NOTICE, A HEARING WILL BE ANNOUNCED IN THE NEXT AVAILABLE FLORIDA ADMINISTRATIVE REGISTER.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Zana Raybon, Executive Director, Board of Professional Engineers, 2639 North Monroe Street, Suite B-112, Tallahassee, FL 32303.

THE FULL TEXT OF THE PROPOSED RULE IS:

61G15-35.003 Qualification Program for Special Inspectors of Threshold Buildings

(1) No change

(2) Applications.

(a) The instructions and application form for Special Inspector, Form FBPE/TBI/006 ~~(12/14)(08/00)~~ is hereby incorporated by reference, effective 4-19-01, "Application for Special Inspector Certification Application and Instructions". Copies of Form FBPE/TBI/006 ~~(12/14)(08/00)~~ may be obtained from the Board office or by downloading it from the internet web site www.fbpe.org/licensure/application-process.

(b) All applications for certification as a Special Inspector shall be submitted to the Board on Form FBPE/TBI/006 ~~(12/14)(08/00)~~.

(c) Applications shall contain the following basic information pertaining to the applicant:

1. through 5. No change

6. Completed form FBPE/TBI/006 ~~(12/14)(08/00)~~.

(d) No change

(3) through (4) No change

Rulemaking Authority 471.008, ~~471.033(2)~~ FS. Law Implemented 471.015(7), ~~471.033~~ FS. History--New 4-19-01, Amended 7-7-02, 4-5-04, 11-29-04, 2-4-13, _____.

NAME OF PERSON ORIGINATING PROPOSED RULE: Board of Professional Engineers

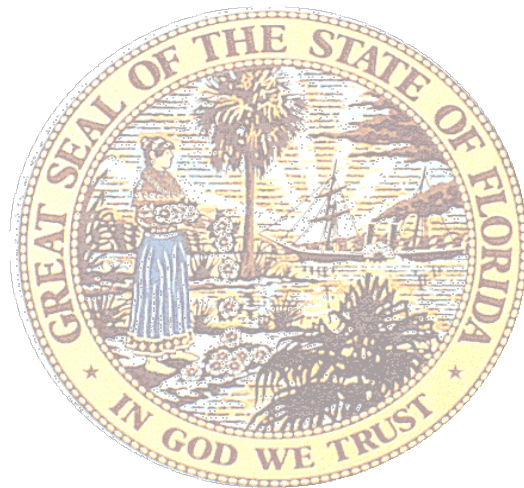
NAME AGENCY HEAD WHO APPROVED THE PROPOSED RULE: Board of Professional Engineers

DATE PROPOSED RULE APPROVED BY AGENCY HEAD: April 3, 2015

DATE NOTICE OF PROPOSED RULE DEVELOPMENT PUBLISHED IN FAW:

Florida Board of Professional Engineers

2639 North Monroe Street, Suite B-112
Tallahassee, FL 32303



Application for Special Inspector Certification

GENERAL INFORMATION

ALL INFORMATION MUST BE TYPED. NOT TYPING THE INFORMATION PROVIDED IN THE APPLICATION WILL RESULT IN THE PAYMENT AND APPLICATION BEING RETURNED TO YOU TO BE FILLED OUT CORRECTLY. THIS WILL CAUSE A DELAY IN THE PROCESS AND MAY RESULT IN A MISSED APPLICATION DEADLINE.

Section 553.79(5)(a), Florida Statutes, requires that a Special Inspector perform structural inspections on threshold buildings in accordance with a structural inspection plan describing specific inspection procedures and schedules such that the building can be adequately inspected for compliance with the permitted documents. Inspections shall include shoring and re-shoring during construction. Further Section 471.015 (7) states that special inspectors shall meet the requirements for qualification established by the Florida Board of Professional Engineers in Rule 61G15-35.003, Florida Administrative Code.

You are hereby advised that professional engineers shall not commit misconduct in the practice of their profession and that such misconduct includes, but is not limited to, performing work when not qualified by training or experience in the field or discipline of professional engineering involved. Further, engineers shall not make any statement or claims which misrepresent pertinent facts concerning their past employment or work with the intent and purpose of enhancing their qualifications.

In accordance with Rule 61G15-35.003, Florida Administrative Code, upon receiving the assignment as Special Inspector for a building, you must file a signed, dated, and sealed certificate with the enforcement authority stating that you are competent to provide inspection of that structure.

All required written reports shall be prepared by you and bear your seal, and shall be submitted to the enforcement agency in accordance with Section 553.79(5)(d), Florida Statutes.

Prior to the issuance of a Certificate of Occupancy, you are required to file a signed and sealed statement of compliance with the enforcement agency in accordance with Section 553.79(7)(a), Florida Statutes.

QUALIFICATIONS CRITERIA

The minimum qualifying criteria for Special Inspectors of Threshold Buildings, also referenced to as Threshold Inspectors, established by the Board shall be proof of current licensure in good standing as a licensed professional engineering the State of Florida whose principal practice is structural engineering or whose principal practice is in performing field inspections on Threshold Buildings.

Licensed professional engineers whose principal practice is structural engineering shall:

1. Demonstrate completion of three years of experience in performing structural field inspections on Threshold Buildings within the seven years preceding submission of application
2. Demonstrate completion of two years of experience in the structural design of **complete** threshold type buildings after having achieved licensure as a professional engineer.
3. Submit three letters of recommendation from professional engineers whose principal practice is structural engineering in the State of Florida, one of whom must be certified special inspector.

Licensed professional engineers whose principal practice is structural field inspections shall:

0901 3021 - P.E. Special Inspector

1. Demonstrate five years of experience in performing structural field inspections on Threshold Buildings within the seven years preceding submission of the application.
2. Demonstrate certification in each of the following: advanced concrete inspection, advanced structural masonry inspection, advanced post tensioning, basic structural steel and basic soils from a nationally recognized entity such as American Concrete Institute (ACI), International Code Council (ICC), Florida Masonry Association, Post-Tensioning Institute (PTI), Florida DOT Construction Training Qualification Program (CTQP) or equivalent.
3. Submit three letters of recommendation from professional engineers whose principal practice is structural engineering in the State of Florida, one of whom must be certified special inspector.

A Threshold Building is defined in Section 553.71(12), Florida Statutes, as

1. Any building greater than three stories or 50 feet in height **OR**
2. A building having an Assembly Occupancy as defined in the Florida Building Code which exceeds 5,000 square feet in area and an occupant content of greater than 500 persons.

Application Type



APPLICATION FOR SPECIAL INSPECTOR CERTIFICATION



**Fee: \$255
(Made Payable to FBPE)**

NAME		Last:	First:	Middle:
MAILING ADDRESS		Number and Street:		Apt/Lot No.:
		City:	State:	Zip Code:
HOME TELEPHONE NUMBER:		BUSINESS TELEPHONE NUMBER:		EMAIL ADDRESS: <small>* All email addresses are public records pursuant to F.S. Chapter 119.011(12)</small>
DATE OF BIRTH (MM/DD/YYYY):			*SOCIAL SECURITY NO.: <small>*Social Security numbers are mandatory pursuant to Title 42 United States Code, Sections 653 and 654; and Sections 455.203(9), 455.213(1), 409.2577, and 409.2598, Florida Statutes.</small>	

(ATTACH CHECK HERE)

QUALIFICATION SECTION OF SPECIAL INSPECTOR APPLICATION

Please use a separate form for each project

Please complete the form below. **Use one form for Inspection experience and one form for Design experience.** Design experience is only recognized for projects where the designs are complete **threshold buildings and shall not be limited to specific structural components only, such as foundations, prestressed or post-tensioned concrete, etc.** List the type of project and the occupancy. Identify features that qualify the design as a threshold-type building or the scope of the inspection, the number of **months** of experience claimed for this project, and the name and license number of the structural engineer of record for this project.

Submitted for:

_____ Field Inspections
 _____ Structural Design Experience

1. Project identification and location.			
2. Occupancy type(s).			
3. Identify features that will qualify the design as being a threshold type building. (See definition contained in the General Information included with this application.)			
4. Scope of field inspection or description of structural systems designed by applicant.			
5. Number of months experience claimed for this project.	Start Month/Year	End Month/Year	Total Month/Year
6. Name and license number of structural engineer of record or special inspector for the project.			

I am a professional engineer currently licensed in the State of Florida and my principal practice is in structural engineering or structural field inspections. I hereby certify that the above statements are true and correct and that I have the technical competency to perform structural inspection on threshold type buildings as required by Section 553.79(5)(a), Florida Statutes.

Please sign, date, and seal here

FLORIDA BOARD OF PROFESSIONAL ENGINEERS

ATTENTION: Special Inspector Application Desk

2639 N. MONROE STREET, SUITE B-112

TALLAHASSEE, FLORIDA 32303

(850) 521-0500

LETTER OF RECOMMENDATION FOR SPECIAL INSPECTOR CERTIFICATION

Name of Applicant PE #

Name of Person Completing Form PE #

SI # _____

Street Address

Street Address

City, State, Zip Code

City, State, Zip Code

Telephone No.

Indicate date form was forwarded to reference: _____

I am submitting an application for certification as a Special Inspector. I am listing your name for a Letter of Recommendation. Would you please complete this form and mail it to the Board of Professional Engineers.

1. I have known applicant from _____ to _____.
2. During this time, I know that this applicant has worked as a structural engineer or performed structural field inspections and has gained experience in the area of inspection of Threshold Buildings.
3. Please comment on the applicant's engineering work as it relates to threshold type buildings.

A. Experience: _____

B. Ability: _____

C. Competency: _____

(SEAL)

Signature

Date Signed

61G15-32.004 Design of Water Based Fire Protection Systems.

(1) Water Based Fire Protection Systems include, but are not limited to, automatic sprinkler systems of wet, dry, fine water spray (mist), manual, and deluge valve controlled types, pumping systems, standpipes, fire water mains and dedicated fire protection water sources.

(2) To ensure minimum design quality in Fire Protection System Engineering Documents, said documents shall include as a minimum the following information when applicable:

(a) The Point of Service for the fire protection water supply as defined by Section 633.021(18), F.S.

(b) Applicable NFPA standard to be applied, or in the case where no such standard exists, the engineering study, judgments, and/or performance based analysis and conclusions.

(c) Classification of hazard occupancy for each room or area.

(d) Design approach, which includes system type, densities, device temperature rating, and spacing for each separate hazard occupancy.

(e) Characteristics of water supply to be used, such as main size and location, whether it is dead-end or circulating; and if dead-end, the distance to the nearest circulating main, as well as its minimum duration and reliability for the most hydraulically demanding design area.

(f) When private or public water supplies are used, the flow test data, including date and time of test, who conducted test or supplied information, test elevation, static gauge pressure at no flow, flow rate with residual gauge pressure, hydrant butt coefficient, and location of test in relation to the hydraulic point of service.

(g) Valving and alarm requirements to minimize potential for impairments and unrecognized flow of water.

(h) Microbial Induced Corrosion (MIC). The Engineer of Record shall make reasonable efforts to identify water supplies that could lead to Microbial Induced Corrosion (MIC). Such efforts may consist of discussions with the local water purveyor and/or fire official, familiarity with conditions in the local area, or laboratory testing of water supplies. When conditions are found that may result in MIC contamination of the fire protection piping, the engineer shall design corrective measures.

(i) Backflow prevention and metering specifications and details to meet local water purveyor requirements including maximum allowable pressure drop.

(j) Quality and performance specifications of all yard and interior fire protection components.

(k) A determination of whether a fire pump is required and if so, the specific volumetric flow and pressure rating of the pump.

(l) A verification of whether a firewater storage tank is required on site and if so, a determination of the size and capacity required.

(m) Owner's Certificate. In storage occupancies, the Owner's Information Certificate is required from the property owner as it clearly defines the storage configuration of the space for the current and future use of the property, as required by the codes and standards set forth in subsection 61G15-32.002(7), F.A.C.

(3) Contractor submittals which deviate from the above minimum design parameters shall be considered material deviations and require supplemental engineering approval and documentation.

(4) In the event the Engineer of Record provides more information and direction than is established above, he or she shall be held responsible for the technical accuracy of the work in accordance with applicable codes, standards, and sound engineering principles.

Rulemaking Authority 471.008, 471.033(2) FS. Law Implemented 471.033(2) FS. History—New 5-19-93, Formerly 21H-32.004, Amended 4-2-00, 6-26-01, 6-15-15.

Rebecca Sammons

From: Stephen Kowkabany <steve@neptunefpe.com>
Sent: Monday, August 31, 2015 3:24 PM
To: Rebecca Sammons
Cc: Buddy Dewar; Lorrell Bush; P. E. Robert J. Dewar; Pete Schwab; Zarko Ognejnovic; Paul Bohres; Brian Foster; Andrew Valente; Clark Gey
Subject: Proposed Change to 61G15

Hi Rebecca,

Over the past few weeks, we've had conversations amongst fire protection engineering and contracting groups and come to consensus on the issue of the recent changes to 61G1532, as it relates to the fire protection documentation requirements that must be provided by a licensed engineer for fire sprinkler systems with 50 or more sprinklers.

We have a minor rule modification to propose as a result of those conversations to address specific concerns from the contracting community. As we discussed before, we would like this modification to be considered in the upcoming rules committee meeting on Wednesday September 16. The rule modification would apply to Florida Administrative Code section 61G15-32.004(2)(k), which would be changed to read as follows:

(k) A determination of whether a fire pump is required for high hazard occupancy classifications, storage occupancies, factory occupancies, and high-rise buildings, as defined in the Florida Building Code, and if so, the specific volumetric flow and pressure rating of the pump.

The specific changes to provision (k) are underlined and change the rule that engineers must make a determination of a fire pump's necessity in all instances to only those buildings which contain higher risk occupancies. Both Buddy Dewar of NFSA and myself will attend the 9/16/15 rules committee meeting to answer any questions the board may have. In the meantime, feel free to contact me if you need anything further.

Thanks,

Steve Kowkabany, P.E.
Senior Fire Protection Engineer
Neptune Fire Protection Engineering
60 Ocean Boulevard, Suite 6
Atlantic Beach, FL 32233
904-652-4200 Phone
904-212-0868 Fax



William Bracken <wbracken.fbpe@gmail.com>

FW: questions about PE license

Zana Raybon <ZRaybon@fbpe.org>
To: William Bracken <wbracken@brackenengineering.com>
Cc: Rebecca Sammons <RSammons@fbpe.org>

Tue, May 5, 2015 at 3:43 PM

Bill:

Please see the inquiry below. With the application changes you are making, it appears that you are proposing the Board be more flexible in accepting experience gained in a foreign country and verified by foreign engineers. Is that true? Also what do you propose we do about personal references? Will we begin to accept foreign engineers as personal references?

Zana Raybon

Executive Director

Phone : 850.521.0500 ext. 122

From: mohamed adham [mailto:mohamed_adham96@hotmail.com]
Sent: Tuesday, May 05, 2015 3:04 PM
To: customerservice.dpr@state.de.us; lori.fowler@dc.gov; Zana Raybon;
jenna.harper@freshfromflorida.com; dmickler@sos.ga.gov
Subject: FW: questions about PE license

Dear Sir,

I hope you are doing well, I had some questions about [Professional Engineer - Licensure by Acceptance of Examination](#)

I passed the FE and PE exams civil module held at the American University in Cairo- EGYPT and i made a credential evaluation with the NCEES, but all my experience is in the middle east 8 years of experience in structural engineering and i have achieved a masters degree also from a reputable university in EGYPT.

1- can i apply for lisensure.

2- who will fill out my CT-ENG forms since i did not register with any state after passing the FE exam in 2012.

3- all my supervisors are licensed in EGYPT but are not PE engineers in any state can they still sign my documents, and if so they do their stamps or seals are in arabic which is common around here so i dont know if this is accepted or not.

sorry for any inconvenience and your prompt reply is highly appreciated.

regards,
Mohamed Adham, M.Sc
Senior Structural Engineer

471.013 Examinations; prerequisites.—

(1)(a) A person shall be entitled to take an examination for the purpose of determining whether she or he is qualified to practice in this state as an engineer if the person is of good moral character and:

1. Is a graduate from an approved engineering curriculum of 4 years or more in a school, college, or university which has been approved by the board and has a record of 4 years of active engineering experience of a character indicating competence to be in responsible charge of engineering;

471.005 Definitions.—As used in this chapter, the term:

(5) “Engineer” includes the terms “professional engineer” and “licensed engineer” and means a person who is licensed to engage in the practice of engineering under this chapter.

(7) “Engineering” includes the term “professional engineering” and means any service or creative work, the adequate performance of which requires engineering education, training, and experience in the application of special knowledge of the mathematical, physical, and engineering sciences to such services or creative work as consultation, investigation, evaluation, planning, and design of engineering works and systems, planning the use of land and water, teaching of the principles and methods of engineering design, engineering surveys, and the inspection of construction for the purpose of determining in general if the work is proceeding in compliance with drawings and specifications, any of which embraces such services or work, either public or private, in connection with any utilities, structures, buildings, machines, equipment, processes, work systems, projects, and industrial or consumer products or equipment of a mechanical, electrical, hydraulic, pneumatic, or thermal nature, insofar as they involve safeguarding life, health, or property; and includes such other professional services as may be necessary to the planning, progress, and completion of any engineering services. A person who practices any branch of engineering; who, by verbal claim, sign, advertisement, letterhead, or card, or in any other way, represents himself or herself to be an engineer or, through the use of some other title, implies that he or she is an engineer or that he or she is licensed under this chapter; or who holds himself or herself out as able to perform, or does perform, any engineering service or work or any other service designated by the practitioner which is recognized as engineering shall be construed to practice or offer to practice engineering within the meaning and intent of this chapter.

CHAPTER 61G15-20

APPLICATION FOR LICENSURE, EDUCATION REQUIREMENTS AND EXPERIENCE

(1) Any person desiring to be licensed as a professional engineer shall submit a completed application to the Board. The instructions and application Form FBPE/001 (06-13), entitled, “Application For Licensure By Examination”, which is hereby incorporated by reference, copies of which may be obtained from the Board office at 2639 North Monroe Street, Suite B-112, Tallahassee, Florida 32303; from the Board’s website at <http://www.fbpe.org/licensure/application-process> or at <https://www.flrules.org/Gateway/reference.asp?No=Ref-04511>. The Board shall certify as eligible to take the licensure examination only those applicants who have completed the application form,

remitted the application and examination fee required by Chapter 61G15-24, F.A.C., and who have demonstrated to the Board that they:

(a) Are graduates of a “Board approved engineering program” as defined by subsection 61G15-20.001(2), F.A.C., and

(b) Have four (4) years of acceptable engineering experience as defined by Rule 61G15-20.002, F.A.C.

61G15-20.002 Experience.

(1)(a) In order to meet the prerequisites for entry into the engineering examination, an applicant is required to have four years of acceptable experience in engineering at the time of application and four years of acceptable educational qualifications. In determining whether an applicant’s experience background is sufficient to meet the requirements set forth in subsections 471.013(1)(a)1. and 2., F.S., the Board has determined that an individual must have the requisite number of years of acceptable engineering experience gained through education and through the requisite amount of full-time employment in engineering. The type of employment which shall be acceptable must principally involve activities in the field of engineering as defined in subsection 471.005(7), F.S. The Board may accept engineering experience in foreign countries if such experience is properly verified by the Board from evidence supplied by the applicant to be equivalent to that accepted as experience by the Board as to any state or territory.

(b) Because the evaluation of experience is a complex and subjective matter, the Board establishes the following guidelines which shall be generally applicable absent extraordinary evidence and documentation supporting a departure therefrom:

1. The acquisition of acceptable engineering experience should logically follow and constitute an application of the engineering education previously obtained.

2. Engineering experience obtained prior to the completion of the engineering degree is usually of a subprofessional nature. Such experience, if deemed acceptable and properly verified, may be awarded experience credit at 25% of the actual time. If the experience is obtained after the completion of a substantial number of engineering design courses, and involves matters of average or above average complexity, experience credit may be awarded at up to 50% of actual time. In any event, the total engineering experience credit allowable for pregraduation experience shall not exceed 12 months.

3. Experience credit is based on a 40 hour per week full-time basis. No additional credit is allowable for overtime work, or for part-time work experience obtained while pursuing engineering education on a full-time basis, or for the part-time pursuit of a masters or doctorate degree while obtaining full-time work experience.

4. Experience must be progressive on engineering projects to indicate that it is of increasing quality and requiring greater responsibility.

5. Experience must not be obtained in violation of the licensure act.

6. Experience gained in the armed services, to be creditable, must be of a character equivalent to that which would have been gained in the civilian sector doing similar work. Normally, it would be expected that the applicant while in the armed services served in an engineering or engineering-related group.

7. Experience should be gained under the supervision of a licensed professional engineer or, if not, an explanation should be made showing why the experience should be considered acceptable.

8. For sales experience to be creditable, it must be demonstrated that engineering principles were required and used in gaining the experience.

9. Teaching experience, to be creditable, must be in engineering or engineering-related courses at an advanced level in a college or university offering an engineering program of four years or more that is approved by the Board.

10. Experience gained in engineering research and design projects by members of an engineering faculty where the program is approved by the Board is creditable.

11. Experience may not be anticipated. The experience must have been gained by the time of the application.

12. Experience in construction, to be creditable, must demonstrate the application of engineering principles.

13. Experience should include demonstration of a knowledge of engineering mathematics, physical and applied science, properties of materials, and the fundamental principles of engineering design.

14. Experience should include demonstration of the application of engineering principles in the practical solution of engineering problems.

(2) In order to verify an applicant's experience record, the Board will require evidence of employment from employers or supervisors who are employed in the engineering profession or are professional engineers, who shall set forth the quality and character of the applicant's duties and responsibilities. In addition to the employer verification, an applicant must list three personal references who are professional engineers. Should the Board find the information submitted by the applicant is insufficient or incomplete, the Board may require the applicant to supply additional references or evidence regarding the applicant's experience and background or both so that an intelligent decision may be made on whether admittance to the examination is allowable.

The Board will accept as equivalent to one year's experience a masters degree in engineering from a college or university from a Board approved engineering program as defined in subsection 61G15-20.001(2), F.A.C. The Board will also accept as equivalent to one year's experience a doctorate in engineering from a college or university from a Board approved engineering program as defined in subsection 61G15-20.001(2), F.A.C.