

Your Ref :
Our Ref : SLA/SVY 251/72 VOL 5

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To: All Registered Surveyors

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IMPLEMENTATION OF ELECTRONIC TRANSMISSION

The Boundaries and Survey Maps (Electronic Transmission) Rules 2005 was e-gazetted on 25 Oct 2005 to put the e-transmission of survey jobs and requests into operation wef 2 Nov 2005. You may view it on the website: www.egazette.com.sg. We are pleased to inform you that Singapore Land Authority will implement the e-transmission via CORENET on the operational date. Under e-transmission, the following services are provided online:

- (a) Submission of Authorised Plan / Approved Plan / Written Permission;
- (b) Request for Lot Number;
- (c) Submission of Registrar of Title Plan (RT);
- (d) Request for Record Identifier (CP, CPST, STP, RT, FD);
- (e) Submission of Certified Plan (CP);
- (f) Submission of Strata Certified Plan (CPST);
- (g) Request for ISN Marker;
- (h) Submission of ISN GPS Observation; and
- (I) Miscellaneous Submission.

2 To ensure a smooth implementation, the Chief Surveyor had conducted briefings and refresher courses to Registered Surveyors to prepare them for the switch-over to electronic transmission. During these sessions, Registered Surveyors were informed of the user / technical / operational requirements that they are required to meet. The same subject was also highlighted during dialogues.

3 Registered Surveyors are to ensure that they have the necessary set up environment for e-transmission. Please refer to the checklist at Annex A.

4 For a start, a 3-month grace period from 2 Nov 2005 is allowed for either manual submission or e-transmission. The procedure for manual submission at SLA during the grace period remains status quo. However, Registered Surveyors are encouraged to switch over to the e-transmission as soon as possible in view of the advantages. From 3 Feb 2006 onwards,

only e-transmission is allowed. The format for e-transmission via CORENET will follow the new requirements. Please refer to the Guidelines to E-Transmission which is available on SLA website at URL: www.sla.gov.sg.

5 As on 2 Nov 2005, Registered Surveyors may hold jobs which have the initial tasks processed under the manual environment but with the remaining tasks still outstanding. (Eg: Lot numbers were issued before 2 Nov 2005 but the CP is not submitted yet.) Registered Surveyors may switch over to e-transmission environment for the outstanding tasks.

6 In conjunction with the e-transmission, the function to allocate STP No. is transferred from the Registration Services to Survey Services of SLA. Hence, when applying to the Chief Surveyor for the CPST No. for a new strata title development, the Registered Surveyor shall at the same time apply for a new STP No. In the case of further subdivision or amalgamation of strata lots of an existing strata title development, the Registered Surveyor shall request the Chief Surveyor to release the existing STP No. of that development. The STP No. shall be shown at the space provided for on the 1st sheet of the STP. The request for the new or existing STP No. is effective from 2 Nov 2005 regardless of whether the request is made manually or electronically. The STP No. is not to be used until the MC is formed.

7 Please contact me at 6323 9795 if you have any further enquiry on the above.

KENNY FOO
MANAGER
SURVEY SERVICES
for CHIEF SURVEYOR

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E-mail: Kenny_Foo@sla.gov.sg

ANNEX A

CHECKLIST FOR REGISTERED SURVEYORS TO SET UP ENVIRONMENT FOR E-TRANSMISSION

1 Setting up

1.1 Hardware

- Pentium PC with 400MHz CPU and above
- RAM: 64MB (minimum)
- Modem with ADSL connection or higher
- Hard-disk: 1GB (minimum)
- Netrust Smartcard Certificate version 3
- Smartcard reader (Netrust compatible Smartcard readers: ADC Technologies, CISCO & Gemplus, for version 3 certificate)
- Scanner

1.2 Software

- a. Operating System:
Windows NT ver. 4.0 / Windows 98 / Windows 2000
- b. Web browser:
Microsoft Internet Explorer ver. 5.x or higher
- c. ESPro application InternetForms Viewer v4.4.x or higher

Registered Surveyors can download the ESPro application after logging in to CORENET at www.corenet-ess.gov.sg as a CORENET user¹.

Registered Surveyors need to write to BCA System Administrator with the following information to obtain the license key for InternetForms Viewer.

- Company name
- Company address

¹ Registered Surveyor needs to register himself as a CORENET user at www.corenet-ess.gov.sg

- Contact person
- Designation in the firm
- Professional registration number
- Designation in the firm.
- Professional registration number.
- Reference number or project registered with CORENET (BCA will only issue new licenses to firms that have existing projects registered with CORENET)

Without the license key, Registered Surveyors can only use the InternetForms Viewer for 30 days (evaluation license).

d. Digital signer application (optional)

This program is necessary for signing or verification, encryption or decryption of information.

Though this program can be downloaded from CORENET website, Registered Surveyors who will be using ESPro application will not need this program because ESPro also provide this functionality.

1.2.1 Application for Dial-up / Broadband Internet Access

Registered surveyors have to check out and subscribe to packages offered by these Internet Service Providers (ISP):

- Singnet
- Pacific
- Starhub
- SCV

1.2.2 CORENET registration

Practising Registered Surveyors are registered by SLA as Qualified Person (QP) under CORENET.

1.2.3 Obtain Netrust Digital Certificate

To register with Netrust, Registered Surveyors are required to visit Netrust Pte Ltd (10, Collyer Quay, #9-05/06, Ocean Building,

Singapore 049315) personally with their personal identification documents.

Details such as opening hours and charges can be found at Netrust website: www.netrust.net.

1.2.4 Training

Registered Surveyors may want to sign up for CORENET E-Transmission training with BCA:

Course title: CORENET E-Transmission Training
Trainer: Construction Industry Training Institute (CITI)
Duration: 1 day (9am – 5pm)

Please visit CORENET website at www.corenet.gov.sg for course schedule and details.

Address of CITI:
200 Braddell Road
Singapore 579700

1.3 Assumptions

It is assumed that Registered Surveyors already possess the necessary Computer Aided Design tool to prepare the plans for transmission. You will also need the Web Design Format (dwf) viewer and converter. You can download the software from <http://usa.autodesk.com>

The Registered Surveyors must submit plans created using AutoCAD 2000 or higher (.DWG and convert to .DWF). Recommended version is AutoCAD 2002.

2 Other Information

CORENET Helpdesk:

S/N	Name	Contact No.	E-mail
1	Thomas Quek	6325 5902	Thomas_Quек@bca.gov.sg
2	Doris Lim	6325 5905	Doris_Lim@bca.gov.sg

General enquiry:

E-mail: ess_helpdesk@bca.gov.sg

Telephone: 6325 5901-06

Fax: 6226 1197

Operating hours:

Monday – Thursday: 8.30am to 6pm

Friday: 8.30am to 5.30pm

(Excluding Saturday, Sunday and Public Holiday)