

Land Survey Authority Circular No. 3/2000

Plan Deposit Service for Plans Not Falling Under Section 30(4) of the Land Survey Ordinance

It has been the practice for authorized land surveyors (ALSs) to deposit with District Survey Offices (DSOs) plans in relation to land boundary surveys which fall outside section 30(4) of the Land Survey Ordinance (the Ordinance). These plans may include plans in respect of lot re-establishment surveys and advance copies of plans in respect of subdivision surveys that are yet to be deposited with the Land Survey Authority (LSA) under section 30(4) of the Ordinance. They are kept by DSOs for reference by any concerned parties.

In depositing the plans as mentioned above, the ALSs very often only submit the land boundary plan (LBP) and not any survey report and survey record plan (SRP). A reference LBP alone would be of limited use by other land surveyors when it comes to defining boundaries of the adjoining lots. It is therefore necessary to stipulate the requirements for the plans and relevant materials to be submitted to and kept by DSOs for reference purpose. This Circular sets out the conditions for making use of the plan deposit service provided by DSOs.

With effect from 1 April 2000, ALSs should include the following items for submission to DSOs if they wish to make use of the plan deposit service:-

- (a) A duly completed Plan Deposit Form (Form SMO-F43) as given in Appendix I.
- (b) An SRP and any LBP in respect of the land boundary survey prepared in accordance with the requirements of the Code of Practice (COP).
- (c) A survey report prepared in accordance with the requirements of the COP.

For advance copies of plans for subdivision surveys, the following caution note should be added to the face of the plan:-

"This plan has not been duly processed by the Legislation Section. Information shown hereon may be subject to change"

Any submission that does not comply with the above requirements would not be accepted and kept by DSOs for reference by others.

It must be stressed that the LSA has no obligation under the Ordinance to provide service for the deposit of plans other than those that fall under section 30(4) of the Ordinance. Likewise, there is no provision under the Ordinance requiring ALSs to deposit with the LSA any plans which do not fall under section 30(4) of the Ordinance. The plan deposit service provided by DSOs is purely an administrative arrangement to facilitate effective sharing of land boundary survey information amongst professional land surveyors engaged in land boundary surveys. It is entirely up to individual ALS to decide whether he/she would like to make use of the service.

The plan deposit service is now provided to ALSs free of charges. However, a fee may be levied in future to recover the costs in providing the service.

For enquiries, please contact Senior Land Surveyor/Legislation at telephone number 2231 3342.