

FORM 13

REGISTERED SURVEYING GRADUATE - 6 MONTHLY REPORTING CHECKLIST	
RSG - Name:	
Address:	
Supervisor:	
Employer:	
Telephone Number:	Mobile Number:
Email Address:	
Reporting Date From:	Reporting Date To:

The following items must accompany your Registered Surveying Graduate six monthly report.

Please tick each box to ensure you have included all items and include this sheet with your report.

	ITEM FOR INCLUSION WITH THE REPORT	COMMENTS	TICK
1	Supervisor's Covering Letter		
2	Supervisor's 6 Monthly Report (600 words) SOP Section 5 Pg 5.22		
3	RSG - Self Appraisal Supporting Report (400 words) SOP Section 5 Pg 5.24		
4	Form 4 Report of Practical Experience SOP Section 16 Forms Pg 16.6		
5	"Generic Surveying and Communication Skills" - completed and signed by the Supervisor Module 1 Section 5 Training Pg 5.15		
6	"Surveying Practise Management" - completed and signed by Supervisor Module 2 Section 5 Training Pg 5.17		
7	"Cadastral Surveying" - completed and signed by Supervisor Module 3 Section 5 Training Pg 5.18		
8	"Engineering Surveying" - completed and signed by the Supervisor Module 4 Section 5 Training Pg 5.21		
9	Updated (CPD) Continuing Professional Development Register		
10	Email full report to the Registrar registrar@isasa.org.au		
11	Maintain a Portfolio of projects undertaken and include updated versions		
12	Ensure invoices that apply to your training are paid and up to date.		