

Board Rules & Regulations

CCR Title 16, Division 5 - Professional Land Surveyors

Responsible Charge (§415)

Definition of Responsible Charge

"Responsible charge" requires that the licensee have CONTROL of, and DETAILED KNOWLEDGE of, the content of land surveying decisions throughout the course of a project.

Land Surveying Decisions Include:

- Methods, procedures and tolerances used in the FIELD
- Methods, procedures and tolerances used in CALCULATIONS and adjustments
- Specification of MAPS, plats and documents
- REVIEW of work product for sufficiency and accuracy

§416 - Successor Licensee

When succeeding another licensee, must: review all prior work products, exercise responsible charge over continuing work, and NOT sign documents for work not done under their responsible charge.

Practice Standards (§464)

Minimum Standards for Land Surveying

(a) Research

Perform adequate research to identify relevant recorded documents, maps, and other evidence.

(b) Field Work

Gather sufficient field data to enable complete analysis and evaluation of the survey area.

(c) Analysis

Apply appropriate weighting of evidence according to the rules of evidence hierarchy.

(d) Monuments

Set monuments in compliance with B&P Code §§8766-8771.

(e) Maps and Documents

- Properly titled and dated
- Show the basis of bearings
- Include appropriate certifications
- Meet all statutory recording requirements

Professional Conduct (§465)

- Act with honesty and integrity
- Not misrepresent qualifications or scope of responsibility
- Not sign/seal documents unless work was under their responsible charge
- Report violations to the Board

Map Requirements (§476)

- Size: 18" x 26" or 18" x 30" (or as specified by local agency)
- Margins: 1" minimum on all sides, 2" on left binding edge
- Material: Durable, stable, suitable for permanent records
- Must include: title, county, state, north arrow, basis of bearings, legend

Disciplinary Guidelines (§471)

Possible actions: Citation and fine (up to \$5,000/violation), probation, suspension, or revocation.

Exam Tips

- §415: Know the 4 elements of land surveying decisions
- §464: Memorize the 5 practice standard categories (Research, Field, Analysis, Monuments, Maps)
- §476: Know standard map sizes and margin requirements