



NIGERIAN INSTITUTION OF SURVEYORS

NIS SECRETARIAT, ALONG OLUSEGUN AGAGU ROAD,

P.O. Box 4331, Akure.

AKURE, ONDO STATE

GUIDELINES ON CADASTRAL SURVEY PRACTICE

NOVEMBER 2017 REVIEW

1.0. Preamble: Cadastral Survey in simple term is the survey of individual property which eventually leads to the production of deed plans which could be used for the registration of title documents and other purposes like planning, designing etc.

Nearly all known Registered Surveyors are engaged in Cadastral survey practice; it is the most practiced type of survey through which the general public knows one as a Surveyor. There is therefore the need to periodically provide guidelines for its practice so as to create sanity in the practice of the profession.

1.1 Survey Fee: There is no gain saying that Surveyors are the most poorly remunerated Professionals in the construction industry considering the risk, labour and cost of instruments involved. While the fees of other Professionals are based on percentage of the construction cost or value of property, that of the Surveyors is rarely based as such.

1.2 Quarterly Pillar Allocation: A Resident Surveyor shall be entitled to collect specified beacon numbers per quarter as generally agreed by NIS, APPSN and SSCE while Non-Resident Surveyor shall be entitled to collect a specified percentage of the number allocated to Resident Surveyor per quarter. However Resident Surveyors are entitle to Special beacon numbers per quarter. The survey must fulfill certain criteria as may be determined by NIS, the SSCE and the office of the Surveyor General.

2.0 Mandatory Payment Scheme (MPS): Mandatory Payments Scheme has actually helped in stabilizing the scale of fee to some extent and has yielded some benefits. As a result of the prevailing economic realities coupled with the high cost of surveying equipment in the country, (foreign currency) and the attendant effects on the survey practice, the Nigerian Institution of Surveyors in conjunction with APPSN Ondo state branch has to review the Mandatory Payments of some aspects of its practice.

2.1. Perimeter Surveys: The computed survey fee and the corresponding Mandatory Payment are shown in the schedule of payment marked A, B & C for Prime Areas, Moderately Prime Areas and Non-Prime Areas respectively.

2.2 Developed Property: Survey of developed property is an aspect of “As-Built” survey which involves the fixing of details as found on the site. The survey plan which required more time and expertise is sometimes needed by the professionals and for mortgages, securities etc. Other allied Professionals charged based on percentages of the sum involved in such transaction which

will eventually need survey work. Hence, add 60% of cost of survey for this service.

2.3 Change of Title: Change of title should not be endorsed by the Surveyor without visiting the site because sometimes the property might need a total re-survey, fixing of details etc. Affidavit of transfer of ownership and photocopy of purchase receipt should be attached. Henceforth the fee of the change of title should be **80%** of cost of perimeter survey for moderately prime area and **10%** of cost of property in prime area.

2.4 Plan Revalidation: Survey plan prepared for over 10 years should be revalidated or updated. This is same as the change of title.

2.5 Site Inspection: Site inspection may attract between ~~₦~~20, 000 where the surveyor resides and ~~₦~~30, 000 outside. This depends on the site to be visited. Sometimes a Surveyor would have to spend a whole day on site-inspection and the job might not be given to him at last. This fee should be paid before the Surveyor leaves the office for inspection. This payment should however form part of the survey fee if the job is finally executed by the consulted Surveyor otherwise it is non-refundable.

2.6 Court Appearance Fee: ~~₦~~50, 000 minimum for court appearance within township where the surveyor resides, ~~₦~~70, 000 minimum for court appearance outside the township where the surveyor resides and ~~₦~~100, 000 minimum for corporate organization (Transportation and Accommodation not inclusive).

2.7 Extra Prints

- I. ~~₦~~ 10, 000 per copy for survey plan of area 1sq.m. – 1000sq.m.
- II. Once the area is more than 1000sq.m, the Surveyor should prorate the charges.

2.8 Re-Establishment of Beacons: Many Surveyors see this aspect of survey as an operation without any added value because no new plan is usually required to be produced. Surveyors don't attach value to the work involved whereas in the actual sense it is more cumbersome, energy consuming and brain tasking. Cost of re-establishment should be a percentage of the No. of missing beacons to the whole perimeter beacons in relation to the cost of the perimeter survey i.e.

Cost of re-establishment

$$= \frac{\text{No. of missing beacons}}{\text{Total No. of perimeter beacons}} \times \frac{2(\text{cost of perimeter survey})}{1}$$

2.9 Details Fixing: 60% of the cost of perimeter survey should be charged. Mandatory payment should be proportionally paid. The cost of survey could be more, depending on the density of Detail Survey.

3.0 Commercial Title survey includes: Surveys for corporate organizations, worship centers, institutions companies, firms etc.

3.1.0 Prime Areas: These are lands within designated towns or urban areas of the State mentioned in schedule A. The Survey fees chargeable and corresponding mandatory deposits are shown in the schedule A1.

3.1.1 Moderately Prime Areas: These are lands within designated towns or urban areas of the State mentioned in schedule B. The Survey fees chargeable and corresponding mandatory deposits are shown in the schedule B1.

3.1.2 Non-Prime Areas: These are lands within designated rural areas of the State not mentioned in schedule A & B. The Survey fees chargeable and corresponding mandatory deposits are shown in the schedule C.

3.2 All the above fees exclude the statutory payment for beacon numbers.

SCHEDULE A

DELINEATION OF PRIME AREA IN ONDO STATE

AKURE TOWNSHIP: Alagbaka/Alagbaka Extention, Oba's Palace, Eru Oba, Old Garage, Cathedral, Oba Adesida /Oyemekun/Ilesa Road, Isikan, Ondo Road, Arakale, NEPA, New Hospital Road, Osinle up to Falodu Junction, Oke Aro, Odiolowo, Irowo Oke, Arata/Eyinke/Ijemikin Area, Gbogi Str., Oke Emeso, Ayetoro, Ijomu/Oke Ijebu Area, Isolo, Odo Ikoyi/New Stadium Area, Araromi Str, Oja Oshodi, Stadium Area, Eso street, Adegbola/St. Peter unity Leo, Futa North Gate, Irese Akure Road,

OWO TOWNSHIP: Fajuyi Area, Oke Ogun Area, Mobil/ Iyere Road, Post Office, Ogbomo / Isolo /Adekunle Ajasin / FMC Road, New Ikare Road, Owo/Akure/Benin Express Road,Iyere Owo, Ehin Ogbe, Ojana/ New Stadium/ Amehinti, Isuada, Okedogbon, Otapete, Ilale/Idasen, Old Ikare road,

ONDO TOWNSHIP: Yaba road and its environs, Surulere road to Ife round-about, Funbi Fagun area. Ife motor park to Epe junction Akure motor park to Ole-Oluji junction, Ife motor park to Oka(Lagos garage)

ORE TOWNSHIP: Along Ore-Lagos Express way, along Ore-Okutipupa road idi mango.

IKARE TOWNSHIP: Ilepa – Jubilee road, Okela – Jubile road, Ilepa/Lapata/Igbede Road.

SCHEDULE A1 FOR PRIME AREAS

Area	Minimum survey Fee (₦)	Deposit	Corporate Minimum Survey Fees	Deposit	Remark
Up to 1000m ²	100,000.00	70,000.00	120,000.00	85,000.00	More than 4pillar Beacons Nos. attracts additional fees of 5,000 per beacon.
1001- 1500	120,000.00	85,000.00	150,000.00	100,000.00	
1501- 2000	150,000.00	110,000.00	180,000.00	125,000.00	
2001- 2500	180,000.00	135,000.00	210,000.00	150,000.00	
1501- 3000	210,000.00	160,000.00	240,000.00	175,000.00	
3001- 3500	240,000.00	185,000.00	270,000.00	200,000.00	
3501- 4000	270,000.00	210,000.00	300,000.00	225,000.00	
4001- 4500	300,000.00	235,000.00	330,000.00	250,000.00	
4501- 5000	330,000.00	260,000.00	360,000.00	275,000.00	
5001- 6000	360,000.00	285,000.00	390,000.00	300,000.00	
6001- 7000	390,000.00	310,000.00	420,000.00	325,000.00	
7001- 8000	420,000.00	335,000.00	450,000.00	350,000.00	

8001- 9000	450,000.00	360,000.00	480,000.00	375,000.00	attracts additional fees of
9001- 9999	480,000.00	385,000.00	510,000.00	400,000.00	
1H	510,000.00	410,000.00	540,000.00	425,000.00	More than 10 pillars beacons Nos. attracts additional fee of ₦ 5000 per beacon.
2H	540,000.00	435,000.00	570,000.00	450,000.00	
3H	570,000.00	460,000.00	600,000.00	475,000.00	
4H	600,000.00	485,000.00	630,000.00	500,000.00	
5H	630,000.00	510,000.00	660,000.00	525,000.00	
6H	660,000.00	535,000.00	690,000.00	550,000.00	
7H	690,000.00	560,000.00	720,000.00	575,000.00	
8H	720,000.00	585,000.00	750,000.00	600,000.00	
9H	750,000.00	610,000.00	780,000.00	625,000.00	
10H	780,000.00	635,000.00	810,000.00	650,000.00	
11H	810,000.00	660,000.00	840,000.00	675,000.00	Add 20,000 per Hectare for area more than 20 hectares.
12H	840,000.00	685,000.00	870,000.00	700,000.00	
13H	870,000.00	710,000.00	900,000.00	725,000.00	
14H	900,000.00	735,000.00	930,000.00	750,000.00	
15H	930,000.00	760,000.00	960,000.00	775,000.00	
16H	960,000.00	785,000.00	990,000.00	800,000.00	
17H	990,000.00	810,000.00	1,020,000.00	825,000.00	
18H	1,020,000.00	835,000.00	1,050,000.00	850,000.00	
19H	1,050,000.00	860,000.00	1,080,000.00	875,000.00	
20H	1,080,000.00	885,000.00	1,110,000.00	900,000.00	

NOTE: THIS IS MINIMUM SURVEY FEES CHARGABLE EXCLUDING IMPUT VARIABLES

SCHEDULE B

DELINEATION OF MODERATELY PRIME AREAS IN ONDO STATE

AKURE TOWNSHIP: Ijoka Road, Oda Road, Sijuwade/ Ijomimo Area, New Town Idanre Road, Shagari/ Orange FM.

OWO TOWNSHIP: Ipele- Owo road, Obasoto Road, Emure Ile, Ago Panu/Upemen/Ose Water Works Area, Amurin, Uso, Melenge, Utelu.

ONDO TOWNSHIP: Ile-Oluji junction to bolorunduro

Igbo-Oja area to Otasun to Akinjagunle/Lotogbe area, Oka junction to Logalara to Ayeyemi/Odojumu area, Oka junction to Sabo area to Fajun and Ife park.

SCHEDULE OF PAYMENT, B1 FOR MODERATELY PRIME AREAS

Area	Minimum survey Fee (₦)	Deposit	Corporate Minimum Survey Fees	Deposit	Remark
Up to 1000m ²	80,000.00	55,000.00	90,000.00	65,000.00	More than 4pillar Beacons Nos. attracts additional fees of 5,000 per beacon.
1001- 1500	100,000.00	70,000.00	120,000.00	80,000.00	
1501- 2000	120,000.00	80,000.00	150,000.00	100,000.00	
2001- 2500	140,000.00	90,000.00	180,000.00	120,000.00	
2501- 3000	160,000.00	100,000.00	210,000.00	140,000.00	
3001- 3500	180,000.00	110,000.00	240,000.00	160,000.00	
3501- 4000	200,000.00	120,000.00	270,000.00	180,000.00	
4001- 4500	230,000.00	130,000.00	300,000.00	200,000.00	
4501- 5000	240,000.00	140,000.00	330,000.00	220,000.00	
5001- 6000	260,000.00	150,000.00	350,000.00	240,000.00	
6001- 7000	280,000.00	160,000.00	370,000.00	250,000.00	
7001- 8000	300,000.00	170,000.00	390,000.00	260,000.00	
8001- 9000	320,000.00	180,000.00	410,000.00	270,000.00	
9001- 9999	340,000.00	190,000.00	430,000.00	280,000.00	
1H	350,000.00	230,000.00	450,000.00	300,000.00	More than

2H	370,000.00	240,000.00	470,000.00	310,000.00	10 pillars beacons Nos. attracts additional fee of ₦ 5000 per beacon.
3H	390,000.00	250,000.00	490,000.00	320,000.00	
4H	410,000.00	260,000.00	510,000.00	330,000.00	
5H	430,000.00	270,000.00	530,000.00	340,000.00	
6H	450,000.00	280,000.00	550,000.00	350,000.00	
7H	470,000.00	290,000.00	570,000.00	360,000.00	
8H	490,000.00	300,000.00	590,000.00	370,000.00	
9H	510,000.00	310,000.00	610,000.00	380,000.00	
10H	530,000.00	320,000.00	630,000.00	390,000.00	
11H	550,000.00	330,000.00	650,000.00	400,000.00	
12H	570,000.00	340,000.00	670,000.00	410,000.00	
13H	590,000.00	350,000.00	690,000.00	420,000.00	
14H	610,000.00	360,000.00	710,000.00	430,000.00	
15H	630,000.00	370,000.00	730,000.00	440,000.00	
16H	650,000.00	380,000.00	750,000.00	450,000.00	
17H	670,000.00	390,000.00	770,000.00	460,000.00	
18H	690,000.00	400,000.00	790,000.00	470,000.00	
19H	710,000.00	410,000.00	810,000.00	480,000.00	
20H	730,000.00	420,000.00	830,000.00	500,000.00	

NOTE: THIS IS MINIMUM SURVEY FEES CHARGABLE EXCLUDING IMPUT VARIABLES

SCHEDULE OF PAYMENT C, FOR NON PRIME AREAS

Area	Minimum survey Fee (₦)	Deposit	Corporate Minimum Survey Fees	Deposit	Remark
Up to 1000m ²	70,000.00	45,000.00	90,000.00	60,000.00	More than 4pillar Beacons Nos.
1001- 1500	100,000.00	60,000.00	120,000.00	80,000.00	

1501- 2000	110,000.00	70,000.00	150,000.00	100,000.00	attracts additional fees of 5,000 per beacon.
2001- 2500	130,000.00	80,000.00	180,000.00	120,000.00	
1501- 3000	150,000.00	90,000.00	210,000.00	140,000.00	
3001- 3500	170,000.00	100,000.00	240,000.00	160,000.00	
3501- 4000	190,000.00	110,000.00	270,000.00	180,000.00	
4001- 4500	210,000.00	120,000.00	300,000.00	200,000.00	
4501- 5000	230,000.00	130,000.00	330,000.00	220,000.00	
5001- 6000	250,000.00	150,000.00	350,000.00	240,000.00	More than 4pillar Beacons Nos. attracts additional fees of 5,000 per
6001- 7000	270,000.00	160,000.00	370,000.00	250,000.00	
7001- 8000	290,000.00	170,000.00	390,000.00	260,000.00	
8001- 9000	310,000.00	180,000.00	410,000.00	270,000.00	
9001- 9999	330,000.00	190,000.00	430,000.00	280,000.00	
1H	350,000.00	230,000.00	450,000.00	300,000.00	More than 10 pillars beacons Nos. attracts additional fee of ₦ 5000 per beacon.
2H	370,000.00	240,000.00	470,000.00	310,000.00	
3H	390,000.00	250,000.00	490,000.00	320,000.00	
4H	410,000.00	260,000.00	510,000.00	330,000.00	
5H	430,000.00	270,000.00	530,000.00	340,000.00	
6H	450,000.00	280,000.00	550,000.00	350,000.00	
7H	470,000.00	290,000.00	570,000.00	360,000.00	
8H	490,000.00	300,000.00	590,000.00	370,000.00	
9H	510,000.00	310,000.00	610,000.00	380,000.00	
10H	530,000.00	320,000.00	630,000.00	390,000.00	
11H	550,000.00	330,000.00	650,000.00	400,000.00	Add 20,000 per Hectare for area more than 20 hectares.
12H	570,000.00	340,000.00	670,000.00	410,000.00	
13H	590,000.00	350,000.00	690,000.00	420,000.00	
14H	610,000.00	360,000.00	710,000.00	430,000.00	
15H	630,000.00	370,000.00	730,000.00	440,000.00	
16H	650,000.00	380,000.00	750,000.00	450,000.00	
17H	670,000.00	390,000.00	770,000.00	460,000.00	

18H	690,000.00	400,000.00	790,000.00	470,000.00	
19H	710,000.00	410,000.00	810,000.00	480,000.00	
20H	730,000.00	420,000.00	830,000.00	500,000.00	

NOTE: THIS IS MINIMUM SURVEY FEES CHARGABLE EXCLUDING IMPUT VARIABLES

CONDITIONS FOR RESIDENCY

- I. The Surveyor must have been a financial member of this branch for at least two years.
- II. The Surveyor must have an approved office in Ondo state.
- III. The Surveyor must also have at least sixty percent (60%) attendance at all the state branch activities/function/meetings every year.
- IV. For any Surveyor transferring to Ondo from other States, He or She must present evidence of his/her activities from the based branch State, signed by the Chairman of such state.
- V. No Surveyor in paid employment shall be allowed to practice in Ondo state except with the permission of his employer certified or approved by SURCON.
- VI. Any member of the branch who is not financially up to date, who wishes to practice in the state shall pay a fine of ₦ 50,000.00 in addition to the payment of the outstanding debt. Such a member must get clearance from the financial secretary before facing the ethics committee.
- VII. Any Surveyor coming from outside intending to practice as resident surveyor in Ondo state will pay a development levy as may be prescribed by the State branch after being cleared before commencing practice.
- VIII. Resident Surveyors shall be entitled to **Two Special** request for beacon numbers per quarter, after fulfilling all the conditions set up by the SSCE for obtaining special beacon numbers.

CONDITION FOR NON-RESIDENCY

- i. The surveyor must have been a financial member of his/her state residency for

at least a period of three years.

- ii. He/she must present a letter of recommendation from the state branch signed by the chairman.
- iii. Any surveyor intending to practice in Ondo state must have ethically practiced in his/her state of residency for a period of not less than two years.
- iv. He/she must pay a development levy as prescribed by Ondo State branch.

Chairman NIS

Chairman APPSN

Chairman SSCE