


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*

- ☐ State
 ☐ City
 ☐ County
 ☐ City/County
☐ District
 ☐ Special District

Department Name	
Address (Including City, State, and Zip Code)	
Telephone Number	Website Address

Professional Services Practiced:

- | | |
|--|---|
| <input type="checkbox"/> Civil (Structural and Geotechnical) Engineering | <input type="checkbox"/> Electrical Engineering |
| <input type="checkbox"/> Mechanical Engineering | <input type="checkbox"/> 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 and license number. 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	License Number

Name of Person Completing this Form	Title	Telephone Number	Email Address
Signature		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 (Including City, State, and Zip Code)	
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 and license number. 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	License Number

Name of Person Completing this Form	Title	Telephone Number	Email Address
Signature		Date	

Department Name	
Address (Including City, State, and Zip Code)	
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 and license number. 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	License Number

Name of Person Completing this Form	Title	Telephone Number	Email Address
Signature		Date	