



**State of New Jersey**  
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*Commissioner*

MEMORANDUM

TO: Construction Officials

FROM: Division of Codes and Standards, Code Assistance

DATE: May 22, 2017

SUBJECT: Registered Architects - Digital Signature and Seal, Additional Information

As of May 1, 2017, digital signing and sealing has now been extended to Registered Architects. Previously, digital signing and sealing was allowed by rule only for Professional Engineers (adopted 11/16/15).

Pursuant to the rules adopted by the Board of Architects, digital sealing at NJAC 13:27-6.5(a)1., the digital signature and seal must be:

- i. Unique to the licensee;
- ii. Verifiable by a trusted third party or some other approved process as belonging to the licensee;
- iii. Under the licensee's direct and exclusive control; and
- iv. Linked to a document in such a manner that the digital signature and seal is invalidated if any data in the document is [sic] changed. Once the digital signature and seal are applied to the document, the document shall be available in read-only format if the document is to be digitally transmitted.

The rules may be accessed at:

- \* Proposal/Adoption - <http://www.nj.gov/dca/divisions/codes/alerts>
- \* Board of Architects - <http://www.njconsumeraffairs.gov/arch/Pages/regulations.aspx>

Clicking on or sliding the cursor over a digital signature and seal causes a box or a window to pop up with additional information, including the name of the software company. Any electronic submissions should bear such a digital seal.

The bottom line is that paper submissions must have a pressure seal. Electronic submissions must have a digital seal. This means that nothing requiring a seal should be sent via facsimile.

