

 <p style="text-align: center;"> ජාතික ගොඩනැගිලි පර්යේෂණ සංවිධානය தேசிய கட்டிட ஆராய்ச்சி நிறுவனம் NATIONAL BUILDING RESEARCH ORGANISATION </p> <p style="text-align: center;"> Inspection Request Form for Landslide Risk Assessment for Development (NBRO/LRRMD/IB/FM/IR-LRAD) </p>	Issue No: 01
	Issue Date: 01/01/2022
	Revision No: 02
	Revision Date: 01/03/2023

* Please write clearly or type

Office Use Only

Request number (Busy Serial No.): _____
 Estimate number (Busy): _____
 Request form received by (Name): _____
 Request form received date: _____
 Invoice number (Busy): _____
 Request form acceptance date: _____
 Report number (LIMS): _____

1. Particulars of the applicant and land owner:

Person	Name with initials	National Identity Card Number (Please attach a copy)	Telephone Numbers	
			Land	Mobile
Applicant				
Land Owner				
Postal & Email Addresses of the applicant				
Postal & Email Addresses of Land Owner				


**If applicant is not the land owner, a letter of consent from owner with the copy of National Identity Card/Passport should be attached.

2. Particulars of the proposed land:

District		Divisional Secretariat Division	
Local Government Authority		Grama Niladhari Division Name & No.	
Address			
Deed No.			
Survey Plan	No.	Lot No.	
	Date	Name of Surveyor	
Extent of land	Acres	Roods	Perches
Present usage of land (Tick appropriate cage with ✓ mark)	With buildings		Bare land
	Agricultural land; crop		
	Other (briefly describe)		

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 Request form acceptance receipt	Request number (Busy Serial No.)			
	Request form acceptance date			
Request form received by	Name		Signature	
	Designation		Date	
Estimate No.		Fee (Rs.)		Paid (✓)
Payment receipt received by	Name		Signature	
	Designation		Date	

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3. Purpose of requesting land inspection (Tick appropriate cage with √ mark):

<input type="checkbox"/>	Land inspection prior to Purchase or sale of land	<input type="checkbox"/>	Land inspection prior to construction planning
<input type="checkbox"/>	Obtaining bank loans	<input type="checkbox"/>	Issuance of long-term or short-term land permits or deeds
<input type="checkbox"/>	Land subdivision or amalgamation of lots	No. of lots : _____ land extent of a lot : Minimum - _____ Maximum - _____	

4. Access route to the proposed land:



(Briefly describe the access route to the site from the nearest principal town or from an easily identifiable landmark (Supporting the description with a clear diagram is advisable).)

Contact person and phone number for land inspection : _____

5. Any other related or special information or remarks:

6. Signature of the applicant: **Date:**

Please refer instructions sheet for list of documents to be submitted with this request form and additional instructions

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Please note that 2 weeks-time from the date of job acceptance will be taken for issuance of the risk assessment certificates/recommendations for a normal inspection and this duration might exceed in special cases. Please note that the job acceptance date will be considered as the date on which the duly completed request form with essential documents annexed and payment receipt obtained after making the full payment is submitted to the NBRO.

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Instructions Sheet

- i. This request form can be obtained from any local government authority (date stamped) or any office or official website of the NBRO.
- ii. This request form should only be used for obtaining approval for the land before purchase, sale or construction planning, issuance of long-term or short-term land permits or deeds, obtaining bank loans, land subdivision or amalgamation of lots.
- iii. Duly completed request form should be handed over to the respective NBRO district office or local government authority office along with the following annexures.
 - Clear copies of national identity cards of the land owner and the applicant.
 - If applicant is not the land owner, a letter of consent from the owner.
 - Copy of the deed.
 - Two Copies of the survey plan prepared by a licensed surveyor (in original scale without any upsizing or downsizing).
 - When requested, any other relevant plans or documents; contour plan (scale not less than 1:1000) and copies of each relevant investigation report or other documents as deemed necessary
 - Payment receipt.

Inspection charges

- i. Applicable fees are charged based on the extent of land (District Office, Web Site).
- ii. Using the cash deposit slip issued upon submitting the completed request form to the relevant NBRO district office, the stipulated charges should be credited to the account in name of the relevant NBRO district office in **Thimbirigasyaya branch of People's Bank**. Copy of the deposit slip attached with the duly completed request form should be handed back to the respective NBRO district office. A clear image of the receipt could be accepted via Email, WhatsApp with the condition of submitting the original upon collecting the report.
- iii. Field inspection will only be carried out by NBRO after the request form has been duly handed over and stipulated charges have been paid in full.

NBRO District Offices	Account Number
Badulla	086-1-001-7-0021157
Nuwra Eliya	086-1-001-1-0021155
Kandy	086-1-001-5-0021158
Matale	086-1-001-8-0021147
Kegalle	086-1-001-6-0021148
Ratnapura	086-1-001-7-0021162
Kalutara	086-1-001-1-0021160
Galle	086-1-001-4-0021149
Matara	086-1-001-2-0021150
Kurunegala	086-1-001-8-0021152
Colombo	086-1-001-2-1189756

INQUIRIES 	Head Office	:	Landslide Research & Risk Management Division, National Building Research Organisation, 99/1, Jawatta Road, Colombo 05.
	Tel	:	(011) 2588946, 2503826, 2500354, 2503431 (Ext:625 / 626)
	Fax	:	(011) 2589943, 2502611
	Email	:	nbro.lrrmd@yahoo.com, nbro@sltnet.lk
	Web Site	:	www.nbro.gov.lk

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