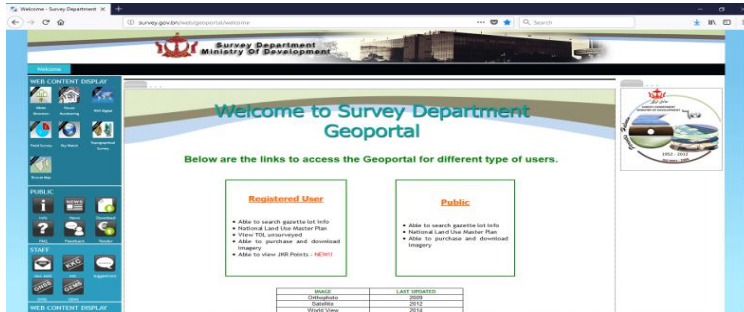


## SECTION A: PUBLIC USER

Step 1: Access the Survey Geoportal Site

- I. Use a Browser to access the Survey Geoportal site.
- II. Click Public.
- III. Accept the terms and conditions of use.



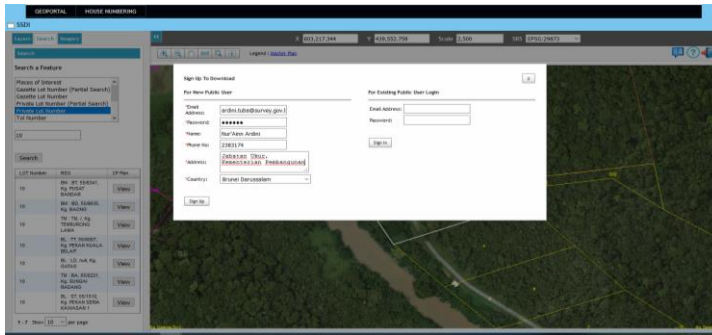
Step 2: Search Location

- I. Under Search Tab, find for location by searching features such as Place of Interest, Gazette, Lot Number, Private Lot Number, Kampung Name etc.
- II. For example, select Private Lot Number and enter the lot number.
- III. Click Search.



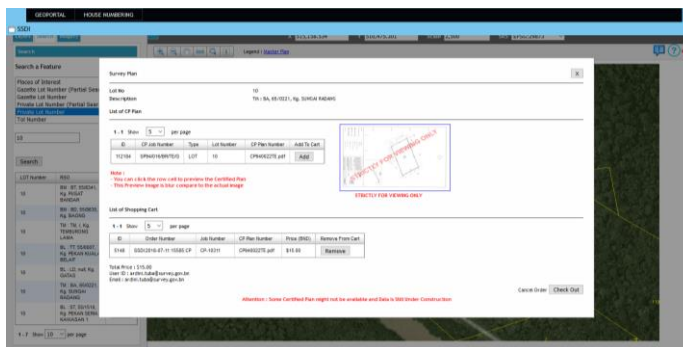
Step 3: Sign up to Download

- I. Click View button.
- II. A screen 'Sign Up To Download' will pop up.
- III. For new public user, fill in the required details and click Sign Up.
- IV. For existing public user, enter the login details and click Sign In.



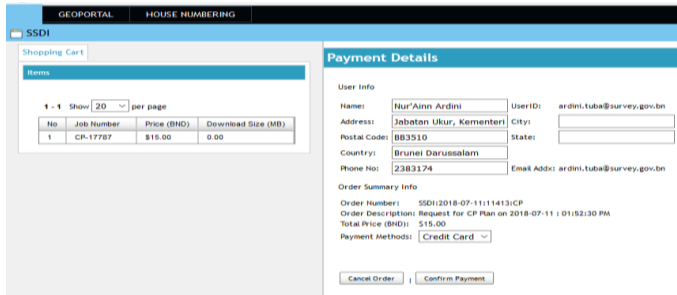
**Step 4: Add to Cart**

- I. Click Add to add the selected Survey Plan to List of Shopping Cart.
- II. Click the Image Preview to make sure it is the correct Survey Plan.
- III. User can cancel the Survey Plan by removing the selected Survey Plan before proceeding to Check Out.



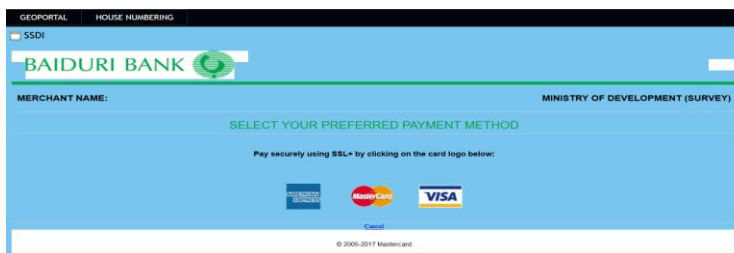
**Step 5: Payment Details**

- I. User needs to fill in the payment details.
- II. Select the payment method as Credit Card.
- III. Click Confirm Payment.



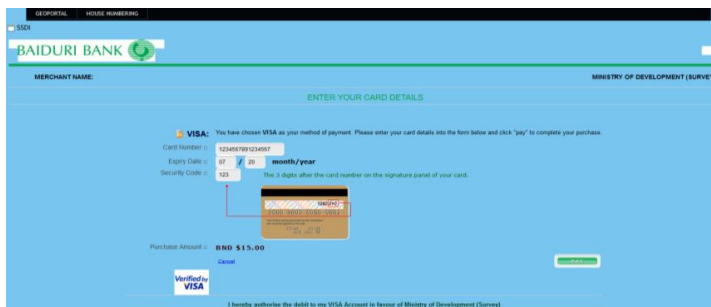
Step 6: Select Payment Method

- I. Select preferred payment method either by Visa, American Express or MasterCard



Step 7: Enter Card Details and Pay

- I. Fill in the credit card details.
- II. Click Pay to proceed payment.
- III. Once successful, the Payment Details screen will appear and the User can view the payment info.



Step 8: Download Survey Plan

- I. User will be able to download the imagery by clicking the download link in the User's email address.

### Your Certified Plan (CP) Requested

Requester info :

**Order Number :** SSDI:2018-07-11:11413:CP  
**Name :** Nur'Ainn Ardini  
**Contact Number :** 2383174  
**Email Address :** ardini.tuba@survey.gov.bn

Payment info :

**Result :** Approved  
**Payment Code :** 110000007  
**Amount (BND):** \$15  
**Payment Date :** 11/07/2018

Below here is the link(s) to download your Certified Plan (CP)

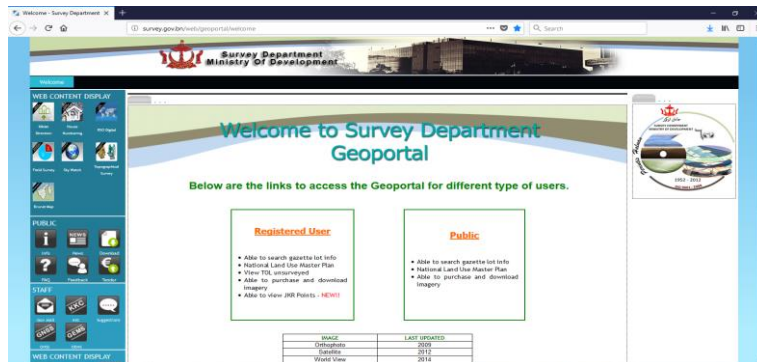
[http://www.survey.gov.bn/cp\\_order/CP-17787/CP940022TE.pdf](http://www.survey.gov.bn/cp_order/CP-17787/CP940022TE.pdf)

II. Transaction complete.

## **SECTION B: REGISTERED USER**

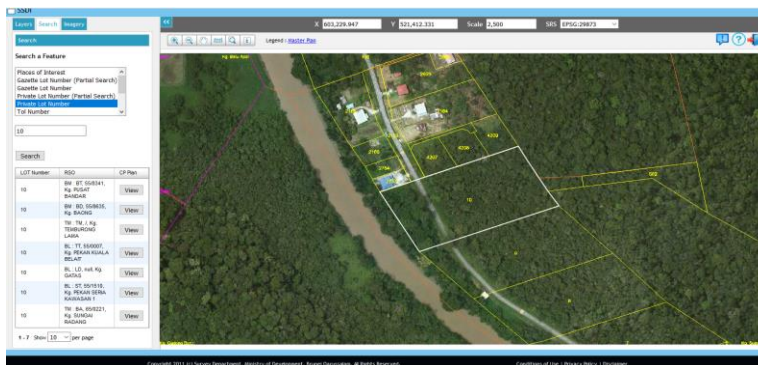
Step 1: Access the Survey Geoportal Site

- I. Use a Browser to access the Survey Geoportal site.
- II. Click Registered User.
- III. Enter user ID and Password.
- IV. Accept the terms and conditions of use.



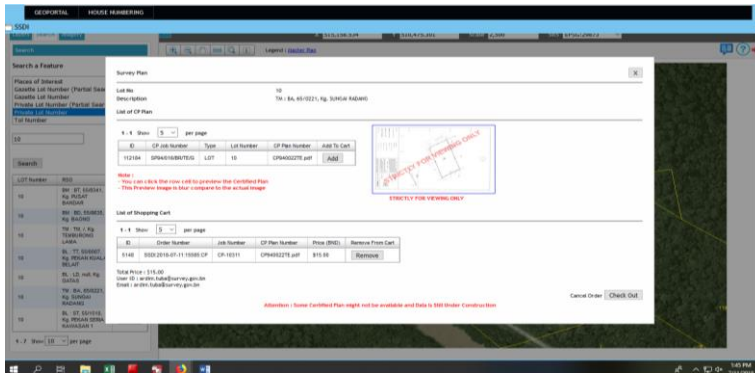
Step 2: Search Location

- I. Under Search Tab, find for location by searching features such as Place of Interest, Gazette, Lot Number, Private Lot Number, Kampung Name etc.
- II. For example, select Private Lot Number and enter the required lot number.
- III. Click Search.



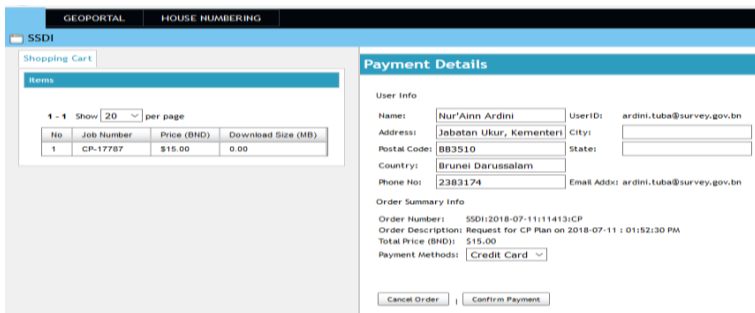
Step 3: Add to Cart

- I. Click View button.
- II. Click Add to add the selected Survey Plan to List of Shopping Cart.
- III. Click the Image Preview to make sure it is the correct the Survey Plan.
- IV. User can cancel the Survey Plan by removing the selected Survey Plan if required before proceeding to Check Out.



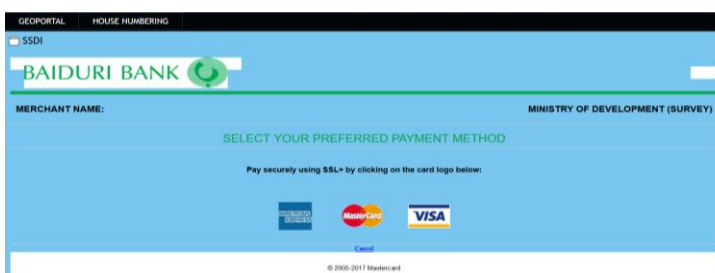
Step 4: Payment Details

- I. User needs to fill in the payment details.
- II. Select the payment method as Credit Card.
- III. Click Confirm Payment.



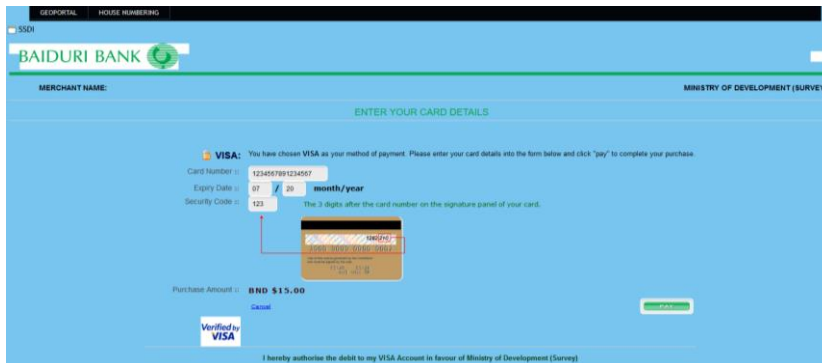
Step 5: Select Payment Method

- I. Select preferred payment method either by Visa, American Express or MasterCard



Step 6: Enter Card Details and Pay

- I. Fill in the credit card details.
- II. Click Pay to proceed payment.
- III. Once successful, the Payment Details screen will appear and the User can view the payment info.



Step 7: Download Survey Plan

- I. User will be able to download the imagery by clicking the download link in the User's email address.

**Your Certified Plan (CP) Requested**

Requester info :

**Order Number :** SSDI:2018-07-11:11413:CP  
**Name :** Nur'Ainn Ardini  
**Contact Number :** 2383174  
**Email Address :** ardini.tuba@survey.gov.bn

Payment info :

**Result :** Approved  
**Payment Code :** 1100000007  
**Amount (BND):** \$15  
**Payment Date :** 11/07/2018

Below here is the link(s) to download your Certified Plan (CP)

[http://www.survey.gov.bn/cp\\_order/CP-17787/CP940022TE.pdf](http://www.survey.gov.bn/cp_order/CP-17787/CP940022TE.pdf)

- II. Transaction complete.