
INITIAL APPLICATION FOR REGISTRATION AS A SURVEYOR IN TASMANIA

in Accordance with the *Surveyors Act 2002*

1. ELIGIBILITY

The *Surveyors Act 2002* provides for:

- Mandatory registration of surveyors intending to practise as land surveyors in Tasmania; and
- Voluntary registration of surveyors practising other disciplines (such as engineering or hydrographic surveying) who have competency accreditation recognised by a relevant surveying institution as satisfying national competency standards.

2. COMMENCEMENT

Registration is deemed to commence on receipt of a letter from the Surveyor-General confirming approval of your application and is current for the balance of that calendar year.

3. REQUIREMENT FOR ANNUAL RE-REGISTRATION

An application for annual renewal of registration should be made to the Office of the Surveyor-General no later than 31 December each year. Annual renewal through your LIST account and payment of the registration fee is the responsibility of each registered surveyor. There is provision for late registration. However, an additional fee will be applied and failure to renew by 31 March of the following year will result in removal from the Register.

4. MANDATORY REGISTRATION – LAND SURVEYORS

4.1 **If you are applying for registration as a land surveyor for the first time**, you must have the educational qualifications and practical training prescribed by the *Surveyors Regulations 2014*.

You must also complete and submit the following supporting documents with payment of \$324.00:

- ✓ Initial Application for Registration Form OSG-A/2020 (this form)
- ✓ Certificate of Competency
- ✓ Evidence of educational qualifications prescribed by the *Surveyors Regulations 2014*
- ✓ Any other relevant documentation, such as evidence of current financial membership of relevant institution/s or other qualifications that you would like to have published in the Register (optional).

4.2 **If you are already registered as a land surveyor in another State or Territory of Australia or New Zealand**, you are eligible to apply for registration as a land surveyor in Tasmania under the provisions of Mutual Recognition legislation. You must complete and submit the following supporting documents with payment of \$324.00:

- ✓ Initial Application for Registration Form OSG-A/2020 (this form)
- ✓ Mutual Recognition Statutory Declaration Form OSG-C/2020
- ✓ A letter of accreditation from the organisation that oversees registration in the jurisdiction of current registration in Australia or New Zealand
- ✓ Any other relevant documentation, such as evidence of educational qualifications and current financial membership of any relevant institution/s that you would like to have published in the Register (optional).

5. VOLUNTARY REGISTRATION – OTHER SURVEYORS

5.1 **If you are applying for registration as an engineering or hydrographic surveyor**, you must have competency accreditation that is recognised by a relevant institution as satisfying national competency standards for professional surveyors practising in your nominated area of competency. You must complete and submit the following supporting documents with payment of \$324.00:

- ✓ Initial Application for Registration Form OSG-A/2020 (this form)
- ✓ Evidence of relevant educational qualifications
- ✓ Mandatory evidence of national competency accreditation by a recognised surveying institution
- ✓ Any other relevant documentation, such as current financial membership of any relevant institution/s that you would like to have published in the Register (optional).

6. COMPLIANCE WITH LEGISLATION

The Tasmanian legislation website <https://www.legislation.tas.gov.au/> has links to relevant Acts and Regulations. Of particular relevance for cadastral survey practice in Tasmania is familiarity with the *Surveyors Regulations 2014* and the <https://dipwe.tas.gov.au/land-tasmania/geospatial-infrastructure-surveying/directions-and-circulars/survey-directions> pursuant to the *Surveyors Act 2002*.

Surveyors undertaking land surveys in Tasmania should be familiar with additional legislation governing land development processes in the State, including but not limited to:

- Surveyors Act 2002*
- Survey Co-ordination Act 1944*
- Local Government (Building and Miscellaneous Provisions) Act 1993*
- Land Use Planning and Approvals Act 1993*
- Land Titles Act 1980*
- Strata Titles Act 1988*
- Highways Act 1951*
- Roads and Jetties Act 1935.*

Land surveyors should also be familiar with directions and circulars available on the internet from the Surveyor-General www.dpipwe.tas.gov.au/survey and the Recorder of Titles www.dpipwe.tas.gov.au/titles.

Land surveyors are required to attest to their eligibility for registration through self-certification of competence to carry out land surveying in Tasmania in accordance with all statutory requirements. Surveyors should be aware that this certification is subject to verification through the Land Titles Office plan examination and Office of the Surveyor General audit processes, and that the penalty under section 11 of the Act for false and misleading statements in an application for registration is up to 40 penalty units.

PERSONAL INFORMATION PROTECTION STATEMENT

Personal information collected from you for the purpose of registration will be used to determine whether you will be granted registration as a surveyor and for statistical, research, planning and reporting activities.

The collection of this information is authorised by the *Surveyors Act 2002* and in accordance with Section 8B(4) of the Act will be made readily available to the public and to other public sector bodies upon request. The Surveyor-General maintains a register of all surveyors registered under this Act. Various details are placed in the Register which is publicly available on the internet at <https://dipwe.tas.gov.au/land-tasmania/geospatial-infrastructure-surveying/surveying-services>

Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to the Department of Primary Industries, Parks, Water and Environment (DPIPWE).

7. LODGMENT

All completed documents should be signed and sent to:

- The Surveyor-General
- Department of Primary Industries, Parks, Water & Environment
- GPO Box 44
- HOBART TAS 7001

8. ENQUIRIES

If you have any questions, please telephone the Office of the Surveyor-General on 03 6165 4444

1. APPLICANT

| | | | |
|----------------|--|--------------|--|
| Surname: | | Given Names: | |
| Date of birth: | | | |

2. COMPANY/BUSINESS NAME

| | | | |
|-------|------|------------------------|--|
| Name: | | Publish with register? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| URL: | www. | Publish with register? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

3. PRIMARY BUSINESS ADDRESS

| | | | | | |
|-----------------|--------------------------------|---------|--|-----------|--|
| Street: | | | | | |
| Suburb/town: | | State: | | Postcode: | |
| Phone: | | Mobile: | | | |
| Email: | | | | | |
| Postal address: | <i>If different from above</i> | | | | |

4. SPECIALIST SURVEYING COMPETENCIES

Land Engineering* Hydrographic*

*** See Voluntary Registration information on Page 1**

| Type* | Accrediting Organisation | Date of initial accreditation & successive re-accreditation: | Documents attached? |
|-------|--------------------------|--|--|
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

5. MEMBERSHIP OF SURVEYING INSTITUTIONS*

| Name of Surveying Institute | Grade of membership | Publish with register? | Documents attached? |
|-----------------------------|---------------------|--|--|
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |

6. Do you require an annual registration certificate? Yes No

7. Land Surveyors only: I certify that I am capable of carrying out the practice of land surveying in Tasmania in accordance with all statutory requirements.

8. I wish to apply for registration for the calendar year 2020.

Date:

Signature:

PLEASE REMEMBER TO COMPLETE & INCLUDE PAYMENT PAGE (4) WITH SUBMISSION OF YOUR APPLICATION.

9. TAX INVOICE/RECEIPT

Register of Tasmanian Surveyors: Annual Registration Fee 2020

Amount: \$324.00 (GST exempt)

Pay by cheque

I enclose cheque payment of \$324.00 to 'Department of Primary Industries, Parks, Water & Environment'

OR

Pay by credit card

please charge my VISA MASTERCARD In the amount of \$324.00

Card Number:

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

Name on Card:

| |
|--|
| |
|--|

Card expiry date: mm/yyyy

CCV: (3 digit number on the back of the card)

Date:

Cardholder signature:

SUBMIT TO:

The Surveyor General

telephone: 03 6165 4444

DPIPWE

email: osg@dpipwe.tas.gov.au

GPO Box 44 HOBART TAS 7001

| FINANCE BRANCH USE ONLY | |
|---------------------------|-------------------------------|
| CODE FOR RECEIPT PURPOSES | SUI018.51.1154 |
| RECEIPT | PRINT - TO REQUESTING OFFICER |
| REQUESTING OFFICER | S.Strong |
| DATE TO FINANCE | / / |
| DATE PROCESSED BY FINANCE | / / |

10. THIS SECTION IS OPTIONAL – PLEASE COMPLETE ONLY IF YOU WISH TO ADD OR AMEND ADDITIONAL INFORMATION FOR PUBLICATION IN THE REGISTER OF TASMANIAN SURVEYORS

SECONDARY COMPANY/BUSINESS NAME

| | | | |
|-------|------|------------------------|--|
| Name: | | Publish with register? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| URL: | www. | Publish with register? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

SECONDARY BUSINESS ADDRESS

| | | | | | |
|-----------------|--------------------------------|---------|--|-----------|--|
| Street: | | | | | |
| Suburb/Town: | | State: | | Postcode: | |
| Phone: | | Mobile: | | | |
| Email: | | | | | |
| Postal Address: | <i>If different from above</i> | | | | |

OTHER RELEVANT QUALIFICATIONS OR MEMBERSHIPS

| Type | Accrediting or Membership Organisation | Date of qualification or membership: | Publish with register? | Documents attached? |
|------|--|--------------------------------------|--|--|
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |