

**South Carolina Board of Registration
for Professional Engineers and Surveyors**

Laws, Regulations and Board Interpretation

Seals for Engineers, Surveyors and Organizations

Section 40-22-270. Official Seals; Stamping on Plans and Specification.

Each licensee and each firm practicing under a certificate of authorization shall obtain a seal of the design authorized by the Board and must comply with the following:

- (1) Individual seals must be under the personal custody and control of the licensee and bear the licensee's name, registration license number, and the legend "Licensed Professional Engineer" or "Professional Land Surveyor" except for engineering licenses issued before July 1, 2001, which may have the legend "Registered Professional Engineer". The seal also shall bear the evidence of the license category for professional engineers and tier designation for professional land surveyors.
- (2) Seals for firms practicing under a certificate of authorization must bear the firm's name, authorization number, and the words "Certificate of Authorization." In the space between the circle and the outside of the seal shall appear the words "South Carolina."
- (3) Plans, specifications, plats, and reports prepared by a licensee or prepared under the licensee's direct supervision must be stamped with seals when filed with public authorities during the life of the licensee's certificate.
- (4) Plans and specifications prepared by a licensee or prepared under the licensee's direct supervision must be stamped with seals when issued for use as job site record documents at construction projects within this State.
- (5) It is unlawful to seal documents with a seal after the certificate of the licensee or the certificate of authorization in the case of firms named on the seal has expired or has been revoked or suspended unless the certificate has been renewed, reissued, or reinstated.
- (6) Where individual seals are affixed to plans, specifications, plats, and reports, the licensee shall affix his signature and date under or across the face and beyond the circumference of the seal. The signature and date must not be applied in a manner that obliterates or renders illegible the licensee's license number or name.
- (7) The Clerk of Court or the Register of deeds for any county shall refuse to accept for filing or recording a map, plat, survey, or other document within the definition of land surveying, dated after July 1, 1977, which does not have affixed to it the personal signature and prescribed impression seal of a professional land surveyor. No charge may be made by a professional land surveyor for the application of his impression seal.
- (8) The Building Official, or other designated authority charged with the responsibility of issuing building or similar permits, shall refuse to issue a permit for any undertaking, the plans and specifications for which would require the seal of a professional engineer, unless the permit applicant has furnished satisfactory evidence that the documents were prepared by an engineer

licensed as required by this Chapter or that the documents are exempt from the requirements of issuing building or similar permits, shall report to the Board the name and address of a person who has or is suspected to have violated a provision of this Chapter or a regulation promulgated pursuant to this Chapter relating to the unlicensed practice of engineering.

- (9) The seal and signature of a licensee certifies that the document was prepared by the licensee or his agent. For prototypical documents, the seal and signature of a licensee indicates that he has sufficiently reviewed the document and is able to fully coordinate and assume responsibility for application of the plans.

**Code of Regulations, Chapter 49.
R.49-207. Seals.**

A. Description of Licensee's Seal.

- (1) The seal of engineers and surveyors licensed by the Board shall be at least 1 1/2 inches in diameter and similar to that prescribed for the Board. In the center there shall appear the license number of the licensee along with the words:
 - (a) "Registered Professional Engineer", for engineers licensed prior to July 1, 2001.
 - (b) "Licensed Professional Engineer", for engineers licensed after July 1, 2001.
 - (c) "Professional Engineer and Surveyor", for engineers holding dual licenses.
 - (d) "Professional Land Surveyor", for TIER A land boundary surveyors.
 - (e) "Professional Photogrammetric Surveyor", for photogrammetric surveyors.
 - (f) "Professional GIS Surveyor", for geographic information systems surveyors.
 - (g) "Professional Land Surveyor—Tier B", for TIER B land surveyors.

In the space between the circle and the outside of the seal shall appear the words, "South Carolina" and the name of the registrant.

- (2) Rubber stamps (wet seal), raised embossed seals, or computer-generated seals, identical in size, design and content with the approved impression seals may be used by the licensee.

B. Description of Firm's Seal.

- (1) The seal evidencing issuance of a Certificate of Authorization by this Board shall be at least 1 1/2 inches in diameter and similar to that prescribed for the Board. In the center there shall appear the name of the certificate holder and the assigned Certificate of Authorization number. In the space between the circle and the outside of the Seal there shall appear the words "South Carolina" and the words "Certificate of Authorization".
- (2) Rubber stamps (wet seal), raised embossed seals, or computer-generated seals, identical in size, design and content may be used by the firm.

Note: For examples of seals/stamps, see below.

Engineers:

For individuals registered as a Professional Engineer prior to July 1, 2001, the seal will denote “**Registered Professional Engineer**” and the registration number (00000). For individuals registered as a Professional Engineer after July 1, 2001, the seal will denote “**Licensed Professional Engineer**” and the registration number (00000).

Land Surveyors:

For individuals registered as a TIER A Professional Land Surveyor the seal will denote “**Professional Land Surveyor**” and the registration number (00000). For individuals registered as a TIER B Professional Land Surveyor, the seal will denote “**Professional Land Surveyor**” and the registration number will include the (00000—TIER B).

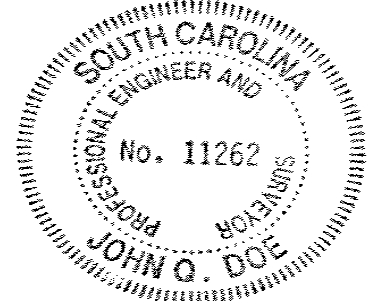
Registered Professional Engineer
(Unrestricted License)
Licensed prior to July 1, 2001



Licensed Professional Engineer
(Unrestricted License)
Licensed after July 1, 2001



Dual Registration:
Professional Engineer and Surveyor



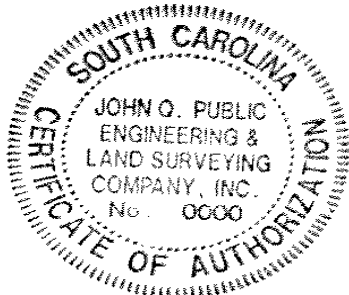
Professional Land Surveyor—Tier A



Professional Land Surveyor—Tier B



Certificate of Authorization
(Corporations, Similar Entities)



Professional Land Surveyor—
Photogrammetric



Professional Land Surveyor—
GIS



C. Seal on Documents.

- (1) The seal and signature of a licensee on a document constitutes a certification that the document was prepared by the licensee or under his direct supervision, and in the case of prototypical documents, that the licensee has reviewed the document in sufficient depth to fully coordinate and assume responsibility for application of the plans.
- (2) When sealing documents is required by statute, other authority or contract, each sheet of design or construction plans and drawings for engineering practice and of maps, plats and charts for land surveying practice shall be sealed and signed by the licensee or permit holder preparing them, or in responsible charge of their preparation. The signature and date when the document was prepared must be affixed under or across the face and beyond the circumference of the seal but in a manner that does not obliterate or render illegible the licensee's name and number. Where the engineering or surveying practice is provided through a firm, such documents shall also carry the Certificate of Authorization seal.
- (3) Where more than one page is bound together in one volume of documents, specifications or reports, the licensee or permit holder who prepared said volume, or under whose direction and control said volume was prepared, may seal, date and sign only the title or index sheet, provided that the signed sheet clearly identifies all of the other sheets comprising the bound volume, and provided that any of the other sheets which were prepared by, or under the direction and control of, another licensee or permit holder, be sealed, dated, and signed by said other licensee or permit holder with responsibility clearly delineated. This provision, however, shall not apply to design drawings and construction plans prepared by or under the responsible charge of a licensee. Such documents shall carry the required seals, date and licensee's signature on each sheet.
- (4) Additions, deletions or other revisions to sealed documents shall not be made, unless such changes are sealed, dated and signed by the licensee who made the revisions or under whose directions and control said revisions were made.
- (5) Documents transmitted electronically shall have the computer-generated seal removed from the original file and a copy of the project report shall be signed, sealed and sent to the client. The electronic data shall have the following inserted in lieu of the signature and date: "This document originally was issued and sealed by (name of sealer), (license number), on (date of sealing). The electronic media shall not be considered a certified document."

**SOUTH CAROLINA BOARD OF REGISTRATION
FOR PROFESSIONAL ENGINEERS AND SURVEYORS**

Statement of Policy

Use of Seals via Computer-Aided Drafting Techniques

Section 40-22-270(6). Where individual seals are affixed to plans, specification, plats and reports, the licensee shall affix his signature and date under or across the face and beyond the circumference of the seal. The signature and date must not be applied in a manner that obliterates or renders illegible the licensee's license number or name.

Regulation 49-207C.(2). When sealing of documents is required by statute, other authority or contract, each sheet of design or construction plans and drawings for engineering practice and of maps, plats and charts for land surveying practice shall be sealed and signed by the licensee or permit holder preparing them, or in responsible charge of their preparation. Where the engineering or surveying practice is provided through a firm such documents shall also carry Certificate of Authorization seal.

Board Interpretation:

Engineering Documents:

Regardless of the means by which seals are applied to drawings and other engineering documents, there is a requirement that the seal be signed and dated by the registrant whose seal is applied. Original documents may be sealed, signed and dated. Copies reproduced from these original documents meet the requirements of the statutes. All documents required by statute to be sealed must be sealed, signed and dated by the registrant. These documents may be reproduced copies from originals that have been sealed, signed and dated or they may be originals or copies that have an original seal, signature and date. **Computer-generated seals may be used on final original drawings. SC Section 26-6-80, effective July 2004, allows electronic signatures in place of "personal signatures" in many instances. Therefore, computer generated signatures and dates are acceptable.**

Land Surveying Documents:

Each document or copy shall bear an original embossed seal, signature and date.

General Information:

The Board is aware that duplication of seals and signatures is not a difficult undertaking if one is intent on doing that. Electronic documents increasingly are being utilized by engineers and firms, and some permitting authorities are requiring electronic documents. Regardless of the manner in which documents are signed and sealed, the signature and date must not be applied in a manner that obliterates or renders illegible the registrant's license number or name. **In the final analysis, however, the security of one's seal and the distribution of sealed reproducible documents must be controlled principally through in-house management practices.**

COA Seal Adopted by Board 5/24/94

Updated by Board 10/14/2008

CADSeals