

09.13.07.02

.02 Guidelines.

A. The table in §B of this regulation sets forth the guidelines for the recommended experience criteria and tasks by surveying category. The Board has the final authority with regard to the total or partial credit for the amount of hours claimed by an applicant, the types and variety of tasks allegedly completed by an applicant, and all other matters related to these guidelines.

B. Experience Criteria and Tasks by Surveying Category.

GUIDELINE FOR MINIMUM NUMBER EXPERIENCE HOURS PER SURVEYING CATEGORY BY LICENSING TRACK								
License Track /Total Minimum Hrs.	Control Surveys	Boundary Surveys	Topographic Surveys	Minor Engineering	Subdivision Planning	Construction Surveys	Location Drawings	Minimum Unallocated Hours*
15-305B/3,800	475	1710	285	570	285	285	95	95
15-305C/7,600	1850	2610	475	760	475	475	190	765
15-305E/11,400	1425	4275	720	795	795	795	225	2370
15-305F/17,100	3420	5130	1200	1200	1200	1200	300	3450

Notes:For guidelines with regard to educational equivalency for the minor engineering experience, please see Regulations .03—.05 of this chapter.

*The unallocated hours can be in a surveying category of the applicant's choice.

DESCRIPTION OF IMPORTANT WORK TASKS AND FUNCTIONS BY SURVEYING CATEGORY						
CONTROL SURVEYS	BOUNDARY SURVEYS	TOPOGRAPHIC SURVEYS	MINOR ENGINEERING	SUBDIVISION PLANNING	CONSTRUCTION SURVEYS	LOCATION DRAWINGS
Compute survey data	Prepare survey maps, plats & reports	Prepare survey maps, plats and reports	Compute areas and volumes	Prepare survey maps, plats and reports	Prepare survey maps, plats and reports	Determine locations of boundary lines and encumbrances
Analyze and adjust survey data	Prepare land descriptions	Compute areas and volumes	Review documents and communicate with clients, attorneys or other interested parties	Compute areas and volumes	Prepare worksheets for analysis of surveys	Research and evaluate evidence from public record sources
Document and/or establish monuments and their records	Review documents and communicate with clients, attorneys or other interested parties	Review documents and communicate with clients, attorneys or other interested parties	Design horizontal and vertical alignment for roads within a subdivision	Review documents and communicate with clients, attorneys or other interested parties	Review documents and communicate with clients, attorneys, or other interested parties	Advise clients regarding boundary uncertainties
Convert survey data to an appropriate datum	Identify & evaluate field evidence for possession, boundary line discrepancies, & potential adverse	Identify pertinent physical features, landmarks, and existing documentation	Perform flood plain surveys	Document and/or establish monuments and their records	Select appropriate vertical and/or horizontal datum	Prepare Location Drawings

	possession claims					
Select appropriate vertical and/or horizontal datum	Identify pertinent physical features, landmarks and existing monumentation	Research and evaluate evidence from public record sources	Prepare grading plans	Determine subdivision development requirements and constraints	Perform construction stake out	
Recover horizontal and vertical control	Research and evaluate evidence from public record sources	Research and evaluate evidence from private record sources	Design earthwork for balanced cut/fill	Determine and prepare lot and street designs for land subdivision		
Determine levels of precision and order of accuracy	Research and evaluate evidence from private record sources	Prepare worksheets for analysis of surveys	Calculate existing and proposed storm runoff	Prepare sketches and/or preliminary plats		
Perform differential leveling	Evaluate the priority of conflicting title elements	Perform record or as-built surveys	Prepare erosion control plans	Perform condominium surveys		
Perform trigonometric leveling	Document and/or establish monuments and their records	Reconcile survey and record data	Design storm sewers and appurtenances	Prepare Right of Way Plats		
Calibrate instruments	Perform ALTA/NSPS Surveys		Design stormwater management facilities			
Perform photogrammetric control surveys	Identify riparian and/or littoral boundaries		Design open channels			
Perform astronomic measurements	Document potential possession claims		Design culverts and appurtenances			
Reconcile survey and record data	Determine vegetation species		Design pavement structures and cross sections			
Perform GPS surveys	Determine location of boundary lines and encumbrances					
	Prepare worksheets for analysis of surveys					

C. Regulations .03, .04, and .05 of this chapter describe more particularly the guidelines related to the educational equivalency for the minor engineering experience tasks described in this regulation.