

Urban Project Check List

Candidates must ensure that they have a sound understanding of all requirements, competencies and deliverables for the examinations. These are contained in the *BOSSI Determination – Board Examinations*. The below information is provided to assist candidates.

Submission check	
Project Certification Form	<input type="checkbox"/>
Project fulfils minimum requirements: <ul style="list-style-type: none"> At least two existing plans of survey to redefine at least one boundary Boundary established by indirect methods 	<input type="checkbox"/>
One full, correct scale copy of final urban cadastral plan	<input type="checkbox"/>
Two A3 size copies of final urban cadastral plan	<input type="checkbox"/>
Original field notes signed and dated	<input type="checkbox"/>
Calculation sheet	<input type="checkbox"/>
One complete set of searches including relevant CRE, titles, deeds, dealings, plans, etc. properly organised (note that the examiners may want to keep some or all of this information for their records)	<input type="checkbox"/>
Completed Surveyor General's DP Checklist and NSW LRS DP Checklist	<input type="checkbox"/>
Proof of equipment calibration, including measurements and reductions	<input type="checkbox"/>
Identification report and sketch for either the property surveyed as part of urban cadastral project or some other property, including relevant title, base plans and field notes	<input type="checkbox"/>
Evidence of compliance with the Work Health and Safety Act 2011 for the survey work undertaken (for example, a Safe Work Method Statement)	<input type="checkbox"/>
Photographs and aerial imagery of the site if possible	<input type="checkbox"/>
Print out of the created LandXML file and validation report (Option 1/Option 2)	<input type="checkbox"/>
One electronic copy of the submitted project as per the requirements outlined in Section 9.	<input type="checkbox"/>
Survey plans presented must be suitable for lodgment at NSW LRS for registration.	<input type="checkbox"/>
Copy of approval from BOSSI if Urban Cadastral project minimum requirements cannot be met	<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

E.g. CA009243_John Smith_Engineering_October_2023.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.

Candidates should note that the Registrar and Examiners have the power to refuse to examine a candidate who fails to provide all of the required deliverables or to meet the required dress code.