



LOS ANGELES COUNTY PUBLIC WORKS
HUMAN RESOURCES DIVISION

**REQUEST FOR BONUS
PROFESSIONAL LICENSE**

EMPLOYEE NAME		EMPLOYEE NUMBER	
DIVISION		SECTION	
PAYROLL TITLE		BARGAINING UNIT	
LICENSE NUMBER	EXPIRATION DATE	BONUS START DATE	
EMPLOYEE SIGNATURE		DATE	

REQUIREMENTS FOR APPROVAL:

The employee is represented by Bargaining Unit 501, 502, 511, or 512, possesses one of the following licenses and/or certifications, and meets the specified criteria. **Please attach a copy of the valid license.**

- ☐ **Structural Engineer License (501 & 502 only):** Any Associate Civil Engineer, Civil Engineer or Senior Civil Engineer in the Unit who is licensed as a Structural Engineer from the State of California and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Structural Engineer, will be paid a 5.5% monthly bonus.
- ☐ **Land Surveyor License (501, 502, 511 & 512):** Any Associate Civil Engineer, Civil Engineer, Senior Civil Engineer, Principal Survey Mapping -Technician, Supervising Cadastral Engineer I, II, III, or Supervising Survey-Mapping Technician in the unit who holds a valid license as a Land Surveyor, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Land Surveyor, will be paid a 5.5% monthly bonus.
- ☐ **Traffic Engineer License (501, 502, 511 & 512):** Any Civil Engineer Assistant, Senior Civil Engineering Assistant, Principal Civil Engineer Assistant, Supervising Civil Engineering Assistant, Highway Engineering Specialist or Supervising Highway Engineering Specialist I or II in the unit who holds a State of California Traffic Engineer license and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Traffic Engineer, will be paid a 2.75% monthly bonus.
- ☐ **Geotechnical License Bonus (501 & 502 only):** Any permanent full time Associate Civil Engineer, Civil Engineer, or Senior Civil Engineer who is assigned to Geotech Division by management to duties requiring the knowledge and skill characterized by the license shall receive a 5.5% monthly bonus.
- ☐ **Registration/License Bonus (501 & 502 only):** Any permanent full time employee in a classification not requiring registration or license who attains a registration or license required in a higher classification in the classification series is eligible to receive a monthly bonus of \$250 until such time as the employee is promoted to the classification that requires the employees registration or license, not to exceed eighteen (18) months from the date of registration or license.

☐ APPROVED

☐ DENIED

IMMEDIATE SUPERVISOR

DATE

☐ APPROVED

☐ DENIED

DIVISION HEAD

DATE

Please forward to Human Resources Division, Lobby

MOU LANGUAGE FOR LICENSE BONUS

Employees in Bargaining Units 501, 502, 511, and 512 will receive additional compensation as specified below if they meet the criteria specified below for each of the applicable licenses and/or certifications:

Structural Engineer License

501: Effective April 1, 2007, any Associate Civil Engineer or Civil Engineer in the Unit who is licensed as a Structural Engineer from the State of California and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Structural Engineer, will be paid a 5.5% bonus.

502: Effective April 1, 2007, any Senior Civil Engineer in the Unit who is licensed as a Structural Engineer from the State of California, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Structural Engineer, will be paid a 5.5% bonus.

Land Surveyor License

501: Effective April 1, 2007, any Associate Civil Engineer or Civil Engineer who holds a valid license as a Land Surveyor, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Land Surveyor, will be paid a 5.5% Land Surveyor License Bonus.

502: Effective April 1, 2007, any Senior Civil Engineer in the Unit who holds a valid license as a Land Surveyor, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Land Surveyor, will be paid a 5.5% Land Surveyor License Bonus.

511: Effective April 1, 2007, any Principal Survey Mapping-Technician in the Unit who holds a valid license as a Land Surveyor, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Land Surveyor, will be paid a 5.5% Land Surveyor License Bonus.

512: Effective April 1, 2007, any Supervising Cadastral Engineer I, II, III, or Supervising Survey-Mapping Technician in the Unit who holds a valid license as a Land Surveyor, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Land Surveyor, will be paid a 5.5% Land Surveyor License Bonus.

Traffic Engineer License

501: Effective April 1, 2007, any Civil Engineer Assistant, Senior Civil Engineering Assistant or Principal Civil Engineer Assistant, who holds a State of California Traffic Engineer license and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Traffic Engineer, will be paid a 2.75% Traffic Engineer License Bonus.

502: Effective April 1, 2007, any Supervising Civil Engineering Assistant in the Unit who holds a State of California Traffic Engineer license and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Traffic Engineer, will be paid a 2.75% Traffic Engineer License Bonus.

511: Effective April 1, 2007, any Highway Engineering Specialist in the Unit who holds a State of California Traffic Engineer license, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Traffic Engineer, will be paid a 2.75% Traffic Engineer License Bonus.

512: Effective April 1, 2007, any Supervising Highway Engineering Specialist I or II in the Unit who holds a State of California Traffic Engineer license, and who is assigned by management to duties requiring the knowledge and skill which are both certified and characterized by licensure as a Traffic Engineer, will be paid a 2.75% Traffic Engineer License Bonus.

A copy of the employee's valid California Structural Engineer, Land Surveyor, or Traffic Engineer License must be attached to the request form when submitting for approval or the request will be returned to the employee unprocessed.

Geotechnical License Bonus

501, 502: Effective March 1, 2019, any permanent full time Associate Civil Engineer, Civil Engineer, and Senior Civil Engineer who is assigned to Geotech Division by management duties requiring the knowledge and skill characterized by the license shall receive a 5.5% monthly bonus.

Registration/License Bonus

501, 502: Effective March 1, 2019, any permanent full time employee in a classification not requiring registration or license who attains a registration or license required in a higher classification in the classification series is eligible to receive a monthly bonus of \$250 until such time as the employee is promoted to the classification that requires the employees registration or license, not to exceed eighteen (18) months from the date of registration or license.