MINUTES

BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS

RULES COMMITTEE

HOMES 2 SUITES BY HILTON
2115 SW 13TH STREET
GAINESVILLE, FLORIDA 32608

Tuesday, February 6, 2018
(Meeting started immediately following the Exam Committee)

The meeting was called to order by Steve Hyde, Committee, Chair, at 1:31 p.m.

MEMBERS PRESENT
Steve Hyde, Committee Chair
Nick Campanile
Deborah Hill

OTHERS PRESENT
David Schryver, Board Member
George Grubbs, Board Member
Frank Conkling, Board Member
Chris McLaughlin, Board Member
Robin Petzold, Board Member
Jenna Harper, Executive Director
Regenia Lee, Government Analyst
Patrick Creehan, Board Counsel
Rob Summers, Prosecuting Attorney
Cory Fedrick, PSAM Investigator
John Cooper
Don Elder
Robert Strayer
Jorge Diaz Ramirez
Odalys C. Bello
Pedro E. Gonzalez
Jack Breed
W. Lamar Evers
Greg Bowers
Danny Williams
David Melvin
John M. Clyatt
Joseph Rager
Jerrod Fusco
Christopher Morin
Joseph Fanton
Ryan Kuhn
Harley Davidson
Devin Platt
Tim Morris
Dianne Collins

Board of Professional Surveyors and Mappers
February 2018
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REVIEW AND APPROVAL OF THE NOVEMBER 2017 RULES COMMITTEE MINUTES

After discussion, the following motion was made:

MOTION: Mr. Campanile made a motion to approve the November 2017 minutes as submitted.
SECOND: Ms. Hill seconded.
ACTION: The motion passed unanimously.

Ms. Harper said that when she returned from the November 2017 PSAM meeting, the changes and suggestions made by the Rules Committee were sent to the Capitol Staff, the Deputy General Counsel, John Minnick, and to JAPC (Joint Administrative Procedures Committee). She said that they reviewed the submission and made comments. Ms. Harper said that she would go through their comments with the Committee for discussion.

DISCUSSION ON POTENTIAL CHANGES TO CHAPTER 5J-17, F.A.C. CONTINUED FROM NOVEMBER 2017 MEETING

ADJOURNMENT

With no further business to discuss, Ms. Hill adjourned the meeting at 4:16 p.m.

CHAPTER 5J-17

PROFESSIONAL SURVEYORS AND MAPPERS

PROPOSED RULEMAKING

5J-17.010 Grounds for Discipline
5J-17.011 Disciplinary Guidelines
5J-17.020 Applications for Licensure: Experience
5J-17.021 Applications for Licensure: Education
5J-17.022 Applications for Surveyor and Mapper Intern/Surveyor in Training
5J-17.025 Domestic Equivalency Education Program Criteria for Applicants Who Graduated from Non-ABET Accredited Surveying and Mapping Degree Programs
5J-17.028 Application for Retired Status
5J-17.032 Content of Examination
5J-17.040 Continuing Education Requirements for Reactivation of Inactive License
5J-17.041 Continuing Education Credit for Biennial Renewal
5J-17.042 Proof of Continuing Education Credit Earned
5J-17.043 Board Approval of Continuing Education Providers
5J-17.044 Obligations of Continuing Education Providers
5J-17.045 Evaluations of Continuing Education Providers

5J-17.046 Duration of Provider Status

5J-17.047 Approval of Continuing Education Courses

5J-17.048 Reinstatement of Null and Void License

5J-17.050 Definitions

5J-17.051 General Survey, Map, and Report Content Requirements

5J-17.052 Boundary Survey Requirements

5J-17.053 Standards of Practice – Professional Matters in Surveying and Mapping

5J-17.060 Seals Acceptable to the Board

5J-17.062 Procedures for Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents

5J-17.070 Fees

5J-17.085 Survey Review

5J-17.003 Applications for Licensure: Approved Schools and Colleges.

(1) For purposes of Section 472.013(2), F.S., colleges and universities accredited by a regional association of colleges and universities recognized by the United States Department of Education are deemed approved by the Board.

(2) Foreign colleges and universities accredited or approved by the national government of the country where the college or university is located, or by any national or regional entity approved or recognized by said government, are deemed approved by the Board.

Rulemaking Authority 472.013(4) FS. Law Implemented 472.013(4) FS. History – New 1-3-80, Formerly 21HH-1.10, 21HH-1.010, Amended 5-31-95, 12-31-00, 2-23-05, Formerly 61G17-1.010, Amended 11-13-17.

5J-17.010 Grounds for Discipline.

(1) Persons who wish to file a complaint alleging grounds for discipline may file the complaint by obtaining “Board of Professional Surveyors and Mappers Complaint Form,” FDACS-10065, Rev. 02/17, hereby incorporated by reference. The form may be obtained by mail by writing to: Executive Director of the Florida Board of Professional Surveyors and Mappers, 2005 Apalachee Parkway, Tallahassee, FL 32399-6500 or accessed online at: http://www.flrules.org/Gateway/reference.asp?No=Ref-08759.

(2) Discipline follows an adjudication of guilt by the Board. In addition to violations of provisions set forth elsewhere in these rules, the following are grounds for discipline of any licensee.

(3) Licensees shall be disciplined for false, fraudulent, deceptive or misleading advertising.

(a) Advertising is false, fraudulent, deceptive or misleading if it: contains a material misrepresentation of fact; omits the statement of any material fact that is necessary to form a complete and accurate understanding of the advertisement; or is Board of Professional Surveyors and Mappers

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intended or is likely to create an unjustified expectation.

(b) Examples of false, fraudulent, deceptive or misleading advertisements include: a statement that a licensee is a certified specialist in any area outside the licensee’s field of expertise; a statement that the licensee’s education or experience in surveying and mapping is greater than it actually is; a statement that the licensee’s involvement with a surveying and mapping project will be greater than it actually will be.

(4) Licensees shall be disciplined for surveying and mapping which is negligently or incompetently performed. Surveying and mapping is negligently performed if the licensee’s violation of professional Standards of Practice causes harm to the licensee’s client or to the public. A final civil judgment against a licensee for negligence in the practice of surveying and mapping constitutes probable cause for the issuance of an administrative complaint against the licensee for a violation of this rule, except that nothing in this rule shall be construed to require such a final civil judgment for the purpose of finding probable cause.

(5) Licensees shall be disciplined for failing to abide by the Standards of Practice set out in Rule 5J-17.051 through 5J-17.053, F.A.C.

(6) Licensees shall be disciplined for violating Chapters 177 and 472, F.S., or rules promulgated pursuant to any of those chapters by either the Department of Agriculture and Consumer Services or the Board.

(7) Licensees shall be disciplined for failing to pay any final judgment entered against the licensee in any civil proceeding against the licensee involving the licensee’s practice of surveying and mapping;

(8) Licensees shall be disciplined for misconduct in the practice of surveying and mapping, including violations of paragraphs (a) through (c) hereof. Violations of Rule 5J-17.053, F.A.C., also constitute misconduct.

(a) Licensees may not perform a surveying and mapping assignment unless they are qualified by education or experience to perform the type of surveying and mapping which is the subject of the assignment.

(b) Licensees shall report to the Department of Agriculture and Consumer Services any person or business entity which the licensee knows is violating Chapters 177, 472, F.S., or any of the rules promulgated pursuant to those chapters by the Department of Agriculture and Consumer Services or the Board.

(c) Licensees may not practice surveying and mapping unless they maintain financial responsibility for the surveying and mapping projects they perform.

Rulemaking Authority 472.008, 472.027 F.S. Law Implemented 472.025, 472.027, 472.033, 472.0351(1)(f), (g), (h), (2) F.S.

History—New 1-3-80, Formerly 21HH-2.01, Amended 9-1-88, Formerly 21HH-2.001, Amended 6-1-95, 10-13-97, 9-19-06, Formerly 61G17-2.001, Amended 5-11-15, 11-13-17.

SJ-17.011 Disciplinary Guidelines.

(1) The Board sets forth below a range of disciplinary guidelines from which disciplinary penalties will be imposed upon practitioners and applicants for licensure guilty of violating Chapter 472, F.S. The purpose of the disciplinary guidelines is to give notice to licensees and applicants of the range of penalties which will normally be imposed upon violations of particular provisions of Chapter 472, F.S. The disciplinary guidelines are based upon a single count violation of each provision listed. Multiple counts of violations of the same provision of Chapter 472, F.S., or the rules promulgated thereto, or other unrelated violations will be grounds for enhancement of penalties as outlined below. All penalties set forth in the guidelines include lesser penalties, i.e., reprimand and or course work which may be included in the final penalty at the Board’s discretion.
(2) Violations and Range of Penalties. In imposing discipline upon applicants and licensees, in proceedings pursuant to Sections 120.57(1) and (2), F.S., the Board shall act in accordance with the following disciplinary guidelines and shall impose a penalty within the range corresponding to the violations set forth below. The verbal identification of offenses are descriptive only; the full language of each statutory provision cited must be consulted in order to determine the conduct included.

(a) Violation of any provision of Section 472.031, F.S.;

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<tr>
<td>FIRST OFFENSE</td>
<td>Reprimand, $250 fine.</td>
<td>Denial or probation and $500.00 fine.</td>
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<tr>
<td>SECOND OFFENSE</td>
<td>Probation and $500 fine.</td>
<td>Denial or suspension followed by a term of probation and $750.00 fine.</td>
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<tr>
<td>THIRD OFFENSE</td>
<td>Suspension followed by a term of probation and $750.00 fine.</td>
<td>Revocation and $1,000.00 fine.</td>
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(b) Attempting to obtain, obtaining, or renewing a license to practice surveying and mapping by bribery or by fraudulent misrepresentation;

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<tr>
<td>FIRST OFFENSE</td>
<td>Reprimand, $250.00 fine.</td>
<td>Denial or suspension followed by a term of probation and $750.00 fine.</td>
</tr>
<tr>
<td>SECOND OFFENSE</td>
<td>denial or suspension followed by a term of probation and $750.00 fine.</td>
<td>Revocation and $1,000.00 fine.</td>
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(c) Having a license to practice surveying and mapping revoked, suspended, or otherwise acted against, including the denial of licensure, by the licensing authority of another state, territory, or country;

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<td>FIRST OFFENSE</td>
<td>$100.00 fine and same penalty imposed by the other jurisdiction.</td>
<td>Denial of licensure or $250.00 fine and suspension followed by probation.</td>
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<td>SECOND OFFENSE</td>
<td>$250.00 fine and same penalty imposed by the other jurisdiction which at a minimum must include a term of probation.</td>
<td>Denial of licensure or $500 fine and revocation.</td>
</tr>
<tr>
<td>THIRD OFFENSE</td>
<td>$500.00 fine and same penalty imposed by the other jurisdiction which at a minimum must include a term of suspension.</td>
<td>Denial of licensure or $750 fine and permanent revocation.</td>
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(d) Being convicted or found guilty of, or entering a plea of nolo contendere to, regardless of adjudication, a crime in any jurisdiction which directly relates to the practice of surveying and mapping or the ability to practice surveying and mapping;
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<th>Section 472.0351 (1)(d), F.S.</th>
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<tr>
<td>FIRST OFFENSE</td>
<td>$250.00 fine.</td>
<td>Denial of licensure or $500.00 fine and suspension to be followed by a term of probation.</td>
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<tr>
<td>SECOND OFFENSE</td>
<td>$500.00 fine and probation.</td>
<td>Denial of licensure or $1,000.00 fine and revocation.</td>
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<tr>
<th>Section 472.0351(1)(e), F.S.</th>
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<td>FIRST OFFENSE</td>
<td>$250.00 fine.</td>
<td>$500.00 fine and suspension to be followed by probation.</td>
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<tr>
<td>SECOND OFFENSE</td>
<td>$500.00 fine and probation.</td>
<td>$750.00 fine and suspension to be followed by probation.</td>
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<tr>
<td>THIRD OFFENSE</td>
<td>$750.00 fine and suspension to be followed by probation.</td>
<td>$1,000.00 fine and revocation.</td>
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<th>Section 472.0351 (1)(f), F.S.</th>
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<td>FIRST OFFENSE</td>
<td>$250.00 fine.</td>
<td>$500.00 fine and probation.</td>
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<tr>
<td>SECOND OFFENSE</td>
<td>$500.00 fine.</td>
<td>$750.00 fine and suspension to be followed by probation.</td>
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<tr>
<td>THIRD OFFENSE</td>
<td>$750.00 fine and probation.</td>
<td>$1,000.00 fine and suspension to be followed by probation.</td>
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<th>Section 472.0351 (1)(g), F.S.</th>
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<td>FIRST OFFENSE</td>
<td>$250.00 fine and probation.</td>
<td>$750.00 fine and suspension to be followed by a term of probation.</td>
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<tr>
<td>SECOND OFFENSE</td>
<td>$750.00 fine and suspension to be followed by a term of probation.</td>
<td>$1,000.00 fine and revocation.</td>
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(e) Making or filing a report or record that the licensee knows to be false, willfully failing to file a report or record required by state or federal law, willfully impeding or obstructing such filing, or inducing another person to impede or obstruct such filing. Such reports or records shall include only those that are signed in the capacity of a registered surveyor and mapper;

(f) Advertising goods or services in a manner that is fraudulent, false, deceptive, or misleading in form or content;

(g) Upon proof that the licensee is guilty of fraud or deceit, or of negligence, incompetency, or misconduct, in the practice of surveying and mapping;
(h) Failing to perform any statutory or legal obligation placed upon a licensed surveyor and mapper; violating any provision of this chapter, a rule of the board or department, or a lawful order of the board or department previously entered in a disciplinary hearing; or failing to comply with a lawfully issued subpoena of the department;

(Section 472.0351(1)(h), F.S.)

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<td>FIRST OFFENSE</td>
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<td>$250.00 fine, probation, and compliance with</td>
<td>$500.00 fine and probation or suspension</td>
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<td>legal obligation</td>
<td>until compliance with legal obligation</td>
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<td>SECOND OFFENSE</td>
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<td>$500.00 fine and probation or suspension until</td>
<td>$750.00 fine and probation or suspension</td>
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<tr>
<td>compliance with legal obligation</td>
<td>until compliance with legal obligation plus</td>
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<td>extended probation.</td>
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<td>THIRD OFFENSE</td>
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<tr>
<td>$750.00 fine and probation or suspension until</td>
<td>$1,000.00 fine and revocation.</td>
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<tr>
<td>compliance with legal obligation plus extended</td>
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<td>probation.</td>
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(i) Practicing on a revoked, suspended, inactive, or delinquent license;

(Section 472.0351(1)(i), F.S.)

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<td>FIRST OFFENSE</td>
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<td>$1,000.00 fine and probation.</td>
<td>$1,000.00 fine, denial or suspension followed by</td>
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<td>probation or if already suspended an extended</td>
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<td>suspension followed by probation.</td>
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<td>SECOND OFFENSE</td>
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<tr>
<td>$1,000.00 fine, denial or suspension followed by</td>
<td>$1,000.00 fine and revocation.</td>
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<td>probation or if already suspended an extended</td>
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<td>suspension followed by probation.</td>
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(j) Having been found liable in a civil proceeding for knowingly filing a false report or complaint with the department against another licensee;

(Section 472.0351(1)(j), F.S.)

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<td>$250.00 fine.</td>
<td>Denial of licensure or $500.00 fine and suspension</td>
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<td>to be followed by a term of probation.</td>
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<td>SECOND OFFENSE</td>
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<tr>
<td>$500.00 fine and probation.</td>
<td>Denial of licensure or $1,000.00 fine and</td>
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<td>revocation.</td>
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(k) Failing to report to the department any person who the licensee knows is in violation of this chapter or the rules of the department or the board;

(Section 472.0351(1)(k), F.S.)

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<td>SECOND OFFENSE</td>
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FIRST OFFENSE  $250.00 fine and compliance with rule.  $500.00 fine and suspension until compliance with rule.
SECOND OFFENSE $500.00 fine and suspension until compliance with rule.  $750.00 fine and suspension until compliance with rule followed by probation.
THIRD OFFENSE $750.00 fine and suspension until compliance with rule followed by probation.  $1,000.00 fine and revocation

(l) Aiding, assisting, procuring, employing, or advising any unlicensed person or entity to practice a profession contrary to this chapter, the chapter regulating the profession, or the rules of the department or the board;

MINIMUM  MAXIMUM
FIRST OFFENSE $100.00 fine and same penalty imposed by the other jurisdiction.  Denial of licensure or $250.00 fine and suspension followed by probation.
SECOND OFFENSE $250.00 fine and same penalty imposed by the other jurisdiction which at a minimum must include a term of probation.  Denial of licensure or $500.00 fine and revocation.
THIRD OFFENSE $500.00 fine and same penalty imposed by the other jurisdiction which at a minimum must include a term of suspension.  Denial of licensure or $750.00 fine and permanent revocation.

(m) Making deceptive, untrue, or fraudulent representations in or related to the practice of the professional surveying or mapping or employing a trick or scheme in or related to the practice of professional surveying or mapping;

MINIMUM  MAXIMUM
FIRST OFFENSE $100.00 fine.  $250.00 fine and probation.
SECOND OFFENSE $250.00 fine.  $500.00 fine and suspension to be followed by a term of probation.
THIRD OFFENSE $500.00 fine and probation.  $750.00 fine and suspension to be followed by a term of probation.

(n) Exercising influence on the client for the purpose of financial gain of the licensee or a third party;

MINIMUM  MAXIMUM
FIRST OFFENSE $100.00 fine.  $250.00 fine and probation.
SECOND OFFENSE $250.00 fine.  $500.00 fine and suspension to be followed by a term of probation.
THIRD OFFENSE $500.00 fine and probation.  $750.00 fine and suspension to be followed by a term of probation.

(o) Practicing or offering to practice beyond the scope permitted by law or accepting and performing professional
responsibilities the licensee knows, or has reason to know, the licensee is not competent to perform;

(Section 472.0351(1)(o), F.S.)

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<td>SECOND OFFENSE</td>
<td>$500.00 fine and probation</td>
<td>Denial of licensure or $1,000.00 fine and revocation.</td>
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(p) Delegating or contracting for the performance of professional responsibilities by a person when the licensee delegating or contracting for performance of such responsibilities knows, or has reason to know, such person is not qualified by training, experience, and authorization when required to perform them;

(Section 472.0351(1)(p), F.S.)

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<td>SECOND OFFENSE</td>
<td>$500.00 fine and probation.</td>
<td>$750.00 fine and suspension to be followed by probation.</td>
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<td>THIRD OFFENSE</td>
<td>$750.00 fine and suspension to be followed by probation.</td>
<td>$1,000.00 fine and revocation.</td>
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(q) Improperly interfering with an investigation or inspection authorized by statute, or with any disciplinary proceeding;

(Section 472.0351(1)(q), F.S.)

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<tr>
<td>FIRST OFFENSE</td>
<td>$250.00 fine and probation.</td>
<td>$500.00 fine and denial or suspension followed by probation.</td>
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<tr>
<td>SECOND OFFENSE</td>
<td>$750.00 fine and probation.</td>
<td>$1,000.00 fine and denial or permanent revocation.</td>
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(r) Failing to perform any statutory or legal obligation placed upon a licensed surveyor and mapper pursuant to Chapter 177, F.S.

(Chapter 177 F.S.)

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<tr>
<td>FIRST OFFENSE</td>
<td>$250.00 fine, probation, and compliance with legal obligation.</td>
<td>$500.00 fine and probation or suspension until compliance with legal obligation.</td>
</tr>
<tr>
<td>SECOND OFFENSE</td>
<td>$500.00 fine and probation or suspension until compliance with legal obligation.</td>
<td>$750.00 fine and probation or suspension until compliance with legal obligation plus extended probation.</td>
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THIRD OFFENSE
$750.00 fine and probation or suspension until
compliance with legal obligation plus extended
probation.

$1,000.00 fine and revocation.

(3) When either the petitioner or respondent is able to demonstrate aggravating or mitigating circumstances to the
board, the board shall be entitled to deviate from the above guidelines in imposing discipline upon an applicant or licensee.
Absence of any such evidence of aggravating or mitigating circumstances before the administrative law judge prior to the
issuance of a recommended order shall not relieve the board of its duty to consider evidence of mitigating or aggravating
circumstances. The Board shall consider as mitigating or aggravating circumstances the following:

(a) The degree of harm to the consumer or public;
(b) The number of counts in the administrative complaint;
(c) The disciplinary history of the applicant or licensee;
(d) The status of the applicant or licensee at the time the offense was committed;
(e) The degree of financial hardship incurred by a licensee as a result of the imposition of the fines or suspension of his
practice;
(f) The length of time the licensee has practiced;
(g) The deterrent effect of the discipline imposed;
(h) Any efforts at rehabilitation;
(i) Actual knowledge of the licensee pertaining to the violation; and,
(j) Any other mitigating or aggravating circumstances.

Applications for Licensure: Experience.

(1) To verify an applicant’s experience the Board will accept evidence as to employment from employers or supervisors
who are registered surveyors and mappers, and if such evidence is unavailable, the Board will consider written
documentation from a registered surveyor and mapper who has personal knowledge of the applicant’s experience. Such
evidence shall set forth the quality and character of the applicant’s duties and responsibilities. A NCEES Record transmittal
will be acceptable as evidence.

(2) The term “year” as appears in Section 472.013, F.S., when referring to an applicants’ experience record, is defined
as twelve (12) months of full time employment as a subordinate to a registered surveyor and mapper in the active practice
of surveying and mapping. Full time employment is at least 32 hours per week.

(3) Experience while in “responsible charge” gained through full time employment before an applicant has reached the
age of eighteen (18) may not be used to meet the experience record requirements of Section 472.013, F.S., exceptions to
said rule shall be made on a case by case basis subject to Board approval.
SJ-17.021 Applications for Licensure: Education.

(1) To determine whether an applicant for licensure has met the educational requirements of Section 472.013(2)(a), F.S., the applicant must demonstrate that he/she has:

(a) Graduated from a college or university approved by the Board pursuant to Rule 5J-17.003, F.A.C.; and

(b) Completed a bachelor’s degree, its equivalent, or higher in surveying and mapping or a similar titled program, including, but not limited to, geomatics, geomatics engineering, and land surveying from a college or university recognized by the Board as having a degree program in surveying and mapping accredited by the Accreditation Board for Engineering and Technology (ABET); and accredited by ABET.

(2) For surveying and mapping programs that are non-ABET accredited programs, to determine whether an applicant has met the educational requirements of Section 472.013(2)(a), F.S., the applicant must have a surveying and mapping degree program that shall require 4 years or more and meet the following criteria:

(a) Graduated from a college or university approved by the Board pursuant to Rule 5J-17.003, F.A.C.; and

(b) Completed a bachelor’s degree, its equivalent, or higher in surveying and mapping or a similar titled program, including, but not limited to, geomatics, geomatics engineering, and land surveying that meets the following criteria:

1. Eighteen (18) minimum semester credits in communications, social science, and humanities;

2. Eight (8) minimum semester credits in physical and/or biological science;

3. Six (6) minimum semester credits in mathematics;

4. Thirty (30) minimum semester credits of surveying and mapping courses including but not limited to measurement theory, survey graphics, adjustments, cartography, photogrammetry, geodesy, computations, GIS theory, legal principles, survey practice, boundary surveying, topographic mapping, route surveying, construction surveying, subdivision design, geodetic surveying, and GIS applications;

5. Coverage of at least five (5) of seven (7) surveying and mapping science areas, which are: (1) field surveying instruments and methods, (2) land boundary principles, (3) photogrammetric mapping and image interpretation and remote sensing, (4) surveying calculation and data adjustments, (5) geodetic coordinates, (6) cartographic representation, projections, and map production, and (7) geographic information systems; and,

(3) To determine whether an applicant for licensure has met the educational requirements of Section 472.013(2)(b), F.S., the applicant must demonstrate that he/she has:

(a) Graduated from a college or university approved by the Board pursuant to Rule 5J-17.003, F.A.C.; and

(b) Completed a bachelor’s degree, its equivalent, or higher, at an accredited college or university that does not conform to paragraph (1)(b) or subsection (2) of this section. The applicant must have completed a minimum of 25 semester hours from a college or university approved by the Board in surveying and mapping subjects specific to a four (4) year course of study, which included at least thirty-two (32) semester hours of study or its academic equivalent, which included twenty-five (25) semester hours or thirty-seven (37) quarter hours in courses labeled by the college or university as courses in surveying and mapping or in any combination of courses in civil engineering, forestry, mathematics, photogrammetry, land law, and the physical sciences.
The Board shall make the final decision regarding qualifications of programs and shall determine whether an applicant shall be approved for admittance to the examination or for licensure by endorsement.

Rulemaking Authority 472.013 FS. Law Implemented 472.005, 472.013 FS. History—New 9-7-93, Amended 5-30-95, 10-1-97, 5-17-00, 11-2-00, 2-5-01, Formerly 61G17-3.0021, Amended 11-13-17.

SJ-17.022 Applications for Surveyor and Mapper Intern/Surveyor in Training.

(1) To determine whether an applicant for a surveyor and mapper intern has met the educational requirements of Section 472.013(3) F.S., the applicant must demonstrate that he/she is:

(a) Obtain the required semester hours in the final year, or is a graduate of, an approved surveying and mapping curriculum in a college or university approved by the Board pursuant to Chapter 472.013(3)(a) or (b) Rule 5J-17.003, F.A.C.; and

(b) Provide an official transcript from the college or university, or a Letter of Good Standing as supplied in “Board of Professional Surveyors and Mappers Application for Licensure as Surveyor in Training”, FDACS-10055, Rev. 02/12, incorporated by reference in paragraph SJ-17.029(1)(c), F.A.C., which was completed by the college or university, and if applicable must:

(c) Provide evidence of specific surveying and mapping experience pursuant to Rule SJ-17.020, F.A.C.

(2) Approval of the Application for Surveyor in Training by the Board will allow the person individual to take the Fundamentals of Surveying (FS) examination.

Rulemaking Authority 472.013 FS. Law Implemented 472.013 FS. History—New 11-13-17, Amended.

SJ-17.025 Domestic Equivalency Education Program Criteria for Applicants Who Graduated from Non-ABET Accredited Surveying and Mapping Degree Programs.

In order to satisfy the licensure requirements of Section 472.013(2)(a), F.S., a surveyor and mapper applicant who received a surveying and mapping degree from a non-ABET accredited United States college or university must have received the surveying and mapping degree after completing a surveying and mapping degree program of 4 years or more that meets the following criteria:

(1) Twenty-one (21) minimum semester credits in communications, social science, and humanities;

(2) Eight (8) minimum semester credits in basic science;

(3) Six (6) minimum semester credits in mathematics;

(4) Thirty (30) minimum semester credits of surveying and mapping courses with at least 15 semester credits in surveying and mapping sciences including but not limited to measurement theory, survey graphics, adjustments, cartography, photogrammetry, geodesy, computations, GIS theory, and at least 15 semester credits in surveying and mapping practice specialties including but not limited to legal principles, survey practice, boundary surveying, topographic mapping, route surveying, construction surveying, subdivision design, geodetic surveying, photogrammetry, and GIS.
applications;

(5) Coverage of at least five (5) of six (6) surveying and mapping science areas, which are: (1) field surveying instruments and methods, (2) photogrammetric mapping and image interpretation and remote sensing, (3) surveying calculation and data adjustments, (4) geodetic coordinates, (5) cartographic representation, projections, and map production, and (6) geographic information systems;

(6) Coverage of land boundaries in the surveying and mapping practice specialties; and,

(7) A minimum of 120 semester credits in the degree program.


SJ-17.028 Application for Retired Status.

(1) A person wishing to apply for Retired Status shall submit a completed application to the Board by applying online at: https://csapp.800helpfla.com/csrep/. In lieu of completing an application online, an applicant shall obtain and complete the application entitled “Board of Professional Surveyors and Mappers Application For Retired Status,” FDACS-10053, Rev. 02/17, hereby incorporated by reference. Copies of the form may be obtained from the Board office or accessed online at: http://www.flrules.org/Gateway/reference.asp?No=Ref-08761. The Board shall certify as eligible for Retired Status any applicant who has completed the application form and who has chosen to relinquish or not to renew his or her license.

(2) Professional Surveyors and Mappers on Retired Status may use the term “Professional Surveyor and Mapper Retired or PLS Retired”; however, such surveyor or mapper shall refrain from any practice of surveying and mapping and the use of his or her seal. Any Professional Surveyor and Mapper in Retired Status who wishes to become active shall make application for licensure and meet the licensure criteria in effect at the time of application.

Rulemaking Authority 472.008, 472.019 FS. Law Implemented 472.005(13), 472.019 FS. History–New 9-25-03, Formerly 61G17-3.004, Amended 11-13-17.

SJ-17.032 Content of Examination.

(1) The Fundamentals Examination shall be on surveying and mapping fundamentals and will include questions taken from subjects normally connected with requirements for basic fundamentals in the practice of surveying and mapping. The examination problems selection is made by the NCEES.

(2) The Principles and Practice Examination shall be based on professional practice and principles in surveying and mapping and will involve the applicant’s finding solutions to problems designed to test the applicant’s ability to apply acceptable surveying and mapping practice to problems which are representative of those commonly encountered in the profession of surveying and mapping. The examination problem selection is made by the NCEES.

(3) The Florida Jurisdictional Examination shall be based on Florida’s laws and rules regarding the practice of surveying and mapping. The following areas shall be tested on the examination and will be weighted approximately as designated:

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**Chapter 472, F.S.**, and **Section 287.055, F.S.**

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**SJ-17.040 Continuing Education Requirements for Reactivation of Inactive License.**

A license which has been inactive for more than one year may be reactivated upon application to the Department and demonstration to the Board by the licensee of having completed one (1) continuing education credit in surveying and mapping related courses or seminars per inactive month up to a maximum of forty-eight (48) continuing education credits which must be completed within one year prior to the date of application for reactivation. This education for licensure reactivation shall be related to the licensee’s field of practice and shall include a minimum of six (6) hours of Standards of Practice continuing education credits and six (6) hours of laws and rules continuing education credits. Verification of the above-mentioned education shall be in the form of a continuing education course certificate of completion that complies with subsection 5J-17.044(2), F.A.C.

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**Rulemaking Authority 472.0131, 472.027 FS. Law Implemented 472.0131, 472.027 FS. History—New 1-3-80, Amended 1-25-84, Formerly 21HH-4.02, Amended 9-16-87, 12-13-88, 8-30-92, Formerly 21HH-4.002, Amended 5-30-95, 5-17-99, 7-9-00, 10-31-08, Formerly 61G17-4.002, Amended 5-11-15, 11-13-17.**

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SJ-17.041 Continuing Education Credit for Biennial Renewal.

Every person licensed pursuant to Chapter 472, F.S., must obtain at least twenty-four (24) continuing education credits per biennium. Up to twelve (12) continuing education credits earned beyond the required twenty-four (24) may be carried forward to the following renewal period. One continuing education credit hour shall be awarded for each classroom hour of instruction. For the purposes of this rule, a classroom hour shall be defined as no less than fifty (50) minutes of classroom instruction.

(1) Continuing education credits may be obtained for:

(a) The instruction or completion of courses in surveying and mapping subjects at universities and colleges which are regionally accredited by an accrediting agency that is recognized by the United States Department of Education. Six (6) continuing education credits may be obtained for each semester hour or quarter hour equivalent thereof. An official transcript from the registrar of the academic institution or letter of acknowledgement from the academic department head shall be submitted to the Board office at documentation of course instruction or completion at least 45 days prior to the end of the biennium;

(b) The completion of courses or seminars offered by continuing education providers approved by the Board for the provision of continuing education credit hours. A list of such providers is available from the Board office upon request.

2. At the time of course approval, a licensee may obtain continuing education credits in the amount of the credits allowed for that course or seminar for his/her preparation of the course materials, on a one time basis.

(c) A licensee's attendance, unrelated to disciplinary action against them, at a regularly scheduled meeting of the Board of Professional Surveyors and Mappers. Only two (2) continuing education credits will be allowed for each day of such attendance during the biennium. Licensees shall sign in with a Board designee immediately prior to each day of the Board meeting. Upon adjournment of each meeting day, licensees shall sign out.

(d)1. No more than ten (10) continuing education credits shall be awarded to a licensee who has researched, written, and published a book, paper, article, or other scholarly work related to surveying and mapping. Continuing education credits shall be awarded only for the biennium in which the work is initially published and approved for credit.

2. The licensee shall submit the published work along with proof of publication to the Board’s Continuing Education Committee, or its designee, for review and approval at least sixty (60) days prior to the expiration of the biennium for which the licensee seeks credits.

(e)1. A licensee's attendance at a local chapter, state or national professional association meeting whose primary purpose is to promote the profession of surveying and mapping. One-half (1/2) credit shall be awarded for attendance at a local chapter meeting and two (2) credits shall be awarded for attendance at a state or national professional association meeting during each biennium. No more than six (6) continuing education credits shall be awarded in one biennium for attendance at local chapter, state or national professional association meetings.

(e)(a) Completion of courses or seminars offered as part of a state or national professional association meeting whose primary purpose is to promote the profession of surveying and mapping.

2. Licensees who attend national professional association meetings shall submit a dated letter on official stationary from the national association confirming the dates of the licensee’s attendance to the Board’s Continuing Education Committee, or its designee, for review and approval at least sixty (60) days prior to the expiration of the biennium for which the licensee seeks credits.

3. Licensees who attend local chapter and state professional association meetings shall submit a certificate of completion confirming the dates of the licensee’s attendance to the Board’s Continuing Education Committee, or its Board of Professional Surveyors and Mappers

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designee, for review and approval at least sixty (60) days prior to the expiration of the biennium for which the licensee seeks
429 credits.

(4) A licensee’s completion of courses or seminars that have led to advanced professional certification in a surveying
430 and mapping related discipline are eligible for a maximum of twelve (12) continuing education credits in one biennium.

(2) For preparation of continuing education course materials and teaching the course for credit, the licensee shall be
433 awarded double the the-course credit hours for the first time teaching.

(3) Ten (10) continuing education credit shall be awarded to a licensee who has researched, written and published a
436 book, paper, article, or other scholarly work related to the surveying and mapping profession.

(4) No licensee may claim credit until after the credit has been earned by that licensee.

(5) Licensees need not comply with continuing education requirements prior to the licensee’s first licensure
448 renewal.

Licensees shall retain, and make available to the Department, the Board or their designees, upon request, continuing education course certificates of completion that comply with subsection 5J-17.044(2), F.A.C., for four (4) years following course completion.

Rulemaking Authority 472.008, 472.018, 472.027 FS. Law Implemented 472.018, 472.027 FS. History–New 3-28-94, Amended
5-30-95, 9-21-98, 7-27-00, 6-22-03, 6-23-05, 6-20-06, Formerly 61G17-5.0031, Amended 10-17-12, 5-11-15, 11-13-17_____.

5J-17.042 Proof of Continuing Education Credit Earned.

The following documentation shall constitute proof of continuing education credit:

(1) An official transcript from the registrar of a university, college, junior college or community college documenting
that the licensee has completed a course in a surveying and mapping subject. A “course in a surveying and mapping subject”
is a course such as: civil engineering, forestry, mathematics, photogrammetry, land law, physical sciences, basic surveying
and mapping, route surveying, mapping, control surveying, legal principles of boundaries, geodetic astronomy, subdivisions,
cartography;

(2) A certificate of completion or the transcript of a course or seminar offered by a continuing education provider
approved by the Board;

(3) A program from the licensee’s first presentation of a continuing education course or seminar offered by a provider
approved by the Board;

(4) A written statement from the Board office documenting the licensee’s attendance at a meeting of the Board. Minutes
of meetings may be used by Board members to document their attendance;

(5) A copy of the initial publication of a surveying and mapping book, paper, or article that is published under the name
of the licensee;

(6) A dated certificate or letter acknowledging membership on official stationery from a national or state professional
association to the licensee specifying the dates of the licensee’s membership;

(7) A dated certificate or letter of recognition on official stationery from a state or national professional association to
the licensee confirming the licensee’s office or chairmanship and the dates thereof.

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(6) A dated letter on official stationery from a chapter of a state or national association confirming the dates of the licensee’s attendance at a chapter meeting;

(7) A dated letter on official stationery from a state or national association to the licensee confirming the licensee’s registration for attendance at a state or national meeting and the dates thereof, or a paid registration receipt from the state or national association.

(8) A certificate of completion or the transcript of a course or seminar taken in leading to an advanced professional certification in a surveying and mapping related discipline, along with documentation from the association or organization issuing the advanced professional certification.

(9) A certificate of completion of a course or seminar taken in a surveying and mapping related discipline at a state or national professional association meeting, along with documentation from the association or organization issuing the certificate.

Rulemaking Authority 472.008, 472.018 FS. Law Implemented 472.018, 472.033 FS. History—New 3-28-94, Amended 5-30-95, 10-13-97, 5-31-00, Formerly 61G17.5.0032, Amended 11-13-17, .

si-17.043 Board Approval of Continuing Education Providers.

(1) Applicants for continuing education provider status must meet the requirements of subsections (2) and (3) of this rule to demonstrate the education and/or the experience necessary to provide continuing education instructional courses and seminars to instruct professional surveyors and mappers in the conduct of their practice, and they must renew and be approved under this rule by May 31st of every odd-numbered year.

(2) To demonstrate the education and/or the experience necessary to provide continuing education instructional courses and seminars to instruct professional surveyors and mappers in the conduct of their practice for continuing education credit, an applicant for continuing education provider status must be either a vendor of equipment or software used in the practice of surveying and mapping, a regionally accredited educational institution, a commercial educator, a governmental agency, a state or national professional association that promotes any aspect of the profession of surveying and mapping as defined in Chapter 472 F.S., or a surveyor and mapper with a Florida license to practice surveying and mapping who is not under disciplinary restrictions pursuant to any order of the Board. In addition, the applicant must demonstrate particular education, experience or skill which sets the applicant apart from the surveyors and mappers whom the applicant proposes to instruct.

(3) To allow the Board to evaluate an initial application for continuing education provider status, the applicant must submit an electronic application located at https://csapp.800helpfla.com/csrep/. In lieu of an electronic application, the applicant shall complete the application entitled “Board of Professional Surveyors and Mappers Continuing Education Provider Approval Application,” FDACS-10056, Rev. 08/17, hereby incorporated by reference. Copies of the form may be obtained by contacting the Board Office or accessed online at http://www.flrules.org/Gateway/reference.asp?No=Ref-08763. The applicant shall provide the following:

(a) A nonrefundable application fee of $200.00, in addition to a $250.00 fee for continuing education provider status;

(b) A renewal fee of $250, which, upon request, will be refunded if the applicant is denied provider status.

(4) No surveyor and mapper may conduct continuing education courses or seminars for credit upon the surveyor and mapper’s receipt of any disciplinary order from any professional regulatory board in any jurisdiction. Rather, the surveyor and mapper must notify the Board office within ten (10) days of the surveyor and mapper’s receipt of any such order.

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(5) No provider may conduct a continuing education course or seminar for credit upon written notice that the Board, through its Executive Director, objects to the course or seminar. Rather, upon receipt of the objection, the provider may request to appear before the Continuing Education Committee of the Board to resolve the objection.

(6) No provider may allow a surveyor and mapper to conduct any course or seminar offered by the provider if that surveyor and mapper has been disciplined and has not been released from the terms of the final order in the disciplinary case. Upon receipt of notice that an instructor is under discipline, the provider shall, within seven (7) days, write to the Board office and confirm that the surveyor and mapper is no longer conducting any course or seminar offered by the provider. For the purpose of this subsection, a letter of guidance or a reprimand shall not constitute “under discipline.”

(7) The Board and the Department retain the right and authority to audit and/or monitor programs and review records and course materials given by any provider approved pursuant to this rule. The Department shall rescind the provider status or reject individual programs given by a provider if the provider disseminates any false or misleading information in connection with the continuing education programs, or if the provider fails to conform to and abide by the rules of the Board.


SJ-17.044 Obligations of Continuing Education Providers.

To maintain status as a continuing education provider, the provider must:

(1) Furnish the Board with a list of all courses being offered, which shall include each course name, instruction method, and total number of credit hours to be awarded for each course successfully completed.

(a) If courses are removed, or no longer offered at any point during the biennium, the continuing education provider shall notify the Board in writing within thirty (30) days.

(2) Require each licensee to complete the entire course or seminar in order to receive a certificate of completion for the course or seminar.

(3) Furnish each participant with an individual certificate of completion that contains the licensee’s name, the licensee’s license number, the provider name, the provider number, the course name, the course number, date of course completion, and the total number of credit hours continuing education category fulfilled by the course.

(4) Continuing education providers must provide their Department of Agriculture and Consumer Services continuing education provider number on all course advertisements.

(5) An attendance record shall be maintained by the provider for four (4) years and shall be available for inspection by the Board, its designee, the Department, or the Department’s designee.

(6) Providers must electronically provide to the Department a list of attendees taking a course within thirty (30) business days of the completion of the course. The list shall include the provider’s name, the name and license number of the attendee, the date the course was completed, the course number and the total number of hours successfully completed.

(7) If the instructor is receiving credit as set forth in subparagraph SJ-17.041(3)(h), F.A.C., the instructor shall be listed as an attendee with the same information required above.

(8) Providers shall maintain security of attendance records and certificates. For correspondence study courses, the Board of Professional Surveyors and Mappers

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provider must electronically supply the list of those individuals successfully completing the course by the 5th of the month following the calendar month in which the provider received documentation and was able to determine the successful completion of the course by the individual.

Ensure that all promotional material for courses or seminars offered to professional surveyors and mappers for credit contain the course number and the provider number.

Allow only one continuing education credit for no more or no less than fifty (50) minutes of classroom, audio or video instruction.

Allow only one (1) continuing education credit for each “hour of correspondence study.” The “hour of correspondence study” must be based on the average completion time of each course as established by the provider. For correspondence study, provide to each participating licensee a written exam. In order to complete the course, the licensee must receive a minimum grade of seventy percent (70%). If a licensee fails the exam, they will be permitted to take the exam again until a passing grade is achieved.

Notify the Board within fourteen (14) days of any change in the address or telephone number of the provider.

Allow the Department’s and the Board’s designee to have access to information concerning courses or seminars conducted by the provider for continuing education credit.

Provide courses or seminars designed to enhance the education of surveyors and mappers in the practice of surveying and mapping.

Discontinue any course or seminar objected to under subsection 5J-17.043(5), F.A.C.

Discontinue allowing an instructor to conduct a course or seminar upon receipt of notice pursuant to subsection 5J-17.043(6), F.A.C., and provide timely confirmation of same as required by that rule.

A course or seminar on Standards of Practice must focus on each standard in Board rules and give examples of the practical application of each standard in the performance of a survey. A course or seminar on Standards of Practice does not focus on case law.

All information or documentation, including electronic course rosters, submitted to the Department shall be submitted in a format acceptable to the Department. Failure to comply with time and form requirements will result in disciplinary action taken against the provider. After a licensee’s completion of a course, the information must be submitted to the department electronically no later than thirty calendar days thereafter. However, the continuing education provider shall electronically report to the department completion of a licensee’s course within ten days beginning on the 30th day before the renewal deadline or prior to the renewal date, whichever occurs first. No provider may reapply for continuing education provider status until at least two (2) years have elapsed since the entry of any final order against the provider.

Online/internet courses shall be treated as correspondence courses for continuing education purposes, as set forth in subsection (10), above.

SJ-17.045 Evaluations of Continuing Education Providers.

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(1) The Board shall evaluate continuing education courses or seminars offered to professional surveyors and mappers for credit by:
(a) Observing such courses or seminars; and,
(b) Reviewing the files of the provider to gain information about any course or seminar offered to professional surveyors and mappers for credit.

(2) The Board will not revoke the continuing education credit given to any professional surveyor and mapper for completion of any continuing education course or seminar about which the professional surveyor and mapper registers a complaint with the Board.

Rulemaking Authority 472.008, 472.018 FS. Law Implemented 472.018 FS. History—New 3-28-94, Amended 5-30-95, 5-31-00, 8-18-03, Formerly 61G17-5.0044.

SJ-17.046 Duration of Provider Status.

(1) Continuing education providers are approved only for the biennium during which they applied and must renew their provider status at the beginning of each biennium. The biennium for continuing education providers ends on May 31st of each odd-numbered year.

(2) Providers seeking renewal may continue to offer programs to licensees of the Board for credit until such time as expiration of provider status occurs or an order denying renewal of continuing education provider status is filed with the Agency clerk.

Rulemaking Authority 472.008, 472.018 FS. Law Implemented 455.2179(1), 472.018 FS. History—New 3-28-94, Amended 5-30-95, 5-31-00, 6-22-03, Formerly 61G17-5.0045.

SJ-17.047 Approval of Continuing Education Courses.

(1) Continuing education courses shall be valid for purposes of the continuing education requirement only if such courses have received prior approval from the Board. The Board shall approve a course as a continuing education course for the purpose of this rule when the following requirements are met:
(a) Written application for course approval shall be received by the Board prior to the date the course is offered. A provider wishing to apply for continuing education course approval shall submit a completed application to the Board by completing the application entitled “Board of Professional Surveyors and Mappers Continuing Education Course Approval Application,” FDACS 10057, Rev. 02/12, hereby incorporated by reference. Copies of the form may be obtained from the Board office or accessed online at: http://www.flrules.org/Gateway/reference.asp?No=Ref-01345.
(b) The course provider shall submit to the Board the following: an application, a course outline which describes the course’s content and subject matter, and a written statement that explains in detail how the course relates to the practice of surveying and mapping. If a proposed laws and rules continuing education course does not specifically cover Chapters 127 and 472, F.S., or Chapter 5J-17, F.A.C., then the continuing education provider must provide the Board with a detailed written explanation as to how the proposed laws and rules continuing education course rationally relates to the practice of surveying and mapping.

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(c) Continuing education courses must address surveying and mapping subjects. Such subjects shall include but are not limited to civil engineering, forestry mathematics, photogrammetry, land law, physical sciences, basic surveying and mapping, route surveying, mapping, control surveying, legal principles of boundaries, geodetic astronomy, subdivisions, cartography, managing surveying businesses and operations and any other subject matter that directly enhances the surveying and mapping profession.

(d) The course provider shall submit to the Board a sample continuing education course certificate of completion that complies with subsection 5J-17.041(2), F.A.C., that is given to each course participant if the participant completes the course.

(2) Course approvals are valid for 24 months from the date of issuance. Providers must reapply for course approval within 90 days prior to the expiration of the 24-month period. Written application and course approval shall be in the same form as set forth in subsection (1) above.

(3) The Board shall be notified of any substantive changes made to approved courses during this period. Course approval shall be rescinded by the Board if such notification is not made or the changes fail to otherwise conform to this rule.

(4) Course approvals shall be automatically rescinded if the provider status expires or is rescinded by disciplinary action or otherwise.

Rulemaking Authority 472.008, 472.018 FS. Law Implemented 472.018 FS. History – New 8-18-03, Amended 6-23-05, 12-28-05, 6-20-06, Formerly 61G17-5.0051, Amended 10-17-12.

5J-17.048 Reinstatement of Null and Void License.

(1) An applicant seeking reinstatement of a license which has become null and void shall submit a Florida Surveyor and Mapper application for reinstatement of a null and void surveyor and mapper license in which the applicant shall:

(a) Answer questions regarding the applicant’s education, employment, and criminal history;

(b) Submit a written statement of when the applicant’s surveyor and mapper license was last active and in good standing with the Board;

(c) Submit a written statement regarding whether or not the applicant has completed one (1) continuing education credit in surveying and mapping related courses or seminars, which shall include completion of Standards of Practice and Florida Laws and Rules courses, for each month that the applicant’s license was delinquent in accordance with the continuing education requirements of Rule 5J-17.041, F.A.C., within twenty-four (24) months prior to the applicant’s submission of his or her application for reinstatement of a null and void license;

(d) Submit evidence of completion of all continuing education requirements for twenty-four (24) months prior to the applicant’s application for reinstatement of his or her null and void license in accordance with Rule 5J-17.042, F.A.C., to demonstrate that the applicant has satisfied all continuing education requirements;

(e) Submit a written statement as to whether or not the applicant has engaged in the practice of surveying and mapping during the time period the applicant’s surveying and mapping license was null and void;

(f) Submit a written statement of the applicant’s good faith effort to comply with Chapter 472, F.S., and also the applicant’s failure to comply due to illness or unusual hardship;

(g) Submit a written statement of the applicant’s illness or unusual hardship which prevented the applicant from renewing his or her surveyor and mapper license;

(h) Submit documents that verify the applicant’s illness or unusual hardship; and,
(i) Submit a written time-line that chronologically documents when the applicant’s surveyor and mapper license was last active, when the applicant’s surveyor and mapper license became null and void, when the applicant suffered his or her illness, and/or when the applicant experienced an unusual hardship that prevented the renewal of the surveyor and mapper license.

(2) Pay a non-refundable application fee of $125.00.

(3) Pay a $255.00 fee for every licensure biennium that the applicant failed to renew his or her surveyor and mapper license.


5J-17.050 Definitions.

As used in this chapter, the following terms have the following meanings:

(1) Benchmark: a point, natural or artificial, bearing a marked position whose elevation above or below an adopted datum plane is known.

(2) Boundary Survey: a survey, the primary purpose of which is to document the perimeters, or any portion thereof, of a parcel or tract of land by establishing or re-establishing corners, monuments, and boundary lines, such as for the purposes of describing the parcel, locating fixed improvements on the parcel, dividing the parcel, or plating.

(3) Computation records: Calculations and/or numerical values that are derived from measurements. These records include coordinate geometry data, coordinate list, computer aided drafting files, horizontal and vertical traverse closure, and adjustment computations.

(4) Conflict of Interest: a conflict between one’s duty to act for the benefit of the public or a specific individual or entity, and the interests of self or others; which conflict has the potential of influencing, or the appearance of influencing, the exercise of one’s professional judgment in carrying out that duty.

(5) Corner: a point on a land boundary that designates a change in direction, for example: points of curvature, points of tangency, points of compound curvature and so forth.

(6) Faithful Agent: a licensee acting in professional surveying matters who safeguards as confidential any information obtained by the licensee as to the business affairs, technical methods or processes of a client or employer, and who avoids or discloses a conflict of interest that might influence the licensee’s actions or judgment.

(7) Map of Survey (or Survey Map): a graphical or digital depiction of the facts of size, shape, identity, geodetic location, or legal location determined by a survey. The term “Map of Survey” (Survey Map) includes the terms: Sketch of Survey, Plat of Survey, or other similar titles. “Map of Survey” or “Survey Map” may also be referred to as “a map” or “the map.”

(8) Measurement records: Sufficient data that can be used to reconstruct the measurements, including but not limited to angles and distances to determine locations of fixed improvements, property corners and other points on a survey. These records include field notes, angle and distance measurements and raw data files.

(9) Monument: an artificial or natural object that is permanent or semipermanent and used or presumed to occupy any real property corner, any point on a boundary line, or any reference point or other point to be used for horizontal or vertical control.

(10) Redundancy measurement: One or more measurements that independently verify another set of measurement(s).
Remote Sensing: The process of acquiring knowledge about physical features by analyzing data obtained from instrumentation located at a distance from the features being examined.

Survey: The result of any professional service or work resulting from the practice of Surveying and Mapping as defined in Chapter 472, F.S., which includes, As-built/Record Surveys, Boundary Surveys, Construction Layout Surveys, Condominium Surveys, Construction Control Surveys, Control Surveys, Elevation Surveys, Hydrographic/Bathymetric Surveys, Tidal or non-tidal Water Boundary Surveys, Photogrammetric Surveys (including Orthorectified Imagery), Quantity Surveys, and Topographic Surveys, whether it is measured by direct or remote sensing methods.

Survey and Map Report: a written or digital document, that adequately communicates the survey results to the public through a map, (written or digital), or in a report form with an attached map and details methods used, measurements and computations made, accuracies obtained, and information obtained or developed by surveying and mapping techniques. The map and report shall identify the responsible surveyor and mapper.

Work Product: the drawings, plans, specifications, plats, reports, and all related calculations and field notes, either hard copy or digital, of the professional surveyor and mapper in responsible charge or made under his/her supervision.

Rulemaking Authority 472.008, 472.027 FS. Law Implemented 472.027 FS. History

SI-17.051 Standards of Practice - General Survey, Map, and Report Content Requirements.

The following rules shall apply to all work products regardless of the method of data acquisition:

1. Surveyors and mappers must achieve the following standards of accuracy, completeness, and quality:

2. The accuracy of the survey measurements shall be premised upon the type of survey and the expected use of the survey and map. The accuracy of data shall be independently verified.

   a. Vertical Accuracy:

   All surveying and mapping products with elevation data shall state the datum and a description of the control upon which the surveying and mapping products are based. The data shall be supported with documentation describing the vertical accuracy and the methodology used to determine accuracy. Elevation data may be obtained on an assumed datum provided the base elevation of the assumed datum is obviously different than a publicly published datum and clearly noted.

   b. Horizontal Accuracy:

   All surveying and mapping products expressing or displaying mapped features shall state the datum and a detailed description of the control upon which the surveying and mapping products are based. The data shall be supported with documentation describing the horizontal accuracy and the methodology used to determine accuracy. Mapped features may be obtained on an assumed datum provided the numerical basis of the datum is obviously different than a publicly published datum.

   c. Assumed datum:

   If data is collected on an assumed datum, then adequate control points shall be established and communicated in the surveying and mapping product in order that the survey may be independently reproduced and verified.

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(d) Measurement and computation records shall be dated as of the date of acquisition and must contain sufficient data to substantiate the surveying and mapping products.

(3) Surveys, Maps, and/or Survey Products Content.

(a) The licensee must adequately communicate the survey results to the public through a map or report with an attached map.

(b) Each survey map and report shall state the type and/or purpose of the survey it depicts.

(c) All survey maps and reports must bear the name, certificate of authorization number, and street and mailing address of the business entity issuing the map and report, along with the name and license number of the surveyor and mapper in responsible charge. The name, license number, and street and mailing address of a surveyor and mapper practicing independent of any business entity must be shown on each survey map and report.

(d) All survey maps must reflect a survey date, which is the last date of data acquisition. When the graphics of a map are revised, but the survey date stays the same, the map must list dates for all revisions.

(e) The survey map and report and the copies of the survey map and report, except those with electronic signature and electronic seal, must contain a statement indicating that the survey map and report or the copies thereof are not valid without the original signature and seal of a Florida licensed surveyor and mapper.

(f) Abbreviations related to surveying matters shall be defined on the work product.

(g) A reference to all bearings shown on a survey map or report must be clearly stated, i.e., whether to “True North”; “Grid North as established by the NOS”; “Assumed North based on a bearing for a well defined line, such as the center line of a road or right of way, etc.”; “a Deed Call for a particular line”; or “the bearing of a particular line shown upon a plat.” References to Magnetic North should be avoided except in the cases where a comparison is necessitated by a Deed Call. In all cases, the bearings used shall be referenced to some well-established and monumented line.

(h) A designated “north arrow” and either a stated scale or graphic scale of the map shall be prominently shown upon the survey map.

(i) The responsibility for all mapped features must be clearly stated on any map or report signed by a Florida licensed surveyor and mapper. When mapped features surveyed by the signing surveyor and mapper have been integrated with mapped features surveyed by others, then the map or report shall clearly state the individual primarily responsible for the map or report.


SJ-17.052 Standards of Practice - Boundary Survey Requirements.

(1) Boundaries of Real Property:

(a) The surveyor and mapper shall make a determination of the position of the boundary of real property in complete accord with the real property description shown on the survey map or report and map. In order to ensure adequate and defensible real property boundary locations:

1. Every parcel of land whose boundaries are surveyed shall be made to conform with the record title boundaries of Board of Professional Surveyors and Mappers

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such land, taking into account relevant requirements of law concerning whether the survey is original or a resurvey.

2. Prior to making the survey, the licensee shall perform research of records with sufficient scope and depth to identify with reasonable certainty:

a. The location of the record boundaries,

b. Conflicting record and ownership boundary locations within, abutting or affecting the property or access to same,

c. None of the above is intended to require the surveyor to perform a title search.

3. A field survey shall be made locating monuments and evidence of occupation, appropriate or necessary and coordinate the facts of said survey with the analysis of the record boundaries title.

(b) Monuments shall be set or held as marking the corners after a well-reasoned analysis by the licensee.

(c) All boundary surveys shall result in a map (hardcopy and/or digital) and it shall be stated on the map that the survey is a "Boundary Survey."

(d) Any discrepancies between the survey map and the real property description shall be shown.

(e) Survey data shall be shown to positively describe the boundaries of the surveyed property. For portions of the property bounded by an irregular line, distances and directions to the irregular boundary shall be shown with as much certainty as can be determined or as "more or less," if variable.

(f) Surveys of all or part of a lot(s) which is part of a recorded subdivision shall show the lot(s) and block numbers or other designations, including those of adjoining lots.

(g) Surveys of parcels described by metes and bounds shall show all information called for in the property description, including point of commencement, course bearings and distances, and point of beginning.

(h) When the results of the survey differ significantly from the record, or if a fundamental decision related to the boundary resolution is not clearly reflected on the plat or map, the surveyor shall explain this information with notes on the face of the plat or map.

(i) Surveys of parcels with water boundaries shall describe the feature located including, top of bank, edge of water, mean high water line, ordinary high water line and the method used to locate the water boundary. Water boundaries may be located in their approximate position as long as this is adequately depicted and explained with notes on the face of the plat or map.

(2) Boundary Monuments:

(a) The surveyor and mapper shall set monuments as defined herein, unless monuments already exist or cannot be set due to physical obstructions at corners.

(b) Every boundary monument set shall:

1. Be composed of a durable material,

2. Have a minimal length of 18 inches,

3. Have a minimum cross-section area of material of 0.20 square inches,

4. Be identified with a durable marker or cap bearing either the Florida license number of the surveyor and mapper in responsible charge, the certificate of authorization number of the business entity; or name of the business entity,
5. Be detectable with conventional instruments for finding ferrous or magnetic objects,

6. When a corner falls in a hard surface such as asphalt or concrete, alternate monumentation may be used that is
durable and identifiable,

7. When conditions require setting a monument on an offset, whenever possible, the location should be selected so the
monument lies on a boundary line.

(c) All monuments, found or placed, must be described on the survey map. The corner descriptions shall state the size,
material, and cap identification of the monument as well as whether the monument was found or set. Offset monuments
shall be noted as such on the survey map along with the offset distance to the true corner. Building corners are acceptable
as monuments so long as use of the building corners as monumentation is clearly noted on the map.

(d) For irregular boundaries such as a water body or maintained right of way, a dimensioned meander or survey closure
line shall be used and monuments shall be set at the meander or survey closure line’s terminus points on real property
boundary lines.

(e) A boundary survey updating a previous survey made by the same surveyor and mapper or business entity, and which
is performed for the purpose of locating non-completed new improvements by measurements to the property lines or
related offset lines placed on the property since the previous survey, need not have the property corners reset.

(f) Side ties to locate or set monuments shall be substantiated by multiple redundancy of measurements.

(3) Boundary Inconsistencies:

(a) Potential boundary inconsistencies shall be addressed and that the survey process did not attempt to detect shall be
clearly indicated and explained on the survey map or in the report. Where evidence of inconsistency is found, the nature of
the inconsistency shall be shown upon the survey map, such as:

1. Overlapping descriptions or hiatuses,

2. Excess or deficiency,

3. Conflicting boundary lines or monuments, or

4. Doubt as to the location on the ground of survey lines or property rights.

(b) Open and notorious evidence of boundary lines, such as fences, walls, buildings, monuments or otherwise, shall be
shown upon the map, together with dimensions sufficient to show their relationship to the boundary line(s).

(c) All apparent physical use onto or from adjoining property must be indicated, with the extent of such use shown or
noted upon the map.

(d) In all cases where foundations may violate deed or easement lines and are beneath the surface, failure to determine
their location shall be noted upon the map or report.

(4) Rights-of-Way, Easements, and Other Real Property Concerns:

(a) All recorded public and private rights-of-way shown on applicable recorded plats adjoining or across the land being
surveyed shall be located and shown upon the map.

(b) Easements shown on applicable record plats or open and notorious evidence of easements or rights-of-way on or
across the land being surveyed shall be located and shown upon the map.

(c) When streets or street rights-of-way abutting the land surveyed are physically closed to travel, a note to this effect
shall be shown upon the map.

(d) When location of easements or rights-of-way of record, other than those on record plats, is required, this information must be furnished to the surveyor and mapper.

(e) Human cemeteries and burial grounds located within the premises shall be located and shown upon the map when open and notorious, or when knowledge of their existence and location is furnished to the surveyor and mapper.

(5) Real Property Improvements:

(a) Location of fixed improvements pertinent to the survey shall be graphically shown upon the map and their positions shall be dimensioned in reference to the boundaries, either directly or by offset lines.

(b) When fixed improvements are not located or do not exist, a note to this effect shall be shown upon the map.

(c) When a boundary survey updating a previous boundary survey is made by the same surveyor or survey firm for purpose of locating non-completed new improvements, then property corners need not be reset; however, when a boundary survey is updating a previous survey made by the same surveyor or survey firm and is performed for purpose of locating completed new improvements then property corners must be recovered or reset. When a boundary survey updates a previous boundary survey made by a different surveyor or survey firm for the purpose of locating either non-completed or completed new improvements, then property corners must be recovered or reset.

(6) Descriptions/Sketch to Accompany Description:

(a) Descriptions written by a surveyor and mapper to describe land boundaries by metes and bounds shall provide definitive identification of boundary lines.

(b) When a sketch accompanies the property description, it shall show all information referenced in the description and shall state that such sketch is not a survey. The initial point in the description shall be tied to either a government corner, a recorded corner, or some other well-established survey point.


In order to safeguard the health, safety and welfare of the public and to maintain integrity and high standards of skill and practice in the surveying and mapping profession, the rules of professional conduct provided in this section shall be binding upon every licensee and on all firms which offer or perform surveying and mapping services in Florida. Licensees shall at all times be cognizant of the public that they serve and shall govern themselves accordingly in the following professional matters:

(1) Fair Dealing in Professional Relationships.

(a) Licensees shall act as faithful agents of their clients in all professional matters.

(b) Licensees, whether or not under oath, shall not be untruthful, deceptive, or misleading, including by omission, in any professional report, oral or written statement, or testimony.

1. A professional report, statement or testimony is false, fraudulent, deceptive or misleading if it: contains a material
misrepresentation of fact; omits the statement of any material fact that is necessary to form a complete and accurate understanding of the communication; or is intended or is likely to create an unjustified expectation.

2. Examples of false, fraudulent, deceptive or misleading statements include: a statement that a licensee is a certified specialist in any area outside the licensee’s field of expertise; a statement that the licensee’s education or experience in surveying and mapping is greater than it actually is; a statement that the licensee’s involvement with a surveying and mapping project will be greater than it is intended to actually be.

(c) The licensee shall not make, publish or cause to be made or published, any representation or statement concerning the professional qualifications of the licensee, or those of any partner, associate, firm or organization of the licensee, which is in any way misleading, or which tends to mislead the recipient thereof, or the public, concerning education, experience, specializations or other surveying and mapping qualifications.

(d) A licensee shall not, in the practice of surveying and mapping or in any professional dealings, make, publish, or cause to be made or published, any representation or statement about any competitor or any other licensee which the licensee knows or should know is false and which has or is intended to have the effect of injuring the reputation or business of such other licensee.

(e) A licensee shall not express a professional opinion that is factually insupportable or that is not based on accepted surveying and mapping principles, or that misrepresents data and/or its relative significance in any professional report, oral or written statement, or testimony.

(f) A licensee shall not violate any provisions of state or federal statutes requiring qualifications-based selection of professional surveying and mapping services; shall not knowingly aid or abet any other licensee in violating such statutes; shall not participate in a qualifications-based selection process that the licensee knows is not in compliance with federal or state statutes; and shall not respond to or solicit requests that the licensee knows are in violation of state or federal statutes.

(g) A licensee shall not knowingly permit the publication or use of the licensee’s data, reports, maps, or other professional documents for unlawful purposes.

(h) Licensees may not use their surveying and mapping expertise or their professional surveying and mapping status to commit a crime.

(i) Licensees may not knowingly associate with or permit the use of their names in a business venture with any person or business entity which the licensee knows or should know is engaging in unlawful, fraudulent or dishonest business or professional practices.

(2) Conflicts of Interest: Licensees shall avoid any professional conflicts of interest.

(a) When conflicts cannot be avoided, licensees shall disclose to their employers and clients all known or potential conflicts of interest or other circumstances that could influence or appear to influence their professional judgment or the quality of their professional services provided.

(b) Unless the circumstances are fully disclosed and agreed to in writing by all interested parties, a licensee shall not accept compensation, financial or otherwise, from more than one party for services pertaining to the same project.

(c) Examples of professional conflicts of interest include, but are not limited to:

1. A government employee engaging in the private practice of surveying and mapping on a project over which that person, as a government employee, has approval authority.

2. A licensee soliciting or accepting a professional contract from a governmental body on which that licensee or a principal or officer of his/her business organization serves as a member.
3. A licensee, serving as a member, advisor, or employee of a governmental entity, who participates in its decision to contract for professional services from a private business in which that licensee is a principal or employee.

(d) Licensees may not offer any bribe, commission or gift, either directly or indirectly, to obtain selection or preferment for surveying and mapping employment.

1. An example of prohibited activity under this subsection is a practice known as the “washout” survey, wherein a licensee agrees to accept payment for a surveying and mapping service only upon the contingency of a future event other than the completion of the survey and map.

2. The activity prohibited by this subsection does not pertain to the payment of a fee to a licensed employment agency for securing salaried employment as a surveyor and mapper.

(e) Licensees may not solicit or accept gifts or gratuities directly or indirectly from contractors, their agents or other parties dealing with the licensee’s client or employer in connection with work for which the licensee is responsible.

(3) Confidentiality: Whether or not a licensee and a client establish requirements of confidentiality contractually, the licensee shall safeguard and preserve the confidences and private information of the client and shall exercise reasonable care to prevent unauthorized disclosure or use thereof by the licensee’s employees and associates, except:

(a) When disclosure is made as a necessary part of performing the services for which the client is employing or engaging the licensee.

(b) When licensee has obtained the consent of the affected client or clients, employer or employers, current or former, but only after full disclosure to them;

(c) When required by law or court order;

(d) When necessary to establish legal proof of licensee’s relationship with such client or employer, current or former, in a court action to recover salaries, fees or other compensation due to the licensee as a result of the licensee’s employment or association with the client or employer, current or former;

(e) When necessary to defend the licensee or the licensee’s employees or associates in a legal action alleging wrongful conduct;

(f) When there is potential danger to the public’s safety and well being and disclosure is reasonably necessary to prevent harm to the public;

(g) When the disclosures were made to the Board regarding other licensees or unlicensed individuals who may have violated laws or rules relating to the practice of surveying and mapping;

(h) When the disclosures relate to illegal conduct.

(4) Use of Another Licensee’s Product.

(a) Work completed by one licensee (original licensee) cannot be adopted or reused by a different licensee (successor licensee), except under the following circumstances:

1. With written consent of the original licensee, or;

2. When the graphics or data depicted on the survey are attributed to the licensee that was in responsible charge of its production, or;

3. When the original licensee’s field notes, supporting documents and/or final product(s) are rightfully in the possession of the successor licensee.
(b) Use of another licensee's work under any circumstances does not exempt the user from compliance with the survey requirements in Chapter 5J-17, F.A.C.

(5) Retention of Work Products.

(a) For each survey produced, all licensees, except for those who do not have an ownership right to the work product, shall maintain for a minimum of six years from the date of creation at least one copy of all signed and sealed drawings, plans, specifications, plats, and reports as well as one copy of all related calculations and field notes. Additionally, the documented research of records and written notification regarding lack of insurance shall be retained for a minimum of six years from the date of creation. These records may be kept in hard copy or electronic or digital format. Licensees shall provide these records to the Department and Board upon request. The failure to do so shall constitute cause for discipline.

(b) Upon the discontinuance of the practice of surveying and mapping, licensees shall ensure the safe storage and reasonable accessibility to clients of all files and file materials for a period of six years. The failure to do so shall constitute cause for discipline.

(6) Signing and Sealing.

(a) Licensees shall sign, date and seal those final drawings, plans, specifications, plats or reports that have been prepared or issued by the licensee and conform to the Standards of Practice for professional surveyors and mappers as outlined in Chapter 5J-17, F.A.C.

(b) Licensees shall not affix their signatures or seals to any final drawings, plans, specifications, plats or reports not prepared under their responsible charge.

(c) Licensees shall not affix a signature and seal to any document depicting an area over which the licensee has insufficient knowledge, education, experience, or familiarity.

(d) A licensee who allows another person to forge a signature on a map or surveyor’s report purported to be prepared under the supervision of the licensee is guilty of misconduct.


5J-17.060 Seals Acceptable to the Board.

(1) The Board hereby establishes the following acceptable forms of metal type impression seals, whether impression or ink stamp:
(2) Seal I may be used only by registrants who are registrants in good standing under both Chapters 471 and 472, F.S., as of June 30, 1995.

(3) Seal II may be used only by registrants who are licensed as of June 30, 1995.

(4) Seal III shall be used only by registrants who are initially licensed on or after July 1, 1995, and before October 1, 2002.

(5) Registrants who are initially licensed on or after June 30, 2002 shall use only Seal IV.

(6) All registrants may use Seal IV.

(7) Surveyors and Mappers who have been granted a temporary certificate to practice in Florida are required to use Seal V.

(8) Surveyors and mappers who electronically wish to sign and seal electronically transmitted plats, reports, or other documents shall follow the procedures set forth in Rule 5J-17.062, F.A.C.

Rulemaking Authority 472.008, 472.025 FS. Law Implemented 472.025 FS. History -- New 1-3-80, Amended 6-9-80, Formerly 21HH-7.01, 21HH-7.001, Amended 5-30-95, 10-25-95, 12-13-99, 11-18-01, 10-23-02, Formerly 61G17-7.001, Amended.

5J-17.062 Procedures for Electronically Signing and Sealing Electronically Transmitted Surveys, Plans, Specifications, Reports, or Other Documents.

(1) Information stored in electronic files representing plans, specifications, plats, reports, or other documents which must be sealed under the provisions of Chapter 472, F.S., shall be signed, dated and sealed by the professional surveyor and mapper in responsible charge.

(2) A license holder may use a computer generated representation of his or her seal on electronically conveyed work; however, the final hard copy documents of such surveying or mapping work must contain an original signature and seal of the license holder and date or the documents must be accompanied by an electronic signature as described in this section.

A scanned image of an original signature shall not be used in lieu of an original signature and seal or electronic signature.

Surveying or mapping work that contains a computer generated seal shall be accompanied by the following text or similar wording: “The seal appearing on this document was authorized by [Example: Leslie H. Doe, P.S.M., P.E., 0112 on (date)]” unless accompanied by an electronic signature as described in this section.

(3) An electronic signature is a digital authentication process attached to or logically associated with an electronic document and shall carry the same weight, authority, and effect as an original signature and seal. The electronic signature, which can be generated by using either public key infrastructure or signature dynamics technology, must be as follows:

(a) Unique to the person using it;
(b) Capable of verification;
(c) Under the sole control of the person using it;
(d) Linked to a document in such manner that the electronic signature is invalidated if any data in the document are changed.

(4) Alternatively, electronic files may be signed and sealed by creating a “signature” file that contains the surveyor and
mapper's name and PSM number, a brief overall description of the surveying and mapping documents, and a list of the
electronic files to be sealed. Each file in the list shall be identified by its file name and secure authentication code computed
by a cryptographic hash function. A report shall be created that contains the surveyor and mapper's name and PSM number,
a brief overall description of the surveyor and mapper documents in question and the secure authentication code of the
signature file. This report shall be printed and manually signed, dated, and sealed by the professional surveyor and mapper
in responsible charge. The signature file is defined as sealed if its secure authentication code matches the secure
authentication code on the printed, manually signed, dated and sealed report. Each electronic file listed in a sealed signature
file is defined as sealed if the listed secure authentication code matches the file's computed secure authentication code.

Rulemaking Authority 472.008, 472.025 FS. Law Implemented 472.025 FS. History—New 2-1-00, Amended 12-16-07, Formerly
61G17-7.0025, Amended 11-13-17.

5J-17.070 Fees.

(1) The application fee is $125.00 for Application for Certificate of Authorization, Application for Temporary or
Permanent Licensure as a Surveyor and Mapper, whether by examination or endorsement, and Application for Reactivation
of Inactive Licensure. Applicants for examination for internship or Surveyor-in-Training who are currently enrolled in and are
in the final year of or who are graduates of an approved surveying and mapping curriculum pursuant to Section
472.013(2)(a), F.S., shall not be required to submit an application fee with their applications.

(2) The examination fee is $120.00 each for each part of the examination.

(3) The fee for permanent licensure or permanent certificate of authorization is $125.00.

(4) The nonrefundable application fee for continuing education provider status is $200.00.

(5) The fee for continuing education provider status is $250.00.

(6) The renewal fee for licensure as a surveyor and mapper and for continuing education providers is $250.00 per
biennium.

(7) The renewal fee for certificate of authorization is $350.00 per biennium.

(8) The fee to place an active license on inactive status is $100.00.

(9) The fee to reactivate an inactive license is $50.00.

(10) The fee for temporary certificate as a surveyor and mapper is $25.00.

(11) The fee for temporary certificate of authorization is $50.00.

(12) The fee for reexamination shall be the actual cost incurred by the Department for the administration and scoring
of each part of the examination or the amount charged by the Department’s designee or vendor to administer and score
the examination. If the examination is administered by a designee of the Department or a vendor, applicants shall pay the
examination fee directly to the designee or vendor.

(13) The fee for duplicate license or certificate of authorization is $20.00.

(14) The late renewal penalty for licensure or certificate of authorization is $150.00.

(15) The examination review fee for the Florida Jurisdictional Examination shall be $75.00.

(16) The fee to renew an inactive license on inactive status is $50.00.

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(17) The fee to change from inactive status to active status at any time other than at the time of biennial renewal is $25.00, in addition to any additional licensure fees necessary to equal those imposed on an active status licensee.

(18) An individual applying to reinstate his or her null and void survey and mapper license pursuant to Section 72.0202(6)(b), F.S., must pay a non-refundable application fee of $125.00 and also must pay $255.00 for every licensure biennium that the individual failed to renew his or her surveyor and mapper license.

(19) The fee for the certification of a public record is $25.00, in addition to any applicable fees or costs for the duplication of the public record.

(20) An honorably discharged veteran, the spouse of such a veteran, or a business entity that has a majority ownership held by such a veteran or spouse requesting a waiver of the initial registration fee pursuant to Section 472.011(1), F.S., shall complete FDACS-10991, Military Veteran Fee Waiver Request, 10/16, incorporated by reference in Rule 5J-26.001, F.A.C. An applicant requesting a fee waiver shall submit a completed Military Veteran Fee Waiver Request and all required supporting documentation at the time the applicant submits their initial applications referenced in subsection (1).


5J-17.085 Survey Review.

(1) A probationer submitting surveys for review shall:

(a) Provide the Board with a list of all signed and sealed surveys, which shall contain a minimum of three (3) surveys, that have been performed by the probationer, for or without compensation, within 120 days of the date of the final order. The survey list submitted by the probationer shall contain each survey's project name and/or number, the client name (if available), the date of the survey and the type of survey performed.

(b) The Board’s Probation Chair will randomly select three (3) of the probationer’s signed and sealed surveys for review from the survey list submitted by the probationer. Within five (5) calendar days of being notified by the Board of the surveys that have been selected for review, the probationer shall have post-marked and submitted to the Board office signed and sealed surveys for the surveyed properties selected for review, along with copies of the relevant field notes, the relevant full size record plats, all measurement and computational records, and all other documents necessary for a full and complete review of the surveys. If the probationer does not submit the surveys which have been post-marked within five (5) calendar days of being notified of what surveys have been selected for review, then the probationer will be referred to the Department for non-compliance with a final order of the Board.

(c) Attend the Probation Committee meeting at which the surveys are to be reviewed;

(d) Repeat paragraphs (a)-(c), once if required by the Probation Committee at the meeting where the surveys are reviewed and discussed.

(2) Upon receipt of the signed and sealed surveys and other documents by the Board, either a surveying and mapping consultant selected by the Board or a member of the Probation Review Committee of the Board shall conduct a review of the surveys supplied by the licensee and provide an evaluation report to the Board for review, with all costs associated with said review and report paid to the consultant or the Board by the licensee.

(3) After the first survey review, the Probation Committee will either:

(a) Release the probationer from the terms of the final order if the probationer has complied with all of its terms and if
the reviewed surveys are found to meet or exceed the standards of practice, or

(b) Require a second set of surveys for review as contemplated by paragraph (1)(d).

(4) After any second survey review, the Probation Committee will either:

(a) Release the probationer from the terms of the final order if the probationer has complied with all of its terms and if

the reviewed surveys are found to meet the standards of practice, or

(b) If the reviewed and discussed surveys do not meet or exceed the standards of practice then the probationer will be

referred to the Department for non-compliance with a final order of the Board and further disciplinary action.

Rulemaking Authority 472.008 FS. Law Implemented 472.0351 FS. History—New 12-25-95, Amended 10-1-97, 5-17-99, 2-23-05, 6-20-06, Formerly 61G17-9.007, Amended 10-17-12, 11-13-17.