Description:
The purpose of the section is to highlight the current departmental signature authorization requirements for all project documents completed and issued by the Department of Planning and Construction.

Related Standards:
- COMAR:
  - 9.21.01.05 (Architecture)
  - 9.23.03.09 (Engineers)
  - 9.13.01.04 (Land Surveyors)
  - 928.02.03 (Landscape Architects)
  - 918.02.06 (Interior Designers)
- Maryland Joint Design Boards - Division of Occupational and Professional Licensing
- Maryland DGS Procedures Manual for Professional Services

Effective Date:
January 1, 2020

Requirements:
Listed below (in specific order) are required signatures the block of which should be located (in size shown) on each cover sheet(s) of each volume construction documents.

Note: For projects by the UMD Residence Housing department or a project authorized by any client institution/facility other than the College Park Campus, a signature approval is required from a director level or above or an approved designated POA.

Project Approvals:
Reviewed and Approved:

_______________________________(date)_____________
<Insert Name of Client/User Representative>
<Insert Title of Client/User Representative>
<Name of Client Institution>

Reviewed and Approved:

_______________________________(date)_____________
Keith Lippincott
Chief Fire Protection Engineer, Fire Marshal’s Office
University of Maryland

Reviewed and Approved:

_______________________________(date)_____________
William E. Olen
Executive Director
Planning & Construction
Facilities Management
University of Maryland