

LAND SURVEYORS BOARD EXAMINATION
CHECKLIST FOR PRACTICAL SUBJECTS (STRATA LOT)

CANDIDATE INDEX NO.	
LOTS	
LOCALITY	

1. DELIVERY OF JOB :			
Item	<i>Tick where Appropriate</i>		
	Yes	No	NA
a. FD (softcopy in PDF & DWG format)			
b. CPST (softcopy in PDF & DWG format)			
c. STP Number is indicated			
d. Calculation of survey fees is submitted (softcopy in PDF format)			
e. Survey report is submitted (softcopy in PDF format)			
f. Certification in relation to encroachment is submitted (softcopy in PDF format)			
g. Examination Report (softcopy in PDF format)			

2. INSPECTION			
2.1 Field Diagrams : FD			
Item	<i>Tick where Appropriate</i>		
	Yes	No	NA
2.1.1 Certification Statement			
a. Certification Statement is in accordance with Land Surveyors Rules			
b. "Candidate's Index No.", "date" & "(Digitally signed)" are shown			
2.1.2 Site Plan			
a. North Point is in the correct orientation and format			
b. Survey data of building outline i.e. building of the strata development to be fixed directly in relation to the land boundaries and where applicable, of the peripheral ground details along the lot boundaries, and of any encroachment			
2.1.3 Storey Plan			
a. North Point is shown in the correct orientation and format			
b. The Storey plan heading & Not to Scale is shown			
c. Strata lot no./unit no. is complete and consistent with elevation plan			
d. Tabulation of strata area is shown (if any)			
e. Strata lot encroachment is shown (if any)			
f. Boundaries and Details :- (i) Dimension is shown (ii) Height is shown (iii) Check distance for the length and width of the unit are shown (iv) Details agree with diagrammatic plan and CPST			

g. Description of void/common property is shown			
h. Reference and Note for Typical storey is indicated – (e.g.: Corresponding Strata Lots from 2 nd to 4 th Storeys are identical and/or Note: All strata lots including those shown as ‘similar’ herein have been entered into and all relevant measurements have been fully made)			

2.2 STRATA CERTIFIED PLAN : CPST			
Item	Tick where Appropriate		
	Yes	No	NA
2.2.1 Site Plan			
a. The heading “SITE”, land lot no. & the scale of the site plan are shown			
b. Lot no./House no./ Road Name/Abuttal :- (i) Lot No. of land lot is correct (ii) House no. is correct (iii) Road name is correct (iv) Adjacent lot nos. and abuttals are shown			
c. Provisional lot (if any) is correct			
d. Area of land lot agrees with verification survey/p.o. area			
e. Building outlines are shown			
f. Elevation view point is in the correct orientation and format			
g. FD No. is correct			
h. North Point is in the correct orientation and format			
2.2.2 Certification Statement			
a. Certification Statement is in accordance with Land Surveyors Rules			
b. “Candidate’s Index No.”, “date” & “(Digitally signed)” are shown			
c. “Chief Surveyor’s name” & “(Digitally signed)” are shown			
d. SLA/SVY Reference/MK/TS/ST. No is shown correctly			
2.2.3 Schedule			
a. House no. or block no. is correct			
b. Land lot no. and its plan reference is correct			
c. The subject strata lot nos./provisional lot nos. are correct			
d. Parent lot no. and its plan no. for strata re subdivision are correct			
e. Cross reference table showing the old & new format lot nos. of the parent strata lots is correct			
2.2.4 Legend			
a. Legend on common property is correct			
2.2.5 Elevation Sketch			
a. Strata Lot No./unit no./height are correct			
b. Elevation view point is in the correct orientation and format			
c. Tabulation for accessory lot (if any) is shown			
2.2.6 Storey Plan			
a. Storey Heading/(Areas of Strata Lots are scaled only)/Scale/North Point/MK/TS/ST No. are shown correctly			
b. Strata lot no./unit no. is consistent with elevation sketch			
c. Boundaries and Details agree with diagrammatic plan and FD			
d. Description for Void/common property is shown			

