

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

<b>CANDIDATE INDEX NO</b>	
<b>LOTS</b>	
<b>LOCALITY</b>	

Guideline on documents to be submitted:-

- a) Field survey and processed data in LandXML file. Format & structure of the LandXML file should strictly adhere to the "Singapore LandXML Mapping and Structure";
- b) Certified plan;
- c) Sketches plans (traverse, demarcation, party-wall, detail, encroachment and other relevant computation/comparisons);
- d) Form, Letter, Certification and Reports;

For submission of documents on establishment of ISN marker, see Guidelines & Specifications for GPS Surveys of ISN markers.

<b>1. JOB DELIVERABLES - containing :-</b>		<i>Tick where Appropriate</i>		
<b>Item</b>	<b>Remarks</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. LandXML File	hard-copy and ASCII format in CD/TD			
b. Certified Plan	hard-copy and PDF/DWG format in CD/TD			
c. Sketch Plans				
c1. Traverse	hard-copy and PDF/DWG format in CD/TD			
c2. Demarcation	hard-copy and PDF/DWG format in CD/TD			
c3. Party-wall	hard-copy and PDF/DWG format in CD/TD			
c4. Detail / Encroachment	hard-copy and PDF/DWG format in CD/TD			
c5. Others	hard-copy and PDF/DWG format in CD/TD			
d. Form, Letter, Certification & Report				
d1. Certification in relation to encroachment	hard-copy and PDF format in CD/TD			
d2. Examination report	hard-copy and PDF format in CD/TD			
d3. URA forms	hard-copy and PDF format in CD/TD			
d4. Others	hard-copy and PDF format in CD/TD			
e. Comments				

<b>2. FIELD SURVEY</b>		<i>Tick where Appropriate</i>		
<b>Item</b>	<b>Remarks</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. CS Directive on Cadastral Survey Practices V5.0	Strictly followed			
b. Land Surveys Act & Rules	Strictly followed			
c. Specifications for GNSS Surveys of ISN Markers	Strictly followed			
d. Others				
e. Comments				

<b>3. DATA PROCESSING (Preparation of LandXML file)</b>		<i>Tick where Appropriate</i>		
<b>Item</b>	<b>Remarks</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
a. Singapore LandXML Mapping & Structure (11 <sup>th</sup> October 2017)	Strictly followed			
b. Others				
c. Comments				

<b>4 SKETCH PLANS- TRAVERSES/DETAILS/ DEMARICATION/ENCROACHMENT-</b> <CP number >-X , where X is a number in running order		<i>Tick where Appropriate</i>		
<b>Item</b>	<b>Remarks</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
<b>4.1 General</b>				
a. SVY file no./Sketch header/CP no.	present and correct			
b. Sketch no.	present and correct			
c. North point/Scale if any/MK or TS no. with lot number	present and correct			
d. Road name(s)	present and correct			
e. Certification on p.1 of sketch and Candidate's Index No. on the rest of the sketches	certification in accordance with Land Surveyors Rules			
<b>4.2 Traverse Sketch</b>				
a. Station Number / ID Number	complete and consistent with LandXML file			
b. Mark Description/ Found boundary marks	in accordance with CS Directive			
c. Bearing / Distance / Coordinates	complete and consistent with LandXML file			
d. Plotting/lines	complete and correct			
<b>4.3 Party Wall Sketch</b>				
a. Traverses/ stn no. & side-shot to party wall	complete and correct			
b. Bearing / Distance/Coordinates	complete and correct			
c. Lot No. / Adjoining Lot No. / Abuttal	complete and correct			
d. Prove that party wall is straight	complete and correct			
<b>4.4 Demarcation Sketch</b>				
a. Traverses & station number	complete and consistent with LandXML file			
b. Bearing & distance of traverses	complete and consistent with LandXML file			
c. Tabulation of bearing & distance for demarcation	complete and correct			
d. Lot No. / Adjoining Lot No. / Abuttal	complete and correct			
e. Lot area	complete and consistent with .sv LandXML file			
f. Mark descriptions	complete and consistent with LandXML file			
<b>4.5 Detail Sketch</b>				
a. Ground Details	clear and comprehensive			
b. Party-wall details/Width of party wall in relation to their mid-point are shown	clear and comprehensive			
c. Encroachment Details	clear and comprehensive			
d. House Number(s)	complete and correct			
e. Lot No. / Adjoining Lot No. / Abuttal	complete and correct			
<b>4.6 Encroachment</b>				
a. Encroachment discovered and confirmed in survey.	complete and correct			
b. Confirmed encroachment required to be resolved pursuant to the BSMA and BSMA (Conduct of Cadastral Surveys) Rules	encroachment resolved			

<b>5 CERTIFIED PLAN : &lt;CP number only&gt;</b>		<b><i>Tick where Appropriate</i></b>		
<b>Item</b>	<b>Remarks</b>	<b>Yes</b>	<b>No</b>	<b>NA</b>
<b>5.1 Plan Body</b>				
a. Lot Number (e.g. MK10-00234C)	complete and consistent with LandXML file			
b. Area/Title				
c. Boundary				
Station Number				
Coordinates ( Tabulated or placed on the main body if permissible)				
Mark Description				
Plotting				
d. Others				
Street Name / House Number	complete and correct			
Adjoining Lot Number / Abuttal	complete and correct			
Certification	in accordance with Land Surveyors Rules			
North Point	correct orientation and format			
<b>5.2 Schedule / Tabulation</b>				
a. History of Subdivision	complete and correct			
b. History of Survey				
c. Station Number / Coordinates (Tabulation)				
<b>5.3 Diagram</b>				
a. Scale	complete and correct			
b. Station Number				
c. Lot Number				
d. Area				

<b>6. CANDIDATE'S REMARKS</b> (Including suggestions for continual improvements)

**Candidate's Index No. & Date**