

# Professional Engineer Certification

New Buildings Incentive Application Form 540<sub>PE</sub>



## REQUIREMENTS

This **Form 540PE: Professional Engineer Certification** must be submitted upon completion of the commissioning activities as described in the Project Owner's submitted **Form 520CX-DR: Design Review Incentive Application** or **Form 520CX-FT: Functional Testing Incentive Application**, along with all required accompanying documentation.

This form is required if Project Owner's commissioning authority (CxA) is a professional engineer (PE), registered in the State of Oregon. The PE must have experience with the commissioning process and required documentation for the enrolled project. The PE is not required to be part of the project design team. The PE's seal is required on this form, as part of the documentation, to certify completion of the project commissioning activities as indicated in the applicable incentive application.

## PROJECT INFORMATION

BUILDING/PROJECT NAME		PROJECT ID (IF KNOWN)	
COMMISSIONING AUTHORITY NAME	TITLE	PHONE	EMAIL
ENGINEERING BRANCH	NUMBER	EXPIRATION DATE	
FIRM NAME	ADDRESS	CITY, STATE, ZIP	

## SIGNATURE

The individual providing the Certification shall be registered as a Professional Engineer in the State of Oregon. Oregon Administrative Rules Section 820-020-0020 apply to this Certification, including:

1. Registrants shall undertake assignments only when qualified by education or experience in the specific technical fields of engineering or land surveying involved.
2. Registrants shall not affix their signatures or seals to any plans or documents dealing with subject matter in which they lack competence, nor to any such plan or document not prepared under their direction and control.

I, \_\_\_\_\_, declare and certify that the commissioning process for the above referenced project complies with the requirements of the New Buildings program as described in the submitted **Design Review Incentive Application (Form 520CX-DR)** or **Functional Testing Incentive Application (Form 520CX-FT)**, meets the standard of care for New Building Commissioning as outlined in ASHRAE Guideline 0-2013: The Commissioning Process, and reasonably represents the outcome of the commissioning activities performed for systems in the building in its intended use.

Engineer's Seal

### RETURN FORM TO:

Energy Trust of Oregon – New Buildings  
421 SW Oak Street, #300, Portland, OR 97204  
1.877.467.0930 **telephone**  
503.961.7642 **fax**  
newbuildings@energytrust.org **email**

### FOR PROGRAM USE ONLY:

OM:  
PT ID:  
Project ID:

# Professional Engineer Certification

New Buildings I Incentive Application I Form 540<sub>PE</sub>



SIGNATURE		DATE
NAME	TITLE	COMPANY

## FOR MORE INFORMATION

Please visit [energytrust.org/commercial](http://energytrust.org/commercial), call 1.877.467.0930, or email [newbuildings@energytrust.org](mailto:newbuildings@energytrust.org)

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