



REQUIREMENTS FOR LAND SURVEY LICENSE APPLICATION

EFFECTIVE: MARCH 2025

The following guidelines establish the mandatory requirements that Land Surveyors must acquire and present as proof of practical experience when seeking a Land Survey License.

No	Requirements	Candidates Checklist
Technical Jobs Requirements		
1	SCHEME CADASTRAL SURVEY	Presentation of: A minimum of 10 plots either in one scheme or at most in 3 schemes based on newly established control(s).
2	TOPOGRAPHICAL SURVEY	<p>a) Topographical surveys of a minimum of 2 ha for high density areas with over 60% coverage. OR</p> <p>b) Topographical surveys of a minimum of 4 ha for medium density areas with between 40% and 60%. OR</p> <p>c) Topographical surveys of a minimum of 10 ha for low density areas with not less than 20% coverage.</p> <p><i>Note: Refer to the “Guidelines for topographical surveys” from Land Surveyors’ Board.</i></p>
3	CONTROL SURVEY	<p>Control survey with the following guidelines:</p> <p>a) If GNSS is used, at least 3 points within an area of about 20km² by static mode must be established; OR</p> <p>b) For ordinary triangulation/traverses by theodolite or total stations, at least 4 points must be established.</p> <p><i>However, all the control stations may be done as part of the farm survey/Scheme cadastral provided that they meet the standard survey requirements for a given survey job.</i></p>

No	Requirements	Candidates Checklist
Technical Jobs Requirements		
4	ADDITIONAL REQUIREMENTS (ELECTIVES): (SELECT ONE) Candidates shall also present either production or supervised non-production jobs in one of the following categories:	
4a	Sectional Property Survey	A project consisting of at least 30 units.
4b	Perimeter (Farm) Survey	a) For production jobs, a surveyor shall generate new perimeter survey beacons of a new parcel of land. The minimum size is 4 ha and must be georeferenced to the existing datum. OR b) For supervised non-production jobs, all surveys must be georeferenced to the existing datum. The minimum size is 5 ha and must be georeferenced to the existing datum.
4c	Earth Observation & Remote Sensing	Earth Observation data collection and processing projects in Satellite Remote Sensing, Aerial Photography, UAV, LiDAR, and GIS provided a minimum area of 20 ha is covered.
4d	Setting Out Works	Setting out works of not less than 1km in case of linear infrastructure and 0.1 ha in case of buildings. Other structures can also be considered.
Mandatory Requirements (MUST be Attached)		
5	Application Letter	Application letter to the Board.
6	Application Forms	A duly completed application form of the Land Surveyors' Board and the Declaration on submitted production jobs.
7	Declaration Forms	Duly completed declaration forms, A & B of the third schedule of the Survey Act.
8	Academic Certificates	Submit certified copies of the Bachelor's degree in Land Surveying, Geospatial Engineering, Geomatic Engineering or a related discipline along with professional certificates. All copies must be certified by the issuing institution.
9	Board's Land Law Examination	Attach pass letter in the Land Surveyors' Board Land Law Examination.

No	Requirements	Candidates Checklist
Technical Jobs Requirements		
10	Membership Certificate	Attach a copy of Full membership certificate from the Institution of Surveyors of Kenya (Geospatial Chapters)
11	Identification Documents	Attach copy of National Identity Card.
12	Payment of Application Fee	Pay an application fee of KSh 15,050.00 payable to Land Surveyors' Board through the E-Citizen platform via M-PESA Pay bill: Business No: 222222 Account No: AKSL-YYY (YYY – Denotes Name of Applicant)
NOTE: <ol style="list-style-type: none"> 1. Upon successful completion, all candidates must undergo a mandatory Viva Voce (Oral Examination in Land Surveying) as stipulated in the Second Schedule of the Survey Regulations, 1994. 2. Candidates intending to undertake supervised non-production tasks must submit an application to the Director of Survey for site allocation and supervisor assignment. 3. These practical assessment guidelines apply to all candidates eligible for examination under Section 12 of the Survey Act, in conjunction with Regulation 14 of the Survey Regulations 1994. 		



LAND SURVEYORS' BOARD

THE SURVEY (AMENDMENT) ACT 1987 (CAP 299)

APPLICATION FOR LICENCE **(Land Surveyors' Board Application Form)**

1. Main Name
- (Block Capitals)**
- Other Names
- Postal Address.....
- Email Address.....
- Residential Address
- Telephone No.: OfficeHouse
- Date of Birth.....
- Nationality ID No (Attach Copy).....
2. I enclose a Receipt/Invoice for the E-Citizen Mpesa payment for KSh
as payment of fee which I understand is not refundable.

Date:..... Applicant's Signature:.....

FOR OFFICIAL USE

Application No..... Date Received

Date Acknowledged Receipt No. Date.....

Approved/Rejected Minute No. Referred Minute No.

Date notification sent Licence No.

Certificate Dispatched Chairman's Signature

Date:.....

Certificate Acknowledged..... Member's Signature.....

Secretary's Signature Date

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5 Professional Experience (Give a summary of surveys you have personally carried out or directed including details of their references where possible)

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6 Activities in Public and International Affairs (**Professionally related activities e.g. offices held in professional and social organizations**)

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7 Articles/Publications

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8 Honours/Distinctions received

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9 Are you ordinarily resident in Kenya
? YES/NO If YES, state from what
date

10 I hereby declare that the foregoing statements are true in every respect. I
acknowledge that any statement contained in this application which is known by
me to be false shall invalidate this application. I have read the Survey Act (Cap 299
and its Regulations, I am aware of the penalties stipulated in the Act and the
Regulations and I understand that if licensed, I shall be bound by the Act and its
Regulations and any amendments thereto.

Applicant's Name:

Applicant's Signature

Date

NOTES

1. Certified copies of your educational and professional certificates where applicable should be enclosed with this application. Original certificates when called for may be either delivered at the Board's office or sent by registered post. No responsibility can be accepted by the Board for lost certificates.
2. Give full details of your professional experiences and employment record.

If granted exemption from any section, stages or parts of any examination, this should be stated.



DECLARATION ON THE PRODUCTION WORK

Name of applicant:

I declare that the listed production jobs were performed by me under the supervision of my Principal/ Licensed Surveyor (*in case of an approved assistant*) or Director of Surveys (*in case of a government Surveyor or an authorized surveyor*). I acknowledge that if the Board finds that any part of the work was not executed by me in person, this application will be nullified and disciplinary actions may be taken in accordance with the Survey Act Cap 299 and its regulations.

1. SCHEME CADASTRAL SURVEY

No	Fr/No	Comps No	Locality	No Of Plots	Comments
Total No. of Plots					

2. TOPOGRAPHICAL SURVEY

Title	LR No	F/R No	Acreage (Hectares)	Authentication Reference No.

3. CONTROL SURVEY

No	Comps No:	TC & ST No/ FR No	No of New Control Points	Total traverse length

4. ADDITIONAL REQUIREMENTS(ELECTIVES): (SELECT ONE CATEGORY AND FILL WHERE APPLICABLE)

No	Category	Comps No:	F/R No	Acreage (Hectares)/ No of Units	Locality	Comments
4a	Sectional Property Survey					
4b	Perimeter (Farm) Survey					
Geospatial Data Acquisition and Engineering Surveying						
	Category	Project Name/Title	Acreage (Hectares)/ Length	Authentication No. & Locality	Comments	
4c	Earth Observation & Remote Sensing					
4d	Setting Out Works					

To be signed by the candidate:

Name:

Applicants Signature:.....

PRESCRIBED FORMS

Declaration

I,, solemnly and sincerely declare that
has served regularly and faithfully with the survey department/me* as a student surveyor/surveyor*for
a period of years and months from to

The nature of this employment during the period specified is as follows:

(Summary of Employment)

Declared at
this day of, 20.....

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Signature

*Delete the words which are inapplicable.

DECLARATION

I,, of
solemnly and sincerely declare that I am a graduate of the University of
and I have taken a degree in and that I have pursued the
courses of study and have had practical experience in land surveying as set out in the summary below.

(Summary)

Course(s) of study at from
to
Period of practical experience at
From to
Declared at
At..... this day of
20

.....

Signature