

The Virginia Real Estate Appraiser Board (Board) addressed the issue of appraisers submitting appraisal assignments electronically at its February 24, 2009, Board meeting and provides its licensees with the following guidance:

Board Regulations and USPAP require appraiser licensees to perform and deliver appraisal assignments in a secure manner to the client, and they must not communicate assignment results (or knowingly permit another person to communicate assignment results) in a misleading or fraudulent manner.

There are actions that a licensee may take to ensure compliance with these regulations when submitting assignments electronically. First, there are a number of secure digital signature software products and other encryption techniques that can be used to ensure compliance with Board Regulations. Second, licensees must keep a true copy of all assignments they submit electronically in accordance with the record keeping requirements of USPAP.