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The Proper Use of Illinois Professional Seals

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The Proper Use of Illinois Professional Seals

Randall W. Whitesides

Introduction and Overview

In order to properly use professional seals in Illinois, licensed professionals are required to be familiar with specific practice regulations. These regulations are contained in a collection of laws known as the *Illinois Compiled Statutes*. The Illinois Compiled Statues are divided into Chapters and Subchapters. The primary Chapter in which we have interest, *i.e.,* that deals with sealing and certification, is contained in Chapter 225, *Professions and Occupations*, and the following specific Subchapters:

The Illinois State House

1. 305, *Illinois Architecture Practice Act*
2. 325, *Professional Engineering Practice Act*
3. 330, *Illinois Professional Land Surveyor Act*
4. 340, *Structural Engineering Practice Act*

A collection of laws known as the *Illinois Administrative Code*, adds detail, and is intended to implement the Illinois Statue Chapters. The Illinois Administrative Code is divided into Titles, Chapters, Subchapters, and Parts. Of interest to us is Title 68, *Professions and Occupations,* Chapter VIII, *Department of Financial and Professional Regulation,* Subchapter b, *Professions and Occupations*. The implementing Parts for the Statute Subchapters listed in the previous paragraph are:

1. Part 1150, *Illinois Architecture Practice Act*
2. Part 1270, *Illinois Professional Land Surveyor Act*
3. Part 1380*, The Professional Engineering Practice Act*
4. Part 1480, *The Structural Engineering Practice Act.*

The Subchapters are often referred to simply as *Acts* and specific Administrative Code Parts are often referred to as *Rules* or *Regulations*. To reduce clutter within the body of the course content, no further literal enumeration will be made to the various Subchapters and Code Parts; only reference numbers will be used.

In Illinois the term *design professional* means an Architect, Professional Land Surveyor, Professional Engineer, or Structural Engineer licensed by the State through the respective licensing Board. A hierarchical breakdown of the regulating governmental structure is:

Illinois Department of Financial and Professional Regulation (IDFPR)
The Division of Professional Regulation (IDPR)
Design Professions Boards
Architecture Licensing Board
Land Surveyors Licensing Board
State Board of Professional Engineers
Structural Engineering Board

Official guidance to code enforcement officials and design professionals for implementing and understanding practical application of the Acts and Rules regulating the practices of architecture, professional land surveying, professional engineering, and structural engineering is provided by the Department of Professional Regulation through the publication *Manual for Code Enforcement Officials and Design Professionals* [1] (hereafter referred to as *The Manual*).

This course is an integration of specific sections of several Illinois laws and the aforementioned *Manual* [1] that pertain to the use of professional seals. The course is not intended as a replacement or substitution for official information sources that provide understanding of the laws, rules, and regulations governing the use of professional seals in Illinois. Hopefully it provides a useful supplement that reflects common professional practice issues and concerns regarding their use. The applicable regulations are listed in the **Reference Section**; they supersede any information contained in this course.

Even though the technical design professions are regulated by separate Boards, the prescribed acceptable methods of professional seal use are consistent among all of the Illinois professions. There are

however specific minor differences and these will be noted.

While every effort has been made to insure the accuracy and completeness of the information presented in this course, the reader is reminded that the Acts and Rules are subject to periodic revision. Consequently, while the course's base content is relatively constant, specifics are subject to variation. The reader of this course is strongly encouraged to periodically review the various regulations in order to stay informed. This is easily accomplished because the required information and the regulating Boards are readily accessible on the World Wide Web; a listing, with URLs, is provided in the **Additional Resources** section. Nothing herein has the force of law or the intention to force any licensed professional to comply with the content.

History[2]

The word "seal" stems from the act of closing. Originally, this was the closing, or securing if you will, of a document for the purpose of security and privacy. While the original sealing methods of old could not prevent unauthorized access, an unbroken seal did at least give the intended recipient of the document an indication of its security. Over time, the seal evolved into a representation of indisputable authenticity, just as a signature is accepted in the world today. The emperor of China used his thumb print when sealing documents in 3000 B.C. The use of seals is mentioned in the Old Testament, where Jezebel used Ahab's seal to counterfeit important documents. Royalty and governments used their own seal to affix to proclamations to give them their authoritative stamp of approval. The first Great Seal of England was that of Edward the Confessor, impressions of which can still be found. During this time, almost everyone had their own seal. While most people had just one, royalty would own several, including their "Great" seal, as well as seals for all their courts and officials. It was common practice to destroy the seal when the owner died, which is the reason so few original seals are still in existence today. Official seals of the Crown were often handed over with great ceremony, and in Medieval Times the size and motif of the seal conveyed an image of the status of its owner. Early motifs were equestrian or heraldic in nature, or showed the owner in various pursuits like hunting or doing battle. William the Conqueror used an equestrian seal showing him armed and ready for battle. In Medieval Times, betrothals were

prearranged; therefore true words of love were secretly written and the envelope's contents secured by a wax seal, so that the recipient could be assured that their passion would be unknown to others.

Background of the Seal in the U.S.

The first Seal of the United States was created by Benjamin Franklin, John Adams and Thomas Jefferson in July 1776, shortly after the Declaration of Independence was signed. Congress realized the necessity of such a seal for the newly established nation. Seals were used less frequently as literacy increased. With the introduction of the gummed envelope in the 19th Century, the need for privacy was reduced. Seals became a more personal expression as well as a decorative embellishment. Today, seals serve functionally as well as symbolically. Seals represent the President, Federal agencies, States, State agencies, corporations, and notaries, to name barely a few.

The necessity for professional seals springs directly from laws regulating the practice of the various professions. The State of Wyoming was the first to enact an engineering registration law in 1907 and was ironically, the last State, in 1951, to enact a law regulating the practice of Architecture. By 1952 all the States and territories had adopted licensing laws of some description regarding the primary technical design professions. In 1897 Illinois became the first state to regulate the practice of architecture.[3] Illinois is unique in that it is one of a small number of jurisdictions that regulates the practice of structural engineering as an independent profession. The very first Board of Examiners of Structural Engineers was created in 1915 with members appointed by the Governor.[4]

Professional Practice Overlap

Setting aside any nefarious activity, one form of impropriety occurs when the professional designer incorrectly affixes a seal to work for which the licensee is not privileged to undertake. Illinois building code officials and other regulatory agency personnel, as well as the licensees themselves, are fortunate to have *The Manual*[1] and legally explicit Statutes and Codes. They serve as an unequivocal basis for the legal practice bounds of the various professions. *The Manual*[1] provides information at a level

of detail sufficient to preclude most sealing improprieties that, in most other States, stem from the existence of areas of overlap or common practice among the professions of Architecture, Engineering, and Surveying. Other States would do well to take note of the infrequent professional conduct violations concerning sealing improprieties, that in this author's opinion, can be attributable to the fact that Illinois has clearly delineated, through *The Manual*[1], the legal bounds of practice between the professions. The existence of the licensed Structural Engineering profession removes the cloud of practice overlap regarding building design that normally prevails between Architects and Engineers in other States. Moreover, Architects and Structural Engineers are exempt from each others practice Acts which theoretically provides for a complete legal overlap of services with regard to the design of building structures. Beyond that, close examination of the practice definitions quickly reveals that the legally permitted actions of Architects and Structural Engineers are distinct. The definition contained in the Professional Engineering Practice Act does not list *buildings* and it must therefore be presumed that Profesional Engineers are not legally permitted to design buildings; however, they can prepare documents used to prescribe work to be done inside buildings for non-load bearing interior construction, furnishings, fixtures, and equipment.[5]

Comparing Apples to Oranges or Comparing Apples to Pears?

Everyone knows the difference between the practice of Architecture and the practice of Engineering, right? Well obviously not. A broad range of viewpoints exists among the various States and territorial jurisdictions with regard to this matter. Individual State-to-State statutory definitions generally are nebulous with regard to the distinction between the two professions. Illinois law provides lengthly and detailed statutory definitions leaving little need for interpretative measures.

That a difference exists between Architecture and Engineering is not an issue; the precise difference is sometimes, however, nebulous. It is generally held that Architecture is the profession of designing buildings for human habitation and occupancy; Structural Engineering, among other things, is the profession of designing structures, to include buildings, and the various elements of utility that comprise the structure and make it functional.

Although overly simplistic, Architecture is often discriminated from Engineering through the emphasis of interior and exterior aesthetics, and form and function with regards to occupancy and use. Key phrases often used in the practice description of Architecture are: *use, order, and beauty through the resource of design and the call for artistic and technical ability.*[6]

Although not universally accepted across the technical community, the National Council of Architectural Registration Boards (NCARB) holds that Architects, by their education and internship, are the only design professionals properly prepared to coordinate all the design disciplines and manage the typical building project.[7] *The Manual*[1] states that the owner or client should coordinate all of the design disciplines.

Incidental Practice Activities

Engineering Incidental to the Practice of Architecture

Incidental practice is defined as the act of conducting non-customary professional activities, which are minor or subordinate in nature, which support the primary, legally licensed practice activity. Incidental practice is not an issue with regard to Engineering and Architecture for the same reason previously addressed. Namely, explicit statutory language pertaining to the practice of the two professions in Illinois is abundant. For instance, *The Manual*[1] states that Architects can prepare plans and specifications for electrical, mechanical, plumbing, and fire protections systems if competent to do so, and if these systems are incidental to a specific architectural project.

Surveying Incidental to the Practice of Engineering

The fact that certain non-cadastral surveying functions are critical components to engineering and construction endeavors is without question. Some of these functions are horizontal and vertical control, construction layout, and earthwork quantity determination. The framers of the Professional Land Surveyors Practice Act were obviously aware of this, as evidenced by the exemption of incidental

surveying activities within the definition of the practice of land surveying. None of the current civil engineering projects which are present today would be possible without the benefit of *engineering surveys*. In order to qualify this important engineering function and to clearly differentiate it from cadastral or land surveying, the Surveying Practice Act states that surveys not incidental to a specific engineering project or those resulting in improvements whose location is dependent on property lines, fall under the purview of the Licensed Land Surveyor.[8]

Sealing and Certification

Technical Submissions

In order to fully understand Illinois' regulations and the proper methods of sealing and certification, we need to digress momentarily to establish the definition of the statutory term *Technical Submissions*. Technical submissions is a term in the practice laws which serves the purpose of collectivity defining any or all of the designs, drawings, sketches, specifications, details, studies, calculations, and other technical reports, including construction documents, prepared during the course of the practice of a technical profession. These are commonly known as *deliverables* or *work products*. The preferred, nationally accepted term in professional service agreements (contracts) is, *instruments of service*.

Objective

The purpose of certification of technical submissions is to attest to the preparation of the documents by the licensee or under the licensee's responsible control. Merely reviewing the work prepared by an unlicensed or unregistered non-employee does not constitute *responsible control*.

Although often used interchangeably, the terms sealing and certification are not synonymous. A seal is only one component of a legitimate certification. At a minimum, three additional components, a signature, a signatory date, and a license expiration date are also required. Examples of each design profession's required certification[9] is shown on the next page. Note that the Surveyor's seal is exceptional in that the place of business must be indicated.

Abraham Lincoln
11/29/2010

License expires 11-30-2011

Abraham Lincoln
11/29/2010

License expires 11-30-2011

Abraham Lincoln
11/29/2010

License expires 11-30-2011

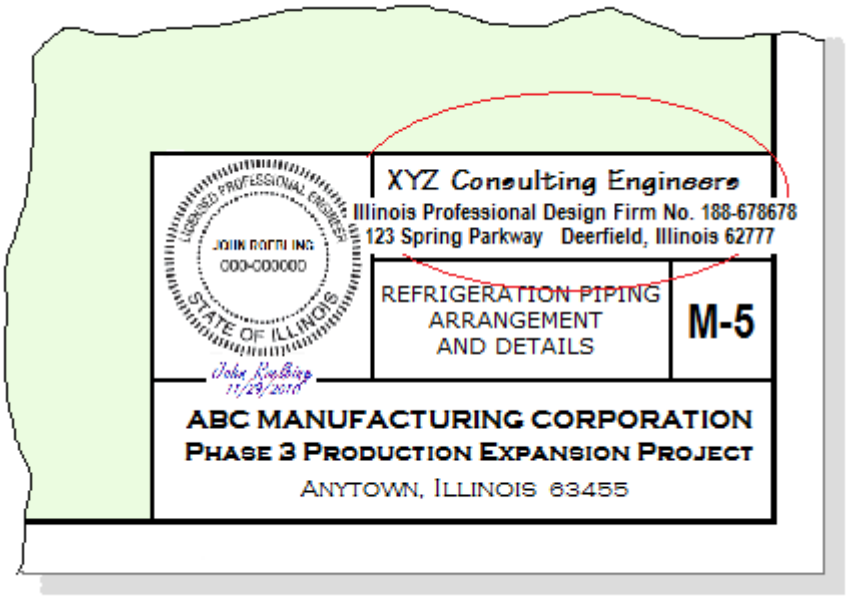
Abraham Lincoln
11/29/2010

License expires 11-30-2011

Illinois is unique it that the graphic design and size of the seals are not legally specified. The seals depicted above are those suggested by *The Manual* [1]. The signature and date must be placed across, adjacent, or beneath the seal. The signature and date should not obscure the name of the licensed professional or the license number on the seal. The license expiration date should be placed in proximity to the seal.

Business Registration Number

The various Acts require business organizations that provide professional design services to be registered with the Department of Financial and Professional Regulation as a *Professional Design Firm*. Sole proprietorships that conduct their business under the exact name of the licensee and that do not employ other individuals for which licensure is required, are exempt from firm registration. An occasional offense associated with the creation of final technical documents is the failure of the design professional to indicate the firm's registration number and firm name on each sheet of drawings. In the example below, ABC Manufacturing has contracted to XYZ Consulting for professional design services:



Facsimile Signatures

Facsimile signatures placed on original documents are prohibited. The term facsimile signature should not be confused with the signature produced by the transmission of a scanned document containing an original signature, *i.e.*, "faxed". A facsimile signature is one graphically produced by computer, or by a stamp, or otherwise not directly by hand. It is perfectly acceptable to duplicate an original hand signature via electronic transmission.

Drawing Classifications

Construction documents are usually composed of working drawings, specifications, and occasionally other contract documents such as Shop Drawings and Standard Design Plans. A working drawing, or design drawing, is characterized by the exhibition of a total result achieved by the integration of various elements and systems; they are prepared under the supervisory control of the licensed design professional.

Shop Drawings

Shop Drawings are limited in nature and are characterized by the indication of fabrication and/or installation details of a larger system's components. They derive their name from the fact that they were originally prepared by shop personnel in the employ of a contractor. Today, Shop Drawings are prepared by original equipment manufacturers, contractors or their subcontractors, or other specialists, such as fabricators, that are not under professional licensee supervisory control. There is no specific statutory reference to a requirement for the mandatory affixing of a professional seal to Shop Drawings. Technical submissions that include manufacturer's and contractor's fabrication details of components and systems may require the design and certification by a licensed design professional. Design professionals can schematically indicate on technical submissions, manufactured components or systems, without their certification. Illinois code enforcement officials are directed to only accept Shop Drawings as support documents to technical submissions and not as a substitute for comprehensive submittal documents.

Standard Design Plans

Standard Design Plans are those documents associated with buildings, structures, or electrical and mechanical installations that graphically depict items of a typical nature that do not require or represent special features unique to the design to which they will be incorporated or appended. The various Acts do not address the certification of Standard Design Plans.

Where Should Seals be Placed?

Architects are instructed to affix their signature, current date, date of license expiration, and seal to the first sheet of any bound set and each loose sheet of construction drawings, utilized as contract documents or prepared for the review and approval of any governmental or public authority. The term contract documents refers to documents between parties to the contract or design commission and includes technical submissions. The first sheet of bound technical submissions must indicate those documents or parts thereof for which the seal shall apply. In addition to drawings and project manuals (bound sets of documents) that are certified, all loose individual copies of drawings and specifications shall bear the design professional's seal and original signature. Local jurisdictions may even require each sheet of bound sets of technical submissions be signed and sealed by the design professional responsible for the work.

Assignment of Professional Responsibility

It is common for technical submissions and engineering documents to contain drawings prepared by several professionals. The drawings must be certified by all of the professionals responsible for the preparation of the documents. Therefore, one technical submissions package may contain drawings that bear the seal and certification of more than one licensed professional and registered design firm. Contributing professionals should place their respective certifications at appropriate locations. If necessary, notations can be used to describe the work done under each license holder's responsible charge.

The design professional who has contract responsibility must seal the cover sheet of technical submissions. The principle design professionals for each registered design firm shall be identified on the cover sheet of bound sets of technical submissions. One method of responsible design professional assignment is to provide an index of all drawings, each with associated seals, signatures, expiration dates, and firm registration numbers.

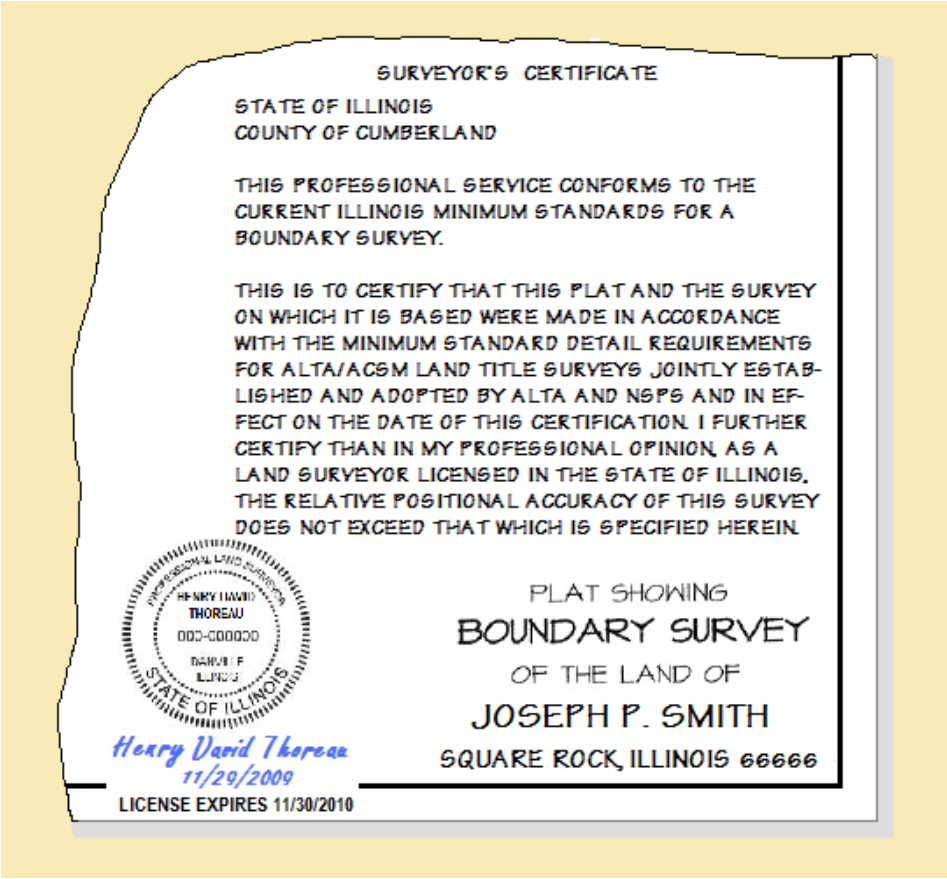
Qualified and Special Certifications

Unfortunately, in a complex world, simple straightforward sealing and certification is not always possible. Qualified certifications exist in order to make allowances for these situations.

Licensed Land Surveyor Certifications

None of the regulated professions has specific minimum practice standards and guidelines legally set forth to the extent as Land Surveying. Minimum acceptable standards are included directly in the Rules. Included in the Rules is the requirement for a certification statement- "This professional service conforms to the current Illinois minimum standards for a boundary survey".

Illinois counties and municipalities may also, and often do, impose special certification requirements in addition to that just mentioned. These certifications can require statements regarding the adherence to a specific subdivision ordinance, or to the existence of encroachments or easements, and additional statements regarding the accuracy of the survey, the resulting plat, or both. Licensed Surveyors should periodically review these local laws carefully for possible changing certification requirements for recordation plats. As an example, certification statements for a hypothetical land boundary survey might look something like that illustrated on the limited portion of a typical plat shown on the next page. (Please note that the required identification of the design professional's firm name, firm address, and firm registration number have been purposely excluded for clarity).



Special Certifications Required from the Engineer

State agencies can require specialized certifications in conjunction with projects which potentially impact the public's safety, health, welfare, and property. One of many such additional certifications is shown on page 14. This particular certification is one required by Illinois Department of Transportation and must be placed on the first sheet of applicable bridge plans. It would, of course, be accompanied by an Illinois Structural Engineer's seal, original signature, certification date, and license expiration date.

I certify that to the best of my knowledge, information, and belief, this bridge/box culvert design is structurally adequate for the design loading shown on the plans. The design is an economical one for the style of structure and complies with the requirements of the current AASHTO HB-17 *Standard Specifications for Highway Bridges*. I understand that the foregoing certification does not limit my responsibilities under 225 ILCS 325.

Sealing and Signing Adopted Work Products

Under certain circumstances, licensees may affix their seals to work not produced by the licensee or under the licensee's direct supervision. In so doing, the adopting design professional is seen as accepting all responsibility for the work as though the licensee had personally prepared all the documents. Application of the Illinois seal is a testament that a thorough review of the adoptive work has been conducted verifying equivalent professional accomplishment.

While this *"adoption"* provision initially appears to run counter to the NCEES model rules of practice[10], these same model rules state that in special circumstances, *successor licensees* may take responsible charge of certain non-original work by performing all of the professional services associated with these works.[11]

The adopting licensee may alter, complete, revise, or add to the work of another license holder. The engineering practice law states that adoption is permissible only in circumstances where a licensee in responsible charge of an original work is unavailable to complete the work in instances such as death, incapacity, termination of employment, or relocation. The architectural rules of professional conduct allow adoption only in the case of death or incapacitation, and after an independent review.

Non-mandatory Guidelines

In guiding the reader of this course with regards to professional successorship and document adoption, relevant areas of various generally accepted nationally recognized rules of professional conduct[12,13] have been paraphrased and assembled below with pertinent underscored emphasis added by this author.

1. Design professionals shall not misrepresent or exaggerate their responsibility in subject matter.
2. Design professionals shall not imply credit to themselves for work performed by others.
3. Design professionals shall not review the work of another professional except with the knowledge of such professional.
4. Design professionals shall give credit for technical work to those to whom credit is due and will recognize the proprietary interests of others.
5. Design professionals shall name the person or persons who are individually responsible for designs, writings, or other accomplishments.

Records Retention

Architectural design professionals and structural engineers who seal adopted work products must retain calculations, redesigns, and review documents as evidence of a thorough review resulting in quality equivalency standards of reasonable professional skill and diligence. No specific retention period is given in the Acts or Rules.

Temporary Practice

Many States grant temporary licensure to persons who hold a license in another State. This can entail the use of a temporary licensee's foreign professional seal in conjunction with a specific project or for a specified limited period of time. There are no provisions for a temporary license in Illinois.

Document Distribution and Control

Simple, straight forward, single-event sealing and certification is not always possible in real world business conditions. It is recommended that special consideration be given to these situations.

Interim or Preliminary Documents

Documents or copies of documents that are beyond the confines of a design professional's office, or, otherwise out of his possession and control, are defined as *released*. Released documents can only fall into two categories: (1) Preliminary (or incomplete), and (2) Final. It is recommended that work that is preliminary or incomplete must be designated as such. This makes sense when one contemplates the following logic:

> The design professions are licensed to protect the public. The sole purpose of the sealing exercise is to certify that plans and technical documents have been prepared by, or with the oversight of, a licensed professional. However, the general public cannot, and should not, be expected to apprise itself of the legal nuances associated with sealing requirements. Consequently, it logically follows that preliminary or incomplete documents should be clearly and conspicuously so noted to remove any chance of misunderstanding.

Sealing and certification of interim, preliminary, or incomplete documents, is not specifically addressed in the Acts or Rules.

Change Orders, Field Changes, and Addenda

Design and scope changes are inevitable during the normal course of a project's development. Change orders, field change requests, responses to requests for information (RFIs), and other addenda are considered as technical submissions. As such, they warrant certification. Change orders, additional drawings, and/or addenda that alter technical submissions must bear the seal and signature of the licensed design professional responsible for the modifications, including the design firm registration number, if applicable. These revisions must be identified with each professional's seal applied so as to clearly establish professional responsibility.

Seal Forms

Professional seals have undergone quite an evolutionary development. The first professional seals were devices which deformed the paper of the document through impression of the seal by embossing. Close inspection and feel of embossments provided the necessary tactile response to verify certification authenticity. Unfortunately they were not highly visible and were difficult to reproduce photostatically. The very nature of the embosser limited the placement of the seal near the edges of a given document. Embossed seals are still used and available today although their use was significantly diminished by the rise in popularity of the rubber stamp and ink pad in the 1960s. The stamp afforded ease of use, portability, and placement of the seal anywhere on the document. For a period, nationally at least, the use of appliqué ("stick-on" or "sticky-back") seals became popular. Seals should be a permanent and archival addition to the technical document; therefore, application of superficial media is not suggested. Today, of course, seals graphically generated via computer software are the norm.

That the seal be reproducible is a recurring legal requirement throughout the Acts and Rules. Consequently, impression or embossing forms of the seal, while not prohibited, are generally unacceptable.

Electronic Seals and Document Transmission

The term *electronic* with regards to technical documentation simply means: of, implemented on, or controlled by a computer or computer network. All of the professions allow seals and technical documents to which that are affixed, to be produced and issued electronically. The sealing rules apply to documents issued in electronic format in the same way they apply to documents printed on paper. As stated previously, facsimile signatures are not permitted. Of course, electronic media cannot be used if governmental agencies, local jurisdictions, or clients insist on original seals on reproduced documents.

Electronic signatures should not be confused with digitally encrypted signatures. An electronic signature is merely an electronic facsimile of an original handwritten signature which results from an electronically produced, reproduced, or transmitted document. A digital signature on the other hand is a specific type of electronic signature that is based on asymmetric cryptography. Digital signatures are not addressed in the law.

Exemptions from Sealing

Exemptions are specific situations that are granted relief from established law. Under the Acts and Rules there are several situations that provide exemptions from the licensure requirements of the Architecture Practice Act when working on building projects. These include some specific exemptions depending on the type, location, end use, and physical size of the project. While the Architecture and Land Surveying laws are specific with regards to exemptions, the Professional and Structural Engineering laws are devoid of such specificity with regards to structures. Suffice it to say that a project may be exempt for one of the Acts, but not exempt under another. Small structures as defined in the Architectural Practice Act are exempt; however, if the safe design of a small, simple structure requires that *loads and stresses must be computed and the size and strength of parts be determined by mathematical calculations based on scientific principles and engineering data,* then the structure is not exempt under the Structural Engineering Practice Act.[14]

The Industrial Exemption

Technical employees of private manufacturing concerns who conduct their own internal activities have enjoyed an exemption from the Architectural, Engineering, and Surveying laws since the very inception of their enactments. This exemption was granted based on the proposition of limited exposure and risk to the general public generated by these private activities. The legal verbiage allows exemption for *services performed by employees of a business organization engaged in utility, industrial or manufacturing operations . . . which are rendered in connection with the fabrication or production, sale, and installation of products, systems or non-engineering services.*[15]

The stance of limited external impact by private operations changed with heightened emphasis and interest in environmental issues in the early 1970s. It is obvious now that emissions and discharges of pollutants to air, surface and ground water, can potentially impact the life, health, safety, and property of the public. Since these emissions are not limited to the boundaries of the industrial property, industrial facilities no longer enjoy omnibus exemption. The internal activities of private industry which may potentially impact the public are regulated by the practice laws. Currently, the Illinois Environmental Protection Agency requires that the design, permitting, and construction of private industry wastewater treatment facilities be carried out under the responsible charge of a Professional Engineer. Federally mandated oil spill control and countermeasure plans for private industrial facilities must be sealed by a Professional Engineer.

Sealing Exemptions Can Be Superseded

It is an oversimplification to assume that the sealing exemptions previously mentioned are without occasional enforced variation. As it turns out, the applicability of local ordinances, regulations, or building codes may invoke more stringent certification requirements. A perfect example is one in which certain Illinois localities, who wish to participate in the Federally subsidized National Flood Insurance Program (NFIP), must incorporate into their building code ordinance, phraseology mandated by the Federal Emergency Management Agency. Because of this Federal regulation, the building plans

for some residential structures situated in flood prone areas, which would otherwise be exempt, may fall under the Illinois statutes.

Summary

1. The use of seals to indicate authenticity dates back to antiquity B.C. in the Old World and back to the colonial period in the United States. The use of technical professional seals in Illinois for document certification began at the turn of the twentieth century.
2. Document sealing and certification in Illinois is strictly controlled through Statue Subchapters (Acts) and Administrative Code Parts (Rules), all of which are dynamic. It is incumbent upon licensed professionals to be knowledgeable of these regulations.
3. Practice overlap exists among the licensed technical professions; this fact can contribute to sealing improprieties. The existence of the *Manual for Code Enforcement Officials and Design Professionals* [1] clearly delineates the scope of the various technical professions and can be attributed to a lessened amount of sealing and certification infractions. Moreover, the fact that Architects and Structural Engineers are exempt from one another's licensing Acts removes the ambiguity that normally prevails in other States regarding who may design buildings.
4. Final documents should receive certification consisting of sealing, signing, dating, and posting of the license expiration date. Documents preliminarily released should be clearly labeled as such.
5. Acceptable seal forms are embossments, stamps, and computer generations. Regardless of form, the seal must be must be clearly and legibly visible when copied or reproduced.
6. Exemptions to the Statues and Rules currently exist and are dynamic. They are not consistent between the professions. For this reason, licensed technical professionals must stay abreast of changes to the numerous governing regulations.

Design professionals play a critical role in the public building process. The quality of their service is certainly one of the most important factors in ensuring the safety, health, and protection to the natural and built environment. As the first steps in the construction process, a design, and the authenticity of the resulting technical submissions and engineering documents, is intuitively obvious. It is believed that most Illinois licensed technical professionals intend to conduct their practice in compliance with the applicable laws of their respective professions and that they are respectful of the laws of professions who may have overlapping, common practice. Infractions or violations of seal use among the regulated professions often occur simply because the licensee is not aware of the various Board's Rules and the Illinois Compiled Statutes.

Additional Resources

The list that follows contains the names, addresses, and telephone numbers of organizations and agencies which play an important role in regulatory affairs of Illinois licensed technical professionals. They can be contacted directly regarding any additional information or for clarifications needed on acceptable sealing and certification practices.

1. Illinois Department of Professional Regulation, 320 West Washington, 3rd Floor, Springfield, Illinois 62786, (217) 785-0877, www.dpr.state.il.us.
2. Illinois Society of Professional Engineers, 600 South 2nd Street, Springfield, IL 62704 (217) 544-7424.
3. Illinois Council of the American Institute of Architects, 1 Old State Capitol Plaza North, Suite #300, Springfield, Illinois 62701, (217) 522-2309.
4. Illinois Structural Engineers Association, 134 North La Salle Street # 1910, Chicago, IL 60602-1143, (312) 726-2948.
5. Illinois Professional Land Surveyors Association, 521 East Washington Street, Springfield, IL 62705, (217) 528-3053.
6. National Council of Architectural Registration Boards, 1801 K Street NW, Suite 700-K, Washington, DC 20006, (202) 879-0520, Facsimile (202) 783-0290, e-mail: customerservice@ncarb.org.
7. National Society of Professional Engineers, 1420 King Street, Alexandria, Virginia 22314-2794, (703) 684-2800, Facsimile (703) 836-4875, www.nspe.org.
8. American Institute of Architects, 1735 New York Avenue NW, Washington, D.C. 20006-5292, (800) 242-3837, Facsimile (202) 626-7547, e-mail: infocentral@aia.org.
9. National Society of Professional Surveyors, 6 Montgomery Village Avenue, Suite 403, Gaithersburg, Maryland 20879, (204) 632-9716, Facsimile: (204) 632-1321, e-mail: curtis.sumner@acsm.net.

References

1. *Manual for Code Enforcement Officials and Design Professionals to Comply with the Illinois Architecture Practice Act, Illinois Professional Land Surveyor Act, Illinois Professional Engineering Practice Act, Illinois Structural Engineering Practice Act*, State of Illinois Department of Professional Regulation, Springfield, Illinois, May 2003.
2. Nostalgic Impressions Incorporated, Post Office Box 1309, Selden, New York 11784, ©2003, www.nostalgicimpressions.
3. *History of Architecture at Illinois*, School of Architecture, University of Illinois Urbana Champaign, College of Applied and Fine Arts, ©2007, www.arch.illinois.edu/about/history/.
4. Corley, Dr. W. Gene, *Structural Licensure Promotes Public Safety*, Structure magazine, Structural Engineering Institute, June 2005.
5. Illinois General Assembly, Illinois Compiled Statutes, Chapter 225, Subchapter 305, Section 3.
6. North Carolina Office of Administrative Hearings, Rules Division, Administrative Code, Title 21, Chapter 2, Architecture.
7. *Architecture As It Differs From Engineering,* National Council of Architectural Registration Boards, Washington, D.C., April 1995.
8. Illinois General Assembly, Illinois Compiled Statutes, Chapter 225, Subchapter 330, Section 5(e)(3).
9. Private use of any Illinois State seal is restricted by law. Illinois State seals may not be used for commercial purposes by unauthorized individuals. It is held that the consequential commercial use of the seals displayed in this course is subordinate to the primary purpose of education. Therefore, their use herein is believed to be consistent with the intent of the law.
10. National Council of Examiners for Engineering and Surveying, Model Rules of Practice, Section 240.20.C.5.b, Seal on Documents, Clemson, South Carolina, August 2003.Society of Professional Engineers, Alexandria, Virginia.
11. *Ibid,* Section 240.20.C.7.
12. *NSPE Code of Ethics for Engineers*, National Society of Professional Engineers, Alexandria, Virginia.
13. *Code of Ethics*, American Society of Civil Engineers, Reston, Virginia.
14. Illinois General Assembly, Illinois Compiled Statutes, Chapter 225, Subchapter 340, Section 5.
15. Illinois General Assembly, Illinois Compiled Statutes, Chapter 225, Subchapter 325, Section 3(b)(4).