



## LANDS surveying alert

Email Addresses, Survey Plans and Forms

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Issue 47

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### **Change of departmental email addresses**

Surveying Services within the Department of Resources are no longer divided as three separate regions. We have now been formed as a single whole-of-State team. This means that submission and assessment of survey plans and the provision of survey advice and exemptions are no longer based on regions.

To effectively operate on a whole-of-State basis, the three regional email addresses are being closed. Two new email addresses have been created for surveyors to communicate with the department.

The two new whole-of-State email addresses are:

- [SurveyPlans@resources.qld.gov.au](mailto:SurveyPlans@resources.qld.gov.au)
- [SurveyAdvice@resources.qld.gov.au](mailto:SurveyAdvice@resources.qld.gov.au)

The SurveyPlans email address is to be used by surveyors to deposit survey plans (DP, IS, RC) and associated documents. The SurveyAdvice email address is to be used by surveyors to request survey advice, exemptions or reserved plan authorisations on surveys.

The email addresses [titlesinfo@titlesqld.com.au](mailto:titlesinfo@titlesqld.com.au) (for Titles enquiries), [CadastralAdminDataHelp@resources.qld.gov.au](mailto:CadastralAdminDataHelp@resources.qld.gov.au) (for Form 6 and PSM enquiries), and [GeodeticSupport@resources.qld.gov.au](mailto:GeodeticSupport@resources.qld.gov.au) (for GNSS data submission and enquiries) are unchanged.

### **Submitting survey plans**

To accompany the email address changes for Surveying Services, the department has released a policy document for submitting survey plans to the department. The document contains specifications for survey plan files and the procedures necessary to submit survey plans for recording in the State datasets, such as CISP. The new policy document (SIG/2021/5860 *Submitting survey plans under the Survey and Mapping Infrastructure Act 2003*) is available on the Resources website [here](#).

### **New version of Form 10**

With the release of version 8 of the Cadastral Survey Requirements on 1 November 2021, a new version of the Form 10 has now been released. Form 10 version 7 is available for download from [www.business.qld.gov.au/industries/building-property-development/titles-property-surveying/surveying/standards-forms](http://www.business.qld.gov.au/industries/building-property-development/titles-property-surveying/surveying/standards-forms).

### **Updated Forms for Permanent Survey Mark Plans (Form 6)**

The department has released a new version of the form and procedure for completion and maintenance of Permanent Survey Mark Plans.

The new form has been created as a Microsoft Excel spreadsheet. The spreadsheet has 3 worksheets; the first 2 worksheets are for the sketch and the form for lodgement of new information and the third worksheet is for updating existing information (i.e. mark maintenance). The use of an Excel spreadsheet allows automation and validation rules that have been developed to assist in the completion of the form as well as improving data integrity and consistency of submitted data.

In terms of content the main changes to the form relate to:

- Better management of the lodgement of GDA2020 information.
- The requirement to lodge Ellipsoidal Heights not AHD Heights as the “point of truth” for heights measured using GNSS, which implements the changes outlined in [Surveying Alert 44](#).

The new form and updated procedure are available at <https://www.business.qld.gov.au/industries/building-property-development/titles-property-surveying/surveying/standards-forms>.