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OFFICE CIRCULAR NO 5/2018

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CIRCULAR MEMORANDUM: 5/2018

DISTRIBUTION: GENERAL

SUBJECT: Digitisation of Records – Progress

The purpose of this Circular is to update you of progress of the digitisation works referred to in Circular No. 6/2017 - Digitisation of Records, dated 6 December 2017.

Digitisation of the records housed in the Deeds Office in the Lands Building at 134 Macquarie Street commenced late last year. The Project has made considerable progress, with the first record set, the Deeds Indexes, now available online through The LIST. Scanning of deeds memorials are well underway and are expected to also be available through The LIST by August 2018. A number of other series are also being digitised and will be made accessible on The LIST.

The following provides a summary of the record sets being digitised and timeframe for their online access:

Series	Timeframe
Deeds indexes	March 2018
Deposit deeds indexes	June 2018
Wills and Letters of Administration indexes	June 2018
Proclamations indexes	June 2018
Land Titles Act indexes	July 2018
Purchase grants indexes (LTO)	August 2018
Deeds memorials	August 2018

Accuracy of the digitised records is extremely important to the Department. As such, considerable efforts are being invested to audit the digitised records to ensure their quality. However, with the significant volume of records, the Department acknowledges that there may be errors missed and would greatly appreciate reporting of any issues you encounter by emailing Titles.Enquiries@dpipwe.tas.gov.au.

I thank you for your patience during this period of transition. The outcome will provide for convenient and instant access to these valuable records, whilst ensuring their long term preservation at the Tasmanian Archives and Heritage Office.

I'd like to emphasise that the Deeds Office remains accessible during this period and that all documents are still available for search. Although documents may not be on site, the Land Titles Office is able to retrieve required documents quickly – please contact Titles.Enquiries@dpipwe.tas.gov.au should a document you need to not available on site.

If you have any questions about the digitisation process, please contact the Project Manager Anita Yan on (03) 6165 4128 for further information.



ALICE KAWA
Recorder of Titles