Burgos, Alexander N

Subject: FW: [External] Re: October 2026 RRC Meeting - Request for Changes

From: Wes Tripp <wtripp@ncbels.org>
Sent: Thursday, November 5, 2026 9:52 AM
To: Barney, Meghan E <meghan.barney@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

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Thank you, Meghan. I hope you're feeling better.

—Wes

S. Wesley Tripp III

General Counsel

North Carolina Board of Examiners for Engineers and Surveyors

4601 Six Forks Road, Suite 310

Raleigh, NC 27609

Office: (919) 791-2000, Ext. 111 | Mobile: (919) 906-9518

wtripp@ncbels.org | www.ncbels.org

From: Barney, Meghan E <meghan.barney@oah.nc.gov>
Sent: Thursday, 05 November 2026 09:51:33
To: Wes Tripp <wtripp@ncbels.org>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

[EXTERNAL]
Wes,
I apologize for not responding yesterday. I was out sick. You are correct, the effective date should be January 1, 2027, as that was the date in the final proposed rule.

Meghan

Meghan Barney
Rules Review Commission Counsel
Office of Administrative Hearings
Telephone: 984-236-1925
Email: meghan.barney@oah.nc.gov

Burgos, Alexander N

Subject: FW: [External] Re: October 2026 RRC Meeting - Request for Changes

From: Wes Tripp <wtripp@ncbels.org>
Sent: Wednesday, November 4, 2026 2:13 PM
To: Barney, Meghan E <meghan.barney@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

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Meghan,

Based on my reading of N.C. Gen. Stat. § 150B-21.3(b)(iii), the effective date is January 1, 2027 because we specified a later date in the proposed rules.

Can you confirm that is correct?

Thanks!

—Wes

S. Wesley Tripp III
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Raleigh, NC 27609
Office: (919) 791-2000, Ext. 111 | Mobile: (919) 906-9518
wtripp@ncbels.org | www.ncbels.org

Burgos, Alexander N

Subject: FW: [External] Re: October 2026 RRC Meeting - Request for Changes

From: Wes Tripp <wtripp@ncbels.org>
Sent: Wednesday, November 4, 2026 11:07 AM
To: Barney, Meghan E <meghan.barney@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

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Meghan,

Can you clarify for me the effective date of the rules that were approved last week? I had placed a January 1 effective date on the proposed rules given my assumption that the request for an extension of time would have been granted. However, since the rules were approved last week, is the effective date now November 1?

Thanks,

—Wes

S. Wesley Tripp III
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wtripp@ncbels.org | www.ncbels.org

Burgos, Alexander N

Subject: FW: [External] Re: October 2026 RRC Meeting - Request for Changes

From: Wes Tripp <wtripp@ncbels.org>
Sent: Friday, October 30, 2026 11:15 AM
To: Barney, Meghan E <meghan.barney@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

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Great. Thank you, Meghan!

—Wes

S. Wesley Tripp III
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Raleigh, NC 27609
Office: (919) 791-2000, Ext. 111 | Mobile: (919) 906-9518
wtripp@ncbels.org | www.ncbels.org

From: Barney, Meghan E <meghan.barney@oah.nc.gov>
Date: Friday, October 30, 2026 at 11:14 AM
To: Wes Tripp <wtripp@ncbels.org>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

[EXTERNAL]
Wes,
Yes. I presented the request for extension, but the board felt that the rules were solid, they had no questions and they decided to go ahead and pass them.

Meghan

Meghan Barney
Rules Review Commission Counsel
Office of Administrative Hearings
Telephone: 984-236-1925
Email: meghan.barney@oah.nc.gov

From: Wes Tripp <wtripp@ncbels.org>
Sent: Friday, October 30, 2026 11:12 AM
To: Barney, Meghan E <meghan.barney@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

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Hello Meghan,

I see my Board's rules on the list of approved permanent rules at yesterday's meeting.
https://www.oah.nc.gov/approved-perm-rules-october-29-2026pdf/open

Is that accurate? If so, that is certainly fine with me. I assume that no commissioners had any questions or issues with the proposed rules.

—Wes

S. Wesley Tripp III
General Counsel
North Carolina Board of Examiners for Engineers and Surveyors
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Raleigh, NC 27609
Office: (919) 791-2000, Ext. 111 | Mobile: (919) 906-9518
wtripp@ncbels.org | www.ncbels.org

Burgos, Alexander N

Subject: FW: [External] Re: October 2026 RRC Meeting - Request for Changes

From: Wes Tripp <wtripp@ncbels.org>
Sent: Friday, October 9, 2026 11:23 AM
To: Barney, Meghan E <meghan.barney@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Megan,

Yes, that is correct. My Board is meeting during the October 29 RRC meeting and I am traveling for the Thanksgiving holiday during the November 24 RRC meeting.

—Wes

S. Wesley Tripp III
General Counsel
North Carolina Board of Examiners for Engineers and Surveyors
4601 Six Forks Rd, Ste 310
Raleigh, NC 27609
Office: (919) 791-2000, Ext. 111 | Mobile: (919) 906-9518
wtripp@ncbels.org | www.ncbels.org

From: Barney, Meghan E <meghan.barney@oah.nc.gov>
Date: Friday, October 9, 2026 at 11:20 AM
To: Wes Tripp <wtripp@ncbels.org>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

[EXTERNAL]
Wes,
For the clarity of our agenda in October can you please confirm that you have requested an extension for 21 NCAC 56 .0901 and .1103 until the December 17, 2026, meeting of the RRC so that you may be present in person? Thank you!

Meghan

Meghan Barney
Rules Review Commission Counsel
Office of Administrative Hearings

Telephone: 984-236-1925
Email: meghan.barney@oah.nc.gov

Burgos, Alexander N

Subject: FW: [External] Re: October 2026 RRC Meeting - Request for Changes
Attachments: 21 NCAC 56 .0901.docx; 21 NCAC 56 .1103.docx

From: Wes Tripp <wtripp@ncbels.org>
Sent: Monday, October 5, 2026 10:21 AM
To: Rules, Oah <oah.rules@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>; Barney, Meghan E <meghan.barney@oah.nc.gov>
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Thank you, Meghan. See attached. I have updated the effective date to reflect a proposed January 1, 2027 effective date.

—Wes

S. Wesley Tripp III
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21 NCAC 56 .0901 is adopted with changes as published in 40:24 NCR 2030–31 as follows:

21 NCAC 56 .0901 MANAGING PROFESSIONAL [~~PROFESSIONALS AND~~] ~~OFFICES~~

~~(a) Professional Engineering Services. Every firm, partnership, corporation, or limited liability company that performs or offers to perform engineering services, as defined in G.S. 89C-3(6), within the State of North Carolina shall have a resident Professional Engineer in each separate office located in North Carolina where those services are performed or offered to be performed. Out-of-state office locations where engineering services are performed or offered to be performed for North Carolina projects shall have Professional Engineers in responsible charge of only those specific projects in compliance with Rule .0701(d) of this Chapter.~~

~~(b) Land Surveying Services. Every firm, partnership, corporation, or limited liability company that performs or offers to perform land surveying services, as defined in G.S. 89C-3(7), within the State of North Carolina shall have a resident Professional Land Surveyor in each separate office located in North Carolina where those services are performed or offered to be performed. Out-of-state office locations where surveying services are performed or offered to be performed for North Carolina projects shall have Professional Land Surveyors in responsible charge of only those specific projects in compliance with Rule .0701(d) of this Chapter.~~

~~(c) Resident. The terms "resident Professional Engineer" and "resident Professional Land Surveyor" are defined as a licensee who spends a majority of the licensee's normal working time in that office. Such time shall not be less than a majority of the operating hours of the business. A Professional Engineer or Professional Land Surveyor shall be the resident professional at only one place of business at one time unless each business is at least one-third owned by the resident professional. The Board shall specifically approve such arrangement after a determination that the businesses are integrated in operation, ownership, and office location and that the resident professional will be in responsible charge of the professional services.~~

(a) Managing Professional. Every business [~~firm or~~] firm, corporation, limited liability company, or partnership, and every sole proprietorship operating under an assumed name, that performs or offers to perform engineering or land surveying services, as defined in G.S. 89C-3, within the State of North Carolina [~~(a "business entity")~~] (a "firm") shall designate a managing professional to the Board. Designations shall be made such that:

(1) [~~Business entities~~] Firms that perform or offer to perform both engineering and land surveying services shall designate only one managing professional.

(2) Professional corporations and professional limited liability companies shall designate a shareholder or owner of the [~~business entity~~] firm who serves as an officer, director, or manager, and who is licensed with the Board.

(3) Corporations licensed pursuant to G.S. 55B-15(a)(1), Chapter 87 corporations licensed pursuant to G.S. 55B-15(a)(2), and partnerships shall designate an employee of the [~~business entity~~] firm who is licensed with the Board.

(4) Sole proprietorships operating under an assumed name shall designate the sole proprietor who is licensed with the Board.

(b) Responsibilities of Managing Professional. The managing professional's responsibilities shall include:

(1) Renewal of the [~~business entity's certificate of authorization~~] firm's license as provided in Rule .0804 of this Chapter;

(2) Notification to the Board of any changes in the [~~business entity~~] firm as provided in Rule .0804 of this Chapter; and

(3) Serving as the [~~business entity's~~] firm's designated point of contact with the Board for matters related to licensure, compliance, and regulatory communications.

~~(d)~~(c) No ~~firm, partnership, corporation, or limited liability company~~ [~~business entity~~] firm shall practice, offer to practice, or market either engineering or land surveying services within the State of North Carolina, unless ~~there is a licensed resident professional for that service in responsible charge at that office.~~ the [~~entity~~] firm has designated a managing professional. Advertisements, signs, letterheads, business cards, directories, or any other form of representation shall not include any reference to any service that cannot be provided under the responsible charge of a properly ~~qualified resident professional.~~ licensed employee of the [~~business entity.~~] firm. ~~The licensed entity shall give notice to the Board of a change of resident professional within 30 days after the change.~~

~~(e) A licensed entity shall not practice, offer to practice, or market professional services during any period of time without a resident professional.~~

History Note: *Authority G.S. 55B-12(b); 89C-10; 89C-24;*
Eff. February 1, 1976;
Readopted Eff. September 29, 1977;
Amended Eff. August 1, 2014; August 1, 2002; April 1, 2001; August 1, 1998; May 1, 1994; January 1, 1992; April 1, 1989;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27, 2019;
Amended Eff. [~~November 1, 2026;~~] January 1, 2027; April 1, 2025.

21 NCAC 56 .1103 is adopted with changes as published in 40:24 NCR 2030–31 as follows:

21 NCAC 56 .1103 STANDARD CERTIFICATION REQUIREMENTS

(a) Certification of Final Drawings. Drawings or maps not subject to the exceptions in Paragraph (c) of this Rule shall be certified by placement of the licensee's seal and signature on the drawing and shall conform to the ~~following:~~ following requirements:

(1) Certification is required on ~~reproducibles or original drawings;~~ all final original drawings and any copies [~~thereof~~] of the drawings issued for use or reliance;

(2) The seal ~~may~~ shall be a rubber stamp, embossed seal, computer-generated seal, or other facsimile that becomes a permanent addition to a plan sheet or map;

(3) A licensee [~~may~~] shall sign a drawing using a written signature or digital signature as provided in Paragraph (e) of this Rule. The licensee's ~~written~~ signature ~~must~~ shall be placed over, or adjacent to, the seal on the original document. A facsimile of a written signature by itself is not ~~acceptable;~~ acceptable. A facsimile signature means a signature that has been reproduced by mechanical, photographic, or electronic means;

(4) The date of signing ~~must~~ shall be ~~annotated~~ included on the original document;

(5) All sheets of engineering and surveying drawings ~~must~~ shall be certified;

(6) The name, ~~address~~ address, and license number of the licensee's firm shall be included on each sheet of engineering drawings. For surveys, the name, ~~address~~ address, and license number of the licensee's firm shall be included on the first sheet of the survey or title sheet. The individual license number of the sole proprietor shall be used as the license number for an exempt sole ~~proprietorship that meets the requirements of 21 NCAC 56 .0802(b)(1);~~ proprietorship; and

(7) Any revision on a drawing after a licensee's certification is affixed shall be described and dated ~~and~~ and, if not done under the responsible charge of the same ~~licensee~~ licensee, shall be separately certified.

(b) Certification of Specifications and Reports. All specifications, reports, or other documents, including letter reports and calculations, not subject to the exceptions in Paragraph (c) of this Rule shall be certified by placement of the licensee's seal and signature on the document and shall conform to the ~~following:~~ following requirements:

(1) Certification is required on all final original specifications, reports, or other documents, including letter reports and ~~calculations;~~ calculations, and on any copies [~~thereof~~] of the documents issued for use [~~and~~] or reliance;

(2) The seal ~~may~~ shall be a rubber stamp, embossed seal, computer-generated seal, or other ~~facsimile;~~ facsimile that becomes a permanent addition to a specification, report, or other document;

(3) A licensee [~~may~~] shall sign a document using a written signature or digital signature as provided in Paragraph (e) of this Rule. The licensee's ~~written~~ signature ~~must~~ shall be placed over, or adjacent to, the seal on the original document. A facsimile of a written signature by itself is not ~~acceptable;~~ acceptable.

(4) The date of signing ~~must~~ shall be ~~annotated~~ included on the original document;

(5) The title sheet of engineering specifications or other reports ~~must~~ shall be certified and ~~bear~~ shall include the name, ~~address~~ address, and license number of the licensee's firm. The title sheet of any survey report or written description of property [~~must~~] shall be certified and shall include the name, ~~address~~ address, and license number of the licensee's firm. The individual license number of a sole proprietor shall be used as the license number for an exempt sole ~~proprietorship that meets the requirements of 21 NCAC 56 .0802(b)(1);~~ proprietorship; and

(6) Any revision in the document after a licensee's certification is affixed shall be described and dated ~~and~~ and, if not done under the responsible charge of the same ~~licensee~~ licensee, shall be separately certified.

(c) Exceptions to Required Certification. The certification of a licensee on a map, drawing, plan, specification, plat, document, or report shall signify that it is the final work of the licensee unless the work is stamped or marked substantially as follows so as to put the public on notice not to use the document as a final product, in which case certification is optional:

(1) "Preliminary - Do not use for construction";

(2) "Progress Drawings - Do not use for construction";

(3) "Preliminary Plat - Not for recordation, conveyances, or sales";

(4) "Final Drawing - Not released for construction";

(5) "Final Drawing - For Review Purposes Only";

(6) ~~"Not a Certified Document - This document originally issued and sealed by (name of licensee), (license number), on (date of sealing). This document shall not be considered a certified document";~~ ~~or~~ "Not a Certified Document - This document originally issued and sealed by (name of licensee), (license number), on (date of sealing). This document shall not be considered a certified document"; or

(7) "Not a Certified Document as to the Original Document but Only as to the Revisions - This document originally issued and sealed by (name of licensee), (license number), on (date of sealing). This document is only certified as to the revisions".

(d) Electronically Transmitted Documents. Electronically transmitted documents shall conform to the following requirements:

(1) Documents, including drawings, ~~specifications~~ specifications, and reports, that are transmitted electronically beyond the direct control of the licensee shall have the computer-generated seal removed from the original file, unless signed with a digital signature as defined in Paragraph (e) of this Rule. After removal of the ~~seal~~ seal, the electronic media shall have the following inserted in lieu of the signature and date: "This document originally issued and sealed by (name of sealer), (license number), on (Date of sealing). This medium shall not be considered a certified ~~document."~~ document";

(2) Hardcopy documents containing the original seal, ~~signature~~ signature, and date of the licensee may be duplicated by photocopy or electronic scanning processes and distributed either in hardcopy or electronic ~~medium.~~ medium;

(3) The scanned digital files of certified documents are not subject to the requirements of ~~this Paragraph.~~ Subparagraph (d)(1) of this Rule;

(4) ~~The electronic transmission beyond the direct control of the licensee of CAD, vector vector, or other files subject to easy editing are subject to the requirements of this paragraph.~~ CAD, vector, or other files subject to easy editing that are electronically transmitted beyond the direct control of the licensee are subject to the requirements of [~~this Paragraph.~~] Subparagraph (d)(1) of this Rule. Easy editing ~~is based on the file consisting~~ means the file consists of separate elements that can be individually modified or ~~deleted.~~ deleted; and

(5) Documents that are excepted from certification by a statement meeting the requirements of Subparagraphs (c)(1) through (c)(5) of this Rule are not subject to the requirements of ~~this Paragraph.~~ Subparagraph (d)(1) of this Rule.

(e) Digital Signatures. ~~Documents to be electronically transmitted beyond the direct control of the licensee that are signed using a digital signature, shall contain the authentication procedure in a secure mode and a list of the hardware, software and parameters used to prepare the document(s). Secure mode means that the authentication procedure has protective measures to prevent alteration or overriding of the authentication procedure. The term "digital signature" shall be~~ Drawings, reports, or other documents that are signed using a digital signature must have an electronic authentication process ~~that is~~ attached to or logically associated with ~~an~~ the electronic document. The digital signature shall be:

(1) Unique to the licensee using it;

(2) Capable of verification;

(3) Under the sole control of the licensee; and

(4) Linked to a document in such a manner that the digital signature is invalidated if any data in the document is changed.

~~(f) A digital signature process may be submitted to the Board for approval that it meets the criteria set forth in Subparagraphs (e)(1) through (4) of this Rule. The licensee shall confirm that if another process is used, that it meets the criteria.~~

History Note: *Authority G.S. 89C-10; 89C-16; [~~89C-20~~]89C-20;*
Eff. February 1, 1976;
Readopted Eff. September 29, 1977;
Amended Eff. August 1, 2011; July 1, 2009; May 1, 2009; August 1, 2002; August 1, 2000; August 1, 1998; February 1, 1996; May 1, 1994; April 1, 1989; December 1, 1984;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27, 2019;

Amended Eff. *[~~November 1, 2026.~~]* *January 1, 2027.*

Burgos, Alexander N

From: Barney, Meghan E
Sent: Monday, October 5, 2026 10:07 AM
To: Wes Tripp
Cc: Burgos, Alexander N
Subject: Re: [External] Re: October 2026 RRC Meeting - Request for Changes

Wes,

Thank you so much for your quick edits and responses to my questions. I'm satisfied with the changes made and information provided. Please send the final revised rules to oah.rules@oah.nc.gov and cc Mr. Burgos and I (or just reply all). In regard to your request for an extension until December, I have no objection and will present the request to the board.

Thank you!

Meghan

Meghan Barney
Rules Review Commission Counsel
Office of Administrative Hearings
Telephone: 984-236-1925
Email: meghan.barney@oah.nc.gov

From: Wes Tripp <wtripp@ncbels.org>
Sent: Friday, October 2, 2026 7:45 PM
To: Barney, Meghan E <meghan.barney@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: [External] Re: October 2026 RRC Meeting - Request for Changes

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Dear Ms. Barney,

Congratulations on your new position as a staff attorney with the Rules Review Commission. I look forward to working with you.

Attached are the revised copies of 21 NCAC 56 .0901 and .1103, along with the Board's responses to the Request for Changes. I have incorporated all of your requested changes and responded to questions within the document.

21 NCAC 56 .0901 is adopted with changes as published in 40:24 NCR 2030–31 as follows:

21 NCAC 56 .0901 MANAGING PROFESSIONAL [~~PROFESSIONALS AND~~] ~~OFFICES~~

~~(a) Professional Engineering Services. Every firm, partnership, corporation, or limited liability company that performs or offers to perform engineering services, as defined in G.S. 89C-3(6), within the State of North Carolina shall have a resident Professional Engineer in each separate office located in North Carolina where those services are performed or offered to be performed. Out-of-state office locations where engineering services are performed or offered to be performed for North Carolina projects shall have Professional Engineers in responsible charge of only those specific projects in compliance with Rule .0701(d) of this Chapter.~~

~~(b) Land Surveying Services. Every firm, partnership, corporation, or limited liability company that performs or offers to perform land surveying services, as defined in G.S. 89C-3(7), within the State of North Carolina shall have a resident Professional Land Surveyor in each separate office located in North Carolina where those services are performed or offered to be performed. Out-of-state office locations where surveying services are performed or offered to be performed for North Carolina projects shall have Professional Land Surveyors in responsible charge of only those specific projects in compliance with Rule .0701(d) of this Chapter.~~

~~(c) Resident. The terms "resident Professional Engineer" and "resident Professional Land Surveyor" are defined as a licensee who spends a majority of the licensee's normal working time in that office. Such time shall not be less than a majority of the operating hours of the business. A Professional Engineer or Professional Land Surveyor shall be the resident professional at only one place of business at one time unless each business is at least one-third owned by the resident professional. The Board shall specifically approve such arrangement after a determination that the businesses are integrated in operation, ownership, and office location and that the resident professional will be in responsible charge of the professional services.~~

(a) Managing Professional. Every business [~~firm or~~] firm, corporation, limited liability company, or partnership, and every sole proprietorship operating under an assumed name, that performs or offers to perform engineering or land surveying services, as defined in G.S. 89C-3, within the State of North Carolina [~~(a "business entity")~~] (a "firm") shall designate a managing professional to the Board. Designations shall be made such that:

(1) [~~Business entities~~] Firms that perform or offer to perform both engineering and land surveying services shall designate only one managing professional.

(2) Professional corporations and professional limited liability companies shall designate a shareholder or owner of the [~~business entity~~] firm who serves as an officer, director, or manager, and who is licensed with the Board.

(3) Corporations licensed pursuant to G.S. 55B-15(a)(1), Chapter 87 corporations licensed pursuant to G.S. 55B-15(a)(2), and partnerships shall designate an employee of the [~~business entity~~] firm who is licensed with the Board.

(4) Sole proprietorships operating under an assumed name shall designate the sole proprietor who is licensed with the Board.

(b) Responsibilities of Managing Professional. The managing professional's responsibilities shall include:

(1) Renewal of the [~~business entity's certificate of authorization~~] firm's license as provided in Rule .0804 of this Chapter;

(2) Notification to the Board of any changes in the [~~business entity~~] firm as provided in Rule .0804 of this Chapter; and

(3) Serving as the [~~business entity's~~] firm's designated point of contact with the Board for matters related to licensure, compliance, and regulatory communications.

~~(d)~~(c) No ~~firm, partnership, corporation, or limited liability company~~ [~~business entity~~] firm shall practice, offer to practice, or market either engineering or land surveying services within the State of North Carolina, unless ~~there is a licensed resident professional for that service in responsible charge at that office.~~ the [~~entity~~] firm has designated a managing professional. Advertisements, signs, letterheads, business cards, directories, or any other form of representation shall not include any reference to any service that cannot be provided under the responsible charge of a properly ~~qualified resident professional.~~ licensed employee of the [~~business entity.~~] firm. ~~The licensed entity shall give notice to the Board of a change of resident professional within 30 days after the change.~~

~~(e) A licensed entity shall not practice, offer to practice, or market professional services during any period of time without a resident professional.~~

History Note: *Authority G.S. 55B-12(b); 89C-10; 89C-24;*
Eff. February 1, 1976;
Readopted Eff. September 29, 1977;
Amended Eff. August 1, 2014; August 1, 2002; April 1, 2001; August 1, 1998; May 1, 1994; January 1, 1992; April 1, 1989;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27, 2019;
Amended Eff. November 1, 2026; April 1, 2025.

21 NCAC 56 .1103 is adopted with changes as published in 40:24 NCR 2030–31 as follows:

21 NCAC 56 .1103 STANDARD CERTIFICATION REQUIREMENTS

(a) Certification of Final Drawings. Drawings or maps not subject to the exceptions in Paragraph (c) of this Rule shall be certified by placement of the licensee's seal and signature on the drawing and shall conform to the ~~following:~~ following requirements:

(1) Certification is required on ~~reproducibles or original drawings;~~ all final original drawings and any copies [~~thereof~~] of the drawings issued for use or reliance;

(2) The seal ~~may~~ shall be a rubber stamp, embossed seal, computer-generated seal, or other facsimile that becomes a permanent addition to a plan sheet or map;

(3) A licensee [~~may~~] shall sign a drawing using a written signature or digital signature as provided in Paragraph (e) of this Rule. The licensee's ~~written~~ signature ~~must~~ shall be placed over, or adjacent to, the seal on the original document. A facsimile of a written signature by itself is not ~~acceptable;~~ acceptable. A facsimile signature means a signature that has been reproduced by mechanical, photographic, or electronic means;

(4) The date of signing ~~must~~ shall be ~~annotated~~ included on the original document;

(5) All sheets of engineering and surveying drawings ~~must~~ shall be certified;

(6) The name, ~~address~~ address, and license number of the licensee's firm shall be included on each sheet of engineering drawings. For surveys, the name, ~~address~~ address, and license number of the licensee's firm shall be included on the first sheet of the survey or title sheet. The individual license number of the sole proprietor shall be used as the license number for an exempt sole ~~proprietorship that meets the requirements of 21 NCAC 56 .0802(b)(1);~~ proprietorship; and

(7) Any revision on a drawing after a licensee's certification is affixed shall be described and dated ~~and~~ and, if not done under the responsible charge of the same ~~licensee~~ licensee, shall be separately certified.

(b) Certification of Specifications and Reports. All specifications, reports, or other documents, including letter reports and calculations, not subject to the exceptions in Paragraph (c) of this Rule shall be certified by placement of the licensee's seal and signature on the document and shall conform to the ~~following:~~ following requirements:

(1) Certification is required on all final original specifications, reports, or other documents, including letter reports and ~~calculations;~~ calculations, and on any copies [~~thereof~~] of the documents issued for use [~~and~~] or reliance;

(2) The seal ~~may~~ shall be a rubber stamp, embossed seal, computer-generated seal, or other ~~facsimile;~~ facsimile that becomes a permanent addition to a specification, report, or other document;

(3) A licensee [~~may~~] shall sign a document using a written signature or digital signature as provided in Paragraph (e) of this Rule. The licensee's ~~written~~ signature ~~must~~ shall be placed over, or adjacent to, the seal on the original document. A facsimile of a written signature by itself is not ~~acceptable;~~ acceptable.

(4) The date of signing ~~must~~ shall be ~~annotated~~ included on the original document;

(5) The title sheet of engineering specifications or other reports ~~must~~ shall be certified and ~~bear~~ shall include the name, ~~address~~ address, and license number of the licensee's firm. The title sheet of any survey report or written description of property [~~must~~] shall be certified and shall include the name, ~~address~~ address, and license number of the licensee's firm. The individual license number of a sole proprietor shall be used as the license number for an exempt sole ~~proprietorship that meets the requirements of 21 NCAC 56 .0802(b)(1);~~ proprietorship; and

(6) Any revision in the document after a licensee's certification is affixed shall be described and dated ~~and~~ and, if not done under the responsible charge of the same ~~licensee~~ licensee, shall be separately certified.

(c) Exceptions to Required Certification. The certification of a licensee on a map, drawing, plan, specification, plat, document, or report shall signify that it is the final work of the licensee unless the work is stamped or marked substantially as follows so as to put the public on notice not to use the document as a final product, in which case certification is optional:

(1) "Preliminary - Do not use for construction";

(2) "Progress Drawings - Do not use for construction";

(3) "Preliminary Plat - Not for recordation, conveyances, or sales";

(4) "Final Drawing - Not released for construction";

(5) "Final Drawing - For Review Purposes Only";

(6) ~~"Not a Certified Document - This document originally issued and sealed by (name of licensee), (license number), on (date of sealing). This document shall not be considered a certified document";~~ ~~or~~ "Not a Certified Document - This document originally issued and sealed by (name of licensee), (license number), on (date of sealing). This document shall not be considered a certified document"; or

(7) "Not a Certified Document as to the Original Document but Only as to the Revisions - This document originally issued and sealed by (name of licensee), (license number), on (date of sealing). This document is only certified as to the revisions".

(d) Electronically Transmitted Documents. Electronically transmitted documents shall conform to the following requirements:

(1) Documents, including drawings, ~~specifications~~ specifications, and reports, that are transmitted electronically beyond the direct control of the licensee shall have the computer-generated seal removed from the original file, unless signed with a digital signature as defined in Paragraph (e) of this Rule. After removal of the ~~seal~~ seal, the electronic media shall have the following inserted in lieu of the signature and date: "This document originally issued and sealed by (name of sealer), (license number), on (Date of sealing). This medium shall not be considered a certified ~~document."~~ document";

(2) Hardcopy documents containing the original seal, ~~signature~~ signature, and date of the licensee may be duplicated by photocopy or electronic scanning processes and distributed either in hardcopy or electronic ~~medium.~~ medium;

(3) The scanned digital files of certified documents are not subject to the requirements of ~~this Paragraph.~~ Subparagraph (d)(1) of this Rule;

(4) ~~The electronic transmission beyond the direct control of the licensee of CAD, vector vector, or other files subject to easy editing are subject to the requirements of this paragraph.~~ CAD, vector, or other files subject to easy editing that are electronically transmitted beyond the direct control of the licensee are subject to the requirements of [~~this Paragraph.~~] Subparagraph (d)(1) of this Rule. Easy editing ~~is based on the file consisting~~ means the file consists of separate elements that can be individually modified or ~~deleted.~~ deleted; and

(5) Documents that are excepted from certification by a statement meeting the requirements of Subparagraphs (c)(1) through (c)(5) of this Rule are not subject to the requirements of ~~this Paragraph.~~ Subparagraph (d)(1) of this Rule.

(e) Digital Signatures. ~~Documents to be electronically transmitted beyond the direct control of the licensee that are signed using a digital signature, shall contain the authentication procedure in a secure mode and a list of the hardware, software and parameters used to prepare the document(s). Secure mode means that the authentication procedure has protective measures to prevent alteration or overriding of the authentication procedure. The term "digital signature" shall be~~ Drawings, reports, or other documents that are signed using a digital signature must have an electronic authentication process ~~that is~~ attached to or logically associated with ~~an~~ the electronic document. The digital signature shall be:

(1) Unique to the licensee using it;

(2) Capable of verification;

(3) Under the sole control of the licensee; and

(4) Linked to a document in such a manner that the digital signature is invalidated if any data in the document is changed.

~~(f) A digital signature process may be submitted to the Board for approval that it meets the criteria set forth in Subparagraphs (e)(1) through (4) of this Rule. The licensee shall confirm that if another process is used, that it meets the criteria.~~

History Note: *Authority G.S. 89C-10; 89C-16; [~~89C-20~~]89C-20;*
Eff. February 1, 1976;
Readopted Eff. September 29, 1977;
Amended Eff. August 1, 2011; July 1, 2009; May 1, 2009; August 1, 2002; August 1, 2000; August 1, 1998; February 1, 1996; May 1, 1994; April 1, 1989; December 1, 1984;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27, 2019;

Amended Eff. November 1, 2026.

I respectfully request that the Commission postpone its consideration of these rules until its December meeting. During the October meeting, my Board will be holding its planning session in Durham, and during the November meeting, I will be traveling for the Thanksgiving holiday.

If a delay is not possible, I can attend the October meeting virtually, although I would prefer to attend in person.

Thank you for your consideration. Please let me know if you have any questions or need anything further.

—Wes

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From: Barney, Meghan E <meghan.barney@oah.nc.gov>
Date: Friday, October 2, 2026 at 4:37 PM
To: Wes Tripp <wtripp@ncbels.org>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: October 2026 RRC Meeting - Request for Changes

> You don't often get email from meghan.barney@oah.nc.gov. Learn why this is important

[EXTERNAL]
Good afternoon,

I'm the attorney who reviewed the rules submitted by the Board of Examiners for Engineers and Surveyors for the October 2026 RRC meeting. The RRC will formally review these rules at its meeting on Thursday, October 29, 2026, at 10:00 a.m. The meeting will be a hybrid of in-person and WebEx attendance, and an evite should be sent to you as we get close to the meeting. If there are any other representatives from your agency who want to attend virtually, please let me know prior to the meeting, and we will get evites out to them as well.

Attached is the Request for Changes Pursuant to G.S. 150B-21.10. Please submit the revised rules to me via email, no later than 5 p.m. on October 16, 2026. Let me know if you have any questions.

Thanks,
Meghan

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