



LOUISIANA PROFESSIONAL ENGINEERING AND LAND SURVEYING BOARD

Professionalism and Ethics Quiz

(Revised March 2014)

*Note: Please send this answer sheet to the Board for grading.
A letter will be sent to your address of record notifying you of your pass/fail score.*

INSTRUCTIONS

1. The proper reference for Board's Rules is Louisiana Administrative Code, Title 46, Part LXI. However, for purposes of this document, the Rules of the Board will be referenced collectively as the "Board Rules" or individually as "Rule §"
2. The Board's Laws are contained in Louisiana Revised Statutes 37:681-703. However, for purposes of this document, the Laws of the Board will be referenced collectively as the "Licensure Law" or individually as "La. R.S. 37:. . ."
3. Read, sign, date and complete the certification statement on the quiz.
4. Return the completed answer sheet *only* to LAPELS (address listed below).
5. You will be notified via email and/or mail of your score.
6. Applicants must score 90% to achieve a passing grade on the quiz. The quiz, if passed, is worth **one (1) PDH**.
7. **To begin the open book quiz, please click on the following link locate your answers:**
<http://www.lapels.com/LawsRules.html>

Important:

Current licensees and certificate holders, please complete the [Individual Contact Information Update Form](#) to ensure we have the most current contact information on file for you.

NOT APPLICABLE TO NEW LICENSEES



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ANSWER SHEET

*Note: Please send only this answer sheet to the Board for grading.
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	A B C D	A B C D	TRUE/FALSE	TRUE/FALSE	TRUE/FALSE				
1.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	11.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	21.	/	31.	/	41.	/
2.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	12.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	22.	/	32.	/	42.	/
3.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	13.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	23.	/	33.	/	43.	/
4.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	14.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	24.	/	34.	/	44.	/
5.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	15.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	25.	/	35.	/	45.	/
6.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	16.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	26.	/	36.	/	46.	/
7.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	17.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	27.	/	37.	/	47.	/
8.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	18.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	28.	/	38.	/	48.	/
9.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	19.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	29.	/	39.	/	49.	/
10.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	20.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	30.	/	40.	/	50.	/

I certify by my signature below that I am the person taking this quiz and that the answers contained hereon are solely of my knowledge and hand.

Print Name (*First, Middle Initial, Last*)

Signature

Date

License Number or Social Security Number

Email address to receive result letter

Reason for submitting quiz:

(check at least one box that applies to you)

- Initial License
- Reinstatement of license
- Renewal of license
- Disciplinary Action
- CPD credit
- Supervising Professional

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QUESTIONS

Note: Select only one answer for each question. Record your answers on the answer sheet provided.

Multiple Choice Questions:

1. Licensure requirements for both professional engineers and professional land surveyors include:
 - a. Being of good character and reputation
 - b. Submission of an application for licensure to the Board
 - c. Meet all education, experience, and examination requirements of the Board
 - d. All of the above

2. As a professional, your primary obligation is to:
 - a. Encourage others to become licensed
 - b. Protect the safety, health, property, and welfare of the public.
 - c. Ensure your license is current
 - d. Order a seal with your P.E. or P.L.S. number

3. Of the required professional development hours that every licensee must obtain during each biennial licensure renewal period, how many must be in professional ethics?
 - a. 0
 - b. 2
 - c. 1
 - d. 5

4. Part of your professional responsibility as a licensee is to:
 - a. Keep a record of your continuing professional development hours
 - b. Maintain a current address with the Board office
 - c. Be familiar with the Board's rules of professional conduct
 - d. All of the above

5. Which of the following is a violation for which disciplinary action may be taken against a licensee?
 - a. Aiding or assisting another person in violating any provision of the licensure law or any Board rule
 - b. Conviction of a felony
 - c. Practicing engineering or land surveying with an expired license
 - d. All of the above

6. The Board's rules of professional conduct:
 - a. Apply only during a continuing professional development audit
 - b. Require that a licensee possessing personal knowledge of a violation of the licensure law or the Board rules report such knowledge to the Board and cooperate with the Board in furnishing such further information or assistance as it may require
 - c. Require that a licensee reduce or waive fees as professional courtesy when the client is unable to pay
 - d. All of the above

7. The Board has the authority to:
 - a. Publish disciplinary actions in the official journal of the Board
 - b. Assess reasonable costs incurred in connection with disciplinary proceedings
 - c. Impose fines of up to \$5,000 per violation for disciplinary actions
 - d. All of the above

8. As a professional, you are obligated to:
 - a. Not accept compensation from more than one party for professional services on the same project, unless the circumstances are fully disclosed to and agreed to by all interested parties
 - b. Maintain the confidentiality of facts, data and information obtained in a professional capacity
 - c. Disclose to your employer or client all known or potential conflicts of interest
 - d. All of the above

9. Licensees must approve and seal only those design documents and surveys which are:
 - a. In conformity with all applicable laws and ordinances
 - b. Complete and accurate
 - c. Safe for public health, property and welfare
 - d. All of the above

10. The Board has the authority to take enforcement action against non-licensees found guilty of:
 - a. Falsely claiming to be licensed
 - b. Practicing without a license
 - c. Using the license or seal of another person
 - d. All of the above

11. A licensee possessing personal knowledge of a violation of the licensure law or the Board rules:
 - a. Must report such knowledge to the Board in writing
 - b. Is only required to provide the Board with a “tip”
 - c. Must cooperate with the Board in furnishing such further information or assistance as the Board may require
 - d. A and C

12. In order to be considered an “acceptable activity”, a continuing professional development activity:
 - a. Must contain subject matter which is technical in nature or address business management practices, professional ethics, quality assurance, codes or other similar topics which facilitate the licensee’s professional development
 - b. May be offered by an unapproved sponsor/provider
 - c. May be offered or approved by a Board-Approved Sponsor/Provider
 - d. All of the above

13. A licensee, as a third party, may complete, correct, revise or add to the work of another licensee or other related design professional, if allowed by Louisiana statutes, when engaged to do so by a client, provided:
 - a. The client furnishes the documentation of all such work submitted to him/her by the previous licensee(s), or their related design professionals
 - b. The previous licensee(s) or other related design professionals are notified in writing by the licensee of the engagement immediately upon acceptance of the engagement
 - c. All work completed, corrected, revised or added to shall contain a notation describing the work done by the licensee now in responsible charge, shall have the seal and signature of the licensee affixed thereto, the date of execution and shall become the responsibility of the licensee
 - d. All of the above

14. With regard to Declaratory Orders or Rulings of the Board:
 - a. They must be requested through a written petition on a form provided by the Board
 - b. The petition will be considered by the Board’s attorney
 - c. The Board’s order or ruling will be in writing and mailed to the petitioner
 - d. A and C

15. In making statements or claims about professional qualifications, experience or performance in brochures, correspondence, listings or other public communications, licensees shall not:
- Omit a material fact necessary to keep the statement from being misleading
 - Use statements intended or likely to create an unjustified expectation
 - Use statements containing a material misrepresentation of fact
 - All of the above
16. Practicing or offering to practice engineering or land surveying in Louisiana without a license is:
- A criminal misdemeanor
 - Not a violation of Louisiana state law
 - Punishable by a fine of up to \$5,000 per violation
 - A and C
17. If a licensed land surveying firm's supervising professional is replaced, it is acceptable for the firm to:
- Wait up to 30 days before designating another supervising professional
 - Take the necessary steps to immediately designate another professional land surveyor as its supervising professional
 - Under certain circumstances, designate an unlicensed person as its Supervising Professional
 - Designate a professional engineer as its supervising professional until it is able to find a professional land surveyor
18. Who is responsible for ensuring that a licensed firm's policies are in compliance with the Board's rules?
- The firm's secretary
 - The firm's contact person
 - The firm's supervising professional
 - An authorized officer of the firm
19. If a client asks you to complete another licensee's work, it is acceptable to:
- Cut and paste the necessary information onto a new document, sign and seal it, and issue it to your client
 - Require the client to pay you in full prior to completing the work
 - Notify the other licensee in writing immediately upon agreeing to complete the work
 - Warn other licensees to avoid doing work for that client
20. Licensees may not:
- Affix their seal to drawings depicting the work of two or more professionals
 - Perform services outside their area of competence
 - Attempt to supplant another engineer or land surveyor in a particular engagement after becoming aware that the other has been selected for the engagement
 - B and C

True/False Questions:

21. True False A firm which has in its title the words “engineering” or “surveying” or any derivative thereof shall be construed to be offering to provide professional services and therefore must be licensed with the Board.
22. True False An unlicensed person practicing engineering or land surveying in Louisiana cannot have enforcement action taken against them by the Board.
23. True False Unless specifically exempt, it is unlawful for any person to practice or to offer to practice engineering or land surveying in Louisiana without being licensed by the Board.
24. True False When performing engineering work in Louisiana using a temporary permit to practice engineering, the licensee must use the seal from his/her jurisdiction of licensure, use his/her Louisiana temporary permit number and sign and date the work.
25. True False The Board has the authority to take disciplinary action against any licensee providing false testimony before the Board.
26. True False The term “licensee” shall mean any person practicing or offering to practice engineering or land surveying in Louisiana who has received a license from the Board and is otherwise in good standing with the Board.
27. True False Licensees may perform services only in the area of their competence.
28. True False A firm’s supervising professional must sign, date and seal all engineering and/or land surveying documents issued by the firm as completed work.
29. True False The Board allows the electronic transmission of documents containing seals and signatures.
30. True False Licensees are required to be familiar with and understand the Board’s rules of professional conduct.
31. True False Licensees may affix their signatures or seals to plans or documents dealing with subject matters in which they lack competence.
32. True False A licensee’s official seal must contain the following information: “state of Louisiana”; licensee’s name; license number; the words “Professional Engineer” or “Professional Engineer in _____ Engineering” or “Professional Land Surveyor”.
33. True False Preliminary documents do not have to be marked as such, but are required to be sealed.
34. True False Violations of the Board’s rules may result in the suspension of a licensee’s license to practice.

35. True False Professional engineers and professional land surveyors do not need to obtain an official seal upon licensure unless the work they intend to perform requires them to stamp plans, plats or other documents.
36. True False The requirement for continuing professional development is intended to protect the public by reinforcing the need for lifelong learning in order to stay more current with changing technology, equipment, procedures, processes, tools, and established standards.
37. True False Failure to comply with the continuing professional development requirements of the Board may subject licensees to disciplinary action by the Board.
38. True False The use of rubber seals and computer generated seals are both acceptable.
39. True False The Board has the authority to subpoena witnesses pertinent to any investigation authorized by the licensure law.
40. True False It is acceptable for a licensee to make slight exaggerations about his/her professional qualifications in advertising materials.
41. True False Studying a business ethics book in your spare time qualifies for at least one PDH.
42. True False The letterhead, business cards, advertisements and other similar identifying items issued by a firm providing professional services in Louisiana does not have to reflect the exact firm name contained on its certificate of licensure issued by the Board
43. True False The application of the licensee's seal, signature, and date constitutes certification that the work was done by the licensee or under his/her responsible charge.
44. True False Licensees cannot accept compensation from more than one party for professional services on the same project, unless the circumstances are fully disclosed to, and agreed to, by all interested parties.
45. True False All engineering and land surveying work must be signed, sealed, and dated by the licensee in responsible charge and by the licensee's firm.
46. True False In the event a question arises as to the competence of a licensee in a specific technical field which cannot be otherwise resolved to the Board's satisfaction, the Board may admit the licensee to an appropriate examination.
47. True False The responsibilities of a firm's supervising professional include: renewal of the firm's license and notification to the Board of any change in the firm's supervising professionals; institution and adherence of policies of the firm that are in accordance with the licensure law and the rules of the Board; and ensuring that all professional services provided by the firm are performed by or under the responsible charge of a licensed professional.
48. True False A firm's supervising professional must always be in responsible charge of all professional services provided by the firm.

49. True False A firm must obtain a license from the Board before it can provide or offer to provide engineering or land surveying services in Louisiana.
50. True False Licenses and certificates of individuals or firms expire on the date specified on the renewal certificate and/or as shown on the Board's records and become invalid after that date unless renewed within 120 days.