

PART 501 – AUTHORIZATIONS

SUBPART A - REVIEW AND APPROVAL

WA 501.04(a)(1)

**WA501.00 General**

- (a) Additional policy for technical approval authorities are contained in the latest GM 180-CPA WA Amendment.
- (b) All engineering work shall be reviewed and approved by qualified personnel. Engineering work includes the technical categories of Inventory and Evaluation, Design, and Application. The responsibility for final review and approval, regardless of who actually completes the design, construction drawings and specifications, rests with the person who is authorized to review and approve engineering work of the class and category involved.

**WA501.01 Scope**

- (a) NRCS policy and procedure in Washington for reviewing and approving engineering work applies to all NRCS employees.

**WA501.03 Compliance of engineering work with laws and regulations**

- (a) All Washington NRCS engineers are encouraged to become registered as Professional Engineers in Washington State.
- (b) Washington NRCS policy will be to not seal plans, unless required by a state or local agency. If sealing is required on plans, all Washington State RCW's and WAC's pertaining to practicing engineering in Washington State will be followed. Contact the State Conservation Engineer for a copy of the latest RCW's and WAC's.

**WA501.04 Engineering job approval authority**

- (a) Washington engineering approval authority (Classes I through VI):
  - (1) Job approval limits will be established for each person having engineering responsibility. Delegations of authority will be made to all persons of demonstrated ability for review and approval of engineering work. Engineering approval authorities will be delegated and concurred as stated in the following tables:

<b>NRCS EMPLOYEES</b>		
<b><u>DELEGATE</u></b>	<b><u>DELEGATED BY</u></b>	<b><u>CONCURRENCE BY</u></b>
All Disciplines	NRCS Engineer	Supervisor

WA 501.04(c)(1)

- (2) Engineering job approval authorities will be coordinated and delegated within each Area. If the Area does not have an individual with the desired job approval authority, the Area Conservationist may look to a neighboring Area or the State Conservation Engineer for assistance.
  - (3) Delegated approval limits cannot be higher than the delegating individual's authority.
  - (4) Class VI design approval authority can only be delegated by the State Conservation Engineer.
  - (5) Each Area Conservationist will designate an individual(s) who is responsible for maintaining current individual "Delegations of Authority for Engineering Practices" charts for all individuals within the Area that are delegated engineering job approval authority. A copy shall also be provided to the State Conservation Engineer when the delegate is an engineer.
- (b) Washington Job Approval Chart:
- (1) Classification of engineering work for review and approval is based on the type, magnitude, complexity and potential hazard involved. The engineering job approval authority chart for Washington establishes limiting factors for Class I through Class VI engineering work. The most restrictive limiting factor determines the job class. All jobs with limiting factors greater than Class VI will be approved by the State Conservation Engineer after the appropriate review as stated in WA 501.05 and NEM 501.05.
  - (2) Individual engineering job approvals are to be established according to the delegate's training, experience, and demonstrated competence. The measures used to evaluate an individual's experience and demonstrated competence shall be commensurate with the level of complexity of the engineering job. For example, Job Class I projects may not merit the same level of design analysis as Job Class V projects; therefore, the delegating engineer shall determine experience and demonstrated abilities accordingly. The practices applicable to the geographical location are to be considered in assigning engineering job approval authority.
- (c) Approval of Plans: (Job Class I - V)
- (1) Engineering plans developed by individuals without adequate job class authority shall submit plans for review and approval to an individual with the appropriate level of job approval authority.

WA 501.04(e)(2)

- (2) Engineering work in NRCS is a result of an interdisciplinary effort by various personnel who have expertise in different aspects of the job. Jobs that are within the designer's approval authority may require interdisciplinary assistance from a discipline expert. This may involve assistance with complexities of geology, hydrology, hydraulics, vegetation or other features that the designer may be unfamiliar with. The approval signature on the plans indicates that the appropriate interdisciplinary interaction has taken place. (see NEM WA501.05(a)(1))
  - (3) Engineering plans developed by individuals with adequate job class authority may be approved by this individual without further review.
- (d) Approval of Plans: (Job Class VI and Above)
- (1) Individuals without adequate job class design approval authority must consult with an individual with adequate job approval authority prior to project design.
  - (2) Engineering plans developed by an individual without adequate design job class authority shall submit plans for review and approval to an individual with the appropriate level of job class approval authority.
  - (3) Job approval authority limits that are established nationally for Class VI engineering practices (NEM 501.08) require a review by a staff that has been recognized as review capable by the Director of the Conservation Engineering Division. Engineering plans developed by individuals with Class VI design approval authority shall be submitted to the appropriate individual for review in accordance with NEM WA501.05(a)(1) and NEM 501.05.
- (e) Contractor Documentation:
- (1) Surveys, design data, designs, construction layout and construction completion may be performed by contractors (see GM 450, Part 407) and others. These alternatives may be utilized by NRCS personnel in fulfilling their workloads; however, the quality of work rests totally with the NRCS employee having the job approval authority.
  - (2) AC's, DC's and field engineers are encouraged to train "others" to design, stake-out and make construction completion checks. When data from trained "others" is submitted, it can be considered documentation for the NRCS employee with job approval authority to review and approve, if the work conforms to NRCS practice standards. Engineering work by "others" shall comply with Washington State laws pertaining to practicing engineering in Washington State.

**WA501.05 Engineering Job Review**

(a) Design Reviews:

(1) Design reviews will be performed as follows:

Classes I – V: In state staff review by staff with the appropriate design job approval authority delegation shall be conducted for all practices that have reasons of public safety (see 520.21(f)) or environmental Safety (see 521.00(a)) if a failed practice were to occur.

All Classes: Engineering designs that originate at the field office that require approval by the State Conservation Engineer, must first be reviewed by an Area Engineer to verify that all of the information is complete and accurate as outlined in NEM 511.05(a) and consistent with NEM 540.

(2) All designs that have not been reviewed in accordance with WA.501.05 (a) will be returned to the Area Conservationist.

(b) Post Reviews:

(1) Each Area will send a list to the State Conservation Engineer of all Class VI & VII practices stated below installed during the previous calendar year. The practices meeting these requirements shall be submitted to the State Conservation Engineer by October 31. The following practices shall be listed:

<u>PRACTICE NUMBER</u>	<u>PRACTICE STANDARD</u>
560	Access Road (with Bridge Span)
348	Dam Diversion
402	Dam, Floodwater Retarding
349	Dam, Multi-Purpose
552-B	Irrigation Regulating Reservoir
436	Irrigation Storage Reservoir
378	Pond
350	Sediment Basin
587	Structure for Water Control
356	Dike
362	Diversion
400	Floodwater Diversion
404	Floodway
410	Grade Stabilization Structure
320	Irrigation Canal or Lateral

582	Open Channel
516	Pipeline
533	Pumping Plant for Water Control
580	Streambank and Shoreline Protection
584	Stream Channel Stabilization
313	Waste Storage Facility
359	Waste Treatment Lagoon
658	Wetland Creation
657	Wetland Enhancement
659	Wetland Restoration

- (2) The State Conservation Engineer will select a representative sampling of the practices sent in by each team. The State Conservation Engineer will then request the project documentation and conduct post reviews on the representative sampling.

**WA501.07 Classification of Engineering Jobs**

- (g) The WA-MGT-10 Delegation of Authority for Engineering Practices chart can be found in the latest GM 180-CPA WA AMENDMENT, TECHNICAL APPROVAL AUTHORITY.