

Engineering Project Check List

Candidates must ensure that they are familiar with all requirements for the examinations. These are contained in *BOSSI Determinations* and *Registration Examination: Guidelines for Land Surveying Assessment*. The below information is provided to assist candidates.

Submission check	
Project Certification Form	<input type="checkbox"/>
Project fulfils size guidelines: <ul style="list-style-type: none"> • Residential 20 lots & 250m or • Rural 500m or • Industrial 500m or • Rail 1000m 	<input type="checkbox"/>
One full size set of plans and one A3 size set of plans including base detail survey plans with levels and contours	<input type="checkbox"/>
Two copies of the Tender Documents that include: <ul style="list-style-type: none"> • Invitation to Tender • Bill of Quantities • Construction Specification of local council or relevant authority • General Conditions of Contract and any Special Conditions of Contract that will apply to the project • Tender form 	<input type="checkbox"/>
Two copies of the priced Bill of Quantities for cost estimate purposes	<input type="checkbox"/>
One copy of the local council or authority design specification	<input type="checkbox"/>
Metadata statements for all sourced information (see Appendix A in Guidelines)	<input type="checkbox"/>
One electronic copy of the submitted project as per requirements detailed below	<input type="checkbox"/>

Please Note:

All projects submitted as part of any assessment shall be additionally submitted in electronic means as per the following requirements:

- All individual files are merged into one file and in similar layout as per the hard copy which was submitted for the assessment.
- This file is to be in PDF format.
- Submission is to be via USB memory stick. The USB submitted will be retained by BOSSI and should therefore only contain files relevant to your project.
- The file is to be named using the convention:

ID_Name_Assessment_Month_Year.pdf

Eg 243_John Smith_Engineering_October_2017.pdf

Dress code for the viva voce examination, for both candidates and examiners is “professional”. Candidates must dress to the same standard they would if they were attending a job interview or representing their work organisation to an influential client.