

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

3 Nov 2006

To: All Registered Surveyors

8 Shenton Way  
#26-01 Temasek Tower  
Singapore 068811  
Main: (65) 6323 9829  
Fax: (65) 6323 9937  
Website: www.sla.gov.sg

**CS CIRCULAR NO. 3/2006**

***New SLA-XFD Form will be uploaded into CORENET on the 13 Nov 2006***

1. Survey Services, SLA would like to thank you for your invaluable feedback during our tea-session/dialogues with surveyors.
2. We have incorporated your feedback on forms that require/do not require digital signature into our new SLA-XFD form. It will be uploaded into CORENET on the 13 November 2006. Please synchronise your EsPRO on that day to have the latest SLA.XFD form, a new version of Survey report form , Request for ISN Marker form and Submission of ISN GPS observation form. You will be submitting your jobs using this new forms and requirements from 13 November 2006 onwards.
3. I've attached Annex A, the slide presented to you in our last tea-session explaining the new requirements. You can also find our Guidelines to E-Transmission Version 2 in our SLA website. Please refer to it <http://www.sla.gov.sg/doc/new/Guidelines-to-E-Transmission-Ver2.pdf> for more details as well as our new samples on CPs, CPSTs, FDs and SKs plans.
4. You may wish to contact me at 63239795 if you need further clarification.

Kenny Foo  
Manager/West Team  
Survey Services  
for CHIEF SURVEYOR

DID: 6323 9795  
Fax : 6323 9937  
E-mail: Kenny\_Foo@sla.gov.

## **Annex A**

### **SLA XFD FORM CHANGES**

**The following forms need not be digitally signed:-**

- **Calculation of survey fees**
- **Authorisation to deduct from Inter-bank GIRO account**
- **Request for Survey Document**
- **Job file and Result file**
- **Comparison of Areas**

**Other changes : –**

**Following instructions incorporated :**

- **Incomplete submission will be rejected.**
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- **Scanned files in TIFF (.TIF) format must be scanned in black & white at 300dpi and 1 Bit depth.**
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- **Scanned files in JPEG (.JPG) format must be in black & white at 300dpi and 80% compression.**
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- **CP, CPST, RT, FD and SK files must be digitally signed and strictly follow the file naming conversion specified in E-Transmission guidelines published on the SLA website.**
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- **Plans must be in ISO standard metric sizes.**
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- **Miscellaneous Submission removed**