

# Continuing Professional Development Requirements

It is the responsibility of the licensees of LAPELS to determine if a course/activity is an acceptable activity. Board Rule 3103(A) defines Acceptable Activity as *“subject matter which is technical in nature or addresses business management practices, professional ethics, quality assurance, codes or other similar topics which facilitate the licensee’s professional development as a professional engineer or professional land surveyor, and/or serves to safeguard life, health and property and promote the public welfare...”*

# CPD Requirements for Professional Engineers

Each calendar year, January 1<sup>st</sup> – December 31<sup>st</sup>, professional engineers must earn a total of 15 PDHs in engineering related activities which must include 1 PDH in professional ethics. Professional engineers who design buildings and/or building systems in Louisiana must earn 4 PDHs in *Life Safety Code*, building codes and/or Americans with Disabilities Act Accessibility Guidelines.

Up to 7 excess PDHs can be used as carryover toward the CPD requirements for the following calendar year.

No more than 8 PDHs can be earned in a calendar day

# CPD Requirements for Professional Land Surveyors

Each calendar year, January 1<sup>st</sup> – December 31<sup>st</sup>, professional land surveyors must earn a total of 8 PDHs in land surveying related activities, which must include 1 PDH in professional ethics and 1 PDH in the standards of practice for boundary surveys in Louisiana.

Up to 7 excess PDHs can be used as carryover toward the CPD requirements for the following calendar year.

No more than 8 PDHs can be earned in a calendar day

# CPD Requirements for Dual Licensees

Each calendar year, January 1<sup>st</sup> – December 31<sup>st</sup>, individuals who are licensed as both a professional engineer and professional land surveyor must earn a total of 15 PDHs. At least 5 of these PDHs must be earned for each profession, 1 PDH must be in professional ethics, and 1 PDH must be in the standards of practice for boundary surveys in Louisiana. Dual licensees who design buildings and/or building systems in Louisiana must earn 4 PDHs in *Life Safety Code*, building codes and/or Americans with Disabilities Act Accessibility Guidelines.

Up to 7 excess PDHs can be used as carryover toward the CPD requirements for the following calendar year.

No more than 8 PDHs can be earned in a calendar day

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LOUISIANA PROFESSIONAL ENGINEERING AND LAND SURVEYING BOARD

**EMERGENCY POLICY CONCERNING  
CONTINUING PROFESSIONAL DEVELOPMENT (CPD)**  
*(EFFECTIVE January 1, 2021 TO DECEMBER 31, 2022)*  
*Adopted July 27, 2020*

1. The Louisiana Professional Engineering and Land Surveying Board recognizes the significance of the COVID-19 outbreak in the State of Louisiana and the nation, and the effect it is having on professional engineers and land surveyors, especially the ability of those licensees to participate in face-to-face continuing professional development during a portion of the 2020 calendar year.

2. **Engineers.** La. R.S. 37:697 and Board Rule 3105(A) require every professional engineer, including those listed in two or more disciplines, to earn 15 PDHs per calendar year in engineering-related acceptable activities.

a. Board Rule 3105(A)(1) requires that least one of the PDHs per calendar year shall be earned in professional ethics. Professional ethics concerns the standard of professional conduct and responsibility required of a professional engineer.

b. Board Rule 3105(A)(2) requires that at least four of the PDHs per calendar year shall be earned in Life Safety Code, building codes and/or Americans with Disabilities Act Accessibility Guidelines by every professional engineer who designs buildings and/or building systems in Louisiana during such calendar year.

3. **Land Surveyors.** La. R.S. 37:697 and Board Rule 3105(B) require every professional land surveyor to earn 8 PDHs per calendar year in land surveying-related acceptable activities.

a. Board Rule 3105(B)(1) requires that least one of the PDHs per calendar year shall be earned in professional ethics. Professional ethics concerns the standard of professional conduct and responsibility required of a professional land surveyor.

b. Board Rule 3105(B)(2) requires that at least one of the PDHs per calendar year shall be earned in the standards of practice for boundary surveys in Louisiana.

4. **Dual Licensees.** Board Rule 3105(C) requires that each dual licensee is required to earn 15 PDHs per calendar year; however, at least one-third of the PDHs for each calendar year shall be earned separately for each profession.

a. Board Rule 3105(C)(1) requires that at least one of the PDHs per calendar year shall be earned in professional ethics. Professional ethics concerns the standard of professional conduct and responsibility required of a professional engineer and/or professional land surveyor.

b. Board Rule 3105(C)(2) requires that at least one of the PDHs per calendar year shall be earned in the standards of practice for boundary surveys in Louisiana.

c. Board Rule 3105(C)(3) requires that at least four of the PDHs per calendar year shall be earned in Life Safety Code, building codes and/or Americans with Disabilities Act Accessibility Guidelines by every professional engineer who designs buildings and/or building systems in Louisiana during such calendar year.

5. During this time of the COVID-19 pandemic, the Board acknowledges that licensees may find it impossible due to government restrictions and/or physical distancing requirements to accomplish typical face-face CPD opportunities with which they are accustomed during portions of the 2020 calendar year.

6. During this time of the COVID-19 pandemic, licensees may find it necessary to accomplish more of their CPD requirements through online or alternative means due to a reduced availability of typical face-face CPD opportunities during a portion of the 2020 calendar year.

7. For the above reasons, between January 1, 2021 and December 31, 2021, the Board will allow renewing licensees an extension on their CPD requirements for calendar year 2020 (no later than April 30, 2021) as they show evidence of their CPD requirements completion for calendar year 2019 and 2020. Those hours attained during the extension to makeup for 2020 CPD deficiencies shall not be counted toward 2021.

8. For the above reasons, between January 1, 2022 and December 31, 2022, the Board will allow renewing licensees an extension on their CPD requirements for calendar year 2020 (no later than April 30, 2021) as they show evidence of their CPD requirements completion for calendar year 2020 and 2021. Those hours attained during the extension to makeup for 2020 CPD deficiencies shall not be counted toward 2021.

9. The Board is hopeful that each licensee is able to attain their 2020 CPD hours during 2020 rather than utilizing this policy, however, licensees should immediately notify Board staff in writing in the event they foresee a need to utilize this emergency policy. The deadline for this request is December 15, 2020.

10. This emergency policy does not affect renewals in calendar year 2020 for CPD requirements for calendar year 2018 or 2019 since these calendar years were unaffected by the COVID-19 pandemic.

11. This policy is intended for people who remain healthy, but who are having difficulty completing their CPD requirements due to COVID-19 pandemic restrictions. A person seriously ill with COVID-19, or any serious illness which significantly restricts their ability to attain their CPD requirements, may consider applying for exemption under Board Rule 3109(A)(3).

12. The failure to properly notify Board staff of the need to utilize this emergency policy may subject the licensee to disciplinary action by the Board.

13. This emergency policy shall terminate on December 31, 2022.