



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

2535 Capitol Oaks Drive, Suite 300, Sacramento, California, 95833-2944

Telephone: (916) 999-3600 – Toll Free: 1-866-780-5370

www.bpelsg.ca.gov



NOTICE OF DEPARTMENT DESIGNATION

For California State, City, County, City/County, District, or Special District Departments

(Pursuant to Sections 6730.2 and 8725.1 of the California Business and Professions Code, an appropriately-licensed person needs to be designated as the individual in responsible charge of land surveying and each branch of engineering services being practiced)

Note: Each department that practices engineering or surveying on an independent basis must designate appropriately-licensed individuals in responsible charge of those services. List the lowest level department that has independent authority to make final engineering or land surveying decisions without having to obtain approval of those decisions by a higher level of authority.

- Radio button options for State, City, County, City/County, District, and Special District.

Form fields for Department Name, Address, Telephone Number, and Website Address.

Professional Services Practiced:

- Checkboxes for Civil, Mechanical, Electrical, and Land Surveying Engineering.

List the name of the licensee or licensees in responsible charge of each branch of engineering and/or land surveying services that your department practices along with their title, license number, telephone number, and email address. An Organization Chart should be attached. List individuals contracted to serve in an official capacity (i.e., city engineer, etc.). (Attach additional pages if needed). If the department has multiple offices, complete the "Additional Offices" form.

Table with 5 columns: NAME, TITLE, LIC. NO., PHONE, EMAIL. Multiple empty rows for data entry.

Signature line with labels: Name of Person completing this Form, Signature, Title, Contact Information, Date.

Additional Offices

For California State, City, County, City/County, District, or Special District Departments

(Pursuant to Sections 6730.2 and 8725.1 of the California Business and Professions Code, an appropriately-licensed person needs to be designated as the individual in responsible charge of land surveying and each branch of engineering services being practiced)

- State** **City:** _____ **County:** _____
 City/County: _____ **District:** _____ **Special District:** _____

Department Name:
Address: <small>(Including city, state, & zip code)</small>
Telephone Number:
Website Address:

Professional Services Practiced:

- Civil (Structural and Geotechnical) Engineering Electrical Engineering
 Mechanical Engineering Land Surveying

List the name, title, and license number of the licensee or licensees in responsible charge of professional engineering or land surveying services at this Department/Agency's office along with their title, license number, telephone number, and email address. An Organization Chart should be attached. List individuals contracted to serve in an official capacity (i.e., city engineer, etc.). **(Attach additional pages if needed)**

NAME	TITLE	LIC. NO.	PHONE	EMAIL

Name of Person completing this Form
Signature
Title
Contact Information
Date

Department Name:
Address: <small>(Including city, state, & zip code)</small>
Telephone Number:
Website Address:

Professional Services Practiced:

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NAME	TITLE	LIC. NO.	PHONE	EMAIL

Name of Person completing this Form
Signature
Title
Contact Information
Date