



SURVEYORS REGISTRATION BOARD

SURVEYOR REGISTRATION ACT (CAP, 275)

PRACTICE NOTES 2024 - TODATE

(PUBLISHED 2024 NO: 6-8)

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PRACTICE NOTE 6

CONTINUOUS PROFESSIONAL DEVELOPMENT POLICY

(12th SRB Meeting – MIN/32/12/2024)

The Board is empowered by the Surveyors Registration Act Cap 275, to regulate, control and guide activities conducted by Registered Surveyors, through regulations, byelaws and practice notes among others. The other control measure to ensure professional practice and ethical conduct is to establish a robust CPD Policy and system.

The use of a **Continuous Professional Development** (CPD) gives both Surveyors Registration Board (SRB) and all professional associations recognized by the board the opportunity to ensure that all surveyors comply and meet all professional and practise requirements.

Furthermore, the development of the CPD policy and system by SRB is to ensure that all surveyors maintain their membership status including facilitating the annual renewal of practising certificates.

The CPD Policy as developed, shall be administered by the SRB in terms of its obligations under the Act.

All Registered Surveyors (RSUs) and Non-Registered Surveyors (NRSUs) are shall now be required to submit annual CPD records to SRB; annual CPD records, activities and hours including copies of evidence of the hours accumulated.

The CPD Policy shall be commence effectively on **January 1, 2025**.



PRACTICE NOTE 7

PAYMENT OF CONSOLIDATED FEES FOR PRACTICING CERTIFICATE AND ISU MEMBERSHIP BY ALL REGISTERED SURVEYORS.

(12th SRB Meeting – MIN/35/12/2024)

Section 15 (1)(a) Surveyors Registration Act, CAP 275, requires that all registered surveyors (RSU) are members of the association of surveyors, if their names are to be entered in the register. However, while RSUs are paying for their PCs, they are not meeting the obligations of their respective professional bodies, especially payment of annual membership fees.

In a bid to mitigate this challenges effective **January 1, 2025**, all RSU shall be required to pay a consolidated fee comprising fees for PCs and their annual ISU membership fees. These fees shall be paid to and collected by SRB on behalf of ISU.

PRACTICE NOTE 8

USE OF THE SRB AUTHENTICATION SYSTEM BY ALL REGISTERED SURVEYORS.

(12th SRB Meeting – MIN/38/12/2024)

The Board is empowered by the Surveyors Registration Act Cap 275, to regulate, control and guide activities conducted by Registered Surveyors, through regulations, byelaws and practice notes among others. The other control measure to ensure all reports and documents prepared by RSUs are authenticated before they are submitted to their respective clients.

Effective **August 1, 2024**, all RSU shall therefore be required to authenticate all their reports and documents to their client before submission using the SRB authentication system.