

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS**

- Ministry:** Housing and Lands
- Post:** Principal Surveying and Mapping Assistant
- Salary:** Rs 17,600 x 600 – 20,000 x 800 –21,600 (26 50 56)
- Effective Date:** 19 October 2005
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Senior Surveying and Mapping Assistant reckoning at least four years' service in a substantive capacity in the grade.
- Duties:**
1. To assist the Principal Surveyors and the Deputy Chief Surveyors in the performance of their duties regarding the processing and monitoring of cases of acquisition and leases.
  2. To supervise, control and monitor the work of subordinate staff under his responsibility and submit appropriate reports.
  3. To effect site visits, carry out inspections and to report thereon.
  4. To keep records of different stages in land acquisition.
  5. To report on application/transfers of State Lands.
  6. To attend to representations regarding State Lands and those regarding private properties proposed to be acquired by Government.
  7. To carry out searches in connection with land ownership.
  8. To attend court in cases involving simple land matters.
  9. To be responsible for the updating of the Index of Leases, Domain Book, Acquisition Books, maps and any other land records.
  10. To perform such cognate duties as may be assigned.



**CERTIFIED CORRECT**

*R. R. R.*

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*for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms*

Date ..... **19 OCT 2005** .....