



Tasmania

DEPARTMENT of  
PRIMARY INDUSTRIES,  
WATER and ENVIRONMENT

GEOSPATIAL INFRASTRUCTURE BRANCH  
(inc. Office of the Surveyor General)

# Circular Memorandum

To: **All Registered Land Surveyors**

Date: 17 November 2005

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Subject: **Proposed changes regarding requisitions,  
performance indicators, and assessment of  
tenders**

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## INVITATION TO COMMENT

### Recording of Requisitions re. lodged Plans of Survey

In response to frequent requests from the profession, I propose to initiate changes to grade requisitions in accordance with the severity of the deficiency on a subject plan.

This will tend to alleviate the downward pressure on each surveyor's performance indicator caused by minor errors (for example, simple textual errors), which currently carry equal weight to major errors (such as incorrect boundary re-establishments).

The two-year rolling sample of lodged surveys will continue to be the basis for determining the requisition indicator, and this figure will be combined with the surveyor's audit results over the same period in order to determine the performance indicator in accordance with section 25 of the *Surveyors Act 2002*.

The proposed gradation for requisitions approximately equates to the classification standards as applied under the survey audit program, and is proposed per the table below.

Class of Requisition	Requisition Classification Criteria
1	No errors or omissions requiring requisition (the default classification for all Plans of Survey).
2	Inadequate presentation; textual errors; omissions of administrative detail.
3	Errors in dimension or lot areas; omission of lot access or easements; statutory non-compliance other than in 4. below.
4	Inadequate basis for boundary redefinition; inadequate documentation of occupation; incorrect boundary re-establishment; overlapping titles.

### Changed policy for the assessment and awarding of tenders for government survey work

Again in response to a request from the profession, I propose ceasing the current practice of determining a firm's performance indicator for the purpose of the assessment of tenders, and instead to assess each tender on the basis of the indicator of the tendering individual surveyor.

Currently, a firm's performance indicator is determined as the composite of the individual indicators of all surveyors contributing to that firm's output during the subject 2-year period, and tenders from a particular firm are assessed on that basis of that composite indicator (see the tender assessment policy on our web site).

The proposed change will prompt a review of the conditions attached to the awarding of tenders, in that the surveyor winning the tender will be the surveyor required to sign the resultant survey.

### **Changes in the method of Determination of the Performance Indicator**

I am also finding that the current policy of 'rounding up' the computed performance indicator value is resulting in a value too coarse when applied to the tender assessment process. As surveyors are improving their standards, the number of surveyors with a performance indicator of, say, 1 is increasing, and not uncommonly one instruction might attract 5 tenders from 5 category 1 surveyors. In accordance with the current policy, this equality of standards once again leads to the assessment of the tender on the basis of price, and I seek to avoid that downwards pressure on prices tendered for government survey work.

For this reason, I propose to cease rounding the performance indicator up, to record the computed requisition and audit performance indicators to the first decimal point, and similarly to determine each surveyor's overall performance indicator to the same precision.

This will provide a meaningful separation between surveyors for tender assessment purposes. There is no proposal to change the 5-star display (if requested) of each surveyor's performance indicator within the Register of Tasmanian Surveyors web site.

### **Implementation of the above**

Your comments on any or all of the above matters would be appreciated before 23 December 2005.

These proposals will only be implemented after consideration of any feedback from the profession, and after modifications to DPIWE business systems to facilitate the changes are implemented.

Peter Murphy  
SURVEYOR GENERAL