



State of Wisconsin \ DEPARTMENT OF REGULATION & LICENSING

CR 86-112

Anthony S. Earl
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Barbara Nichols
Secretary

CERTIFICATE

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STATE OF WISCONSIN)
) SS
DEPARTMENT OF REGULATION AND LICENSING)

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W. J. ...
Revisor of Statutes
Bureau

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS:

I, Mark D. Aulik, director of the Bureau of Business and Design in the Department of Regulation and Licensing, and custodian of the official records of the Bureau, do hereby certify that the annexed rules, relating to the regulation of architects, professional engineers, designers and land surveyors were duly approved and adopted by the Examining Board of Architects, Professional Engineers, Designers and Land Surveyors and Licensing on November 13, 1986.

I further certify that the attached copy has been compared by me with the original on file in this department and that the same is a true copy thereof, and of the whole of the original.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the board at 1400 East Washington Avenue, Madison, Wisconsin, this 23rd day of December, A.D. 1986.

Mark D. Aulik

Mark D. Aulik
Director, Bureau of Business and Design Professions,
Department of Regulation & Licensing

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STATE OF WISCONSIN
BEFORE THE EXAMINING
BOARD OF ARCHITECTS, PROFESSIONAL
ENGINEERS, DESIGNERS AND LAND SURVEYORS

IN THE MATTER OF RULEMAKING :
PROCEEDINGS BEFORE THE EXAMINING : ORDER
BOARD OF ARCHITECTS, PROFESSIONAL : ADOPTING
ENGINEERS, DESIGNERS AND LAND : RULES
SURVEYORS : (Clearinghouse Rule 86-112)

ORDER

Pursuant to authority vested in the examining board of architects, professional engineers, designers and land surveyors in ss. 15.08(5)(b), 227.11, and ch. 443, Stats., the examining board of architects, professional engineers, designers and land surveyors hereby repeal and create rules, interpreting ss. 443.01(8), 443.03 to 443.07, 443.09 to 443.13 and 443.17, Stats., as follows:

SECTION 1. Chapters A-E 1 and 3 to 5 are repealed.

SECTION 2. Chapters A-E 1 to 8 are created to read:

Chapter A-E 1

AUTHORITY AND PRACTICE

A-E 1.01 AUTHORITY. The rules in chs. A-E 1 to 8 are adopted under authority in ss. 15.08(5)(b), 227.11 and ch. 443, Stats.

A-E 1.02 DEFINITIONS. In chs. A-E 1 to 8: (1) "Board" or "joint board" means the examining board of architects, professional engineers, designers and land surveyors.

(2) "Department" means the department of regulation and licensing.

(3) "Section of the board" means either the architect section, the engineer section, the designer section or the land surveyor section.

A-E 1.03 RULEMAKING. (1) PROCEDURE. The joint board may approve and adopt rules proposed by any section of the board.

(2) RULES COMMITTEE. (a) Composition. The rules committee of the board is comprised of one member from each section and 2 public members. The board chair shall appoint the 2 public members from any of the 4 sections of the board.

(b) Authority and responsibility. The rules committee shall act for the joint board in rulemaking proceedings except for final approval as specified in sub. (1).

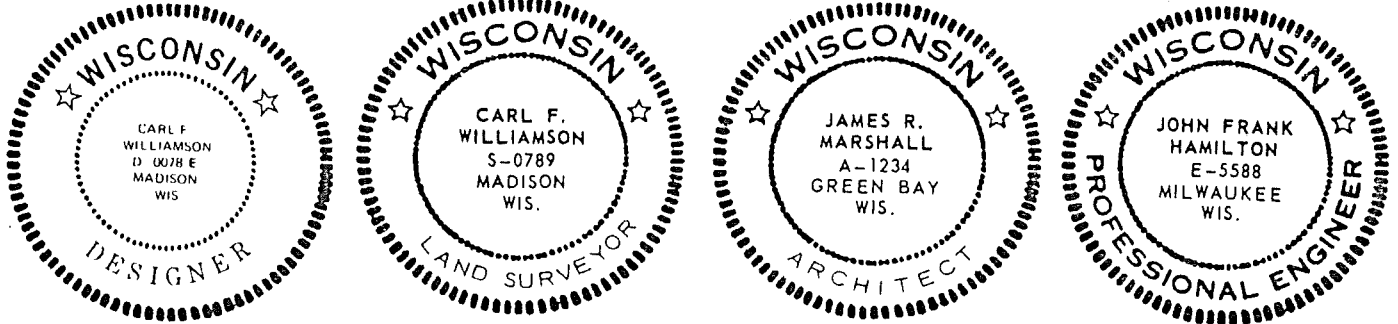
Chapter A-E 2

GENERAL REQUIREMENTS AND PROCEDURES

A-E 2.01 PURPOSE. The purpose of rules in this chapter is to specify general requirements and procedures which apply to all 4 sections of the board. Requirements specific to architects, professional engineers, designers or land surveyors are specified respectively in chs. A-E 3 to 7. Rules of professional conduct for all registrants or permit holders are specified in ch. A-E 8.

A-E 2.02 REGISTRATION SEALS. (1) Each architect, professional engineer, designer and land surveyor shall obtain a seal that complies with board specifications for registration seals. The overall diameter may not be less than 1 5/8 inches nor more than 2 inches. Each seal shall include the registrant's name, registration or permit number and city.

(2) The following designs for registration seals have been approved:



(3) A rubber stamp, identical in size, design and content to a board-approved seal, may be used as a substitute for a registration seal.

(4) Each sheet of plans, drawings, documents, specifications and reports for architectural, engineering or design practice and for maps, plats, charts and reports for land surveying practice shall be signed, sealed and dated by the registrant or permit holder who prepared, or directed and controlled preparation of, the written material, except as specified in sub. (5).

(5) If more than one sheet is bound together in a volume, the registrant or permit holder who prepared or directed and controlled the preparation of the volume, may sign, seal and date only the title or index sheet if the signed sheet identifies clearly all other sheets comprising the bound volume and if any other sheets which are prepared by or under the direction and control of another registrant or permit holder are signed, sealed and dated by the other registrant or permit holder.

(6) Any addition, deletion or other revision to each sheet of plans, drawings, documents, specifications and reports for architectural, engineering or design practice and for maps, plats, charts and reports for land surveying practice which affects public health and safety or any state or local code requirements may not be made unless signed, sealed and dated by the registrant

or permit holder who made or directed and controlled the making of the revision.

A-E 2.03 BRANCH OFFICES. (1) DEFINITIONS. In this section, (a) "Firm" means any sole proprietorship, partnership or corporation located in Wisconsin which provides or offers to provide architectural, professional engineering, design or land surveying services to the public.

(b) "Resident" means a currently-registered architect, professional engineer, designer or land surveyor who spends the majority of his or her working schedule in one firm location and who is in charge of and responsible for the type of services offered or provided from that location.

(2) RESIDENT REQUIRED; RESPONSIBILITIES. Every firm maintaining one or more places of business in Wisconsin shall have:

(a) A resident architect in each separate business location which provides or offers to provide architectural services.

(b) A resident professional engineer in each separate business location which provides or offers to provide professional engineering services.

(c) A resident designer in each separate business location which provides or offers to provide designing services.

(d) A resident land surveyor in each separate business location which provides or offers to provide land surveying services.

(3) NOTICE. Every firm shall notify the board of at least one resident who is in charge of and responsible for each separate business location.

(4) RESIDENT LIMITATION. A resident may not be in charge of or responsible for services offered or provided from more than one business location.

A-E 2.04 CHANGE OF ADDRESS. Every registrant or permit holder shall notify the board in writing of a change of address within 30 days of the change. The notice shall include the person's or firm's former and new addresses and each registration or permit number held.

Chapter A-E 3

ARCHITECT REGISTRATION

A-E 3.01 AUTHORITY AND PURPOSE. The rules in this chapter are adopted under authority in ss. 15.08(5)(b), 227.11, 443.03, 443.09 and 443.10, Stats. The purpose of rules in this chapter is to interpret basic education, experience and examination requirements for registration as an architect as specified in ss. 443.03, 443.09 and 443.10, Stats.

A-E 3.02 APPLICATION. An application for registration as an architect is available upon request to the board office located at 1400 East Washington Avenue, Madison, Wisconsin 53702. An applicant who files an application but who does not comply with a request for information related to the

application within one year from the date of the request shall file a new application.

A-E 3.03 ARCHITECTURAL EXPERIENCE. (1) To qualify as satisfactory experience in architectural work for the purpose of meeting registration requirements of s. 443.03, Stats., an applicant's experience shall include the application of architectural principles and data and shall demonstrate an applicant's progressive competence to do architectural work. This experience shall be acquired in areas of architectural practice listed in pars. (a) to (c) or in other areas of architectural practice or in academic coursework which in the opinion of the board provides the applicant with a knowledge of architectural principles and data at least equivalent to that which would be acquired by experience in the areas of practice described:

(a) Design and construction.

1. Programming, including client contact.
2. Site and environmental analysis.
3. Schematic design.
4. Building cost analysis.
5. Code research.
6. Design development.
7. Construction documents.
8. Specifications and materials research.
9. Documents checking and coordination.

(b) Construction administration.

1. Bidding procedures.
2. Construction phase: Office.
3. Construction phase: Observation.

(c) Office management.

1. Office procedures.
2. Professional activities.

(d) Related activities, such as teaching, research, construction or community services.

(2) Satisfactory experience in architectural work shall consist of related practical training including at least one year of experience in the design and construction of buildings under the supervision of a registered

architect, professional engineer, or exempt person as defined in s. 443.14, Stats., prior or subsequent to acquisition of approved educational equivalents.

(3) To qualify as satisfactory experience in architectural work, employment shall consist of at least 2 or more continuous months.

(4) Full or partial credit may be allowed for part-time work experience of at least 20 hours a week and architectural related post-graduate teaching or research, subject to approval by the architect section.

(5) An applicant who has participated in the intern architect development program sponsored by the national council of architectural registration boards and the American institute of architects may submit a report of participation in the program as evidence of experience in architectural work. The architect section shall evaluate the record of participation and grant appropriate experience credit.

(6) Not more than one year of credit for satisfactory experience in architectural work may be granted for any calendar year.

A-E 3.04 EDUCATION AS AN EXPERIENCE EQUIVALENT FOR REGISTRATION AS AN ARCHITECT.

(1) For the purpose of meeting experience requirements for registration as an architect, an applicant may claim certain education as equivalent to experience in architectural work, as provided in s. 443.03(2), Stats. To qualify as equivalent to experience in architectural work, the education shall be obtained at a university, college or technical school approved by the architect section of the examining board.

(2) The architect section shall approve all curricula in architecture that are accredited by the national architectural accrediting board (NAAB).

(3) Each 45 quarter hours or 30 semester hours of credit earned is equivalent to one year of work experience. The maximum equivalent that may be obtained is set forth in the table in figure 3.04(3).

FIGURE 3.04(3)

TABLE OF EDUCATION AND EXPERIENCE EQUIVALENTS FOR ARCHITECTS

<u>Education</u>	<u>Maximum Experience Equivalent</u>
Architectural Degree [Accredited by the National Architectural Accrediting Board (NAAB)]	5 years

Planning, Architectural Engineering, Structural Engineering or Non-Accredited Architectural Studies Degree	4 years
Courses in NAAB Accredited Architecture Program Without Degree	4 years
Planning, Architectural Engineering, Structural Engineering or Non-Accredited Architectural Studies Courses Without Degree	3 years
Other Bachelor Degrees	3 years
Other Courses Without Degrees	2 years
NAAB Accredited Master of Architecture Degree Subsequent to Accredited Bachelor or Architectural Degree	Considered as $\frac{1}{2}$ year

A-E 3.05 EXAMINATION. (1) ARCHITECT EXAMINATION REQUIRED. An applicant for registration as an architect, unless applying under s. 443.10(1), Stats., shall successfully complete an examination on architectural services which measures the knowledge and skills necessary to competently practice architecture. The examination shall test the following architectural services and service elements:

(a) Pre-design

1. Design objectives.
2. Space requirements.
4. Flexibility and expansibility.
5. Site requirements.

(b) Site Design

1. Land utilization.
2. Structures placement.
3. Form relationships.
4. Movement, circulation and parking.
5. Utility systems.
6. Surface and subsurface conditions.
7. Ecological requirements.
8. Deeds, zoning and construction.

9. Topography and relations to surrounding.
10. Architectural management and coordination.
11. Cost.

(c) Building Design

1. Building sections, elevations and plans.
2. Selections and layout of building systems.
3. Structural considerations.
4. Mechanical considerations.
5. Electrical considerations.
6. Civil considerations.
7. Interior considerations.
8. Design documentation.

(d) Building Systems

1. Structural systems.
2. Lateral forces.
3. Mechanical, electrical and plumbing.
4. Miscellaneous systems.
5. Materials and methods.
6. Coordination.
7. Cost consideration.

(e) Construction Documents and Services

1. Architectural drawings.
2. Structural drawings.
3. Interior drawings.
4. Specifications.
5. Cost estimates.
6. Bidding documents.

7. Organization and handling bids.
8. Bids evaluation.
9. Coordination and management.
10. Construction administration in office.
11. Construction administration in field.
12. Field tests.
13. Quotation requests and change orders.
14. Construction cost accounting.
15. Project close-out.

(2) REQUIREMENTS FOR ENTRANCE TO THE EXAMINATION. To be eligible to take a scheduled examination, an applicant shall have 4 years academic credit or 4 years of qualifying architectural work experience or a combination of academic credit and architectural work experience which totals 4 years.

(3) APPLICATION FOR EXAMINATION. An application for examination shall be filed with the board no later than 2 months before the scheduled date for the examination.

(4) FORM, SCHEDULE, GRADING. The form, schedule and grading for the examination is established by the national council of architectural registration boards.

(5) TIME, DATE AND SITE OF EXAMINATION. The examination shall be held at a time, date and site specified by the board.

(6) EXAMINATION AND REFUND FEES. The fee for an architect examination and requirements for refund of fees are specified in s. 440.05, Stats., and ch. RL 4.

(7) RE-EXAMINATION PROCEDURE. An applicant for an architect examination who fails an examination or any part of an examination may retake any part of the examination failed at a regularly-scheduled administration of the examination. If an applicant fails to pass on reexamination of the parts failed, or the current examination parts equivalent to the parts failed, within 4 years from the date of receipt of the results of the first failure of the examination or any part of the examination, the applicant is required to take and pass the entire examination. If the applicant retakes the entire examination, the applicant shall pay the original examination fee under ch. RL 4. The board shall determine which parts of a current examination are equivalent to the examination parts failed by an applicant.

(8) EXAMINATION REVIEW. (a) ONE-YEAR LIMITATION. Any applicant for an architect examination may review questions on any part of an examination failed by the applicant within one year from the date of the examination, as specified in s. 443.09(6), Stats.

(b) REVIEW PROCEDURE. An applicant shall contact the board office, located at 1400 East Washington Avenue, Madison, Wisconsin 53702, to schedule an appointment to review the appropriate examination parts. The applicant may take notes on the examination questions reviewed. No notes may be retained by the applicant following the review. All notes taken during the review shall be placed in the applicant's file. The review may not take place within 30 days prior to a scheduled examination.

Chapter A-E 4

PROFESSIONAL ENGINEER REGISTRATION

A-E 4.01 AUTHORITY AND PURPOSE. The rules in this chapter are adopted under authority in ss. 15.08(5)(b), 227.11, 443.04, 443.05, 443.09 and 443.10, Stats. The purpose of rules in this chapter is to interpret basic education, experience and examination requirements for registration as a professional engineer as specified in ss. 443.04, 443.05, 443.09 and 443.10, Stats.

A-E 4.02 APPLICATION. An application for registration as a professional engineer is available upon request to the board office located at 1400 East Washington Avenue, Madison, Wisconsin 53702. An applicant who files an application but who does not comply with a request for information related to the application within one year from the date of the request shall file a new application.

A-E 4.03 ENGINEERING EXPERIENCE. To qualify as satisfactory experience in engineering work for the purpose of meeting requirements of s. 443.04, Stats., an applicant's experience shall include the application of engineering principles and data and shall demonstrate an applicant's competence to do engineering work. The experience shall be acquired in the areas of engineering practice listed in subs. (1) to (7) or in other areas of engineering practice or academic course work which in the opinion of the board provides the applicant with a knowledge of engineering principles and data at least equivalent to that which would be acquired by experience in the areas of practice listed. Experience in all areas listed is not required.

(1) RESEARCH AND DEVELOPMENT. (a) Problem identification, including consideration of alternative approaches to problem solving;

(b) Planning, including selecting a theoretical or experimental approach;

(c) Execution of plan, including completing design calculations;

(d) Interpreting and reporting results, including,

1. Evaluating project feasibility studies;

2. Analyzing research and development data;

3. Producing interpretive reports;

4. Formulating conclusions and recommendations; and,
 5. Producing final reports.
- (2) DESIGN. (a) Problem identification, including,
1. Identifying design objectives;
 2. Identifying possible design concepts or methods;
 3. Selecting methods to be employed in consideration of aesthetics, cost and reliability;
 4. Defining performance specifications and functional requirements such as materials, energy balances and environmental considerations;
 5. Formulating conceptual design specifications; and,
 6. Defining physical properties of all key materials.
- (b) Planning, including defining safety, health and environmental constraints;
- (c) Execution of plan, including,
1. Developing design concepts;
 2. Conducting feasibility studies;
 3. Evaluating design and design methods;
 4. Solving design problems;
 5. Preparing designs, layouts and models;
 6. Selecting materials and components;
 7. Conducting value analysis of design;
 8. Producing final designs;
 9. Preparing supporting technical information;
 10. Preparing detailed working drawings;
 11. Preparing specifications and data sheets; and,
 12. Interacting with engineers from other areas of work such as research and development and construction.
- (d) Interpreting and reporting results, including,
1. Evaluating design for conformity to specifications;

2. Evaluating design solutions for efficiency, economic and technical feasibility and economic alternatives;

3. Evaluating design impact on public health, safety and welfare;

4. Evaluating design solution for adherence to laws and codes;

5. Evaluating product liability risk;

6. Reviewing designs with clients or management; and,

7. Preparing final reports.

(e) Implementation of results, including interacting with engineers from other disciplines of engineering;

(3) CONSTRUCTION. (a) Problem identification, including checking working drawings and specifications; and,

(b) Execution of plan, including,

1. Consulting with designers; and,

2. Identifying and requesting design changes;

(4) MANUFACTURING, PRODUCTION AND OPERATIONS.

(a) Planning, including,

1. Proposing design or methods improvement; and,

2. Planning operational processes and strategies;

(b) Execution of plan, including,

1. Preparing equipment, system and process specifications; and,

2. Determining feasibility of new or improved products, systems and processes;

(c) Interpreting and reporting results, including preparing final reports;

(5) MAINTENANCE. (a) Problem identification, including determining causes of failures in equipment, structures or schedules; and,

(b) Interpreting and reporting results, including reporting the causes of failures in equipment, structures or schedules;

(6) ADMINISTRATION. Administration and management, including execution of plan by communicating with others;

(7) OTHER ENGINEERING TASKS. (a) Conducting systems analysis or operations research; and,

(b) Serving as a consultant or specialist to individual or business clients.

A-E 4.04 EXPERIENCE CREDIT LIMITATION. Not more than one year of satisfactory experience credit may be granted for any calendar year.

A-E 4.05 EDUCATION AS AN EXPERIENCE EQUIVALENT FOR REGISTRATION AS A PROFESSIONAL ENGINEER. (1) For the purpose of meeting experience requirements for registration as a professional engineer in s. 443.04(1), an applicant may claim certain education as equivalent to experience in engineering as provided in s. 443.04(2), Stats. The engineer section grants an experience equivalent for education according to the table shown in figure 4.05(1).

FIGURE 4.05(1)

TABLE OF EDUCATION AND EXPERIENCE EQUIVALENTS

<u>Education</u>	<u>Experience Equivalent with Degree</u>	<u>Experience Equivalent for each year of Education without Degree</u>
B.S. Engineering [Accredited by Accrediting Board for Engineering and Technology, (ABET)]	4 years	1 year
B.S. Engineering (Not accredited by ABET)	3 1/2 years	7/8 year
B.S. Engineering Technology (ABET accredited)	3 years	3/4 year
B.S. Engineering Related Sciences (e.g. Physics, Chemistry, Math, etc.)	3 years	3/4 year
B.S. Engineering Technology (non-ABET accredited)	Not more than 2 1/2 years	2/3 year
Other B.S. Degrees	Not more than 2 years	1/2 year
Engineering Experience in obtaining M.S. in Engineering	1 year	N/A
Engineering Experience in obtaining Ph.D. in Engineering or Engineering Related Programs	1 year	N/A

(2) The engineer section shall approve all curricula in engineering that are accredited by the accreditation board for engineering and technology (ABET) or equivalent curricula.

A-E 4.06 PROFESSIONAL ENGINEER: TYPES OF APPLICATIONS AND REQUIREMENTS. Sections 443.04(1)(a) through (d), Stats., provide four methods by which an applicant may qualify for registration as a professional engineer. Requirements for each type of application are as follows:

(1) ENGINEERING DIPLOMA. Applicants under s. 443.04(1)(a), Stats., shall complete the fundamentals of engineering, the principles and practice of engineering and the barrier free design parts of the examination.

(2) 8 YEARS EXPERIENCE. Applicants under s. 443.04(1)(b), Stats., shall complete the fundamentals of engineering, the principles and practice of engineering and the barrier free design parts of the examination.

(3) 12 YEARS EXPERIENCE. Applicants under s. 443.04(1)(c) shall complete the principles and practice of engineering and the barrier free design parts of the examination and shall submit a record which specifically describes the knowledge of mathematics, the physical sciences and the principles of engineering which the applicant has acquired by practical experience or professional education.

(4) DIPLOMA AND 8 YEARS EXPERIENCE. Applicants under s. 443.04(1)(d) shall submit a statement describing provisions of Wisconsin law which govern the practice of engineering and which concern the design needs of people with physical disabilities; and evidence that the applicant has had at least 6 months of engineering experience in Wisconsin or has had sufficient contacts with this state to make the applicant familiar with Wisconsin engineering law and practice.

A-E 4.07 ENGINEER-IN-TRAINING. An applicant for certification as an engineer-in-training shall take and pass a fundamentals examination. Engineer-in-training applicants may also take the principles and practice, and the barrier free design examinations.

A-E 4.08 EXAMINATIONS. (1) SCOPE OF WRITTEN EXAMINATIONS. (a) The fundamentals examination requires an understanding of the physical and mathematical sciences involved in the fundamentals of engineering. The duration of the examination is 8 hours, administered in one day.

(b) The principles and practice examination requires the ability to apply engineering principles and judgment to problems in general engineering fields such as chemical, civil, electrical and mechanical fields. Questions involving economic analysis and the design needs of people with physical disabilities and relevant statutes and codes shall be included. The duration of the examination is 16 hours, administered over a 2-day period.

(c) The barrier free design examination requires the applicant to demonstrate knowledge of the design needs of people with physical disabilities.

(2) REQUIREMENTS FOR ENTRANCE TO EXAMINATIONS. To be eligible to take the examinations on fundamentals of engineering and principles and practice of engineering, an applicant shall have 4 years of qualifying engineering work experience or a combination of academic credit or engineering work experience which totals 4 years. Applicants who have obtained senior standing in an educational program of study of at least

4 years which leads to a baccalaureate degree in engineering or engineering technology are eligible to take the examination sections.

(3) APPLICATION FOR EXAMINATION. An application for examination must be filed with the board no later than 2 months before the scheduled date for the examination.

(4) EXAMINATION AND REFUND FEES. The fee for an engineer-in-training or professional engineer examination and requirements for refund of fees are specified in s. 440.05, Stats., and ch. RL 4.

(5) PLACE AND TIME OF EXAMINATIONS. The examinations shall be held at sites and on dates designated by the board.

(6) GRADING OF WRITTEN EXAMINATIONS. Experience ratings may not be weighed as a part of the examinations.

(7) EXAMINATION REVIEW. (a) ONE-YEAR LIMITATION. Any applicant for an engineer examination may only review questions on any part of an examination failed by the applicant within one year from the date of the examination, as specified in s. 443.09(6), Stats.

(b) An applicant shall contact the board office, located at 1400 East Washington Avenue, Madison, Wisconsin 53702, to schedule an appointment to review the appropriate examination parts. The applicant may take notes on the examination questions reviewed. No notes may be retained by the applicant following the review. All notes taken during the review shall be placed in the applicant's file. The review may not take place within 30 days prior to a scheduled examination.

Chapter A-E 5.

DESIGNER PERMIT REGISTRATION

A-E 5.01 AUTHORITY AND PURPOSE. The rules in this chapter are adopted under authority in ss. 15.08(5)(b), 227.11 and 443.07, Stats. The purpose of rules in this chapter is to interpret basic experience and examination requirements for obtaining a designer permit as specified in s. 443.07, Stats.

A-E 5.02 APPLICATION. (1) An application for a designer permit is available upon request to the board office located at 1400 East Washington Avenue, Madison, Wisconsin 53702. Any applicant who files an application but who does not comply with a request for information related to the application within one year from the date of the request shall file a new application.

A-E 5.03 (1) GENERAL EXPERIENCE REQUIREMENT. An applicant's experience shall demonstrate that the applicant has a working knowledge of:

- (a) Basic mathematics, physics and mechanics;
- (b) Materials and structures;

- (c) Administrative codes and other relevant Wisconsin law; and,
- (d) Graphic techniques, including drafting and sketching.

(2) AREAS OF EXPERIENCE. To qualify as satisfactory experience in the design of engineering systems under s. 443.07, Stats., the experience of an applicant for a permit shall be substantially in the field for which the applicant has applied. Fields are described in s. A-E 5.06. The experience shall be in areas of design practice designated under subs. (3) and (4), or other areas which, in the opinion of the board, provide the applicant with knowledge of practice at least equivalent to that which is generally acquired by experience in the areas listed. An applicant need not have experience in all areas of practice listed below. However, all applicants shall have experience in those areas listed in subs. (3)(a) and (b). Academic coursework which provides the applicant with knowledge and skills in some of the areas of practice listed below may be claimed as equivalent to experience.

(3) REQUIRED AREAS OF EXPERIENCE. All applicants shall have experience in the following areas:

(a) Research and development

1. Problem identification, including consideration of alternative approaches to problem solving.
2. Planning, including selecting a theoretical or experimental approach.
3. Execution of plan, including completing design calculations.
4. Interpreting and reporting results.

(b) Design

1. Definition of safety, health and environmental constraints.
2. Selection of materials and components.
3. Production of final designs.
4. Preparation of detailed working drawings.
5. Evaluation of design solution for adherence to laws and codes and obtain approval.

(4) OTHER AREAS OF EXPERIENCE. Qualifying experience includes:

(a) Other Design

1. Identification of design objectives.
2. Definition of performance specifications and functional requirements, including materials, energy balances, and environmental considerations.

3. Formulation of conceptual design specifications.
4. Definition of physical properties of all key materials.
5. Preparation of designs, layouts, models and systems diagrams.
6. Preparation of supporting technical information.
7. Preparation of bid documents, including conducting a contract evaluation.
8. Preparation of specifications and data sheets.
9. Interaction with engineers from other areas of work.
10. Consultation with contractors, suppliers and installers.
11. Inspection of purchased equipments and materials for conformity specifications.

(b) Construction

1. Assistance in design implementation during manufacturing or construction.
2. Assistance in design implementation during start up.
3. Revision of design as required including "as built" drawings and specifications.
4. Certification in completing and testing.
5. Provision of field service assistance.
6. Reviewing of completed work.

(c) Maintenance

1. Development of preventive maintenance schedules.
2. Recording of failures, repairs and replacement of equipment.
3. Determination of causes of equipment, structure or schedule failures.

(5) EXPERIENCE LIMITATION. Not more than one year of satisfactory experience may be granted for any calendar year.

A-E 5.04 EXAMINATION. (1) WRITTEN EXAMINATION FOR DESIGNER OF ENGINEERING SYSTEMS; SCOPE OF EXAMINATION. (a) The written examination in each field shall include questions and problems applying to the following basic content areas:

1. Basic mathematics, physics and mechanics;
2. Materials and structures;
3. Graphic techniques, including drafting and sketching, reading and interpreting blueprints and preparing specifications; and,
4. Administrative code and other relevant Wisconsin laws.

(b) The examination for a permit in the field of heating, ventilating and air conditioning systems requires an applicant to demonstrate competency in:

1. User requirements for maintenance of temperature;
2. Humidity and ventilation systems;
3. Energy sources;
4. Heating, ventilating and air conditioning systems, including ducted, piped, unitary, steam and hot water systems; and,
5. Manual, electric and pneumatic control systems, including air distribution, heat transfer, energy conservation and air changing systems.

(c) The examination for a permit in the field of plumbing systems requires an applicant to demonstrate competency in:

1. User requirements for water supply, drainage and disposal, including private septic systems; and,
2. Gaseous distribution systems, including processing piping, oxygen, air and other gases, heating and utilities.

(d) The examination for a permit in the field of electrical systems requires the applicant to demonstrate competency in:

1. User requirements for both primary and secondary distribution, illumination, controls and switches and communication systems; and,
2. Power, including resistance heating, signals and motors.

(e) The examination for a permit in the field of fire protection systems requires the applicant to demonstrate competency in:

1. User requirements for fire protection of life and property, life safety requirements, methods of fire prevention, wet and dry standpipes, use of fire retardants and fire proof materials;
2. Suppression;
3. Fire characteristics;

4. Smoke; and,
5. Gases.

(2) REQUIREMENTS FOR ENTRANCE TO EXAMINATIONS. To be eligible to take a written examination for a permit as a designer of engineering systems, an applicant shall have 7 years of approved experience in specialized engineering design work, up to 4 years of which may be equivalent academic training or apprenticeship as provided in s. 443.07(2), Stats.

(3) APPLICATION FOR EXAMINATION. An application for examination must be filed with the board no later than 2 months before the scheduled date for the examination.

(4) EXAMINATION AND REFUND FEES. The fee for a designer examination and requirements for refund of fees are specified in s. 440.05, Stats., and ch. RL 4.

(5) TIME, DATE AND SITE OF EXAMINATIONS. The examinations shall be held at a time, date and site specified by the board.

(6) GRADING OF WRITTEN EXAMINATIONS. An applicant's experience rating is not considered by the board in grading the applicant's written examination.

(7) REEXAMINATION PROCEDURE. An applicant for a designer examination who fails an examination or any part of an examination may retake any part of the examination failed at a regularly-scheduled administration of the examination. If an applicant fails to pass on reexamination of the parts failed, or the current examination parts equivalent to the parts failed, within 4 years from the date of receipt of the results of the first failure of the examination or any part of the examination, the applicant is required to take and pass the entire examination. If the applicant retakes the entire examination, the applicant shall pay the original examination fee under ch. RL 4. The board shall determine which parts of a current examination are equivalent to the examination parts failed by an applicant.

(8) EXAMINATION REVIEW. (a) ONE-YEAR LIMITATION. Any applicant for a designer examination may only review questions on any part of an examination failed by the applicant within one year from the date of the examination, as specified in s. 443.09(6), Stats.

(b) REVIEW PROCEDURE. An applicant shall contact the board office, located at 1400 East Washington Avenue, Madison, Wisconsin 53702, to schedule an appointment to review the appropriate examination parts. The applicant may take notes on the examination questions reviewed. No notes may be retained by the applicant following the review. All notes taken during the review shall be placed in the applicant's file. The review may not take place within 30 days prior to a scheduled examination.

A-E 5.05 APPLICATION CONTENTS. An application shall include:

- (1) Transcripts or apprenticeship records verifying applicant's education and training;

(2) References from at least 5 individuals, 3 of whom have personal knowledge of the applicant's work involving the preparation of plans and specifications;

(3) A chronological history of the applicant's employment;

(4) Any additional data, exhibits or references showing the extent and quality of the applicant's technological experience that may be required by the designer section.

A-E 5.06 DESIGNER PERMIT LIMITATION. (1) Design services which may be performed by designers are the preparation of plans and specifications, consultation, investigation and evaluation in connection with the preparation of plans and specifications in those fields set forth in sub. (2).

(2) Permits for the design of engineering systems shall be issued in the following fields:

(a) Heating, ventilation and air conditioning systems;

(b) Plumbing systems;

(c) Electrical systems; and,

(d) Fire protection systems.

(3) Permit numbers shall designate the fields to which permits are restricted.

(4) Designers may not perform design services in those fields for which they do not hold a permit, unless the designer or building involved is exempt under ss. 443.14 and 443.15, Stats.

(5) A person who holds an industrial systems permit issued prior to January 31, 1985 may continue to renew the permit under s. 443.07(6), Stats., until January 31, 1988.

Note: From April 1, 1971 to January 1, 1985, permits were issued in the field of industrial systems. The board determined in 1984 that it could not define the field of industrial systems and could not prepare an examination for the field of industrial systems. On the basis of this determination, the board has discontinued issuing new permits in the field of industrial systems.

Chapter A-E 6

LAND SURVEYOR REGISTRATION

A-E 6.01 AUTHORITY AND PURPOSE. The rules in this chapter are adopted under authority in ss. 15.08(5)(b), 227.11, 443.01(4) and 443.06, Stats. The purpose of rules in this chapter is to interpret basic education, experience and examination requirements for registration as a land surveyor as specified in s. 443.06, Stats.

A-E 6.02 APPLICATION. An application for registration as a land surveyor is available upon request to the board office located at 1400 East Washington Avenue, Madison, Wisconsin 53702. Any applicant who files an application but who does not comply with a request for information related to the application within one year from the date of the request shall file a new application.

A-E 6.03 LAND SURVEYING EXPERIENCE. (1) To qualify as "practice in land surveying work of a satisfactory character which indicates that the applicant is competent to be placed in responsible charge of such work" under s. 443.06, Stats., the experience of an applicant shall be in areas of land surveying practice designated under pars. (a) and (b), or other areas which, in the opinion of the board, provide the applicant with knowledge of practice of land surveying at least equivalent to that which is generally acquired by experience in the areas listed. An applicant need not have experience in all areas listed below. However, all applicants shall have experience in the areas listed in par. (a)1 and 2 below. Academic coursework which provides the applicant with knowledge and skills in some areas of practice listed in pars. (a) and (b) may be claimed as equivalent to experience.

(a) At least two-thirds of an applicant's experience shall be acquired in:

1. Locating land boundaries and land boundary corners including the following services:

- a. Researching public and private records;
- b. Relocating lost and obliterated corners;
- c. Establishing, reestablishing or perpetuating survey monuments;
- d. Subdividing sections;
- e. Establishing or retracing property lines to determine length and bearing;
- f. Reestablishing obliterated property lines;
- g. Preparing descriptions of real property from data acquired by field measurements;
- h. Conducting resurveys; and,
- i. Writing and interpreting land descriptions.

2. Preparing maps including:

- a. Maps of sections or portions of sections or townships as established by the original public land survey and subdivisions of those sections in accordance with the manuals of surveying instructions by the federal government and the state of Wisconsin;

b. Subdivision plats prepared in accordance with the Wisconsin Statutes or local ordinances;

c. Certified survey maps prepared in accordance with the Wisconsin Statutes or local ordinances;

d. Maps showing other divisions of land not controlled by statute or ordinance.

e. Official plats or maps of land in this state.

(b) Not more than one-third of an applicant's experience may be acquired in:

1. Preparing highway and railroad rights-of-way maps;

2. Construction staking for highways, roads, streets or similar projects within the boundaries of established rights of way;

3. Performing topographic surveys;

4. Developing control networks for aerial photography unless property lines are used for control; and,

5. Performing new building layout or construction surveys.

(2) Not more than one year of satisfactory experience credit may be granted for any calendar year.

A-E 6.04 EDUCATIONAL REQUIREMENTS FOR LAND SURVEYORS. To meet the educational requirements of s. 443.06(2)(a), Stats. requiring "a course in land surveying of not less than 2 years duration approved by the section" an applicant for registration as a land surveyor shall have satisfactorily completed at least 60 semester credits in a civil engineering or land surveying curriculum including no less than 12 semester credits in land surveying which shall be in the following categories of study:

(1) No less than 8 of the 12 credits may be in courses concentrating on the legal principles of land surveying and the technical aspects of land surveying. These courses shall include areas of study such as research of public and private records, principles of evidence and the interpretation of written documents used in boundary determination, the study of the legal elements of land surveying including those involving resurveys, boundary disputes, defective descriptions, riparian rights and adverse possession, the study of the professional and judicial functions of a land surveyor, the study of surveying methods for measuring distance and angular values, note keeping, computation and writing descriptions and the study of the Wisconsin Statutes and local ordinances relating to the preparation of subdivision maps and plats.

(2) No more than 4 credits may be in courses related to land surveying such as "Engineering Surveying", "Municipal Surveying", "Route Surveying", "Highway Surveying", "Topographic Surveying", "Geodetic Surveying", "Photogrammetry", "Cartography", "Construction Surveying", "Air Photo Interpretation" and "Artillery Surveying".

A-E 6.05 EXAMINATION. (1) LAND SURVEYOR EXAMINATION REQUIRED. Applicants for registration as a land surveyor other than applicants under s. 443.06(2)(c), Stats. shall take and pass an examination. The examination parts are the 8 hour fundamentals of surveying examination and the 8-hour principles and practice examination. The principles and practice examination is divided into 2 sections, a "national" and a "state" section which last up to 4 hours each and are scored separately.

(2) SCOPE OF WRITTEN EXAMINATION. (a) The fundamentals of land surveying examination requires an understanding of mathematics, physics, surveying methods for measuring horizontal, vertical and angular values, topographic and photogrammetric mapping, notekeeping, property surveys, computations, descriptions and plats.

(b) The principles and practice examination requires an ability to apply principles and judgment to problems involving the U.S. system of public land surveys, Wisconsin plane coordinate surveys, the relocation of lost and obliterated corners, the legal essentials of resurveys, disputed boundaries, defective deed descriptions, riparian rights, adverse possession, the Wisconsin statutes relating to land surveying including the preparation and filing of plats, the writing and interpreting of land descriptions, the technical essentials of land surveying and subdivision of lands including practical problems requiring a knowledge of the basic theory and fundamental concepts of field astronomy, geometry of curves, topography and photogrammetry.

(3) REQUIREMENTS FOR ENTRANCE TO EXAMINATIONS. (a) To be eligible to take the "fundamentals of land surveying" examination, an applicant shall have complied with s. A-E 6.04, or have at least 4 years of practice in land surveying, or a combination of work and training in a course in land surveying and practice in land surveying which totals at least 4 years.

(b) To be eligible to take the "principles and practice of land surveying" examination, an applicant shall have complied with s. A-E 6.04 and have at least 2 years of approved practice in land surveying, or have at least 5 years of approved practice in land surveying, or a combination of at least 5 years of approved work and training in a course in land surveying and practice in land surveying.

(4) APPLICATION FOR EXAMINATION. An application for examination must be filed with the board no later than 2 months before the scheduled date for the examination.

(5) TIME, DATE AND SITE OF EXAMINATIONS. The examinations shall be held at the time, date and site designated by the board.

(6) EXAMINATION AND REFUND FEES. The fee for land surveyor examinations and requirements for refund of fees are specified in s. 440.05 and ch. RL 4.

(7) EXAMINATION GRADING. (a) Experience rating may not be weighed as part of the examination grade.

(b) A scaled score of 70 is passing.

(8) REEXAMINATION PROCEDURE. An applicant for a land surveyor examination who fails an examination or any part of an examination may retake any part of the examination failed at a regularly-scheduled administration of the examination. If an applicant fails to pass on reexamination of the parts failed, or the current examination parts equivalent to the parts failed, within 4 years from the date of receipt of the results of the first failure of the examination or any part of the examination, the applicant is required to take and pass the entire examination. If the applicant retakes the entire examination, the applicant shall pay the original examination fee under ch. RL 4. The board shall determine which parts of a current examination are equivalent to the examination parts failed by an applicant.

(9) EXAMINATION REVIEW. (a) ONE-YEAR LIMITATION. Any applicant for a land surveyor examination may only review questions on any part of an examination failed by the applicant within one year from the date of the examination, as specified in s. 443.09(6), Stats.

(b) REVIEW PROCEDURE. An applicant shall contact the board office, located at 1400 East Washington Avenue, Madison, Wisconsin 53702, to schedule an appointment to review the appropriate examination parts. The applicant may take notes on the examination questions reviewed. No notes may be retained by the applicant following the review. All notes taken during the review shall be placed in the applicant's file. The review may not take place within 30 days prior to a scheduled examination.

A-E 6.06 APPLICATION CONTENTS. An application for registration shall include:

- (a) Transcripts verifying the applicant's education;
- (b) References from at least 5 individuals, 3 of whom have personal knowledge of the applicant's experience in land surveying;
- (c) A chronological history of the applicant's employment; and,
- (d) Any additional data, exhibits or references indicating the extent and quality of the applicant's experience which the land surveyor section may require.

Chapter A-E 7

MINIMUM STANDARDS FOR PROPERTY SURVEYS

A-E 7.01 MINIMUM STANDARDS FOR PROPERTY SURVEYS: SCOPE. The minimum standards of this chapter apply to every property survey performed in this state except:

(1) If other standards for property surveys are prescribed by statute, administrative rule, or ordinance, and the standards are more restrictive than those in this chapter, the more restrictive standards govern; and,

(2) The land surveyor and his or her client or employer may agree in a signed statement to exclude any land surveying work from the requirements

of this chapter except the preparation of a U.S. public land survey monument record, providing any map prepared by the land surveyor for the client or employer includes a note which states that an agreement to exclude work from the requirements of this chapter has been made, the names of the parties making the agreement and a description in plain language of the requirements not complied with.

A-E 7.02 PROPERTY SURVEY, DEFINITION. In this chapter, "property survey" means any land surveying which includes as one of its principal purposes describing, monumenting, locating the boundary lines of or mapping one or more parcels of land. The term includes the restoration, perpetuation or reestablishment of a U.S. public survey corner.

A-E 7.03 BOUNDARY LOCATION. Every property survey shall be made in accordance with the records of the register of deeds as nearly as is practicable. The surveyor shall acquire data necessary to retrace record title boundaries such as deeds, maps, certificates of title and center line and other boundary line locations. The surveyor shall analyze the data and make a careful determination of the position of the boundaries of the parcel being surveyed. The surveyor shall make a field survey, traversing and connecting monuments necessary for location of the parcel and coordinate the facts of the survey with the analysis. The surveyor shall set monuments marking the corners of the parcel unless monuments already exist at the corners.

A-E 7.04 DESCRIPTIONS. Descriptions defining land boundaries written for conveyance or other purposes shall be complete, providing unequivocal identification of lines or boundaries. The description shall contain necessary ties to adjoining together with data dimensions sufficient to enable the description to be mapped and retraced and shall describe the land surveyed by government lot, recorded private claim, quarter-quarter section, section, township, range and county and by metes and bounds commencing with some corner marked and established by the U.S. public land survey; or, if the land is located in a recorded subdivision or a recorded addition to the subdivision, then by the number or other description of the lot, block or subdivision of the land which has been previously tied to a corner marked and established by the U.S. public land survey.

A-E 7.05 MAPS. A map shall be drawn for every property survey showing information developed by the survey. The map shall:

- (1) Be drawn to a convenient scale;
- (2) Be referenced as provided in s. 59.61, Stats.;
- (3) Show the exact length and bearing of the boundaries of the parcels surveyed. Where the boundary lines show bearings, lengths or locations which vary from those recorded in deeds, abutting plats, or other instruments there shall be the following note placed along such lines, "recorded as (show recorded bearing, length or location)";
- (4) Show and describe all monuments necessary for the location of the parcel and shall indicate whether such monuments were found or placed;

(5) Identify the person for whom the survey was made, the date of the survey, and shall describe the parcel as provided in sub. (4), above;

(6) Bear the stamp or seal and signature of the land surveyor under whose direction and control the survey was made with a statement certifying that the survey is correct to the best of his knowledge and belief.

A-E 7.06 MEASUREMENTS. (1) Measurements shall be made with instruments and methods capable of attaining the required accuracy for the particular problem involved.

(2) The minimum accuracy of linear measurements between points shall be 1 part in 3,000 on all property lines of boundary or interior survey.

(3) In a closed traverse the sum of the measured angles shall agree with the theoretical sum by a difference not greater than 30 seconds per angle, or the sum of the total angles may not differ from the theoretical sum by more than 120 seconds, whichever is smaller.

(4) Any closed traverse depicted on a property survey map shall have a latitude and departure closure ratio of less than 1 in 3,000.

(5) Bearings or angles on any property survey map shall be shown to the nearest minute. Distances shall be shown to the nearest 1/100th foot.

A-E 7.07 MONUMENTS. The type and position of monuments to be set on any survey shall be determined by the nature of the survey, the permanency required, the nature of the terrain, the cadastral features involved, and the availability of material.

A-E 7.08 U.S. PUBLIC LAND SURVEY MONUMENT RECORD. (1) When monument record required. A U.S. public land survey monument record shall be prepared as part of any land survey which includes or requires the perpetuation, restoration or reestablishment of a U.S. public land survey corner, and,

a. There is no U.S. public land survey monument record for the corner on file in the office of the county surveyor or the register of deeds for the county in which the corner is located; or,

b. The land surveyor who performs the survey accepts a location for the U.S. public land survey corner which differs from that shown on a U.S. public land survey monument record filed in the office of the county surveyor or register of deeds for the county in which the corner is located; or,

c. The witness ties referenced in an existing U.S. public land survey monument record have been destroyed.

(2) Form required. A U.S. public land survey monument record shall be prepared on the board-approved form or on a form substantially the same as the board-approved form which includes all the elements required by this section. A form used for this purpose shall be entitled, "U.S. Public Land Survey Monument Record".

Note: A copy of the board-approved form is available from the Department of Regulation and Licensing, Bureau of Business and Design Professions, 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708.

(3) Monument record requirements. A U.S. public land survey monument record shall show the location of the corner and shall include all of the following elements:

(a) The identity of the corner, as referenced to the U.S. public land survey system;

(b) A description of any record evidence, monument evidence, occupational evidence, testimonial evidence or any other material evidence considered by the surveyor, and whether the monument was found or placed;

(c) Reference ties to at least 4 witness monuments, or, if the location is within a municipality, then reference ties to at least 2 witness monuments. Witness monuments shall be concrete, natural stone, iron, bearing trees or other equally durable material, except wood other than bearing trees;

(d) A plan view drawing depicting the relevant monuments and reference ties which is sufficient in detail to enable accurate relocation of the corner monument if the corner monument is disturbed;

(e) A description of any material discrepancy between the location of the corner as restored or reestablished and the location of that corner as previously restored or reestablished;

(f) Whether the corner was restored through acceptance of an obliterated evidence location or a found perpetuated location;

(g) Whether the corner was reestablished through lost-corner- proportionate methods;

(h) The directions and distances to other public land survey corners which were used as evidence or used for proportioning in determining the corner location; and,

(i) The stamp and signature or seal and signature of the land surveyor under whose direction and control the corner location was determined and a statement certifying that the U.S. public land survey monument record is correct and complete to the best of his or her knowledge and belief.

Chapter A-E 8

RULES OF PROFESSIONAL CONDUCT

A-E 8.01 AUTHORITY. The rules of conduct in this chapter are adopted under authority of ss. 15.08(5)(b), 227.11 and ch. 443, Stats.

A-E 8.02 INTENT. The intent of the examining board in adopting this chapter is to establish rules of professional conduct for the professions

of architecture, professional engineering, designing and land surveying. A violation of any standard specified in this chapter may result in disciplinary action under ss 443.11 to 443.13, Stats.

8.03 DEFINITIONS. In ch. 443, Stats., and chs. A-E 1 TO 8:

(1) "Gross negligence in the practice of architecture, professional engineering, designing or land surveying" means the performance of professional services by an architect, professional engineer, designer or land surveyor which does not comply with an acceptable standard of practice that has a significant relationship to the protection of health, safety or public welfare and is performed in a manner indicating that the professional knew or should have known, but acted with indifference to or disregard of, the accepted standard of practice.

(2) "Incompetency in the practice of architecture, professional engineering, designing or land surveying" means conduct which demonstrates:

(a) Lack of ability or fitness to discharge the duty owed by an architect, professional engineer, designer or land surveyor to a client or employer or to the public;

(b) Lack of knowledge of the fundamental principles of the profession or an inability to apply fundamental principles of the profession; or,

(c) Failure to maintain competency in the current practices and methods applicable to the profession.

(3) "Misconduct in the practice of architecture, professional engineering, designing or land surveying" means an act performed by an architect, professional engineer, designer or land surveyor in the course of the profession which jeopardizes the interest of the public, including the following:

(a) Violation of federal or state laws, local ordinances or administrative rules relating to the practice of architecture, professional engineering, designing or land surveying;

(b) Preparation of deficient plans, drawings, maps, specification or reports;

(c) Engaging in conduct which evidences a lack of trustworthiness to transact the business required by the profession; or,

(d) Misrepresentation of qualifications such as education, specialized training or experience.

(4) "Responsible supervision of construction" is defined in s. 443.01(8), Stats.

(5) "Supervision," "direct supervision," "responsible charge," and "direction and control," mean direct, personal, active supervision and

control of the preparation of plans, drawings, documents, specifications, reports, maps, plats and charts. The terms do not include:

- (a) Indirect or casual supervision;
- (b) Delegation of any decision requiring professional judgment;
- (c) Casual review or inspection of prepared plans, drawings, specifications, maps, plats, charts, reports or other documents;
- (d) Mere assumption by an architect, professional engineer, designer or land surveyor of responsibility for work without having control of the work; or,
- (e) Assuming charge, control or direct supervision of work in which the architect, professional engineer, designer or land surveyor does not have technical proficiency.

A-E 8.04 OFFERS TO PERFORM SERVICES SHALL BE TRUTHFUL. When offering to perform professional services, an architect, professional engineer, designer or land surveyor:

- (1) Shall accurately and truthfully represent to a prospective client or employer the capabilities and qualifications which the registrant has to perform the services to be rendered;
- (2) Shall represent the costs and completion times of a proposed project to a client or prospective client as accurately and truthfully as is reasonably possible;
- (3) May not offer to perform, nor perform, services which the registrant is not qualified to perform by education or experience without retaining the services of another who is qualified;
- (4) May not use advertising or publicity which is fraudulent or deceptive;
- (5) May not represent that he or she is engaged in a partnership or association with another unless there exists in fact a partnership or association;
- (6) May not collect a fee for recommending the services of another unless written notice is first given to all parties concerned;
- (7) May not practice under a firm name that misrepresents the identity of those practicing in the firm or misrepresents the type of services which the individuals, firm or partnership is authorized and qualified to perform.

A-E 8.05 CONFLICTS OF INTEREST. (1) An architect, professional engineer, designer or land surveyor:

- (a) Shall avoid conflicts of interest. If an unavoidable conflict of interest arises, the registrant shall immediately inform the client or employer of all the circumstances which may interfere with or impair the

registrant's obligation to provide professional services. Under these circumstances a registrant may not proceed to provide professional services without the full approval and consent of the client or employer;

(b) Shall notify the employer or client and withdraw from employment at any time if it becomes apparent that it is not possible to faithfully discharge the responsibilities and duties owed to the client or employer;

(c) May not agree to perform professional services for a client or employer if the registrant has a significant financial or other interest which would impair or interfere with the registrant's responsibility to faithfully discharge professional services on behalf of the client or employer;

(d) May not accept payment from any party other than a client or employer for a particular project or may not have any direct or indirect financial interest in a service or phase of a service to be provided as part of a project unless the employer or client approves;

(e) May not solicit or accept anything of value from material or equipment suppliers in return for specifying or endorsing a product;

(f) May not violate the confidences of a client or employer, except as otherwise required by rules in this chapter;

(g) May not perform services for a client or employer while a full-time employe of another employer without notifying all parties concerned.

(2) Nothing in these rules limits a registrant's professional responsibility to an owner of a project when the registrant is employed by a person or firm under contract to construct and furnish design services for that project.

A-E 8.06 PROFESSIONAL OBLIGATIONS. An architect, professional engineer, designer or land surveyor:

(1) Shall use reasonable care and competence in providing professional services;

(2) May not evade the professional or contractual responsibility which the registrant has to a client or employer; and,

(3) May not enter into an agreement which provides that a person not legally and actually qualified to perform professional services has control over the registrant's judgment as related to public health, safety or welfare.

A-E 8.07 UNAUTHORIZED PRACTICE. An architect, professional engineer, designer or land surveyor:

(1) Shall assist in enforcing laws which prohibit the unlicensed practice of architecture, professional engineering, designing and land surveying by reporting violations to the board; and,

(2) May not delegate professional responsibility to unlicensed persons and may not otherwise aid or abet the unlicensed practice of architecture, professional engineering, designing or land surveying.

A-E 8.08 MAINTENANCE OF PROFESSIONAL STANDARDS. An architect, professional engineer, designer or land surveyor:

(1) Shall furnish the board with information indicating that any person or firm has violated provisions in ch. 443, Stats., rules in this chapter or other legal standards applicable to the profession; and,

(2) May not discuss with any individual board member any disciplinary matter under investigation or in hearing.

A-E 8.09 ADHERENCE TO STATUTES AND RULES. An architect, professional engineer, designer or land surveyor:

(1) Shall comply with the requirements in ch. 443, Stats., rules in this chapter and all other federal, state and local codes which relate to the practice of architecture, professional engineering, designing and land surveying; and,

(2) May not engage in conduct that may adversely affect his or her fitness to practice architecture, professional engineering, designing or land surveying.

A-E 8.10 PLAN STAMPING. (1) No architect, professional engineer or designer may sign, seal or stamp any plans, drawings, documents, specifications or reports for architectural, engineering or design practice which are not prepared by the registrant or under his or her personal direction and control.

(2) No land surveyor may sign, seal or stamp any maps, plats, charts, or reports for land surveying practice which are not prepared by the land surveyor or under his or her personal direction and control.

(3) No architect, professional engineer, designer or land surveyor shall allow work performed by him or her or under his or her personal direction and control to be signed, sealed or stamped by another except that an architect, professional engineer, designer or land surveyor working under the personal direction and control of another registrant may allow that registrant to sign and seal or stamp the work.

A-E 8.11 SUSPENSION OF LICENSE: EFFECT. Any registrant whose license has been suspended is prohibited during the term of the suspension from engaging in any of the following:

(1) Offering to perform any service which requires a license;

(2) Performing any professional service which requires a license;

(3) Signing or sealing plans, specifications, reports, maps, plats, or charts prepared for the practice of architecture, professional engineering, designing or land surveying;

(4) Entering into contracts the performance of which require a license;
and,

(5) Engaging in responsible supervision of construction as defined in
s. 443.01(8), Stats.

The rules adopted in this order shall take effect on the first day of the
month following publication in the Wisconsin Administrative Register,
pursuant to s. 227.026, Stats.

Dated this 19th day of December, 1986.

By: Matthias B Goebel
Matthias Goebel, Chairman
Examining Board of Architects,
Professional Engineers, Designers
and Land Surveyors

WD:rb
RULCTR-R
12/17/86