

South Carolina State Board of Registration for Professional Engineers and Land Surveyors

Statement of Policy

Sealing of Prototypical Design Documents

A. Definition of Prototypical Documents:

For purposes of this policy, prototypical documents are defined as site adapt drawings prepared by others or Federal Agency documents submitted via South Carolina P.E.'s to state permitting authorities.

B. Site Adapt Drawings Prepared by Others:

- 1) Only drawings prepared and sealed by a Registered Professional Engineer may be site adapted;
- 2) The site adapt Engineer must be duly licensed to practice in the State of South Carolina.
- 3) Written permission must be granted by the Engineer who has sealed the original drawings or by the legal owner(s) of the documents;
- 4) All documents must be reviewed and any necessary revisions made to bring the documents into compliance with applicable codes and regulations and to meet specific job requirements;
- 5) After the review and incorporation of necessary changes, the site adapt Engineer shall remove or void the title block and seals of other engineers on the document, apply his title block and seal, and add the following, or a statement of similar meaning, signed by the site adapt Engineer:

"These documents have been prepared for site adaptation with the approval of the original designer (or the legal owner) of these documents."

- 6) The site adapt Engineer shall maintain design control over the use of the site adapt documents. (The site adapt Engineer accepts professional responsibility when he seals the site adapt documents, just as if they were his original designs).

C. Federal Agency Documents Submitted Via South Carolina P.E.'s to State Permitting Authorities:

- 1) The original documents shall have been prepared under the direct supervisory control of a professional engineer;
- 2) The Registered Professional Engineer shall thoroughly check all calculations, specifications and drawings produced by the agency;
- 3) The Registered Professional Engineer shall make on-site inspections and/or such revisions as deemed sufficient to safeguard the life, health, property and welfare of the public;
- 4) The Registered Professional Engineer shall have final authority over the document contents;
- 5) The Registered Professional Engineer should have a written agreement with the agency that documents will be issued by the agency without alterations;
- 6) The Registered Professional Engineer shall seal the documents. (In sealing the documents, the Registered Professional Engineer assumes professional responsibility for the documents so sealed.)