

539-1-.16 Appraiser Classifications, and Their Education, Examination, and Experience Requirements.

(9) A State Registered Real Property Appraiser classified on or after August 1, 2006, shall be given credit for his or her first one thousand hours of appraisal experience only if it was earned in appraisal assignments performed under the direct supervision of a supervising appraiser. A State Registered Real Property Appraiser classified before August 1, 2006, may earn his or her appraisal experience under the rule in effect at the time he or she became classified until January 1, 2008, at which time only experience earned under rules in effect on or after August 1, 2006, shall receive credit.

(a) For the purpose of this rule, "supervising appraiser" means a State Certified General Real Property Appraiser or a State Certified Residential Real Property Appraiser.

(b) In order for the first 1,000 hours of appraisal experience to qualify for credit, the certified appraiser supervising another classified appraiser shall not be an employee of or an independent contractor with the supervised appraiser nor an employee of or an independent contractor with a firm in which the supervised appraiser has a controlling ownership interest.

(c) At the time of supervising a state registered real property appraiser, the supervising appraiser shall be in good standing and not subject to any disciplinary action within the last two years that affects the supervisor's legal eligibility to engage in appraisal practice. A supervising appraiser shall not supervise more than three state registered real property appraisers at one time.

(d) Experience credit shall be given only for experience earned while the applicant has a classification in this or another state.

(e) On or after August 1, 2006, an appraiser who is supervising or who agrees to supervise the work of another appraiser shall enter into a written agreement with the appraiser to be supervised prior to undertaking any appraisal work that will be utilized for appraisal experience credit under this rule. The written agreement shall at a minimum contain provisions that:

1. identify the full name of the type of classification held by each appraiser as follows:
 - a. State Registered Real Property Appraiser,
 - b. State Licensed Real Property Appraiser,
 - c. State Certified Residential Real Property Appraiser,
 - d. State Certifies General Real Property Appraiser, or
 - e. the name used by another State's regulatory agency, if the appraiser is not classified in Georgia but is in another State;
2. identify the classification number issued by the Board to each appraiser or similar number issued by another State's regulatory agency if the appraiser is not classified in Georgia;
3. identify the date of the end of the renewal period for each appraiser's classification;
4. state the supervised appraiser's and supervisor's business relationship; for example, but not limited to, employee, independent contractor, or both are employees or independent contractors with the same firm;
5. state that the supervising appraiser is in good standing, is not subject to any disciplinary action within the last two years that affects the supervisor's legal eligibility to engage in appraisal practice, and will not supervise more than three state registered

real property appraisers at one time.

6. indicate how each appraiser will be compensated for appraisal activities undertaken during the term of the contract and how each will be compensated when the contract ends for work begun but not completed prior to the termination of the contracts;

7. identify the scope of duties the supervised appraiser is authorized to undertake, which must not be inconsistent with this rule or the Appraiser Act, and must at least include provisions that:

a. all appraiser assignments must be solicited and obtained in the name of the supervising appraiser or the supervising appraiser's firm (if an appraisal assignment is solicited and obtained in the name of the state registered real property appraiser, the resulting appraisal may not be used for experience credit under this rule);

b. all appraisal reports shall be transmitted or delivered to the client or customer by the supervising appraiser or his or her designee other than the supervised appraiser;

c. the supervising appraiser will accept responsibility for supervised appraiser's work by signing the appraisal report and certifying that it complies with generally accepted appraisal procedures and is in compliance with the standards required by the federal financial institutions regulatory agency that regulates the financial transaction if the appraisal assignment was undertaken for such a purpose;

d. the supervising appraiser shall review the report before signing it; and

e. the supervising appraiser shall personally inspect along with the state registered real property appraiser each property appraised until such time as the supervising appraiser determines that the state registered real property appraiser is competent in inspecting properties. The Board will deem a registered appraiser to have demonstrated competence in inspecting residential properties after having performed at least twenty inspections of one to four family residential properties in the presence of a supervising appraiser while performing an appraisal assignment; and

8. after the termination of the relationship, the supervised appraiser shall, during normal business hours, have access to all appraisal files on which he or she worked for purposes of submitting to the Board any data the Board requires;

(f) The supervising appraiser and the supervised appraiser shall jointly maintain an appraisal log that includes at least the following information for each appraisal performed in the format available on the Board's web site :

a. the address of the property appraised;

b. the type of property appraised;

c. the date of the value estimate;

d. a notation of whether the supervising appraiser inspected the property along with the state registered real property appraiser;

e. a description of the work performed by the state registered real property appraiser and the scope of the review and supervision of the supervising appraiser;

f. the actual number of hours worked on the assignment by the state registered real property appraiser; and

g. the signature and state classification number of each appraiser;

(g) Any appraiser seeking to use this experience for a higher classification shall attached to his or her log a copy of any written agreements under which he or she obtained the first 1,000 hours of experience governed by this rule.

(h) The supervising appraiser must comply with the requirements of 43-39A-18(b)(12) to

retain for a period of five years the original or a true copy of each appraisal report prepared or signed by each appraiser and all supporting data assembled and formulated by the appraisers in preparing each such appraisal report.

(i) A state registered real property appraiser may concurrently enter into active such written agreements with more than one supervising appraiser, provided that each supervisor is informed of the existence of any other written agreement and given a copy of it.