BYLAWS OF THE PROFESSIONAL ENGINEERS OF OREGON
REVISED 1.14.12

BYLAW I – Admissions and Membership

SECTION 1. Membership

a) A Member shall be a person holding a valid license or certificate of registration as a professional engineer, issued under the laws of any state, territory, possession or district of the United States or a province or territory of Canada.

b) A Surveyor Member shall be a professional land surveyor licensed to practice in any state, territory, possession or district of the United States.

c) A Member is a person of high moral character who is: (1) a certified engineering intern (EI)/engineer-in-training (EIT) or; (2) a certified land surveyor-in-training, or; (3) has graduated from an engineering curriculum accredited by the Accreditation Board for Engineers and Technology; or has recently graduated from an engineering curriculum prior to the establishment of professional accreditation procedure by ABET; or had graduated from an engineering curriculum which is accredited by ABET within six years after his/her graduation; or has been awarded a graduate engineering degree from a college or university which has one or more undergraduate engineering curricula accredited by ABET; pursuing an engineering or surveying career or engaged in post graduate engineering or surveying study.

d) Privileged Membership may be accorded to a Member, Surveyor Member, Associate Member or Affiliate Member, who makes application to the Board of Directors and has retired from active practice of professional engineering or surveying, and has been a member in good standing for five years and is at least 62 years old.

e) Life Membership may be accorded a Member, Surveyor Member, Associate Member or Affiliate Member, who makes application to the Board of Directors and has retired from active practice of professional engineering or surveying, and has been a member in good standing for thirty years and is at least 58 years old.

f) A Student Member is a full-time student in an undergraduate or graduate engineering or surveying student program accredited by ABET or an engineering or pre-engineering program that can lead to licensure or international equivalent.

g) An Affiliate Member is an individual who by reason of employment or interest in the application of engineering principles will support the professional practice of engineering and is not otherwise eligible for membership. No person shall be accepted as an Affiliate Member under provisions of (h) after January 1, 2005.

h) Honorary Membership may be accorded by the Board of Directors to a person of unusually outstanding eminence in some branch of engineering or land surveying, or in activities related thereto, provided that when the number of Honorary Members reaches ten, additional such memberships may be granted at a rate not exceeding one per annum. Honorary members may be proposed by the Nominating Committee, or by petition to the Board of Directors, such petition bearing the sponsorship of no less than ten Licensed Members, Surveyor Members. A person proposed for Honorary Membership shall be elected only if endorsed unanimously by the Board of Directors by written secret ballot.

SECTION 2. Admissions

Charter members are registered professional engineers who were tentatively elected at the January 16, 1929 meeting or the meeting of February 16, 1929.

All applications for admission to membership or transfer in membership grade shall furnish the name, address, date of birth, and such other applicable information as listed on the application blank. Applicants shall be admitted to membership in PEO upon acceptance as first year members by NSPE or after qualifications have been checked and approved by an elected State Officer of PEO.

When a Member becomes registered as a Professional Engineer or Surveyor, the Secretary shall automatically change the membership grade to Licensed Member or Surveyor Member. Changes in membership status and dues shall be effective on January 1 following registration.
Each newly registered Professional Engineer, Land Surveyor or Engineering Intern/Engineer-in-Training or Surveyor-in-Training of the State of Oregon who is a resident of Oregon is automatically offered an Introductory Membership. The term “newly” registered does not apply to former members of PEO or to Engineers or Surveyors-in-Training advanced to Professional Engineer or Land Surveyor status, or Surveyors or Engineers receiving a license in a second specialty. Introductory Members of another State Society who move to Oregon shall upon application to the Board of Directors receive reciprocal privileges of Introductory Membership for the balance of the year.

Members of another state society and NSPE in good standing who move to Oregon may be offered an Introductory Membership in PEO for the balance of the year. The Introductory Membership plan shall entitle a new member to PEO membership for the remainder of the year during which the application is accepted.

**BYLAW II – Discipline**

**SECTION 1. Authority**

The PEO, through its Board of Directors shall have the power to investigate and pass upon the conduct of its members for any infraction of the Constitution, Bylaws or the Code of Ethics adopted by the Professional Engineers of Oregon or for fraud or deception in their practice. The PEO, through its Board of Directors, shall also have the power to make recommendations to the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) relative to the matters of discipline of engineering registrants and reinstatements. The Board may (a) authorize joint action with other state societies (b) waive jurisdiction to another State Society or (c) request assistance of NSPE when in the Board’s judgment the circumstances warrant.

**SECTION 2. Ethical Practices Committee**

The Ethical Practices Committee shall consist of a Chairman to be appointed to a one year term, and who may not be reappointed more than once, and at least five committee members who shall be Members or Surveyor Members of PEO, and who shall represent various engineering disciplines, with tenures of four years, staggered so that some terms expire each year. The Chairman is to vote only in case of a tie vote. The committee is to work closely with the OSBEELS.

**SECTION 3. Grounds For Discipline**

Any member of PEO may be disciplined by PEO for any of the causes mentioned in Section 1 hereof.

Upon receipt of information on a member that could result in disciplinary action the Board of Directors shall consider whether proceedings should be initiated towards discipline of the member.

The Code of Ethics of PEO shall be the current Code of Ethics of NSPE.

When the Ethical Practices Committee is of the opinion that there is probable cause that grounds for discipline exist against any member of PEO, it shall cause to be prepared and filed with the Secretary a complaint against the accused in the name of PEO, and a hearing shall then be had thereon as hereinafter provided. Such complaint shall set forth the acts or omissions of the accused so as to enable him to know the nature of the charge or charges against him. Where more than one act or transaction is relied upon the allegations shall be separately stated and numbered. The complaint need not be verified.

When the Ethical Practices Committee is of the opinion that there is probable cause that grounds for revocation or suspension of license exist in the case of a registered engineer or surveyor who need not be a member of PEO, the committee shall cause to be prepared and file with the Secretary a complete report on the investigation against such engineer or surveyor in the name of PEO, and the Secretary, upon being ordered so to do by the Board of Directors, shall turn such report over to the Board of Engineering Examiners with the recommendation that further action be taken. The Board of Directors shall cooperate with the Board of Engineering Examiners in such action as they wish taken.

**SECTION 4. Trial Committee**

All cases of misconduct leading to suspension or expulsion of a member of PEO in which complaints are filed with the Secretary shall be heard by three or more members of the Board of Directors, to be designated as a Trial Committee by the President of PEO.
It shall be the duty of the Trial Committee to grant the accused a fair and impartial hearing, to keep a complete record of all proceedings, including the evidence and exhibits offered and received at the hearing, and promptly to transmit the same to the Board of Directors for its recommendation.

The Board of Directors may act on reprimands without conducting a formal trial as required for suspension or expulsion. Such reprimand shall be sent by the Secretary after approval of two-thirds of the Board of Directors.

SECTION 5. Notice and Service

A time and place for the hearing shall be fixed by the Trial Committee and a copy of the complaints, together with a notice of the time and place of the hearing shall be served upon the accused or his attorney at least thirty (30) days before the date fixed for said hearings.

If personal service of complaint and notice of hearing is not made upon the accused, service may be had by mailing copies of the notice and complaints to the accused by registered mail, directed to the last known place of residence not less than 30 days before the hearing if the accused is within the State of Oregon, and not less than 60 days before the hearing if the accused is outside the State of Oregon.

SECTION 6. Hearings

Unless otherwise ordered by the Board, hearings before the Trial Committee shall not be public nor, unless ordered as aforesaid, shall the records of the proceedings before a Trial Committee be open for inspection except to officers of PEO, to members of the Trial Committee and to the Ethical Practices Committee, to the accused, to the attorneys, and to the OSBEELS.

If, after due notice as provided above, the accused shall fail to appear at the hearing, the Trial Committee may proceed to a determination of the charge.

The Trial Committee shall make a written report of its findings and recommendations and shall promptly transmit the same to the Board of Directors for its recommendation.

SECTION 7. Findings by the Board of Directors

If the Board of Directors shall find, on the basis of the Trial Committee’s report, that the accused has been guilty of misconduct or any infraction of the Constitution, Bylaws, or Code of Ethics adopted by PEO, or fraud or deception in their practice, it shall suspend or expel the accused from membership in PEO upon two-thirds vote of all the members of the Board of Directors, shall be recorded by the Secretary in the minutes of the Board of Directors and the name of the person so expelled shall be stricken from the membership roster. A copy of the findings of the Board of Directors, in the case of any person so suspended or expelled, shall be forwarded to the OSBEELS and to the person suspended or expelled.

SECTION 8. Reinstatement of a Member

A petition for reinstatement to membership may be filed with the Board by any person previously expelled, but only after the expiration of one year from the date of such expulsion. No person whose case is before the OSBEELS for investigation or revocation of license shall be reinstated. No person who has been expelled from membership in PEO shall be reinstated except by resolution adopted by a majority of the Board of Directors.

BYLAW III – Fees and Dues

SECTION 1. The annual dues shall be payable in advance and shall become due on the first day of January of each year for the fiscal year.

SECTION 2. Annual dues will be set by the Board of Directors. Failure to pay required dues automatically disqualifies and terminates voting membership.

SECTION 3. Annual membership dues for PEO qualifying membership grades shall be collected by NSPE for members of record on November 30 of the previous year. PEO will collect both state and NSPE dues for members added after November 30 and state dues for non-qualifying grades of membership.
SECTION 4. If, after ten years of continuous membership, a member becomes disabled to the extent he/she can no longer earn a regular income from his profession, he/she may make application to the Board of Directors for a waiver of dues in PEO and may request approval by PEO of his/her request for waiver of his dues in NSPE. The Board, at its discretion may grant such waiver to continue only as long as the disability exists.

Other members in good standing with good and sufficient reason may apply to the Board of Directors for dues waiver. The Board of Directors on an individual basis, and to be reviewed each year, may at its discretion grant such dues waiver.

SECTION 5. New Members, Land Surveyors and Members admitted to PEO after April 1 shall pay dues as follows for both PEO and NSPE, except those admitted under:

- April 1 through September 30: 50%
- October 1 through March 31: 100%

(With members admitted after October 1 receiving services for the remainder of that year and the succeeding year).

An individual in a classification other than Student Member who is a full time college student in a recognized school may apply for a reduction in dues. The reduction is to be determined by the Board of Directors and is not to exceed one-third of the state assessment of the member grade.

SECTION 6. Any member failing to remit dues by December 31 of the fiscal year in which said dues are payable, shall become delinquent. Delinquent members will be notified of such status by the Secretary.

SECTION 7. Delinquent members shall lose their right to vote. Delinquent members will be dropped from the membership rolls on March 31, unless their dues are paid prior to that date. Members thus dropped will be notified of such status by the Secretary.

SECTION 8. A member whose dues are in arrears may be reinstated during the first year by payment of those dues. A member previously dropped from the rolls for nonpayment may be reinstated upon approval of his/her request by the Board of Directors and payment of full dues for the year.

SECTION 9. The fiscal year of PEO shall be from July 1 through June 30.

SECTION 10. Dissolution Clause: Upon the dissolution of PEO, the Board of Directors, after providing for the payment of all obligations, shall distribute any remaining assets to the National Society of Professional Engineers.

BYLAW IV – Duties of Officers

SECTION 1. The Secretary shall maintain a petty cash fund not exceeding One Hundred Fifty Dollars ($150). He/She or an authorized representative shall attend all meetings of the Board of Directors.

SECTION 2. Employees of PEO shall be employed and discharged by the Board of Directors.

SECTION 3. The President or Treasurer is authorized to issue vouchers and sign checks.

SECTION 4. All vouchers or checks drawn against the funds of PEO shall be payable when signing by the Treasurer or President. The President-Elect or a Vice President are authorized to sign for the Treasurer or President, respectively, if the latter are absent or incapacitated.

SECTION 5. The President, with the approval of the Board of Directors, shall appoint the regular standing committees as authorized by them, and as set forth in the Operating Manual.

SECTION 6. No Director or uncompensated Officer of PEO shall be personally liable to PEO or its members for monetary damages for conduct as a Director or uncompensated Officer; provided that this section shall not eliminate liability which may not be eliminated under the Oregon Nonprofit Corporation Act. No amendment to the Oregon Nonprofit Corporation Act for which elimination of liability is permitted shall affect the liability of a Director or uncompensated Officer for any act or omission, which occurs prior to the effective date of
such amendment. The provisions of this section are intended to be in addition to and not in limitation of any other provisions of this
Constitution or the Bylaws or any agreement of PEO or any law that eliminates or limits the liability of Directors, Officers and others acting
on behalf of PEO.

BYLAW V – Committees

SECTION 1. The assignment and duties of the standing committees will be as described in the Operating Manual. Additions to or modifications
of committee assignments, or assignments for special committees will be the responsibility of the Board of Directors. Standing and special
committees are authorized to act in their own name within the Constitution, Bylaws and policies of PEO and the scope of duties established by
the Board of Directors and the Operating Manual.

The Nominating Committee shall be appointed by the President prior to October 1.

The Tellers Committee shall be appointed by the President prior to February 1.

SECTION 2. The authorization of the regular standing committees and changes in the assignments and responsibilities of the regular
standing committees shall be approved by a majority vote of the Board members at a meeting of the Board.

SECTION 3. The Operations Manual shall be compiled and maintained by the Constitution and Bylaws Committee.

BYLAW VI – Meetings

SECTION 1. Meetings of the membership of PEO for the transaction of business, presentation and discussion of papers, and social
purposes shall be held as specified in the Constitution. Meetings shall be open to the public except as ordered by the Board of Directors.
Discussion will be restricted to those connected with PEO except by invitation of the chair.

SECTION 2. The Secretary shall mail to each member of the general membership, Board of Directors, or Executive Committee, not less
than one week prior to a meeting, a printed notice stating the time, place, and purpose of the meeting.

SECTION 3. All meetings of PEO and its derivative organizations shall be governed by Robert’s Rules of Order where not otherwise
specified.

SECTION 4. The minutes of each meeting shall be promptly transcribed by the Secretary and a copy mailed to each member of the
group meeting.

SECTION 5. The suggested order of business is as follows and may be altered at the discretion of the presiding officer:

a) Call to order
b) Roll call of officers
c) Reading, correcting and approval of minutes
d) Reports of standing committees
e) Reports of special committees
f) Unfinished business carried over
g) Reports of Officers
h) Elections and installations
i) New business
j) Miscellaneous
k) Adjournment

BYLAW VII – Local Chapters - Practice Divisions - Affiliated Organizations

SECTION 1. Any group of the (10) or more members of PEO may, with the approval of the Board of Directors, organize as a local
chapter. This chapter shall be known as the (distinguishing name) chapter of PEO. The local chapter shall adopt its own Bylaws subject
to approval by the Board of Directors, such Bylaws to determine the election and terms of local officers and define the territorial limits.
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Any member of PEO residing within the territorial limits as defined in the chapter Bylaws shall be eligible for membership in the local chapter at an equivalent grade. Any member who does not live within the boundaries of a geographic chapter, as set forth in the chapter Bylaws, shall be designated a Member-At-Large. Any member may affiliate with a chapter of his/her choice by requesting the State Secretary to enter his name on the roll of the specified chapter. The chapter president or his/her representative to the State Board of Directors shall be a Member, Surveyor Member or Senior Associate Member of PEO. There shall be remitted to the local chapter such portion of the dues of each member of PEO who is certified by the Secretary of the local chapter as a member thereof in good standing, as may from year to year be determined by the Board of Directors. The Bylaws of the local chapter may provide for additional dues to defray the expense of the local organization.

SECTION 2. Practice Divisions may be established in the same field of practice as those recognized by NSPE Membership in a practice division will not replace chapter membership. Practice Divisions will adopt their own Bylaws conforming to those of the National Practice Division with the approval of the Board of Directors. Funding of Division programs shall be by remission of a portion of the dues as determined from year to year by the Board of Directors or by dues from the membership of the Division. The division Bylaws shall provide for meeting any national requirements.

SECTION 3. Groups and/or Associations organized under a constitution and bylaws amendable to the objectives of PEO and NSPE may, by petition to PEO, a Chapter, or a Practice Division thereof, be affiliated with said Society, Chapter or Practice Division as affiliated associations.

(a) An Affiliation Agreement will be prepared and approved by both the Board of PEO and the governing body of the proposed affiliated association before any Group or Association affiliation is formalized.

(b) The Affiliation Agreement will contain provisions for:

1. Submission of complete membership rolls yearly of the affiliated association to PEO
2. PEO approval of initial and future changes of the Constitution and Bylaws of the affiliated association
3. Administrative procedures to determine the exchange of information and representation between the affiliated association and PEO, Chapter or Practice Section
4. Other details, services, costs and administrative procedures as appropriate

SECTION 4. All Chapters, practice divisions, and affiliated organizations shall be self-governing and shall have autonomy in local matters. Any action, however, which may purport to represent the policy of PEO shall be referred to and receive the approval of the Board of Directors before becoming effective.

SECTION 5. The Board of Directors may at any time revoke the charter or affiliation agreement of any local chapter, practice division or affiliated organization when, in its judgment, the interests of PEO make such action desirable.