

Our Ref : SLA/SVY 161-2003
Date: 26 May 2006

To: All Registered Surveyors

Dear Sirs / Madams

NOTICE: SERVICE STANDARDS FOR PROCESSING CADASTRAL SURVEY JOBS

Over the years, the Chief Surveyor has set-up the time frame for service standards for processing cadastral survey jobs submitted by Registered Surveyors. These service standards are revised as and when needed. The details of these service standards are posted on the SLA's web-site for information and Registered Surveyors would be aware of them. Presently, the service standards are as follows:

- (a) For processing RT Plan job - within 7 working days;
- (b) For processing CP job - within 14 working days;
- (c) For processing CPST job - within 10 working days; and
- (d) For issuing new lot numbers - the next working day.

2 As you may also be aware, the time frame for the above service standards does not include any period of time for the following situation:

- (a) The query period from the date the Chief Surveyor notifies the Registered Surveyor of any query to attend to the date the Registered Surveyor returns the job upon attending to the query.
- (b) All Saturdays, Sundays and public holidays.
- (c) Any period for which consultations are made with other parties to resolve any issue.

These periods, where applicable, are taken as stoppage time to offset such periods from the time frame of the service standards.

3 For your noting please.

Yours faithfully

**TAN KOK TIONG • Manager, Survey Services • Regulatory Division
for CHIEF SURVEYOR
Singapore Land Authority • 6323-8176 (DID) • 6323-9937 (Fax) • <http://www.sla.gov.sg>**