

# Department of Primary Industries and Water

INFORMATION & LAND SERVICES

Geospatial Infrastructure Branch

Office of the Surveyor General



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## Circular Memorandum No 1 / 2007

TOPIC: **Submission of Survey Notes for Information Only**

DATE: 26<sup>th</sup> June 2007

In Land Titles Office Circular 1 of 2007 the Recorder of Titles advised Registered Land Surveyors of the revised format required for depositing re-marks and other cadastral survey information not intended directly for titling purposes.

The new system will better facilitate the storage and retrieval of the variety of survey information that is currently submitted to the Land Titles Office for public record. The changes are partly in response to demand from within the government and private sectors for a repository for cadastral survey information other than registered and re-mark surveys.

Without wishing to limit these types of cadastral survey information, the following are required by the Survey Directions or have been requested by surveyors:

- Re-mark surveys
- Cadastral coordination surveys
- Identification surveys:
  - Where significant survey reinstatement work has been done
  - Where existing boundary marks have been coordinated to a lower standard, mainly in bush work.

Under the new Land Titles Office Survey Information Only (SIO) system it is the surveyor's responsibility to describe the purpose of the survey on the Survey Notes form. The Land Titles Office will allocate the SIO reference.

*In all cases the Survey Information Only survey notes form must be used to deposit these surveys in the Land Titles Office. In the case of identification surveys the section of part (c) of the Survey Certificate relating to compliance with relevant legislation affecting surveys may be deleted.*

*In order to distinguish re-marks from other SIO survey types, surveyors referencing re-marks in survey notes of subsequent surveys should continue to pre-fix them with an 'R'. Other SIO survey types should be pre-fixed by 'SIO'. As is the current practice, these surveys are not to be referenced on the face plan of a subsequent survey.*

*Where Crown land boundaries are the subject of a survey such as an identification survey that is not normally required to be lodged with a Registering Authority, surveyors may request the Surveyor General to register the survey in the Central Plan Office. The Lands Office survey notes form is to be used to record the survey information.*

Peter Murphy  
SURVEYOR GENERAL