

CHAPTER XV**PREPARATION OF BLOCKING-OUT DIAGRAMS****AND****STAKING OUT SURVEYS****INDEX**

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CHAPTER XV**PREPARATION OF BLOCKING-OUT DIAGRAMS AND
STAKING OUT SURVEYS**

- 15.1** Requisition for survey for preparation of B.O.D. – See DSR 4.14-4.23.
- 15.2** The Surveyor will prepare a Blocking out Diagram (B.O.D) to meet the requirements of the requisition. The area comes under Pradeshiyasaba, Town councils, or Municipal councils, please follow regulations and by-laws laid by the UDA under UDA law No: 41 of 1978. For other special areas BOD's should comply with relevant authorities' rules and regulations. In some cases, the B.O.D will be prepared taking existing claimed boundaries on ground into account.
- 15.3** The surveyor should plan out a scheme of allotments providing suitable access to each lot as well as to the balance state lands with the help of his supervising officer. In hilly areas the terrain should be taken into consideration in providing means of access. Levelling may be done if necessary.
- 15.4** The outer boundaries of the lands to be given out should be surveyed by Theodolite /EDM/Total Station for the preparation of B.O.D. When the extent is large, coordinated traverse should be controlled the work. If there are settled lands of private lands abutting on such land, a safety margin may be left out which could be treated as a means of access if necessary.
- 15.5** While preparing B.O.D, the area below FSL of Tank, any water features and Rock outcrops, which are not suitable for alienation, should be avoided. If the area comes under UDA, reservations for means of access, size of plot etc should be in conformity with the UDA law No: 41 of 1978 (See schedule III, form A & B).
- 15.6** While preparing B.O.D, the details to be surveyed should be decided and shown in the B.O.D.
- 15.7** The setting out of allotments on the ground may be done with either Theodolite / EDM or Total Station or by the use of calculators / programmes.
- 15.8** **Blocking out lands under Irrigation Schemes:** - Staking out allotments under Irrigation schemes will be carried on requisitions for survey issued with a blue print of the Blocking out plan (B.O.P) prepared by Irrigation Department showing the alignment of roads, channels, drainage lines and boundaries of allotments.
- 15.9.1** Such staking out will be carried out by tracts. If the tract is too large, it should be split up into convenient blocks not exceeding 200 hectares each.

- 15.9.2** A tracing should be prepared from the B.O.P and compared and adjusted on the engineering survey sheet after which all benchmarks and pickets in groups of three should be copied, where necessary, and distances will then be compiled.
- 15.9.3** Channels and roads already constructed or set out are traversed over and plotted by Theodolite / EDM / Total station survey. The tracing should be superimposed on plotted sheet. If the main distributor channels had not been constructed they should be set out on the ground and the approval of the Resident Engineer obtained to ensure that no major deviations will take place at the construction stage. If the channels that are to be constructed differ from the trace shown on the B.O.P., the amended traces with the subsequent alternation of the boundaries of the allotments should be shown on the B.O.P. and approved by the Irrigation Engineer in charge of the scheme by certifying the B.O.P.
- 15.9.4** Landmarks should be buried in position straightaway and shown on the B.O.P. as 'L' in red. These landmarks will be surveyed at a later stage. The landmarks should be accounted for in the usual manner on landmark Depot forms, and a Photostat print of the blocking out plan should be annexed to the Depot form if they have not been surveyed with the theodolite. Stakes should be used only when sufficient landmarks are not available. When stakes are buried, they will be shown on the B.O.P. as 'St' in red.
- 15.9.5** Arrangements should be made in advance with the Divisional Secretary / Irrigation Engineer for the supply of stakes, when landmarks are not available or not used.
- 15.10** As far as possible staked out boundaries should be pointed out to the allottees and their signatures obtained. In the alternative, they should be handed over to the colonization officer, and a certificate obtained and attached to the completed papers. The signatures of the allottees placed in possession should be obtained on separate lists.
- 15.11.1** The Divisional Secretary's copy of the B.O.P. should be obtained where only minor alterations are involved and returned to him when staking out is completed, with the stakes and amendments shown in red. Where a large number of amendments are necessary the amended B.O.P. will be prepared by the Department of Irrigation, on a tracing prepared by the staking out surveyor.
- 15.11.2** A copy of the B.O.P. issued with the requisition should be returned with the completed requisition for filing and reference when the allotments are taken up for landmarking.
- 15.12** The supervising officer will carry out adequate checks with the Theodolite / EDM instrument and /or Total station, as appropriate, to ensure the accuracy of the setting out.
- 15.13 Staking out for Village Expansion:** - After preliminary inspection of the land, as given in the requisition, details within it will be surveyed by Theodolite / EDM and/or total station (See 15.4).

- 15.14** The surveyor will prepare a B.O.D. to meet the requirements of requisition. The B.O.D. will be numbered for easy reference. The Number of the requisition will be assigned as number of the B.O.D. Short lengths of the principal means of access set out on the ground for clearing by using Theodolite / EDM / Total station. The setting out on the ground for clearing should be done with the help of compiled angles and distances and/or coordinates. Both boundaries of these access roads should be cleared.
- 15.15** The other main lines and access roads should next be cleared and landmarks / stakes buried at compiled distances. It is not necessary to clear the entire boundary between contiguous allotments; distances of about 5 meters from one landmark/stake in the direction of the other would suffice. Stakes should be used only when landmarks are not available.- vide DSR 15.9.4.
- 15.16** The District Superintendent should call for from the Divisional Secretary, a requisition for survey to cover the landmarked survey of the B.O.P. This work when surveyed with the Theodolite / EDM / Total station will be plotted on A3 Field Sheets as preliminary plans or on F.V.P. sheets or as supplements in Finally Settled Areas.
- 15.17** In Finally settled area or within landmarked P.Plans, setting out should be done with the aid of the old landmarks. It is not necessary to re-open old pickets.
- 15.18** Plan work consists of preparing tracings in Indian ink of the allotments staked out. Stakes will be indicated by dots about 2 mm diameters. If landmarks buried, they will be shown with dots, but not described. A foot note should be added to read, "Un-described dots indicated landmarks buried but not surveyed."
- 15.19.1** When requisitions for staking out are passed by the Supervising Officer, the tracings, requisition and all connected papers together with surveyor's report which are of interest to the Divisional Secretary should be forwarded to District Survey Office.
- 15.19.2** The District Superintendent will forward to the Divisional Secretary, the number of copies required by him together with surveyor's report and the list of acknowledgments from the allottees. An endorsement to this effect will be made on the endorsement cage of the requisition and initialed by the District Superintendent.
- 15.20** The requisition, B.O.D. and other connected papers will be filed in the District Survey Office with the front cover page of the surveyor's report from duly filled in and signed by the District Superintendent. This will bear the requisition number and number of F.V.P./F.T.P. and lot numbers, if it falls within F.V.P./F.T.P., new work should be inserted in pencil in the District S.O. copies of records including 16 chain R.D.s/1:10000 sheets on receipt of the B.O.D. The requisition number should also be inserted in pencil.
- 15.21** If the area is in forest and contains valuable timber, an additional copy should be forwarded to the conservator of Forests.

15.22 When endorsing requisitions for survey as complete- vide DSR 4.64 the surveyor should give the actual extents of the allotments staked out in the endorsement cage.

15.23 When requisitions for staking out are received without the list of allottees, the B.O.D. should be prepared and sent to the Divisional Secretary for approval. Staking out should not commence without getting the list of allottees.

When requisitions for the preparation of B.O.D.s only, or those without a list of allottees are received, the surveyor will prepare a B.O.P., obtain Divisional secretary's, approval, endorse the requisition and forward the completed papers to the District Survey Office through Supervising Officer for filing and issuing copies to Divisional Secretary.

15.24 Report forms for staking out surveys are of 2 categories. Staking Out outside finally settled area (form S417) and Staking Out in finally settled area (form S418). These forms comprise the surveyor's report and the supervising officer's examination notes. The front page to be filled in partly by the surveyor, partly by the supervising officer and the balance in the District Survey Office.

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