

Victorian Cadastral Surveys Practice Directives – July 2018



Colin Hall LS
Neville Brayley LS
Aug, Sept & Oct 2018



Environment,
Land, Water
and Planning

The previous Surveyor-General's Practice Directives are now titled:

Victorian Cadastral Surveys Practice Directives
and came into effect on 27 July 2018.

Licensed Surveyors and PTA Candidates were all advised by the SRBV secretariat.

Available at:

www.propertyandlandtitles.vic.gov.au/surveying > Advice and guidelines

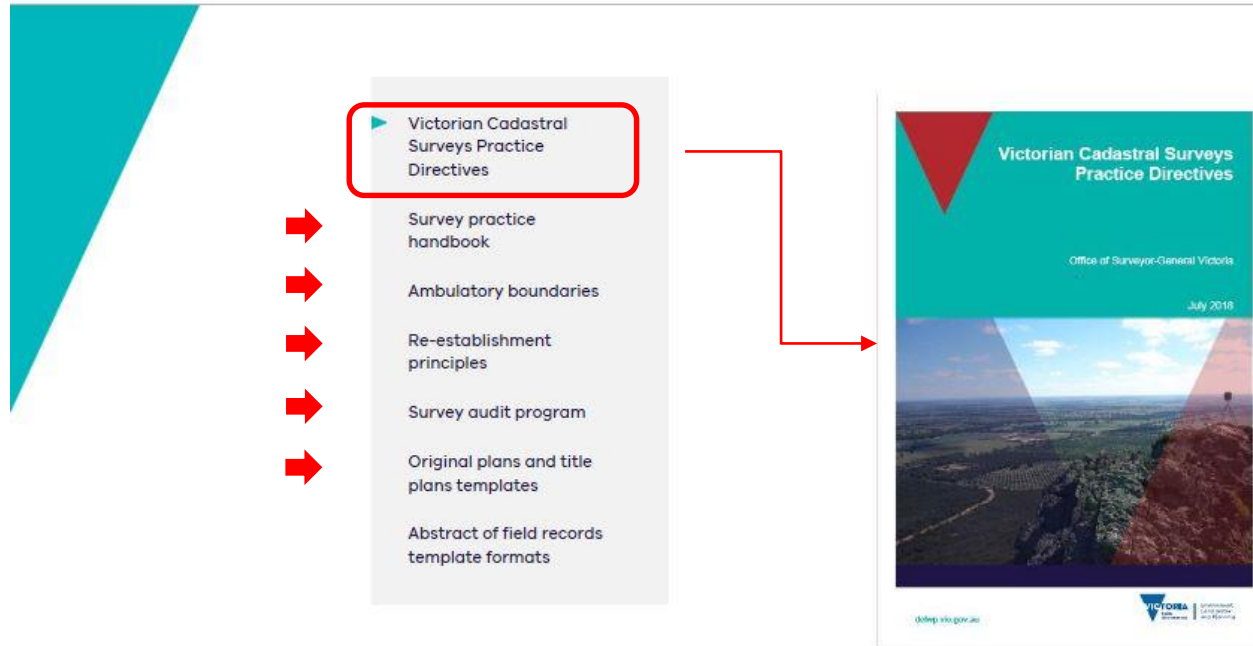
Examples and templates were removed from the 2014 directives to permit minor changes whilst avoiding the publishing of new editions.

It is recommended surveyors use the links rather than download examples. This will ensure the examples are always up to date.

Advice will be provided to licensed surveyors and PTA candidates of amendments, alterations and additions to the linked items.

Victorian Cadastral Surveys Practice Directives

Meeting legislative requirements when undertaking cadastral surveys in Victoria.



Links, Examples and Templates

[Victorian Cadastral Surveys Practice Directives, July 2018 \(PDF, 424.8 KB\)](#)

[Victorian Cadastral Surveys Practice Directives, July 2018 \(DOCX, 2.1 MB\)](#)

The following documents are examples of the various types of survey documents discussed in the practice directives and routinely prepared by licensed surveyors in Victoria. They provide guidance for the level of information and the standard of presentation that is expected for survey documents lodged at Land Use Victoria.

[Record of having re-established a cadastral boundary \(PDF, 367.2 KB\)](#)

[Abstract of field records - 'traditional' \(PDF, 114.3 KB\)](#)

[Abstract of field records - 'alternative' i.e. GNSS \(PDF, 140.5 KB\)](#)

[Supplementary abstract of field records \(PDF, 386.7 KB\)](#)

[Licensed surveyor's report template \(DOCX, 18.2 KB\)](#)

[Licensed surveyor's report - staged estates - example 1 \(PDF, 211.4 KB\)](#)

[Licensed surveyor's report - staged estates - example 2 \(PDF, 627.4 KB\)](#)

[Licensed surveyor's report - staged estates - example 3 \(PDF, 385.5 KB\)](#)

[Listing of Special Descriptions](#)

[Special Descriptions \(PDF, 163.4 KB\)](#)

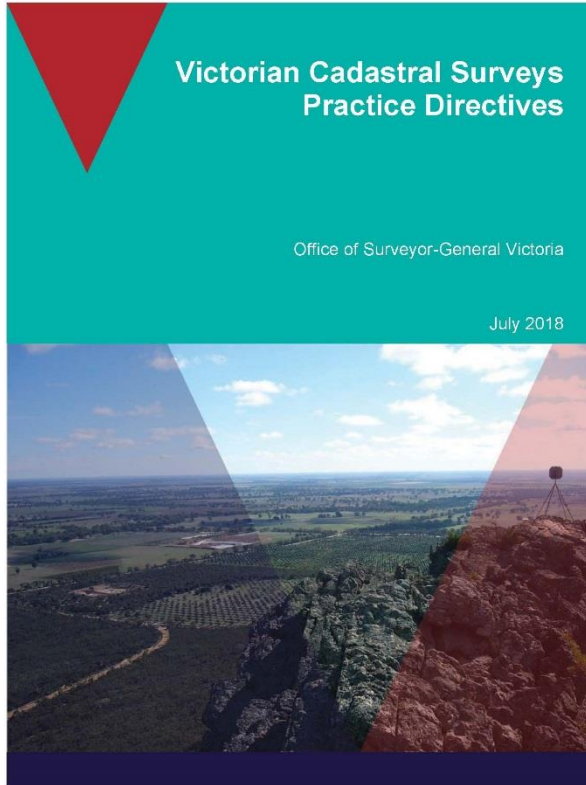
Further information

For location and contact details, visit [contact us](#).

Best results in the VCSPD “.docx” file

To link hold down the “Ctrl” button and right mouse click

- **You will be directed to the relevant webpage**
- **Generally, the VCSPD webpage with all the examples and templates**



Revision History

No revision history yet.

This page will be populated in future editions.

Report produced by:

Office of Surveyor-General Victoria
Land Use Victoria
Department of Environment, Land, Water and Planning
Phone (03) 9194 0282
Website: www.propertyandtitles.vic.gov.au/surveying

What's new or different – a summary

- 1.1** **SGV contact**

- 2.2** **Transition to MGA2020**
 - Clarification of 500m for SCN connection**
- 2.3.1** **Submission of GNSS data to SGV**
- 2.3.2** **GNSS techniques (RTK and Static) removed**
- 2.3.3** **Recommended observation times for GNSS**
- 2.3.5** **Ground distance for GNSS SCN connection**
 - 200m GNSS baseline removed**
- 2.5.2** **Relevance of SCN connection to DCM**
- 2.6.2** **PMs and PCMs listed on all survey documents**
- 2.7** **Clear indication of MGA2020 or MGA94**

- 3** **Line marks no more than 200m**
 - Reasons for non-marking in LS report**

What's new or different – a summary (cont.)

- 4** **RE Plans lodged through SPEAR**
Differences between title and survey to be noted
No qualifiers or disclaimers
New example
- 5.1** **Licensed Surveyor's Report title**
New template
- 5.4** **EDM calibration directives now included in the LS report section**
Non-traditional (eg. GNSS) survey techniques
- 5.5** **Crown / Special descriptions**
- 6.1.2** **New 'currency' amendments notation (SPEAR friendly)**
Survey >5yrs must have new abstract
- 6.3** **New 'traditional' abstract example**
New 'alternative' non-traditional abstract example
Supplementary abstract example
- 8** **10" precision for bearings on all lengths >30m**

Mr Eddie Cichocki
Manager, Cadastral Infrastructure and Standards
Level 11, 2 Lonsdale Street Melbourne, VIC 3000
Phone: (03) 9194 0282

Email: surveyor.general@delwp.vic.gov.au

Previously the Deputy Surveyor-General
with direct phone line and email.
Now general office phone and email

2.2 Specific requirements for connection to the Survey Control Network

Regulation 11 of the Surveying (Cadastral Surveys) Regulations 2015 requires ... bring the survey onto MGA94 ...

In the transition period to adopting GDA2020, the regulation can, for practical purposes, be taken as requiring the licensed surveyor to **bring the bearing datum onto MGA2020 (preferred) or MGA94 as is reasonable in the circumstances.**

2.2 MGA2020 preferred

VICTORIA State Government | Environment, Land, Water and Planning

SMES - Survey

Build Map Legend Identify Survey

Identify Survey Marks

Click on a survey mark to identify it

1. Survey Mark

Name : HAMILTON NORTH PM 216
HAMN-216

Number : 274102160

MGA2020 : 590016.592, 5822290.708 (54)

MGA94 : 590016.001, 5822289.235 (54)

AHD Height : 179.950

Plan Ref : PS 628313 C, PS 643801C

Status : OK

+ Add Mark to List

GDA2020 Sketches

GDA94 Sketches

Must state the ZONE

HAMILTON NORTH PM 216					
Nine figure	274102160	Status	OK	Type	SCN (GDA), SCN (AHD)
Easting	590016.592	Northing	5822290.708	AHD height	179.950
Latitude	-37° 44' 32.1078"	Longitude	142° 01' 18.1121"	Ellipsoid height	180.688
H _z uncertainty	0.017	H _z order	3	Vt uncertainty	0.012
Datum	GDA2020	Plan ref	PS 628313 C, PS 643801C	CSF	0.9990710
				Vt order	3
				Zone	54

SEC. 6 (1) (c) SURVEY CO-ORDINATION ACT 1958

PERMANENT MARK SKETCH PLAN

Township HAMILTON Parish North Hamilton

NOTE:—
Not necessarily to Scale

(1) Measurements to be shown from the Permanent Mark to as many near-by survey marks, buildings, fence posts, hydrants, trees, &c., as practicable. Up to six such measurements are desirable.

(2) Except where verified by a Licensed Surveyor in this survey, all boundaries in this sketch plan are to be shown by broken lines. The symbols for fences, buildings, &c., to be shown on the broken lines.

(3) Description of Permanent Mark and, where possible, Crown Abutments are to be shown.

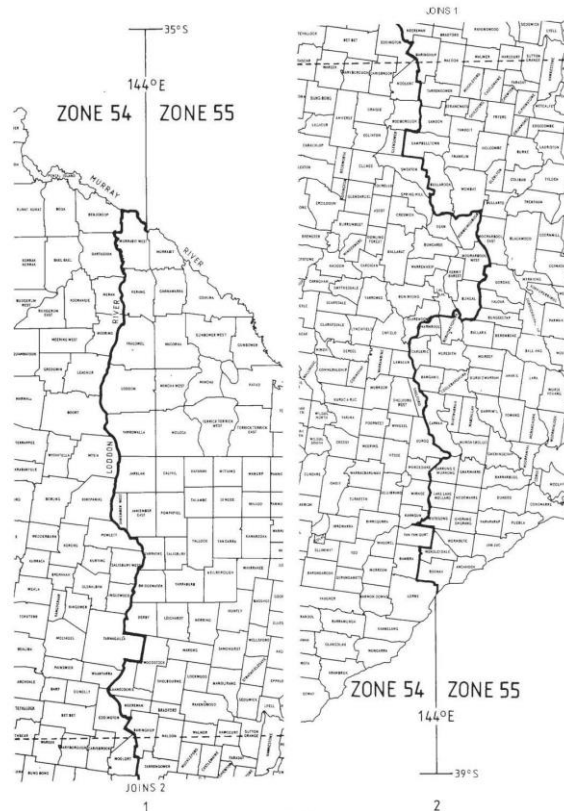
MEASUREMENTS ARE IN Feet & decimal

MGA2020 – Zones and Parishes

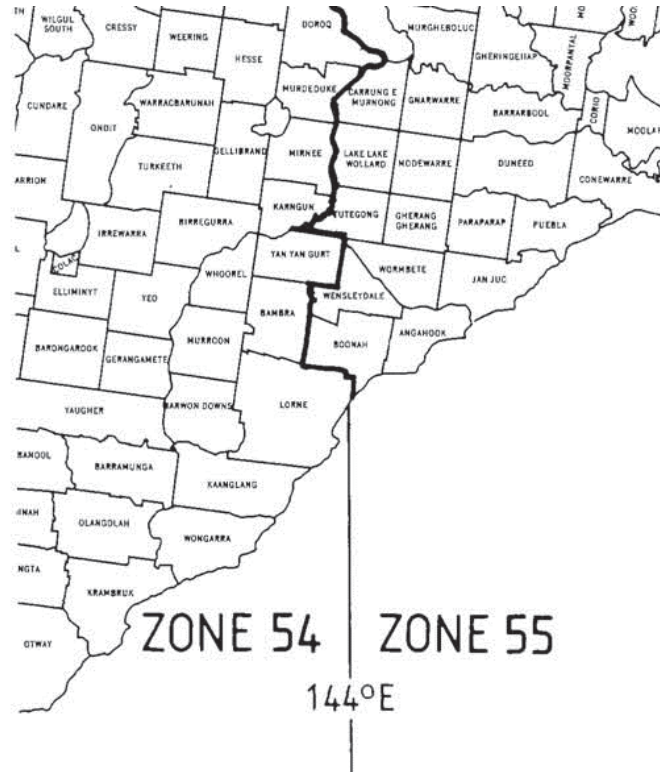
MGA2020

7-9

~~AMG~~ ZONE BOUNDARY FOR ZONING OF BEARINGS



Survey Practice Handbook Victoria Part 2 – Survey Procedures Fig. 7.3



2.2 Greater than 500m radius from the survey site

VICTORIA
State Government

Environment,
Land, Water
and Planning

SMES - Survey Marks Enquiry Service

Identify Survey Marks

Measure Distance

Distance from previous point:

57.9 m

Measured lines:

Line A

☐ A1

☒ A2 585.9 m (585.9 m)

Total 585.9 m

Line B

☐ B1

☒ B2 579.0 m (579 m)

Total 579 m

Remove selected points

Start new line

Clear all points



2.2 500m radius from the extremities of the survey

VICTORIA State Government | Environment, Land, Water and Planning

SMES - Survey Marks Enquiry Service

Login / Register
Help

Identify Survey Marks x Measure Distance x

Snapping is **Off**
No layers are available for snapping - you will need to zoom in, or use Build Map to turn on layers.

Distance from previous point:
264.8 m

Measured lines:

Line A

- ☐ A1
- ☐ A2 511.1 m (511.1 m)
- Total 511.1 m**

Line B

- ☐ B1
- ☐ B2 469.2 m (469.2 m)
- Total 469.2 m**

Remove selected points
Start new line
Clear all points

Metro

Parcel Type to search...

Mark labels

GNSS Data Logging for SGV and SCN

Factsheet

Submitting GNSS data to OSGV

Guidelines for static and rapid-static GNSS surveys

Introduction

Survey control infrastructure is a critical component of Victoria's land registration and spatial information systems. To increase the density of Survey Control Network (SCN) marks across Victoria, the Office of Surveyor General Victoria (OSGV) has an ongoing programme of Global Navigation Satellite Systems (GNSS) measurement and readjustment of new and existing marks. To expedite the expansion of SCN marks in rapidly developing areas, OSGV encourages submission of GNSS data collected by as many surveyors as possible working with SCN and non-SCN marks.

This document provides guidance to surveyors on the capture and submission of GNSS data to satisfy OSGV's requirements for integrating static (one hour or more) and rapid-static (three to five minutes) GNSS survey data into Victoria's SCN adjustment.

Victoria's survey control infrastructure provides the realisation of the Geocentric Datum of Australia (GDA94 and GDA2020) and the Australian Height Datum (AHD71). This infrastructure includes standard Permanent Marks (PMs), deep driven High Stability Marks (HSMs), Primary Cadastral Marks (PCM), and a network of GNSS Continuously Operating Reference Stations (CORS).

In Victoria, information about the survey control infrastructure is managed in two distinct categories – SCN marks and non-SCN marks. SCN marks are those which have accurate and reliable position and/or height information generated by the OSGV through rigorous and repeatable geodetic processes. Non-SCN marks are all other marks not within the SCN adjustment, which have coordinates and/or heights of varying levels of quality. In many areas of Victoria, there is a need for more SCN marks to support accurate and reliable positioning.

GNSS observation

To maintain the accuracy and reliability of the SCN, high integrity GNSS data is essential. To help surveyors obtain acceptable data when performing GNSS surveys using static and rapid-static positioning techniques, the following GNSS observation guidelines are recommended:

- observation duration (choose one):
 - one hour continuous GNSS observation with 5 second logging rate or less
 - two (independent) continuous GNSS observation sessions of at least three to five minutes each with 1 second logging rate, at least one hour apart
- good sky view, preferably clear sky with minimum nearby signal obstruction and multipath sources
- less than 25 km from the nearest GNSS CORS; however, for short (three to five minute) sessions more than 25 km from a GNSS CORS, increase the observation duration by one minute per additional 5 km
- ensure GNSS antenna is held stationary throughout the entire survey using a tripod for one hour sessions or a bi-pod for short (three to five minute) sessions
- measure the antenna height from the permanent mark to the antenna reference point – the antenna reference point can be the base of the antenna or a marking on the side of the antenna, which makes it important that either the vertical or slope antenna height measurement type and the specific antenna reference point are all noted.

These recommendations are closely aligned with the Inter-governmental Committee on Surveying and Mapping (ICSM) Standard for the Australian Survey Control Network Special Publication 1 (SP1) Guideline for Control Surveys by GNSS.

Submitting data

GNSS data must be accompanied by a completed GNSS booking sheet, including:

- the PM name and nine figure number
- GNSS antenna model and type
- measured antenna height
- the start and end times of the GNSS observation.

The observed GNSS data can be submitted in raw data format or RINEX format. The data should be compressed to reduce the file size and submitted via the Survey Marks Enquiry Service (SMES) or emailed to smes.support@delwp.vic.gov.au.

GNSS booking sheets are available from the DELWP website (www.delwp.vic.gov.au/Property-and-land/titles/Geodesy/Victoria's-geodetic-infrastructure).

Processing and validation

After GNSS data is submitted, preliminary checks will be performed to ensure that all essential information has been captured. In order to integrate the GNSS measurements within the SCN, the submitted GNSS data will be processed with the surrounding GNSS CORS. When the GNSS data is processed, the baselines are added to the SCN dataset and verified using a rigorous least squares adjustment process. This process ensures that the GNSS data conforms to a standard level of quality, and produces rigorous SCN mark coordinates and uncertainty estimates that can be added to SMES.

Submitting GNSS data to OSGV

Your assistance is appreciated

OSGV appreciates any GNSS data submitted for processing and integration in the Victorian SCN adjustment. This collaborative approach by surveyors and OSGV will enhance the Victorian SCN and establish SCN marks where they are most needed.

Booking sheet

GNSS field booking sheet template

The following is a sample booking sheet template for submitting Global Navigation Satellite Systems (GNSS) field data

Observation notes		GNSS field booking sheet				
File(s) name(s)	Observer name(s)	Observer ID	Unit	Receiver type, serial number	Antenna type, serial number	
1						
2						
3						
4						

Mark name (i.e. parish name PM XXX)	Receiver	Start time	Antenna HT method		
Nine figure number	Antenna	End time	Meters	Checked?	DEC.FT
XXXX	11A	01:00	0.00	BON/BAM	
XXXX-2	11B	01:05	0.00		
XXXX	11A	01:10	0.00	BON/BAM	
XXXX-2	11B	01:15	0.00		
XXXX	11A	01:20	0.00	BON/BAM	
XXXX-2	11B	01:25	0.00		
XXXX	11A	01:30	0.00	BON/BAM	
XXXX-2	11B	01:35	0.00		

Antenna height method
BON (Bottom of notch, i.e. slant measurement)
BAM (Bottom of antenna mount, to Ref. Pt. or top of pillar)
Comments

© the State of Victoria Department of Environment, Land, Water and Planning (DELWP) 2024. All rights reserved. This work is licensed under a Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International License. You are free to share the work under that license, on the basis that you acknowledge the author(s) and the source. The license does not apply to any logos, photographs or branding, including the Victorian Coat of Arms, the Victorian Government logo and the Department of Environment, Land, Water and Planning (DELWP) logo. To view a copy of this license, visit <http://creativecommons.org/licenses/by-nc-sa/4.0/>.

This publication is for information purposes only. The use of this publication does not constitute any warranty, representation or guarantee, and is made without liability for any particular purpose and/or use. The user assumes all liability for any use, and the Department of Environment, Land, Water and Planning does not accept any liability for any use of this publication.

Accessibility

If you would like to receive this publication in an alternative format, please telephone the DELWP Customer Service Centre on 136186, email customer.service@delwp.vic.gov.au, or via the National Relay Service on 133 677 www.relay.vic.gov.au. This document is also available on the internet at www.delwp.vic.gov.au.

2.3.3 Survey Control for MGA bearing datum

- 2 independent observations at each control point (RTK at least 1 min. duration and 20 min. apart)
- Horizontal difference less than 0.05m between the two observations

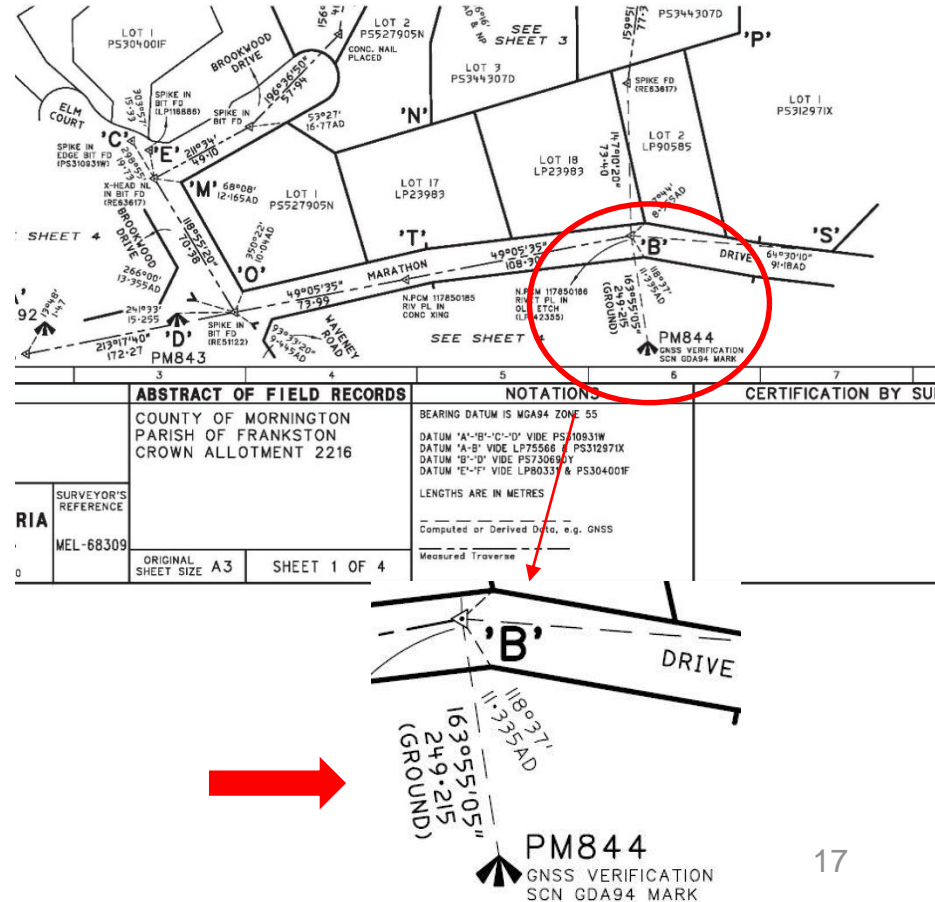
Minimum 200m baseline removed
Key requirement 20" accuracy

2.3.4 Agreement with SCN mark better 0-10m (horiz.)

Verifies correct setup of equipment, e.g. geoid model, transformations
If variation >0.10m

- connect to another SCN mark
- advise Geodesy SGV
- encourage data logging for Geodesy analysis

2.3.5 GNSS connection to SCN marks must be shown as GROUND distances on abstract



- 2.5.1 New or unregistered PMs to be registered in SMES
A PM sketch must be prepared
- 2.6.1 Many marks noted and numbered as PCMs are not suitable
- Drill holes to be at least 10mm deep with wings
 - Etches not less than 3mm deep and with 50mm wings
 - Steel posts, pipes and rods 600mm long
 - No marks in bitumen
- 2.5.2 Every PM and PCM connected to **MUST** be
& listed on all survey documents
- 2.6.2 (abstract, RE Plan & licensed surveyor's report)

Example only

CONNECTION TO SURVEY MARKS: PMs & PCMs

The PMs connected in this survey were:


Parish of Wangoom – PM 338, PM 339, PM 341, PM 342, PM 367, PM 380,
PM 484 & new PM 804.

The old PCMs located in this survey are:

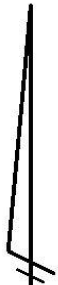
11193 0019 (PS446660S) & un-numbered PCM (PS643678X, my point 'C')

The new PCMs placed in this survey are numbered 11549 1093 - 11549 1108.

- 2.7 All survey documents must ensure the full projection name, e.g. MGA2020, and zone, e.g. 54, are shown.**



MGA2020
ZONE 54



MGA94
ZONE 55

3 (a) Diagram
Line
Survey
dependence
people



al.
ement in
between

3 (a) Direct method
Line pegs
Surveyor
determine
pegs.

(b) Offset and
used to
inappropriate



practical.

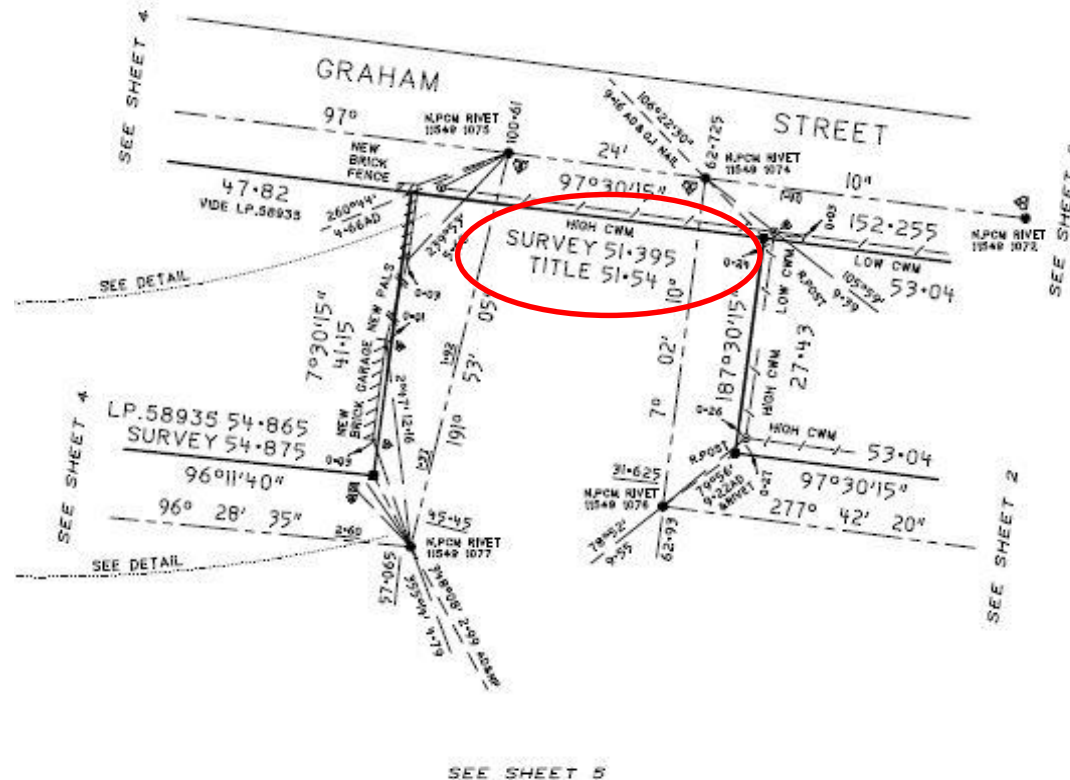
apart.

final judgement in
distance between

on marks to be
it is impractical or
corner.

- 3 (a) Direct marking of corners where practical.
Line pegs no greater than 200m apart.
Surveyors to use their professional judgement in determining inter-visibility and distance between pegs.
- (b) Offset and boundary line extension marks to be used to mark boundaries where it is impractical or inappropriate to mark the actual corner.
- (c) If a boundary is “Not Marked” the licensed surveyor’s report must include details of why not.**

4 Where surveyed dimensions differ to title, both to be shown



4 No Qualifiers or Disclaimers

This practice has generally ceased in the past few years but all are reminded that they are not to be used.

This was similarly reinforced by the SRBV in early April 2018 (via ISV, CSV and SSSI) in the context of plans of surveys not submitted for registration.

Disclaimers such as that below are unacceptable.

“This plan is of an identification / re-mark survey only and as such is not registered by the Registrar of Titles. Subsequent registered or other surveys in this area may affect the boundary definition shown on the plan. Any differences so caused to the boundary definition shown on this plan are beyond the control of XYZ Surveyors Pty Ltd who accept no responsibility for such differences.”

Regulation 16, *Surveying (Cadastral Surveys) Regulations 2015* clearly states that an RE Plan must be lodged within 60 days and the certification (SPEAR) accords with Schedule 2 of the regulations.

5 Licensed Surveyor's Report

The licensed surveyor's report template is available at the front page of the VCSPD webpage

[Record of having re-established a cadastral boundary \(PDF, 367.2 KB\)](#)

[Abstract of field records - 'traditional' \(PDF, 114.3 KB\)](#)

[Abstract of field records - 'alternative' i.e. GNSS \(PDF, 140.5 KB\)](#)

[Supplementary abstract of field records \(PDF, 386.7 KB\)](#)

[Licensed surveyor's report template \(DOCX, 18.2 KB\)](#)

[Licensed surveyor's report - staged estates - example 1 \(PDF, 211.4 KB\)](#)

[Licensed surveyor's report - staged estates - example 2 \(PDF, 627.4 KB\)](#)

[Licensed surveyor's report - staged estates - example 3 \(PDF, 385.5 KB\)](#)

[Listing of Special Descriptions](#)

[Special Descriptions \(PDF, 163.4 KB\)](#)

The template generally details the headings required to be covered.

Under each heading a brief description of the content is provided.

Other headings and/or sub-headings may be added as appropriate.

LICENSED SURVEYOR'S REPORT

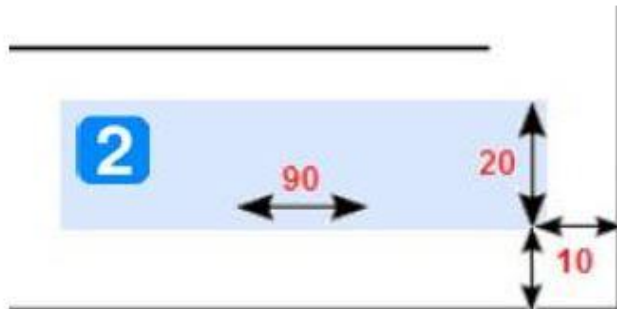
PLAN NUMBER:	For many surveys a Plan Number will be known. This is to be included.
SURVEYOR:	Licensed surveyor's name.
SURVEYOR'S REFERENCE:	
PURPOSE:	E.g. Subdivision, Application under section "xx" TLA, Crown Survey, Re-establishment Survey, ...
CROWN DESCRIPTION OF LAND:	Attention is to be paid to the Crown description. The Parish must be included. If the description is a Portion, rather than Allotment, the correct term must be used. If a special Crown description applies and is still current ensure it is used.
MUNICIPALITY:	
TITLE:	List all relevant title references whether freehold, Crown folios, lease hold or general law deed.
APPURTENANT EASEMENTS,	State if any easements are appurtenant to the land and describe the easement purpose and if applicable, the origin.
ROAD ABUTTALS:	If a Government road is an abuttal, state same here. Justify any road abuttal not known to title by providing evidence under the <i>Road Management Act 2004</i> , or proclamation of a public highway in a Victorian Government Gazette, or any other relevant documentation.
ENCUMBRANCES:	A statement to the effect that specifies if existing easements are shown in accordance with title, or not. Reference to be made to any easements appropriated in the current plan.
SURVEY INFORMATION USED:	A comprehensive list of surveys is to be included.
SURVEY INFORMATION PERUSED:	A comprehensive list of surveys is to be included.
DATUM RELATIONSHIPS:	This may be broken into sub-headings reporting on: MGA Connection Specify if the survey is on MGA bearing datum and the Zone. Explain the derivation and comparisons between the survey findings and the SCN marks. Quote which SCN marks were used to derive the bearing datum. If GNSS used to establish the datum, include verification comparisons. All distances reported on must be ground distances.

5.3 SPEAR Technical Note 4 is to be adhered to in regard the layout of the licensed surveyor's report.

5.3 SPEAR requirements

The survey company/firm/organisation details or logo must be positioned so that the requirements of SPEAR Technical Note 4, available at www.spear.land.vic.gov.au/spear/pages/applicants/how-do-i-set-up-my-plan-templates.shtml, are accommodated. This is to allow the insertion of the digital signature. Please note: a blank space of 90mm x 20mm must be allocated in the bottom right hand corner of each sheet as shown below.

Company information and page numbering can be included in the footer of the first and subsequent sheets, but it must continue to satisfy the above requirement.



5.4 NON-TRADITIONAL SURVEYING EQUIPMENT AND TECHNIQUES

- **Accommodates current and emerging technologies**
- **Equipment types and models**
- **Capturing field data**
- **Validating and checking field measurements**
- **Processing and analysis of data (software)**
- **Portraying different methodologies on the abstract and how these are integrated**
- **Full details to be provided in LS report**

5.5 SPECIAL CROWN DESCRIPTIONS

Office of Surveyor-General Victoria

Page | 1 of 6

SPECIAL DESCRIPTIONS LISTING

Code	VOTS Database Name / VicMap Database Name	Plan Presentation Note: Parish code to be listed on OP plans only (not on Title Plans)
2007A	Alberton, At: Parish of Alberton East ALBERTON, AT (ALBERTON EAST)	COUNTY: BULN BULN PARISH: ALBERTON EAST AT ALBERTON (2007A) SECTION: CROWN ALLOTMENT:
2042A	Raymond Island, At: Parish of Bairnsdale RAYMOND ISLAND, AT (BAIRNSDALE)	COUNTY: TAMIL PARISH: BAIRNSDALE AT RAYMOND ISLAND (2042A) SECTION: CROWN ALLOTMENT:
2209A	Hawthorn, At: Parish of Boroondara HAWTHORN, AT (BOROONDARA)	COUNTY: BOURKE PARISH: BOROONDARA CITY OF HAWTHORN (2209A) SECTION: CROWN ALLOTMENT:
2287A	Scotchmans, At: Parish of Buninyong SCOTCHMANS, AT (BUNINYONG)	COUNTY: GRANT PARISH: BUNINYONG AT SCOTCHMANS (2287A) SECTION: CROWN ALLOTMENT:
2476A	Footscray, City of: Parish of Cut-Paw-Paw FOOTSCRAY, CITY (CUT-PAW-PAW)	COUNTY: BOURKE PARISH: CUT-PAW-PAW CITY OF FOOTSCRAY (2476A) SECTION: CROWN ALLOTMENT:
2478B	Footscray, City of: At Yarraville: Parish of Cut-Paw-Paw FOOTSCRAY CITY, AT Y/VILLE (CUT-PAW-PAW)	COUNTY: BOURKE PARISH: CUT-PAW-PAW AT YARRAVILLE CITY OF FOOTSCRAY (2478B) SECTION: CROWN ALLOTMENT:
2478C	West Footscray, At: Parish of Cut-Paw-Paw W/FOOTSCRAY, AT (CUT-PAW-PAW)	COUNTY: BOURKE PARISH: CUT-PAW-PAW AT WEST FOOTSCRAY (2478C) SECTION: CROWN ALLOTMENT:
2478D	Yarraville, At: Parish of Cut-Paw-Paw YARRAVILLE, AT (CUT-PAW-PAW)	COUNTY: BOURKE PARISH: CUT-PAW-PAW AT YARRAVILLE (2478D) SECTION: CROWN ALLOTMENT:

I:\V\CSA\SA Procedures\Crown Descriptions\Special Descriptions\Special Descriptions OS&V Listing 18-05-2018.docx

Office of Surveyor-General Victoria

Page | 2 of 6

Code	VOTS Database Name / VicMap Database Name	Plan Presentation Note: Parish code to be listed on OP plans only (not on Title Plans)
2541A	Essendon, At: Parish of Dousta Galla ESSENDON, AT (DOUTTA GALLA)	COUNTY: BOURKE PARISH: DOUTTA GALLA AT ESSENDON (2541A) SECTION: CROWN ALLOTMENT:
2541B	Essendon, City of: Parish of Dousta Galla ESS. CITY (DOUTTA GALLA)	COUNTY: BOURKE PARISH: DOUTTA GALLA CITY OF ESSENDON (2541B) SECTION: CROWN ALLOTMENT:
2541C	Hawstead, At: Parish of Dousta Galla HAWSTEAD, AT (DOUTTA GALLA)	COUNTY: BOURKE PARISH: DOUTTA GALLA AT HAWSTEAD (2541C) SECTION: CROWN ALLOTMENT:
2796A	Brunswick, City of: Parish of Jilka Jilka BRUNSWICK, CITY (JILKA JILKA)	COUNTY: BOURKE PARISH: JILKA JILKA CITY OF BRUNSWICK (2796A) SECTION: CROWN ALLOTMENT:
2796B	Carlton, At: Parish of Jilka Jilka CARLTON, AT (JILKA JILKA)	COUNTY: BOURKE PARISH: JILKA JILKA AT CARLTON (2796B) SECTION: CROWN ALLOTMENT:
2796C	Clifton Hill, At: City of Collingwood: Parish of Jilka Jilka CLIF/HILL, AT COLL. (JILKA JILKA)	COUNTY: BOURKE PARISH: JILKA JILKA CITY OF COLLINGWOOD AT CLIFTON HILL (2796C) SECTION: CROWN ALLOTMENT:
2796D	Northcote, City of: Parish of Jilka Jilka NORTHCOTE, CITY (JILKA JILKA)	COUNTY: BOURKE PARISH: JILKA JILKA CITY OF NORTHCOTE (2796D) SECTION: CROWN ALLOTMENT:
2796E	North Fitzroy, At: Parish of Jilka Jilka NTH FITZROY, AT (JILKA JILKA)	COUNTY: BOURKE PARISH: JILKA JILKA AT NORTH FITZROY (2796E) SECTION: CROWN ALLOTMENT:

I:\V\CSA\SA Procedures\Crown Descriptions\Special Descriptions\Special Descriptions OS&V Listing 18-05-2018.docx

Office of Surveyor-General Victoria

Page | 6 of 6

Parish Code	VOTS Database Name / VicMap Database Name	Plan Presentation Note: Parish code to be listed on OP plans only (not on Title Plans)
3730A	Rosebud, At: Parish of Wannaeue ROSEBUD, AT (WANNAEUE)	COUNTY: MORNINGTON PARISH: WANNAEUE AT ROSEBUD (3730A) SECTION: CROWN ALLOTMENT:
5514A	East Melbourne, At: City of Melbourne EAST MELB., AT (CITY OF MELB.) (City of Melbourne proclaimed by Letters Patent Vlc. 25 June 1847)	COUNTY: BOURKE PARISH: MELBOURNE NORTH CITY: MELBOURNE AT EAST MELBOURNE (5514A) SECTION: CROWN ALLOTMENT:
5514B	West Melbourne, At: City of Melbourne WEST MELB., AT (CITY OF MELB.) (City of Melbourne proclaimed by Letters Patent Vlc. 25 June 1847)	COUNTY: BOURKE PARISH: MELBOURNE NORTH CITY: MELBOURNE AT WEST MELBOURNE (5514B) SECTION: CROWN ALLOTMENT:
5514C	Melbourne, City of: Parish of Melbourne North CITY OF MELB., (MELB. NORTH) (City of Melbourne proclaimed by Letters Patent Vlc. 25 June 1847)	COUNTY: BOURKE PARISH: MELBOURNE NORTH CITY: MELBOURNE (5514C) SECTION: CROWN ALLOTMENT:
5514D	Melbourne, City of: Parish of Melbourne South CITY OF MELB., (MELB. SOUTH) (City of Melbourne proclaimed by Letters Patent Vlc. 25 June 1847)	COUNTY: BOURKE PARISH: MELBOURNE SOUTH CITY: MELBOURNE (5514D) SECTION: CROWN ALLOTMENT:
5311	Geelong, City of: Geelong GEELOG (CITY OF) TP Note: City of Geelong proclaimed by Act 13 Vlc. No. 40.	COUNTY: GRANT PARISH: CORIO CITY: GEELOG (5311) SECTION: CROWN ALLOTMENT:
5603	Township adjoining the City of Northcote NORTHCOTE (ADJ. CITY OF) TP Note: Township proclaimed in Government Gazette 1951 p.722.	COUNTY: BOURKE PARISH: JILKA JILKA TOWNSHIP ADJOINING THE CITY OF NORTHCOTE (5603) CROWN ALLOTMENT:

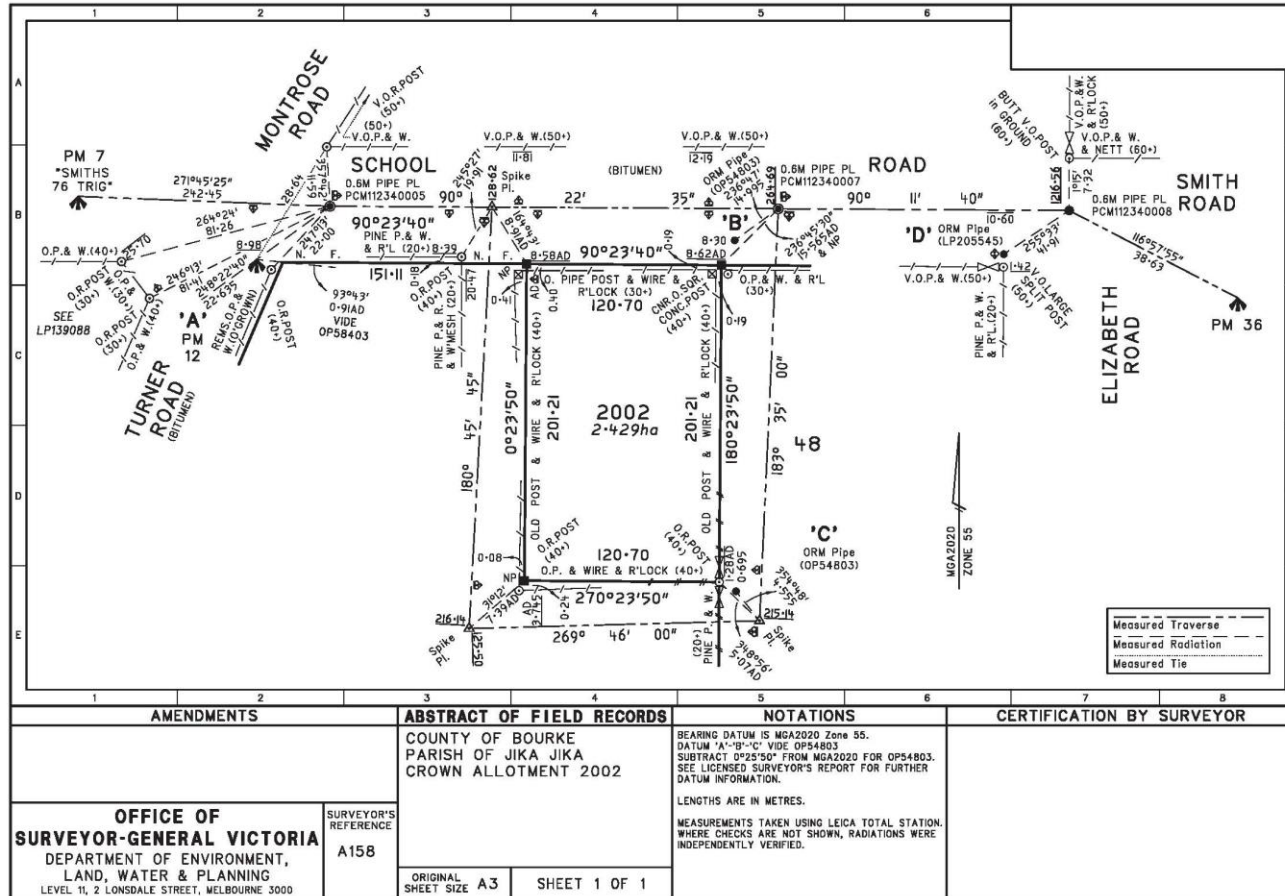
I:\V\CSA\SA Procedures\Crown Descriptions\Special Descriptions\Special Descriptions OS&V Listing 18-05-2018.docx

6.1.2 Currency conditions for abstract

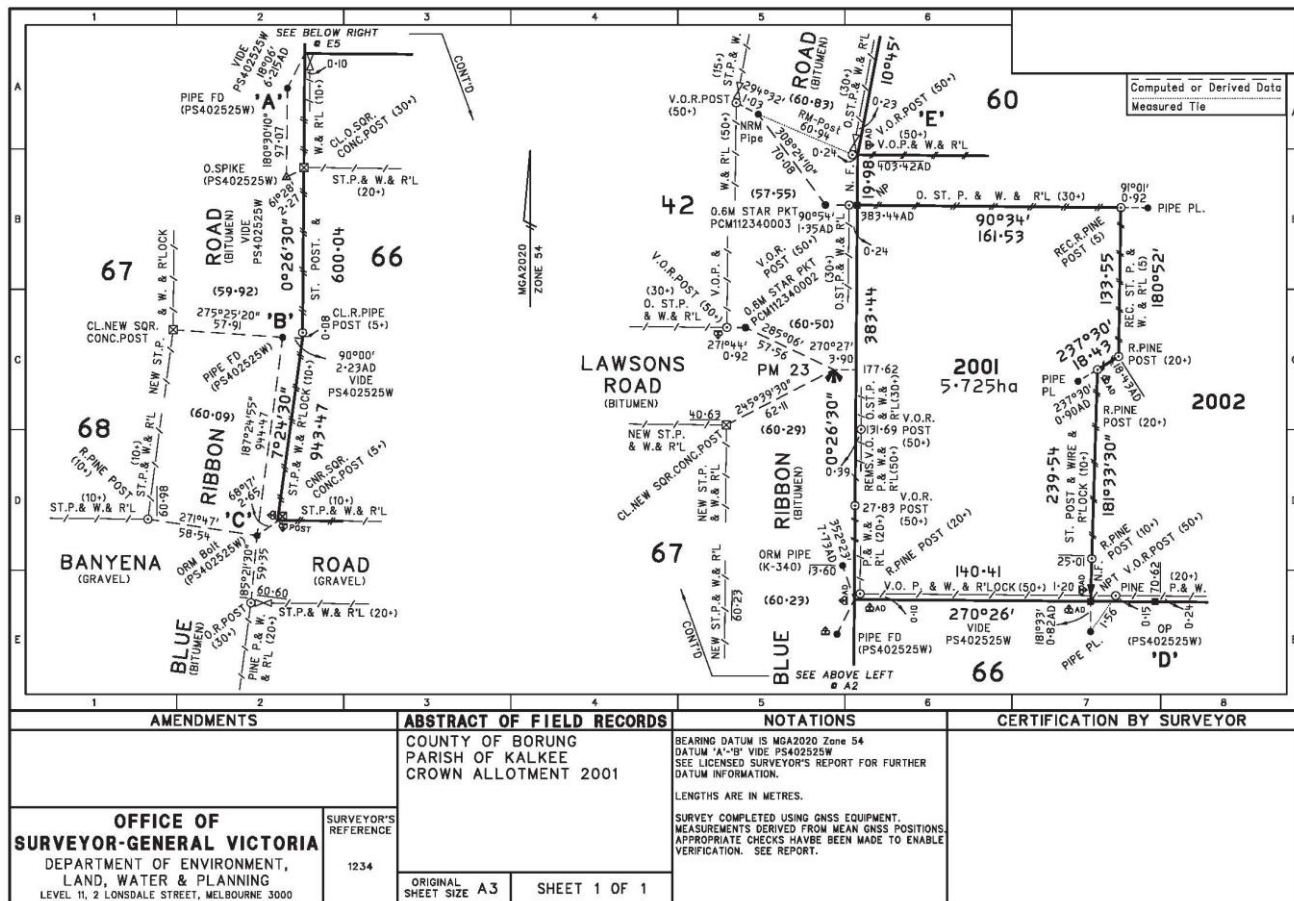
- Date of survey to be less than 2 years prior to lodgement
- 'Life' of survey extended to 5 years if 'currency conditions' attested to and addressed in LS report
- If **minor** changes and abstract edited include amendments notation:
e.g. some marks noted as gone
- If **significant** changes and can't attest to 'currency conditions', full amendment of abstract required and discussion in LS report
- If survey >5 years old, re-survey and new abstract

AMENDMENTS
This abstract of field records correctly represents the occupation and features existing on [insert date], and the survey has been brought up to date.

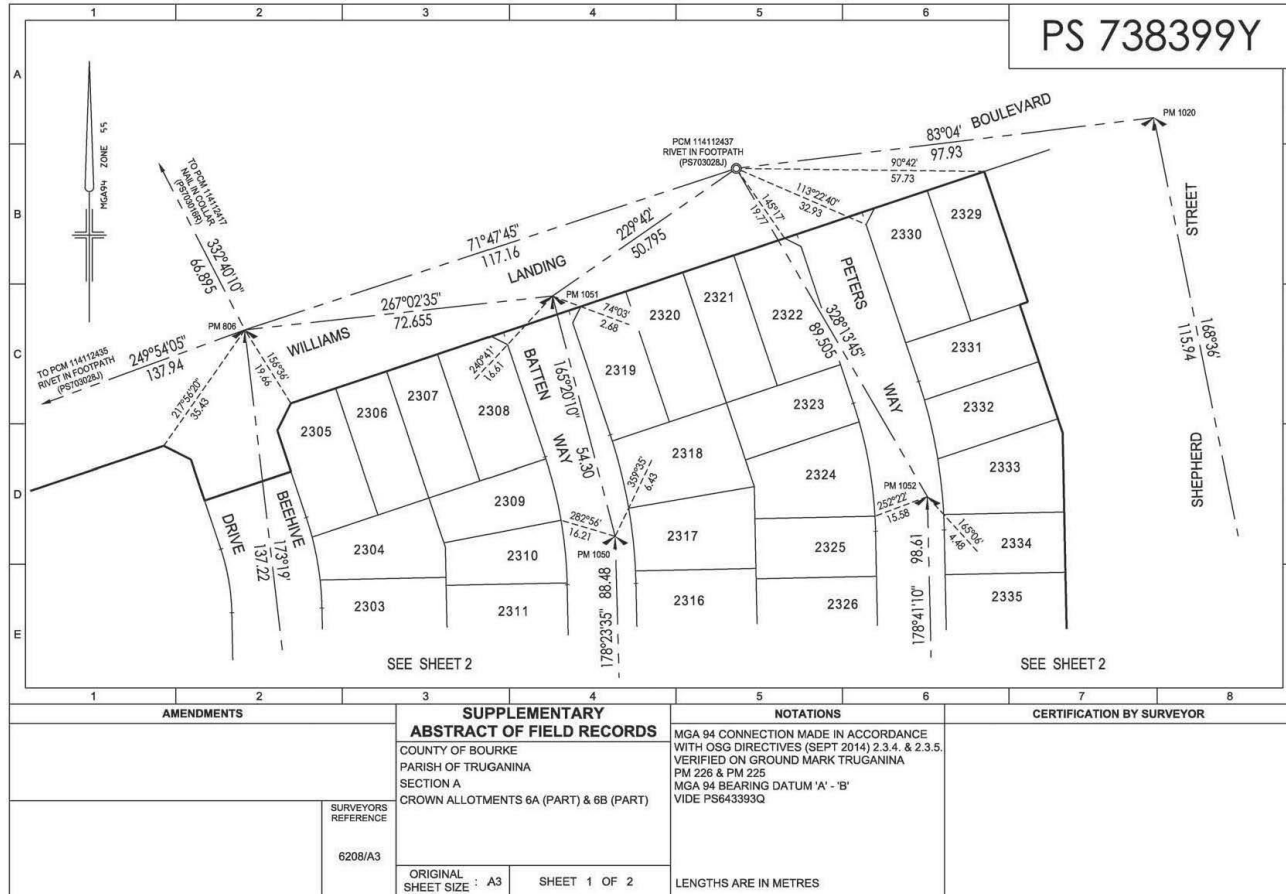
Abstract of Field Records – 'Traditional' example



Abstract of Field Records – 'Alternative' example



Abstract of Field Records – Supplementary example



Must be:

- **no more than every 12 months**
- **valid for the date(s) and entirety of the survey**

e.g.

- **Date of Survey – May 2017**
- **EDM calibration in LS report – Jun 2018**
 - **need details immediately preceding May 2017**

8 Precision of dimensions

Measurement	Unit/s to be used	Precision
Length		
Less than 500 metres	Metre	Correct to the nearest 0.01 metre, except where circumstances require greater precision, then correct to the nearest 0.005 metre.
500 metres and up to 5000 metres	Metre	Correct to the nearest 0.01 metre
Over 5000 metres	Metre	Correct to the nearest 0.1 metre
Bearings of Lengths		
Less than 30 metres	Degrees (°) and minutes (') of arc	Correct to the nearest minute of arc
Over 30 metres	Degrees, minutes and seconds (") of arc	Correct to the nearest 10 seconds of arc
Area		
Less than 100 square metres	Square metre	Correct to the nearest 0.1 square metre
100 square metres and less than 1 ha	Square metre	Correct to the nearest square metre
1 hectare and up to 10000 hectares	Hectare	Correct to four significant figures (e.g. 1.234 ha)
Over 10000 hectares	Square kilometre	Correct to four significant figures (e.g. 1.234 km²)

QUESTIONS?
COMMENTS?