

APPENDIX B

Suggested Guidelines for Evaluating Progressive Surveying Experience

The following is a partial list of work experiences that may be useful in guiding, mentoring, and verifying acceptable experience of surveyor interns and intern applicants. There are no correct answers to the following questions. The profile of each applicant will provide the board a basis for more specific questions.

Practical Application of Theory

1. **Research:** Easements; rights-of-way; plats; instruments of conveyance; corner information; government survey information; other pertinent surveys; other *[list]*:

2. **Measurement/Location:** Field measurements of topography and features; measurements to locate particular boundaries, parcels or points; level loops; GPS measurements; construction staking; other *[list]*:

3. **Computation/Analysis:** Traverse closure and adjustment; boundary interpretations; section computations; coordinate translations; coordinate calculations; survey accuracy; vertical curves; horizontal curves; other *[list]*:

4. **Legal Principles:** Legal description preparation and interpretation; corner filings; boundary determination; section corner opinions; adverse possession; easement and right-of-way preparation; other *[list]*:

5. **Land Planning:** Platting; zoning issues; subdivision regulations and layout; utility coordination; on-site wastewater systems and regulations; permits; other *[list]*:

6. **Time in the Surveying Process:** Difficulties of workflow; scheduling; equipment adjustments; construction staking coordination; other *[list]*:

7. **Knowledge and Understanding:** Codes, standards, regulations, and laws that govern applicable activities; other *[list]*:

Management

Management in surveying includes supervising staff, managing surveying projects, and managing and administering technology as it is applied in surveying. It may involve:

- 1. **Planning:** Developing concepts, planning surveying projects, evaluating alternative methods _____
- 2. **Scheduling:** Preparing task breakdowns and schedules _____
- 3. **Budgeting and Contracting:** Cost estimating and control, contract development _____
- 4. **Supervising:** Organizing human resources, motivating teams, directing and coordinating equipment _____
- 5. **Project Control:** Complete or partial project control by using and developing control tools such as network plans and Gantt charts _____
- 6. **Risk Assessment:** Assessment of risk associated with the progression of the project using surveying analysis and quantification methods to determine degree of risk of known hazards in proposed designs _____

Communication Skills

- 1. **Accumulates project knowledge** through interpersonal communication with supervisors, subordinates, clients, regulators, other surveyors or team interaction _____
- 2. **Transmits project knowledge** in verbal or written methods to clients, regulators, supervisors, subordinates, general public, or team members. Examples would be via meetings, written reports, other written correspondence and/or verbal briefings. _____

Social Implications

- 1. **Promotes and safeguards** the health, safety, and welfare of the public as demonstrated in daily work activities _____
- 2. **Demonstrates an awareness** of the consequences the work performed may incur and a desire to mitigate or eliminate any potential negative impact _____
- 3. **Follows a code of ethics** that promotes a high degree of integrity in the practice of professional surveying _____