

Required Signatures

00.01.05

Description:

The purpose of the section is to highlight the current departmental signature authorization requirements for all projects completed and issued by the UMD 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
- State of Maryland DGS Procedures Manual for Professional Services

Effective Date:

January 1, 2023

Requirements:

Listed below (in specific order) are required signatures blocks which should be located (in scale shown) on the front cover sheet and, on each volume within a full set of a project construction document set.

<p><u>Project Approvals:</u></p> <p>Reviewed and Approved:</p> <p>_____ (date) _____</p> <p><i><Insert Name of Client/User Representative></i></p> <p><i><Insert Title of Client/User Representative></i></p> <p><i><Insert Name of Client Institution></i></p> <p>Reviewed and Approved:</p> <p>_____ (date) _____</p> <p>Keith Lippincott Chief Fire Protection Engineer, Fire Marshal's Office University of Maryland</p> <p>Reviewed and Approved:</p> <p>_____ (date) _____</p> <p>William E. Olen Executive Director Planning & Construction Facilities Management University of Maryland</p>

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 designated POA.