



**Board of Surveying
& Spatial Information**

BOSSI Guideline – Endorsement of Land Survey Plans by Registered Surveyor

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BOSSI Guideline – Endorsement of Land Survey Plans by Registered Surveyor

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1. Introduction

This guideline outlines the recommended procedures for Registered Surveyors to endorse all surveys which can be defined as a *land survey* under the *Surveying and Spatial Information Act 2002* (S&SIA 2002), these could include but are not limited to; topographical surveys, set out surveys, site plans, and identification surveys.

1.1. Scope

The scope of this document is to formulate a way for Local Government Authorities, Certifiers, or individual clients to be made aware that the surveys presented as part of an application or delivered for their own purposes has been completed by or under supervision of a registered land surveyor.

Recently there has been a number of cases with unregistered persons completing land surveys and then issuing plans to clients or individuals for third party uses. Some of these uses include being part of a development application for dwellings, large scale buildings or other functions such as subdivisions.

The issue with un-registered persons preparing these surveys and resulting plans is that they do not have the necessary experience, training or protection for clients and responsibility to the general public which registered land surveyors have under the S&SIA 2002.

There have been several instances where plans completed by un-registered persons, showing boundary related information, have been approved by the Principal Certifying Authority (PCA - either local authorities or private certifiers) as part of Development Applications. Subsequently, issues have arisen for the development because the boundaries have not been shown correctly, or accurately. Many of them have not been investigated by a registered land surveyor, resulting in potential issues for construction projects that can affect construction activities or issuing of compliance certificates and occupation certificates.

This document also provides registered land surveyors a guideline for certifying all land surveys so that PCA's, clients, and users have a clear and recognisable way to determine if a plan has been certified by a registered land surveyor.

2. Definitions

2.1. What is a survey?

Under the S&SIA 2002, the definition of a survey is as follows;

survey, when used as a noun, means an activity that includes any of the following –

- (a) *the taking of measurements of distance, height, depth, level or direction in relation to land, including the air space above land and the subsurface below land and including land covered by water,*
- (b) *the insertion of survey marks in or on any land,*
- (c) *the recording of any measurements so taken and the location of any survey marks so inserted,*
- (d) *the collating of any measurements and locations so recorded,*

- (e) *the preparation of plans or other documents (whether in writing or in electronic form) to illustrate the results of any such measurements or the location of any such survey marks,*

but does not include any activity involved in mapping or the preparation of navigational charts or any other activity declared by the regulations not to be a survey.

The Board of Surveying and Spatial Information (BOSSI) document “What is a Land Survey?” has been prepared to provide a uniform understanding across the surveying and allied professions of the definition of a land survey.

This specifies that a hard copy survey plan or an electronic model is included in the definition of a survey. Taking this further to include the definition of a land survey:

land survey means a survey (other than a mining survey) that is carried out in connection with –

- (a) the reservation or dedication of land for any purpose, or
- (b) the creation, variation, transfer, or extinguishment of any interest in land, or
- (c) the preparation of a plan for lodgement under Division 3 of Part 23 of the [Conveyancing Act 1919](#), or
- (c1) the preparation of documents required to be prepared under the [Strata Schemes Development Act 2015](#) by a registered land surveyor, or
- (d) **the identification or marking out, or both, of the boundaries of a parcel of land.**

The definition includes **ANY** survey (plan or sketch) identifying boundaries.

This definition has been tested and proved in court – as presented in the BOSSI Document “What is a land survey?”.

3. Why should surveyors endorse plans involving boundaries?

When registered land surveyors endorse their plans in a consistent form that identifies them as a registered land surveyor under the S&SIA 2002, it provides certainty to all parties that the plan has been endorsed by someone who has the experience, qualifications, and legislative protection to work with land boundaries in NSW. These guidelines recommend this as best practice.

4. Ways to show endorsement

There are several ways to show endorsement.

A simple statement that outlines the accuracy of the survey; registered land surveyors name and unique identification number; the date of endorsement; and reference to the S&SIA 2002 is recommended.

The statements could take the form of an amended surveyor’s signature statement used on the administration sheets for deposited plans, or a panel or stamp.

While the format of such a statement could be up to the individual surveyor’s preference, subject to plan size etc., if the above standard information is used, it will assist third party’s in understanding the meaning and purpose of the statement.

The greater benefit from the use of endorsement statements is to the community at large, who will obtain some confidence in knowing the quality of surveys being presented to them, or various authorities, is of acceptable professional standards.

It is also noted that Clause 9 of the *Surveying and Spatial Information Regulation (S&SIR 2017)* provides information for registered land surveyors undertaking surveys not requiring strict accuracy, and within the S&SIR 2017 there is a FORM 2 certification that can accompany documents related to such surveys.

4.1. Examples

A: Statement - Example similar to the administration sheets

I, John Smith, a surveyor registered under the *Surveying and Spatial Information Act 2002*, with surveyor ID SUXXXX, certify that:

- * (a) The land shown in the plan was surveyed in accordance with the *Surveying and Spatial Information Regulation 2017*, is accurate and the survey was completed on, or
- * (b) The part of the land shown in the plan (*being/*excluding **) was surveyed in accordance with the *Surveying and Spatial Information Regulation 2017*, the part surveyed is accurate the part not surveyed was compiled in accordance with that Regulation, or
- * (c) The land shown in this plan was compiled in accordance with the *Surveying and Spatial Information Regulation 2017*, or
- * (d) The land boundaries shown in this plan have used a spatial representation of the cadastre and is a general indication of the boundary location and not survey accurate and should therefore not be relied upon for boundary positions.

Modification of the above would also be acceptable, however, using the surveyors name, surveyors' identification number, and statement of accuracy / partial survey should be maintained.

B: Stamp or Certification Boxes

Option 1: Full Survey Endorsement

I hereby certify the boundaries shown hereon are true and correct and are surveyed boundaries.

.....

Signed: John Smith

Registered Land Surveyor: SUI0000###

Surveying & Spatial Information Act 2002

Option 2: Boundaries are Indicative Only

I hereby certify the boundaries shown hereon are not accurate, have not been surveyed, and are indicative only.

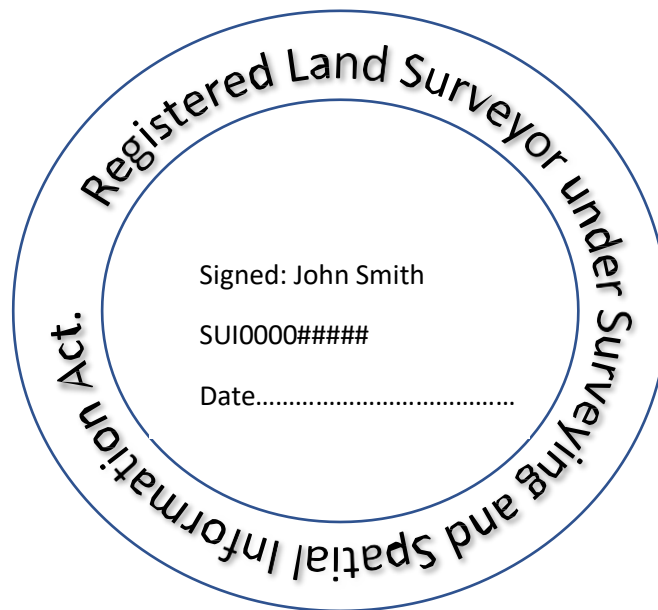
.....

Signed: John Smith

Registered Land Surveyor: SUI0000####

Surveying & Spatial Information Act 2002

Option 3: For surveys which do not require cadastral sign off but still want to provide sign off by a registered surveyor.



5. Benefits of endorsement

Surveyor endorsement of ALL surveys, but especially those which are defined as ‘Land Surveys’ under the SSIA, will provide the community some protection in the knowledge that the survey has been completed either directly by or under the supervision of a surveyor registered to provide land surveys in NSW.

Further, endorsements will assist PCA’s in only endorsing plans from registered surveyors, which eliminates potential future problems with developments.