

Delaware Association of Professional Engineers (DAPE)

Certificate of Authorization Requirements
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Delaware Code (Title 24 Chapter 28)

§2821. Certificate of authorization

(a) An engineering corporation or partnership must have a certificate of authorization in order to practice, or offer to practice, engineering as defined in this chapter.



COA Requirements

- At least one individual that is a licensed Professional Engineer (P.E.) in Delaware and designated as the Engineer in Responsible Charge.

Responsible Charge

“Responsible Charge” means a professional engineer’s supervision of, control over, and possession of detailed professional knowledge of an engineering work. A professional engineer is only considered to be in responsible charge of an engineering work if the professional engineer makes independent professional decisions regarding the engineering work without requiring instruction or approval from another authority and maintains control over those decisions by the professional engineer’s physical presence at the location where the engineering work is performed or by electronic communication with the individual executing the engineering work.

Requirements (continued)

- Provide names of officers, board members, and principles of corporation or partnership (update changes within 30 days).
- Comply with applicable state tax laws (either a Delaware business license or a letter of exemption issued by the Division of Revenue)
- \$200 initial application fee
- \$150 annual renewal fee (due September 30)



§2822 Public Works

(a) The State, its political subdivisions, agencies, commissions and authorities shall not solicit or receive proposals for, or engage in, the construction of public works involving the practice of engineering as defined in this chapter, unless:

(1) The engineer, partnership or corporation which will perform and/or take responsibility for all engineering work, as identified in the proposal, is authorized to practice engineering under this chapter at the time of submission of the proposal;



§2822 Public Works (continued)

(2) The engineering study, drawings, specifications and estimates are prepared by, and the construction is executed under the responsible charge or direct supervision of a licensee or permittee.

(b) Any contract executed in violation of this section shall be null and void.

Check DAPE's Active Roster

- **BOTH** the individual PE **AND** the engineering corporation or partnership must be licensed to practice or offer to practice engineering in the State of Delaware.
- You can check our rosters to be sure an individual and/or firm holds an active certificate. www.dape.org (Active PE roster and CA Roster)
- Contact DAPE if you cannot verify an active license (for either an individual or firm)





THANK YOU!



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