

# Surveyor-General's Deposited Plan Checklist

*Surveying and Spatial Information Regulation 2024*

Version 1.0

PPN:

All references to “the Regulation”, “SSIR2024”, and section numbering, unless otherwise stated, refer to the [Surveying and Spatial Information Regulation 2024](#).

Abbreviation	Reference
CE[number]	Class Exemption [number] e.g. CE3 = Class Exemption 3.
“CGR 2018”	<a href="#">Conveyancing (General) Regulation 2018</a>
“Lodgment Rules”	<a href="#">Registrar-General's Lodgment Rules (Section 12F Real Property Act 1900)</a>
“s88B (CA)”	<a href="#">Section 88B Conveyancing Act 1919</a>
“RG's Guidelines”	<a href="#">Registrar-General's Guidelines</a>

For further information on class exemptions, see [Supplementary Document #1](#) on DCS Spatial Services' website.

## Document Control

*Record of Document Issues*

Version No.	Issue Date	Nature of Amendment
0.1	February 2026	Consultation draft
1.0	May 2026	Initial Release

1	Adoption of horizontal datum	Yes	E	N/A
1.1	Datum line and confirmation line terminals are either permanent survey marks (PSMs) or reference marks (RMs). — <i>Sections 28(3) &amp; 28(5)</i> <i>Plans applying CE3 <u>must only</u> use PSMs (see 1.13 &amp; 1.15)</i>			
1.2	Distinguishing characters are used to identify the terminals of the datum line and confirmation line(s) (e.g. “SS123456”, “X”, “Y”, “A”, “B”, etc.). — <i>Section 62(a)</i>			
1.3	Datum line terminals are within 1500m of the land surveyed. — <i>Section 28(3), CE3 Cond’n 2 (see <a href="#">Supplementary Document #1</a>)</i>			
1.4	The datum line orientation adopted is confirmed by at least one confirmation line. — <i>Section 28(4), CE3 Cond’n 2</i> <i>Plans applying CE3 can only confirm orientation using PSMs shown by direct connections on the parent deposited plan (see 1.15)</i>			
1.5	The plan adopts an “accurate MGA orientation” within the meaning given in the Regulation. — <i>Sections 28(2) &amp; 62(b), Schedule 9 Dictionary</i> <i>Plans applying CE3 <u>do not</u> adopt an “accurate MGA orientation” (see 1.13)</i>			
1.6	The datum line shows the MGA grid bearing adopted and the comparison of measured and calculated ground distances. — <i>Sections 62(b) to (d)</i> <i>Plans applying CE3 adopt a bearing from a parent plan (see 1.13 &amp; 1.14)</i>			
1.7	The confirmation line(s) show the comparison of the measured bearing and ground distance with the calculated MGA grid bearing and ground distance. — <i>Section 62(d)</i> <i>Plans applying CE3 show comparisons with the parent plan (see 1.16)</i>			
1.8	If the datum line confirmation comparison is outside tolerance, the plan shows an additional confirmation line. — <i>Sections 28(5) &amp; 62(e), CE3 Cond’n 4</i>			
1.9	The datum line and confirmation line terminals are shown in a closed loop(s) comprising only those terminals and all other connected PSMs (the configuration of the loop(s) is at the discretion of the surveyor). — <i>Sections 28(3)(c)(i), 44(1) &amp; 62(f), CE3 Cond’n 5, CE9 Cond’n 4</i>			
1.10	The datum line terminals are connected to different corners of the land surveyed to form a closed loop(s). — <i>Sections 28(3)(c)(ii) &amp; 62(g), CE3 Cond’n 5</i> <i>Plans applying CE9 are <u>not required</u> to show such connections (see Notes in CE9)</i>			
<b>Additional section for plans applying Class Exemption 3</b>		<b>Yes</b>		<b>N/A</b>
1.11	The plan is an urban survey of a minor nature and an interpolation of the existing cadastre within a parent registered deposited plan.			
1.12	The parent deposited plan has adopted an “accurate MGA orientation”.			
1.13	The datum line is between two PSMs shown by direct connection on the parent deposited plan and adopts a bearing shown on (not calculated from) that plan.			
1.14	The datum line shows a distance comparison with the parent deposited plan.			
1.15	The datum line orientation adopted is confirmed by at least one confirmation line between two PSMs shown by direct connection on the parent deposited plan.			
1.16	The confirmation line(s) shows a comparison of the measured bearing and distance with the bearing and distance as shown on (not calculated from) the parent deposited plan.			
1.17	PSM coordinates shown in the coordinate schedule, including the coordinate date and CSF, are those recorded on the parent plan, with the “Method” shown as that deposited plan number (e.g. “DP123456”).			

<b>2</b>	<b>Permanent survey mark (PSM) connection</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
2.1	Sufficient PSMs have been directly connected to the land surveyed based on, where applicable, intervals of road length abutting the land surveyed. — <i>Section 42(1)</i> <i>Plans applying CE9 have different parcel-based PSM connection requirements (see 2.10)</i>			
2.2	PSMs required for connection in an urban survey under Section 42(1)(a) are exclusively situated in the road(s) abutting the land surveyed. — <i>Section 42(1)(a)</i> <i>Plans applying CE6 or CE9 are exempt from this requirement</i>			
2.3	Sufficient PSMs have been directly connected to the land surveyed for surveys of a “relevant purpose” (new roads and/or redefined formed road frontages). — <i>Sections 42(3) &amp; 42(5)</i> <i>Plans applying CE9 have an increased urban road frontage interval of 1000m for surveys of a “relevant purpose” (see 2.11)</i>			
2.4	For surveys undertaken to define affecting interests, sufficient PSMs are shown connected to the survey for those interests. — <i>Section 42(4)</i>			
2.5	PSMs required under items 2.1, 2.3, and 2.4 are located within 250m (urban) or 1,500m (rural) of the land surveyed and are directly connected to separate corners of the land surveyed in a closed loop. — <i>Sections 44(1), 55(1)(a) &amp; 63(1)(b)</i> <i>Plans applying CE9 have an increased urban 500m PSM connection limit (see 2.12)</i>			
2.6	For plans creating more than 10 lots with inserted PSMs, the required number of PMS (Type 4 or Type 6) are inserted and connected. — <i>Section 55(3)</i>			
2.7	For an urban survey plan requiring AHD propagation, an approved height schedule shows AHD values for PSMs to the required accuracy. — <i>Sections 23, 43 &amp; 67(3)(b)</i>			
2.8	Locality Sketch Plans (LSPs) for each inserted PSM shown on the plan have been prepared and forwarded to the Surveyor-General via the Customer Hub at <a href="https://ss-customerhub.atlassian.net/servicedesk/customer/portal/6/group/7/create/37">ss-customerhub.atlassian.net/servicedesk/customer/portal/6/group/7/create/37</a> — <i>Section 73</i>			
2.9	PSM type and numbering shown on the plan is consistent with the mark found in the field and SCIMS. The Surveyor-General has been informed of any discrepancy in identification. — <i>Section 73</i>			
<b>Additional section for plans applying Class Exemption 9</b>		<b>Yes</b>		<b>N/A</b>
2.10	Sufficient PSMs have been directly connected to the land surveyed for the number of parcels created or redefined.			
2.11	Sufficient PSMs have been directly connected to the land surveyed for surveys of a “relevant purpose” (new roads and/or redefined formed road frontages), noting the increased 1000m urban road-frontage interval.			
2.12	PSMs required under item 2.10 (or the Regulation) are located within 500m (urban) or 1,500m (rural) of the land surveyed, and are directly connected to separate corners of the land surveyed in a closed loop.			
<b>3</b>	<b>Boundaries generally</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
3.1	Boundaries required to be marked, and boundary marks found external to the land surveyed, are shown using the appropriate symbols. — <i>Section 61(4) &amp; Schedule 5</i>			
3.2	Sufficient information is shown to connect all survey marks by bearing and distance. — <i>Section 63(1)(a)</i>			
3.3	Complete parcel dimensions, including bearings, distances, and area, are shown for each surveyed parcel, including roads created or redefined. — <i>Section 63(1)(f) SSIR2024, Section 11(4) CGR 2018</i>			
3.4	For surveys defining a road, a road frontage, or road intersections, the alignment of each affected road is shown, and where both sides of the road have been surveyed, connections across the road are shown. — <i>Sections 39(2) &amp; 63(1)(g)</i>			

3.5	For a parcel wholly within another and not intersecting the outer boundary, at least two connections are shown from different corners of the inner parcel to different corners of the outer parcel. — <i>Section 63(1)(h)</i>			
3.6	The nature of each boundary is shown, including whether it is defined by survey marks, lockspits, a natural feature, or an artificial feature such as a fence, building, or wall. — <i>Section 63(1)(i)</i>			
3.7	The width of all common walls and the position of the boundaries within those walls are shown. — <i>Section 63(1)(j)</i>			
3.8	The approximate age, description and location, including nature, material, and relationship to the boundary, of each substantial structure (including any fence) within 1m of the boundary, or otherwise relevant to boundary definition, is shown. — <i>Section 30(1), Section 63(1)(k) &amp; (l)</i>			
3.9	Where a crooked fence is used to define a boundary, an annotation to that effect is shown, together with the location and nature of the angle points, and the age, nature, and construction material of the fence. — <i>Section 63(3)</i>			
3.10	For unfenced boundaries in rural surveys, the plan shows the type and position of each line mark placed. — <i>Sections 48(6) &amp; 63(4)</i>			
3.11	Where a boundary mark cannot be inserted at a corner, an RM referencing that corner is shown, with a note stating that the corner was not marked and the reason. — <i>Section 63(5)(a)</i>			
3.12	Where a corner has no accessible surface for marking, and an RM has not been referenced to that corner, the obstructed boundary corner symbol is shown. — <i>Sections 61(4) &amp; 63(5)(b), Schedule 5</i>			
3.13	Where a boundary is an arc, boundary marks are shown at each end of the arc, and along the arc as specified by Section 48(4). — <i>Section 48(4)</i>			
3.14	Where the boundary is the face of a wall, the boundary is described as “face of wall.” — <i>Section 63(6)</i>			
3.15	A wall is described as a “party wall” only where cross-easements exist or are intended to be created. — <i>Section 63(7)</i>			
<b>4</b>	<b>Natural feature boundaries</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
4.1	Natural feature boundaries shown on the plan are described (e.g., “left bank”, “mean high-water mark”, “centreline of creek”, “top of cliff”, etc.). — <i>Section 66(1)(a)</i>			
4.2	A natural feature or natural feature boundary is shown by a spline curve that generally follows its position. — <i>Section 66(1)(b)</i>			
4.3	Where an adopted natural feature boundary differs from the current natural feature, both are shown. — <i>Section 66(1)(c)</i>			
4.4	A table of sequential bearings and distances showing each change of direction of the natural feature or natural feature boundary is shown. — <i>Section 66(1)(d)</i>			
4.5	The connection between terminals of the natural feature for each lot is shown. — <i>Section 66(1)(e)</i>			
4.6	Where a boundary mark has been inserted on the side boundary at a safe distance from the natural feature, the distance from the mark to the natural feature is shown. — <i>Sections 49 &amp; 66(1)(f)</i>			
4.7	The description and relationship of a natural feature boundary to structures, and the extent of any encroachments on adjoining land that are reasonably ascertainable, are shown. — <i>Sections 66(1)(g) &amp; 66(1)(h)</i>			
4.8	Where the middle line of non-tidal waters forms a boundary, or must be defined, both banks and the middle line are shown. — <i>Section 66(1)(i)</i>			
4.9	Where an ad-medium-filum-aquae claim is relied upon, a formal claim and sufficient supporting evidence have been prepared. — <i>Section 66(1)(i), RG’s Guidelines</i>			

4.10	For a first survey of land adjoining Crown-managed land or a Crown road fronting a natural feature, the plan shows sufficient information to define the landward boundaries in accordance with the Regulation. – <i>Sections 40(2) &amp; 65(2)</i>			
4.11	A comprehensive report for the survey definition of the natural feature boundaries has been prepared to be lodged with the plan. – <i>Section 74</i>			
<b>5</b>	<b>Partial surveys</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
5.1	A partial survey is shown only where the total land area is at least 10 ha, or is for land acquisition or proposed acquisition. – <i>Section 35(1)</i> <i>Plans applying CE8 are not subject to the 10ha minimum total land area requirement for partial surveys.</i>			
5.2	For a partial survey, sufficient survey work is shown on the plan to comply with section 35(2). – <i>Section 35(2)</i> <i>Plans applying CE8 have different partial survey requirements (see 5.10)</i>			
5.3	Misclose vectors of partially compiled parcels meet tolerance requirements, or a comprehensive report has been prepared. – <i>Sections 26(3), 35(3) &amp; 76</i>			
5.4	The complete dimensions (including area), if available, of each partially compiled parcel, and the plan from which those dimensions were obtained, are shown. – <i>Section 63(2)(a) &amp; (b), RG's Guidelines</i>			
5.5	Connections, by survey and by compiled close, are shown between each terminal that separates the surveyed and compiled parts of the land. – <i>Section 63(2)(d)</i>			
5.6	All surveyed boundaries are shown in a closed loop excluding any compiled boundaries. – <i>Section 63(2)(e)</i>			
5.7	For partially compiled parcels, the misclose tolerance (in metres) is shown on the administration sheet. – <i>Section 63(2)(f)</i>			
5.8	Where a partial survey is undertaken, any required partial survey pre-approval, or the notation “20M (Partial)”, is shown on the plan. – <i>Section 25(3) CGR2018, RG's Guidelines</i>			
5.9	Plan shows all new boundaries as surveyed. – <i>RG's Guidelines, CE8 Cond'n 1</i>			
<b>Additional section for plans applying Class Exemption 8</b>		<b>Yes</b>		<b>N/A</b>
5.10	Plan shows relevant existing boundaries defined by connection to monuments, sufficient to determine how those boundaries relate to new boundaries, including any intersections between them.			
<b>6</b>	<b>Affecting Interests</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
6.1	Affecting interest designations are consistent across the administration sheet(s), the plan drawing area and any instrument pursuant to s88B (CA). – <i>Section 64 SSIR2024, Sections 18 to 20 CGR 2018</i>			
6.2	Connections from affecting interests to the nearest boundary corner are shown where the affecting interests intersect a boundary of land held in different ownership, or end at a boundary, whether or not ownership differs. – <i>Section 64(2)</i>			
6.3	The essential measurements of the sites of surveyed affecting interests are shown by bearing and distance. – <i>Section 64(3)</i>			
6.4	The approximate positions of easements over existing inaccessible pipes or conduits and over existing access tracks are shown on the plan, with appropriate notations and approximate parcel boundary intersections. – <i>Section 64(5)</i>			
6.5	The plan shows the method of identification (i.e. plan, map, aerial photograph or satellite image, or by field measurements etc.) for easements referred to in 6.4. – <i>RG's Guidelines</i>			
6.6	The site of any new affecting interest (easement, restriction on the use of land, positive covenant or profit à prendre) intended to be <u>created on registration of the plan</u> under s88B (CA) is shown on the plan with appropriate designations. – <i>Section 64 SSIR2024, s88B (CA), Section 18 CGR 2018, RG's Guidelines</i>			

6.7	The site of any easement or profit à prendre intended to be <u>partially released on registration of the plan</u> under s88B (CA) is shown on the plan with appropriate designations. — <i>Section 64 SSIR2024, s88B (CA), Section 19 CGR 2018, RG’s Guidelines</i>			
6.8	The site of any proposed affecting interest to be <u>created after the registration of the plan</u> is shown on the plan and is clearly designated as “Proposed”. — <i>Section 64 SSIR2024, Section 20 CGR 2018, RG’s Guidelines</i>			
6.9	The site of any easement or profit à prendre proposed to be <u>varied or partially released after the registration of the plan</u> is shown on the plan and is clearly designated as “Proposed”. — <i>Section 64 SSIR2024, Section 20 CGR 2018, RG’s Guidelines</i>			
6.10	The site of any <u>existing easement</u> (or other affecting interest affecting part of the land) is shown on the plan with appropriate designations and origin. — <i>RG’s Guidelines</i>			
6.11	The creation, release or partial release of affecting interests intended on registration of the plan under s88B (CA) is shown on the administration sheet(s) with appropriate designations. — <i>s88B (CA), Sections 18 &amp; 19 CGR 2018, RG’s Guidelines</i>			
<b>7</b>	<b>Stratum surveys</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
7.1	Plan shows heights related to AHD or another approved datum. — <i>Section 29(1)</i>			
7.2	The height values for the AHD or approved datum are confirmed by closed height difference between two bench marks with accurate values for the relevant datum. — <i>Section 29(2)</i>			
7.3	At least two bench marks within 250m of the land surveyed are shown connected vertically to the survey by closed loop. — <i>Section 37(1)</i>			
7.4	At least one bench mark is within 30m of the land surveyed. — <i>Section 37(2)</i>			
7.5	At least one bench mark is a PSM. — <i>Section 37(3)</i>			
7.6	Bench marks that are not PSMs are shown using the bench mark symbol. — <i>Section 61(4) &amp; Schedule 5</i>			
7.7	Where a bench mark is horizontally connected to the survey, MGA coordinates are shown with a horizontal position equal to or better than Class “D”, or to a horizontal positional uncertainty of 0.1m or less. — <i>Sections 25(1), 37(1)(c), 63(1)(c)(i)</i>			
7.8	Where a bench mark is used for height only, MGA coordinates are shown to a horizontal positional uncertainty of 3m or less. — <i>Section 25(2), 37(1)(c), 63(1)(c)(ii)</i>			
<b>8</b>	<b>Survey marks &amp; monuments</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
8.1	The position of each survey mark or monument found or inserted is shown, and the nature of each mark, other than an inserted peg, is shown. — <i>Section 68(1)(a) to (c)</i>			
8.2	The state and origin of survey marks or monuments relevant to the definition of the land (including reference to an adopted plan) are shown as “found”, “gone”, “disturbed” or “inaccessible”. — <i>Sections 68(1)(d) &amp; 68(3)</i>			
8.3	The essential measurements from each survey mark or monument (including RMs) to the applicable corner, angle, line mark or boundary are shown. — <i>Section 68(1)(e)</i>			
8.4	Where an alignment mark is adopted as an RM, the alignment mark symbol is shown at the position of the mark. — <i>Section 68(1)(f), Schedule 5</i>			
8.5	Where RMs are inserted or found at depths of more than 300mm below the existing surface, the depth is shown. — <i>Section 68(2)</i>			
<b>9</b>	<b>Reference marks generally</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
9.1	At least two RMs, whether existing or inserted, are shown referenced to the land surveyed. — <i>Section 51(1)</i>			
9.2	Each RM must reference only one point, with the reference distance not greater than 30m (excluding existing RMs shown on previously registered deposited plans that have been adopted for definition purposes). — <i>Section 51(2)</i>			

9.3	RMs inserted are only shown referenced to the land surveyed, unless shown to relate to the same point as an existing RM. – <i>Section 51(4)</i>			
9.4	Where the only RM shown referencing a corner on any land is an RM in a tree, an additional inserted RM referencing the corner is also shown. – <i>Section 51(5)</i>			
9.5	Where a specific point RM (e.g. corner of building) is used to reference a corner abutting a road, a second RM within the road corridor is shown. – <i>Section 51(6)</i>			
9.6	Where a monument is used as an RM, the prefix 'RM' is shown (e.g. 'RM PM123456', 'RM GIP'), except where used only as a datum line terminal not referenced to a corner. – <i>RG's Guidelines</i>			
<b>10</b>	<b>Reference marks for boundaries</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
10.1	Where the land abuts a natural feature, RMs referencing the extremities of the land fronting the natural feature are shown. – <i>Section 52(1)</i>			
10.2	Where the total surveyed natural feature boundary frontage exceeds 500m, RMs referencing each side-boundary mark near or at the natural feature intersection are shown. – <i>Section 52(2)</i>			
10.3	At least two RMs are shown referencing each parcel where the land surveyed does not abut a road, or for each parcel in a rural survey. – <i>Section 52(3)</i>			
10.4	For a partial survey, each terminal between the land surveyed and the land compiled is shown referenced by at least one RM. – <i>Section 52(4)</i>			
10.5	Where a boundary is longer than 2,400m, additional RMs along the boundary at intervals not exceeding 1,500m are shown. – <i>Section 52(5)</i>			
<b>11</b>	<b>Reference marks for roads</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
This category applies to the land surveyed for surveys to create, redefine or widen a road under an Act, or to define a road frontage of a lot.				
11.1	RMs referencing the extremities of the land fronting the road are shown. – <i>Section 53(2)(a)</i>			
11.2	RMs referencing each terminal of a road created or defined are shown. – <i>Section 53(2)(b)</i>			
11.3	At intersections of road boundaries where a triangle is cut off from the corner, an RM is shown referencing either end of the base line of the triangle or the point of intersection. – <i>Section 53(4)(a)</i>			
11.4	At intersections of road boundaries where the corner is rounded off, an RM is shown referencing either tangent point or the point of intersection. – <i>Section 53(4)(b)</i>			
11.5	At intersections of road boundaries where the corner is not cut off or rounded off, an RM is shown referencing the point of intersection. – <i>Section 53(4)(c)</i>			
11.6	RMs are shown, as far as practicable, on the same side of the road and in pairs suitable for orientation along the road. – <i>Sections 53(5)</i>			
11.7	Where a survey creates, redefines or widens a road under an Act and an RM referencing a corner of that road is an inserted DH&W, two DH&Ws referencing that corner are shown. – <i>Section 53(6)</i>			
11.8	Where a new road joins or intersects an existing road with RMs, the plan must show the connection from the existing marks to the new RMs, including a comparison of orientations and reference to existing plans. – <i>Sections 53(7)</i>			
11.9	For an urban survey, RMs referencing each road angle, each tangent point of a curve or arc, and the terminal of a series of chords of a regular curve are shown. – <i>Section 53(2)(d)</i> <i>For plans applying CE7, this requirement is modified to include the 30m RM separation rule (see 11.12)</i>			

11.10	Along an urban road frontage, successive RMs are shown at intervals not exceeding 100m where there are intervening side boundaries, or 250m otherwise. – <i>Section 53(3)(a)</i>			
11.11	Along a rural road frontage, successive RMs are shown at intervals not exceeding 1000m. – <i>Section 53(3)(b)</i>			
<b>Additional section for plans applying Class Exemption 7</b>		<b>Yes</b>		<b>N/A</b>
11.12	For an urban land survey, RMs referencing each road angle, each tangent point of a curve or arc, and the terminal of a series of chords of a regular curve are shown, with up to 30m separation permitted between referenced corners.			
11.13	Each RM shown on the plan is referenced to only one point, including the extremities of the land surveyed, except where multiple references from an existing RM shown on previously registered deposited plans are adopted for definition purposes.			
<b>12</b>	<b>Reference marks for affecting interests</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
This category applies to plans defining an affecting interest, however <u>does not apply</u> where the affecting interest is: <ul style="list-style-type: none"> <li>• of an approximate location over a physical feature as specified in Section 54(2)(a) of the Regulation, or</li> <li>• located <u>wholly within</u> the land being subdivided.</li> </ul>				
12.1	Where the affecting interest is not more than 250m long, an RM referencing one terminal of the affecting interest is shown. – <i>Section 54(3)(a)(i)</i>			
12.2	Where the affecting interest is more than 250m long, RMs referencing each terminal of the affecting interest are shown. – <i>Section 54(3)(a)(ii)</i>			
12.3	For an urban survey defining an affecting interest, additional RMs are shown at intervals not exceeding 500m. – <i>Section 54(3)(b)(i)</i>			
12.4	For a rural survey defining an affecting interest, additional RMs are shown at intervals not exceeding 1,000m. – <i>Section 54(3)(b)(ii)</i>			
<b>13</b>	<b>Survey definition</b>	<b>Yes</b>	<b>E</b>	<b>N/A</b>
13.1	The nature and position of monuments relevant to the survey are shown. – <i>Section 30(1)(a)</i>			
13.2	Where boundaries previously surveyed have not been adopted as marked, the plan shows sufficient evidence that the marks have been disturbed. – <i>Sections 30(1)(b) &amp; 30(2)</i>			
13.3	For any boundary defined on the plan, the plan shows that sufficient land is available to adopt the survey measurement, and that the boundary does not encroach on a road or adjoining land. – <i>Section 30(1)(d), Section 69(3)</i>			
13.4	Where dimensions between a boundary mark and an RM differ from those on a previous plan, sufficient evidence is shown supporting the dimensions adopted. – <i>Section 33(2)(b)</i>			
13.5	Where the measured length of a boundary differs from the document of title length, the evidence adopted and details of the difference are shown. – <i>Section 69(2)</i>			
13.6	For aligned or re-aligned roads, alignment information sufficient to support road definition is shown, including (where relevant) alignment marks and the adopted kerb line(s). – <i>Sections 39 &amp; 63(1)(g) SSIR2024, RG's Guidelines</i>			
13.7	For aligned or re-aligned roads, footway and carriageway widths are shown. – <i>Section 12(1)(b) CGR 2018</i>			
13.8	Where both sides of a road have been surveyed to define the land, connections across the road at required locations or intervals are shown to form a closed survey. – <i>Sections 39(3) &amp; (4), Section 63(1)(g)</i>			
13.9	The boundaries of land held under Old System title or Limited/Qualified Torrens title are defined in relation to the current deed(s) and occupations. Written consent of adjoining owners has been obtained where required. – <i>RG's Guidelines</i>			
13.10	A discrepancy suggested by or encountered in the survey that exceeds 40mm + 200 ppm is shown on the plan. – <i>Sections 22 &amp; 69(1)</i>			
13.11	A doubt or difficulty encountered in a land survey has been disclosed in a comprehensive report lodged with the plan. – <i>Section 77</i>			

14	Plan schedules	Yes	E	N/A
14.1	The coordinate schedule is shown in the approved format, all required fields are completed, and MGA coordinates are shown to the required accuracy. — <i>Section 67, Surveyor-General's Direction No.7 (Table 12)</i>			
14.2	The height schedule is shown in the approved format and all required fields are completed. — <i>Section 67, Surveyor-General's Direction No.7 (Table 11)</i>			
14.3	The height difference schedule is shown in the approved format, all required fields are completed and all height differences are shown in closed sequences. — <i>Section 67, Surveyor-General's Direction No.7 (Table 10)</i>			
15	Plan and administration sheets	Yes	E	N/A
15.1	The plan heading shows all document of title references relating to the land surveyed, except where necessarily shown elsewhere on the first plan sheet, and is consistent across all plan sheets and administration sheets. — <i>Section 61(2) SSIR 2024, Section 22(1) CGR 2018, RG's Guidelines</i>			
15.2	The surveyor whose name appears on the plan was a registered land surveyor at the date of survey. — <i>Section 21(1) Surveying and Spatial Information Act 2002</i>			
15.3	Surveyor's name and date of survey are shown, together with the LGA, locality, parish and county, and are consistent across all plan sheets and administration sheets. — <i>Section 61(1) SSIR2024, Section 11(6) CGR 2018</i>			
15.4	The surveyor's reference is shown and is consistent across all plan sheets and administration sheets, including notation of any survey report and any applicable exemption or class exemption number(s). — <i>Section 61(1) SSIR2024, Sections 11(6) &amp; 22(1) CGR 2018</i>			
15.5	The survey certificate on the administration sheet shows the applicable survey type option selected as either: (a) a full survey plan, (b) a partial survey plan or (c) a compiled plan, with the options not applicable struck through or omitted. — <i>Section 70 SSIR2024, Section 22(1) CGR 2018, RG's Guidelines</i>			
15.6	The survey certificate on the administration sheet shows the adopted datum line (distinguishing characters) and whether the survey is urban or rural. — <i>Sections 62(a) &amp; 70 SSIR2024, RG's Guidelines</i>			
15.7	For a partial survey, the survey certificate on the administration sheet shows the partial survey misclose tolerance, expressed in metres. — <i>Sections 26(3) &amp; 70 SSIR2024, RG's Guidelines</i>			
15.8	The survey certificate on the administration sheet is signed and dated, with the signing date matching the date on the plan forms, and shows the surveyor's address and name of the firm (where applicable). — <i>Section 70 SSIR2024, RG's Guidelines</i>			
15.9	The administration sheet shows a completed Subdivision Certificate, where required. — <i>Section 22(1) CGR 2018, RG's Guidelines</i>			
15.10	The statements panel shows the intention to dedicate new roads or pathways as public road, and where the dedication is subject to an existing affecting interest, the dedication statement includes reference to that affecting interest. — <i>Section 21(2) CGR 2018, RG's Guidelines</i>			
15.11	The sites and names of roads and pathways on the plan, including those dedicated in the statements panel, are shown. — <i>Section 61(1) SSIR2024, RG's Guidelines</i>			
15.12	The statements panel shows the intention to create public reserves and drainage reserves. — <i>Section 21(2) CGR 2018, RG's Guidelines</i>			
15.13	The statements panel shows the intention to dedicate a lot as temporary road. — <i>Section 21(2) CGR 2018, RG's Guidelines</i>			
15.14	The statements panel shows the intention to acquire or resume land. — <i>RG's Guidelines</i>			
15.15	The administration sheet shows any consents or certificates required, including those from relevant authorities (e.g. Crown Lands, TfNSW, etc.). — <i>Section 22(1) CGR 2018, RG's Guidelines</i>			

15.16	Lots are shown with consecutive numbering using no more than four numerals. Part lots are shown as “Part Lot ...” or connected by a vinculum. – <i>Section 11(1) CGR 2018, RG’s Guidelines</i>			
15.17	An area is shown for each lot. Where a lot comprises separate parts, either each part shows an area and one part shows the total area (should be the largest part), or otherwise the parts are connected by a vinculum. – <i>Sections 63(1)(f) &amp; 63(2)(a) SSIR2024, Section 11(4) CGR 2018, RG’s Guidelines</i>			
15.18	All surveyed lots, road parcels, affecting interests, and connections, as shown on the plan close within allowable limits. – <i>Section 26(2)</i>			
15.19	All current adjoining information, including the name and width of roads (and alignment details where applicable), is shown. – <i>Section 61(1) SSIR2024, Lodgment Rules, RG’s Guidelines</i>			
15.20	The plan is drawn to a standard acceptable for lodgment, including image capture and reproduction. – <i>Schedule 5 Lodgment Rules</i>			
15.21	Each plan sheet is numbered consecutively in a unique sequence. – <i>Schedule 5 Lodgment Rules, RG’s Guidelines</i>			
15.22	Each administration sheet is numbered consecutively in a unique sequence. – <i>Schedule 8 Lodgment Rules, RG’s Guidelines</i>			
15.23	All diagrams shown on the plan, including the survey information therein, are shown and cross-referenced consistently within the plan sheets. – <i>Schedule 5 Lodgment Rules, RG’s Guidelines</i>			
15.24	The reduction ratio is shown on all plan sheets and separately for all diagrams. – <i>Section 11(6) CGR 2018</i>			
15.25	A north point directed upward (not below horizontal) is shown, with “MGA” and the source/method (e.g. SCIMS, CORS-NRTK, AUSPOS, DP number) placed adjacent to the north point. – <i>Section 62(h) SSIR2024, CE3 Cond’n 5, RG’s Guidelines</i>			
15.26	Conventional signs, symbols and line types have been shown, including PSMs, RMs, boundary marks, alignment marks, bench marks and obstructed boundary corners. – <i>Section 61(4) &amp; Schedule 5 SSIR2024, RG’s Guidelines</i>			
15.27	Correct plan forms are used for all plan sheets and administration sheets. – <i>Section 22(1) CGR 2018, RG’s Guidelines</i>			
15.28	All plans used in the survey are listed, and copies of any unregistered plans used are supplied. – <i>RG’s Guidelines</i>			
15.29	A schedule of street addresses in the approved format is provided on the administration sheets for each lot in the plan, or a notation is shown that street addressing is unavailable. – <i>Section 61(1) SSIR2024, RG’s Guidelines</i>			

This checklist has been used to assist with preparation of the survey plan.

Name:

Signed:

Date:

Surveyor’s reference: