
Verification Form - Acceptance of Subdivision Digital Information

Job description: _____

Municipality: _____

Developer: _____

Consultant: _____

Registered surveyor: _____

Consultant ref. no: _____

CHW ref: _____

1 Documentation to be submitted

- 1.1 Evidence of third party verification to AS/NZS ISO 9001 quality system standards.
- 1.2 A digital copy of the latest version of Plan of Subdivision.
- 1.3 The Plan of Subdivision drawing must be connected to Map Grid of Australia (MGA) Zone 54, GDA 94.
Note. A drawing that has been rotated will not be accepted.
- 1.4 The drawing must be the complete subdivision and not separated (parts).
- 1.5 All information supplied is labelled with the supplier's name, and the Title Office Plan of Subdivision (PS) number of the subdivision. The latest version number of the subdivision and CHW job number.
- 1.6 **Specify and Label Plan, indicate if scale factor has been added to drawing.**
- 1.7 Specific identification of file is required ie, DWG, DXF, unlinked (unreferenced) in accordance with the consultant responsibilities as set out in the Subdivision Digital Input Manual.
- 1.8 The name of the survey company used to supply the digital information.
- 1.9 Verification Form Attachment Sheet, if any of the items on this form are not applicable.

2 Consultant's assurance

As the consultant's nominated representative responsible and the licensed surveyor for the survey of the works detailed in Central Highlands Water's Notice of Agreement (reference no. _____),

I verify that:

- 2.1 The survey is in accordance with Central Highlands Water's Notice of Agreement.
- 2.2 The survey has been completed in accordance with our company's quality system.
- 2.3 The survey is in accordance with the Central Highlands Water's *Survey Manual*.

- 2.4 The survey is in accordance with all relevant Central Highlands Water specifications and relevant Australian Standards.
- 2.5 The digital information is supplied virus free and in accordance with the Consultants Responsibilities as set out in the *Survey Manual*.
- 2.6 The source documents have been filed in a manner that can be readily accessed for audit purposes.

Nominated Surveyor	
Name	Registered Surveyor
Signature	Date