



Louisiana Professional Engineering
and Land Surveying Board
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www.lapels.com

CERTIFICATION BY DESIGNATED SUPERVISING PROFESSIONAL(S)

Refer to the current Laws and Rules regarding Supervising Professionals at
[https://www.lapels.com/docs/Applications/firm/Board Rules Ch 23.pdf](https://www.lapels.com/docs/Applications/firm/Board_Rules_Ch_23.pdf).

Maintenance of a firm's Supervising Professionals is now done entirely online at
<https://lola.lapels.com>.

After completing the form for all designated Supervising Professionals, upload under the
"**Certificate of Authority**" section of the firm's online renewal. If the firm is not in a
renewal cycle, email the form to CandE@lapels.com

The following licensees (*on page 2*) are hereby designated as supervising professionals
of the firm and each hereby certifies that:

- I have read and understand the Laws and Rules of the Board
(<https://www.lapels.com/LawsRules.html>); and
- I acknowledge my responsibility to inform the Board, in writing, within thirty
(30) days of any change of my employment or supervising professional
status with the firm.

CERTIFICATION BY DESIGNATED SUPERVISING PROFESSIONAL(S)

2305 (A) (1) Each firm licensed with the board shall designate one or more supervising professional. Each professional shall be licensed professional.

To add additional licensees as supervising professionals, complete additional pages as necessary (1 supervising professional per page).

Name of Firm	Louisiana Firm License Number <i>(if issued)</i>	
Name of Supervising Professional	Date of PE/PLS licensure	Louisiana PE/PLS License Number
Select the appropriate employment/ownership status below. Effective October 20, 2020, rule §2305 (A) (1) a & b requires the supervising professional shall be a licensed professional whose		
a. Primary employment is with the firm, provided the supervising professional works for the firm for a 12-month average of at least 30 hours per week or 130 hours per month, OR		
b. Employment is with the firm, provided the supervising professional has at least a 25 percent ownership interest in the firm		

In compliance with rule §2305 (A) (3) (a-c)	Initial <i>(type below)</i>	Date <i>(type below)</i>
As the supervising professional I understand my responsibilities include:		
a. Renewal of the firm’s license and notification to the board of any change in the firm’s supervising professionals;		
b. Institution and adherence of policies of the firm that are in accordance with the licensure law and the rules of the board; and		
c. Ensuring that all professional services provided by the firm are performed by or under the responsible charge of a licensed professional.		

Furthermore, I understand rule §2305 (B) (C) (D) and (E)		
a. The supervising professional of a firm which participates in a joint venture shall be responsible for assuring that all professional services performed by the joint venture are rendered in conformity with the provisions of these rules.		
b. Nothing herein shall prohibit a supervising professional from also being in responsible charge of professional services provided by the firm.		
c. A failure to comply with any of the provisions of this Chapter may subject both the licensed firm and the supervising professional in disciplinary action by the board.		
d. Compliance with this section will not be met by a contractual relationship between the firm and a licensed professional or a firm of licensed professionals in which such licensed professional or firm of licensed professionals is available on a consultative basis. Nor will it be considered compliance if a licensed professional is related to the firm solely in a nominal or inactive capacity.		

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