

## **Town Surveyor**

To keep the land records in a proper manner in the Corporation.

### **Responsibilities:**

1. He shall undertake outdoor inspection daily for a period of 4 hours in the forenoon to attend to the responsibilities entrusted to him.
2. Maintenance of records of street survey / Government lands / municipal lands as per the Field Measurement Book (FMB).
3. Survey and demarcation of plans.
4. Collection of survey number details and cadastral plans for preparation and implementation of master plan.
5. Booking of encroachments on municipal lands and Government lands vested in the ULB.
6. To assist the Head of Town Planning Section in acquisition and alienation of lands.  
Any work assigned by Town Planning Section Head / Commissioner