

Board of Surveying and Spatial Information Rural Cadastral Project Check List

Submission check	✓
Project Certification Form	
One full, correct scale, copy of your rural cadastral plan	
Two A3 sized copies of the final rural cadastral plan	
Original field notes signed and dated	
Calculation sheet	
Complete set of search including relevant Parish map, titles, deeds, dealings, plans, etc.	
LPI checklist	
Proof of equipment calibration, including measurements and reductions	
Evidence of compliance with Work Health and Safety Act 2011 for the survey work undertaken (e.g. a Safe Work Method Statement)	
Photographs and aerial imagery of the site if possible	
One electronic copy of the submitted project as per requirements detailed below	

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 file is to be named using the convention:
ID_Name_Assessment_Month_Year.pdf
Eg: 243_John Smith_Urban_October_2018.pdf

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