

SACPCMP to rebase guideline tariff of fees

Avoiding Contractual Disputes

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Call for CPD Assessor Applications

Registration Fees for 2022/2023

- Year-end wishes from our VAs
- Construction sector and award updates
- Routes to registration for BI's and BCOs

How to earn CPD hours for being a mentor

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SACPCMP President,
Isaac Nkosi

Year-end Message from the SACPCMP President

In reviewing the year that is coming to a close, the stark contrast between the disruptive characteristics of 2020 and the cautious optimism presented during 2021 cannot be ignored. The past year has seen, in many ways, a return to life, albeit much of a 'new normal'.

After the fear and uncertainty we faced in December 2020, I am encouraged that the world has fought to move forward with renewed optimism. This, too, has been the case with the SACPCMP, which kicked into a higher gear during the course of 2021, launching a number of projects that are aimed at ensuring the entity delivers on its mandate.

All on Track

I feel that, come the end of this calendar year, we can confidently say that as a Council, we are on track.

The past months especially saw the induction of the SACPCMP's newly constituted committees and a take-up of workplans that will

guide each committee through the business of ensuring a good governance-oriented, sustainability-driven and well-functioning Council. This will be supported by the development and institution of a number of policies and business processes to support and guide Built Environment practices, ensuring that our efforts protect the public and grow a strong, transformed Construction Industry for all.

Of course, the improvement and development of the SACPCMP would not be possible without the support of its stakeholders, and on behalf of the Council, I would like to thank our VAs, Registered Persons, sector colleagues and of course, the Department of Public Works and Infrastructure, for the effort and attention that has been focused on driving the Built Environment forward.

As we move into a very welcome festive season break, I would like to wish one and all a peaceful

and safe year end. Let us never forget those we lost as a result of the hardships faced around the globe over the past two years. We must always be thankful for the grace and energy we have been granted to ensure we keep moving.

If you are travelling over the next few weeks, do so safely and be ever-cognizant that Covid-19 is still around.

Please observe the necessary measures to safeguard your health and that of your loved ones. I wish you an enjoyable festive season, and I am sure you are looking forward to taking the opportunity to relax with your nearest and dearest as you "recharge your batteries", ready to tackle 2022.

Seasons wishes and blessings from the Council, Management and Staff of the SACPCMP.

Isaac Nkosi
President: SACPCMP



Seasons Greetings from the SACPCMP Registrar

It often seems that as we move closer to the end of a calendar year, time and action races ... we try to get the very last drop of effort and result out of ourselves and our projects before taking a step back for the year-end festive season break.

In closing off this calendar year, I am pleased to note the progress made by the Council in a multitude of areas.

Commencement of Projects

As part of our renewed focus on addressing the SACPCMP's 13 mandate areas, we have seen the commencement of a project to rebase the guideline tariff of professional fees which will provide a much-needed methodology to the sector and researched guidance on Built Environment fees.

The SACPCMP has also approved and published its "Criteria and Process of Assessment of Competency for the Purpose of Registration" which clearly outlines all of the steps, requirements and processes related to competency assessments undertaken by the Council.

This edition of Shape Shifter notes both of these initiatives and includes the e-links to provide access to more detail on the projects, as well as submit your comments as part of the gazetted Call for Comment process regarding the tariff of fees rebasing.

Well wishes from our VAs

The magazine also includes a focus segment on the Council's Voluntary Associations, presenting our VA's year-end messages and well wishes for the closure of the 2021 period.

"The engagement we enjoy with you guides us in our journey and service of the Built Environment, and we thank you for taking this journey with us."

All in all, this is an edition packed with information that you, as a Built Environment professional, can utilise to strengthen your understanding of the sector and your contribution to the

development of a strong Construction Industry within South Africa.

Heartfelt Thanks to our Stakeholders

In signing off, I would like to thank you, our Shape Shifter readers, and SACPCMP stakeholders, for your continued support. Without your involve-

ment, feedback and participation, we would be a sector divided, and as such, a sector weakened. The engagement we enjoy with you guides us in our journey and service of the Built Environment, and we thank you for taking this journey with us.

I wish you all a safe, peaceful and joyous festive season; let us be reminded of the responsibility we ALL hold to keep ourselves and our loved ones free from risk so that we can return in the new year, refreshed and ready for new adventures, challenges and successes.

Best wishes everywhen
Butcher Matutle
Registrar: SACPCMP



SACPCMP
Registrar,
Butcher Matutle

The Review

Guidelines on Professional Tariff of Fees

Earlier in 2021, the SACPCMP appointed an independent body to rebase the current guideline fees of Registered Professionals within both the Construction Health and Safety, and Construction Project Management spheres, so as to ensure that the professional guideline tariff of fees published annually by the Council is in line with the industry it caters to.

Section 34 of the Construction and Project Management Professions Act (No. 48 of 2000) compels the SACPCMP, as a Built Environment Professions Council, to annually develop Guidelines on the Professional Tariff of Fees.

In April 2021, the SACPCMP appointed an independent body “Enterprises University of Pretoria”, to rebase the current 2019 Fees of Registered Professionals within both the Construction Health and Safety, and Construction Project Management professions, so as to ensure that the professional guideline tariff of fees published annually by the Council is in line with the industry it caters to. The two-year project has two phases.

Project Phase 1

The first phase of the project and associated report comprises two



Review of Guidelines on Professional Tariff of Fees

sections: the first section provides guidelines of professional fees for project and construction management professionals, while the second section provides the same for health and safety professionals.

The exercise of rebasing of guideline fees encountered limitations in respect of the incomplete schedule of registered categories by Council at the time the project commenced.

This, with inadequate consultation and absence of relevant policy may result in inherent biases that emerge in the rebased guideline fees. These limitations will be minimised in Phase two of the project.

Project Phase 2

In the project's second phase, Enterprises UP will develop the correct guideline fees, guided by the adopted policy framework through the professional skills set of the actuarial firm.

Guided by the SACPCMP stakeholder map, this involves consultative engagement with all affected parties, client bodies, practitioners and government departments that are major clients themselves of the professional services in question using appropriate methodologies used to rebase the last published fees of 2019 as well as the recommended 2022 fees.

During October and November, the Council presented a number of informative sessions to stakeholders, including the SACPCMP Voluntary Associations, to explain the project and its intricacies.

In order to increase the rates from 2019 to 2022, the following were considered:

- The increase in project costs from 2019 to 2022.
- The increase in service fees from 2019 to 2022.

Project costs were assumed to increase by Consumer Price Inflation (CPI), as published by Statistics South Africa (StatsSA).

CPI represented the overall increase in price levels across the economy. Therefore, this was the most appropriate inflationary measure to estimate the general increase in project costs.

Service fees were assumed to increase by a sub-component of CPI, specifically, CPI for services, as published by StatsSA.

2022 Fees: Construction Health & Safety

This was the most appropriate measure when estimating the inflationary adjustment required for construction health and safety services as it is specific to the price level increases that are applicable to the services sector of the economy.

Section 34(2) of the SACPCMP Act 48 2000: the Council must annually, after consultation with the voluntary associations, determine guideline professional fees and publish those fees in the Government Gazette.

Subsection 4 (r) of the Council for the Built Environment Act, the CBE may review fees published by the Councils for the Professions to ensure the consistent application of the principles regarding such fees.

Competition Act of 1998, the main purpose of the Act is to promote and maintain competition in the Republic, amongst others, to provide consumers with competitive prizes and product choices. In this regard, the Guideline Tariff of Fees should therefore be competitive and in compliance with the Competition Act.

Promotion of Administrative Justice Act, 33 of 2000: Everyone is guaranteed a procedurally fair administrative action, giving people the right to request reasons for administrative actions and decisions and to have such action reviewed in court.

Thus, the decisions of the Council in respect of the Guideline Tariff of Fees are equally reviewable.

Applicable Legislative Frameworks

Review of Guidelines on Professional Tariff of Fees

Table 1: Updated 2022 Guideline Fees (PrCHSA)

Cost Bracket	Cost of the works*		Primary Fee	Plus Secondary Fee	
	From	To		Add%	For value over
1	1	11 200 000	5 765	3.26	-
2	11 200 001	22 500 000	370 885	2.93	11 200 000
3	22 500 001	45 000 000	701 975	2.63	22 500 000
4	45 000 001	90 000 000	1 293 725	2.37	45 000 000
5	90 000 001	180 000 000	2 360 225	2.09	90 000 000
6	180 000 001	359 900 000	4 241 225	1.84	180 000 000
7	359 900 001	719 800 000	7 551 385	1.58	359 900 000
8	719 800 001	1 439 700 000	13 237 805	1.36	719 800 000
9	1 439 700 001	2 879 400 000	23 028 445	1.17	1 439 700 000
10	2 879 400 001	-	39 872 935	1.01	2 879 400 000

Delineating cost adjustments based on both CPI and CPI for services enables a more accurate and realistic portrayal of the actual price and cost adjustments for both project costs and project management services.

CPI was selected as the most appropriate inflationary measure for this fee escalation as this index is a more general inflationary index that encompasses price fluctuations with regard to project costs and project management service fees.

In addition, a comparison between CPI, PPI and the BER Building

Cost Index was undertaken. All the considered indexes would therefore result in similar 2022 tariffs.

The table below notes the inflation indices that were applied in the rebasing calculations of the 2022 tariff fees.

Effective Date	Index		Implied Annual Rate % vs Prior Year	
	CPI	CPI for Services	CPI	CPI for Services
31 December 2018*	109.4	110.7		
31 December 2019*	113.8	115.2	4.0	4.1
31 December 2020*	117.3	119.5	3.1	3.7

Review of Guidelines on Professional Tariff of Fees

2022 Fees: Construction Project Management

Project management service fees on the other hand, were assumed to increase by a sub-component of CPI, specifically, CPI for services, as published also by Stats SA.

This is the most appropriate measure when estimating the inflationary adjustment required for project management services as it is specific to the price level increases that are applicable to the services sector of the economy.

Delineating cost adjustments based on both CPI and CPI for services enables a more accurate and realistic portrayal of the actual price and cost adjustments for both project costs and project management services.

The CPI was selected as the most appropriate inflationary measure for this fee escalation as this index is a more general inflationary index

that encompasses price fluctuations with regard to project costs and project management service fees.

The 2021 rates were therefore set in such a way that the average fees earned per project would be expected to increase by CPI for services, if it is assumed that project costs increased by CPI.

Have your Say

During the month of December, the SAC-PCMP has gazetted the guideline fees and is calling for comments from the public and sector stakeholders.

The deadline for comments to be

submitted is mid-January 2022. To review the gazette, visit: [Gazetted Notices - SACPCMP](#)



Table 2: Updated 2022 Guideline Fees (CPM)

Cost Bracket	Cost of the works*		Primary Fee	Plus Secondary Fee	
	From	To		Add%	For value over
1	1	1,100,000	18,477	7.89	-
2	1,100,001	2,200,000	105,267	7.89	1,100,000
3	2,200,001	4,500,000	192,057	7.78	2,200,000
4	4,500,001	9,000,000	370,997	7.75	4,500,000
5	9,000,001	18,000,000	719,747	7.7	9,000,000
6	18,000,001	36,000,000	1,412,747	6.91	18,000,000
7	36,000,001	72,000,000	2,656,547	6.22	36,000,000
8	72,000,001	144,000,000	4,895,747	5.52	72,000,000
9	144,000,001	287,900,000	8,870,147	4.83	144,000,000
10	287,900,001	562,400,000	15,820,517	4.18	287,900,000

SACPCMP and The Mentor

Author: Rob Newberry (Professional Construction Mentor)

Mentorship is finally being recognised as one of the key solutions to improve competencies within Built Environment.

South Africa is fortunate that the Government recognises that a quality Built Environment is a national asset and supports processes to improve competencies. Regulations are also in place to ensure construction is undertaken safely and to the right quality for the Built Environment to be of benefit and used by the general public. We are also fortunate that the SACPCMP recognises the importance of mentorship within the Built Environment and provides registration and recognition for those that are able to provide mentorship support.

Developing Competencies

Construction has a relatively low and easy entry barrier, and mentoring has a key role in the development of competencies within the industry in an on-going effort to ensure quality construction.

The role of the mentor is the initial evaluation and assessment of an entity's skills and identifying shortcomings, then providing suitable relevant expert advice for the entity to address these shortcomings and thereby to improve their potential.

An entity in this case may be either an individual, a company, a learner contractor (SMME) or a candidate.

The Construction Mentor not only develops a relationship of mutual trust but also provides the learner guidance in such a way that they

understand and accept the professional way to undertake the work. Candidates, learners and the smaller contractors often have unrealistically high expectations and the Mentor is there to not only build up confidence but also to build up the knowledge that is required to improve their



SACPCMP and The Mentor (continued)

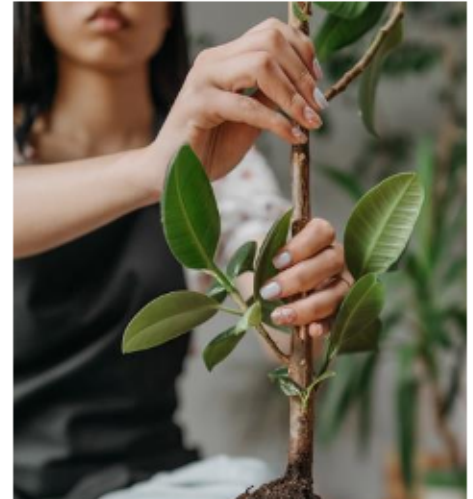
As the great Madiba once said: "We all need a foundation of education. From education we gain knowledge. From knowledge we gain experience. From experience we gain wisdom".

It is perhaps the special wisdom (how not to do things) and expertise that the Mentor shares to provide insight that opens the learner's mind to new opportunities that they can then further develop themselves.

Effectively, the Mentor will assist the learner to work out for themselves what is needed to achieve

the outcome and improve themselves.

The need for quality Mentoring in South Africa is great and we encourage more people to consider this rewarding role of Professional Mentoring through the SACPCMP.



About the Author

Rob Newberry is an SACPCMP Professional Construction Mentor. He was also recognised (2018) by Global Cleantech Innovation Programme (for SMMEs) and in association with United Nations Industrial Development Organisation (UNIDO) as the best Mentor in South Africa. Rob Newberry is also one of the judges for the annual Construction World Best Construction Projects awards.

Getting Involved

in the Mentor Database Development

Be a part of an initiative piloted by the SACPCMP to assist professionals and candidates connect to each other for mentorship opportunities.

Known as the **Mentorship Database**, it is a list of mentors (verified by the SACPCMP) which may be accessed by candidates looking for mentors and organisations running Candidate Support Programmes to connect to mentors that can participate in these programmes.

To join the mentor database, contact cpd@sacpcmp.org.za to obtain the relevant sign-up form and terms & conditions.

The importance of mentorship

Passing on the Flame



Because mentoring is vital for registered professionals and the Built Environment at large, the SACPCMP rewards professionals for the mentorship work they undertake. In this segment by Khutso Mokgehele, learn how you can, as a registered professional, earn CPD hours for your mentorship contribution to the Construction Industry.

Mentorship is a pivotal tool for a registered professional to measure their skills and knowledge as this will be imparted to another person. However, its significance is even more appreciated by fact that upcoming construction professionals attain knowledge and expertise from well-experienced professionals.

As such, the SACPCMP rewards registered professionals for the mentorship work they do and has developed seven sub-categories

for mentorship that are recognised under **Category B** in Continuing Professional Development (CPD).

Commitment & Undertaking for Structured Candidacy

In this process, a commitment and undertaking form is to be utilised by registered professionals undertaking mentoring of registered candidates by engaging the candidates with:

1. CPD activities that are aimed towards the professional registration, or
2. Registered candidates participating in structured candidacy programmes through the company (and its programme).

A *Commitment and Undertaking Form*, together with a *Mentor Assessment Form*, provided by the Council should be used for this activity.

Passing on the Flame: The Importance of Mentorship



Mentoring Registered Candidates

This sub-category is similar to the previous category; the difference is that professionals will mentor candidates on a personal capacity and not through a company programme. Only a *Mentor Assessment Form*, provided by the SACPCMP, is utilised for this.

Mentoring Experiential Learners in Work Integrated Learning (WIL) Programmes

This category focuses on the mentoring of experiential learners in WIL programmes. These are pre-graduation learners that seek on-the-job experience (internships, apprenticeship, etc). A *Mentoring Logbook* should be utilised for this activity, as provided by the Council.

Informal Mentoring of Staff on the Job

This is the mentorship of staff on

the job and could be mentoring a colleague in an area the registered professional is knowledgeable in.

Training of Contractors in Construction and Project Management

This is the mentoring of contractors.

Professional Consultancy Service Providers

This is development in terms of offering professional consultancy services to government and/or private construction companies.

Training of Community in Construction and Project Management

This is community development projects aimed at empowering community members in Construction, Project Management and Community Development.

Registered professionals are encouraged to set a target each year to mentor and develop candidates or junior staff members in their organisations or companies.

This will be beneficial for development and enable those acting as mentors to claim CPD hours under Category B.

Contact cpd@sacpcmp.org.za to request all of the templates mentioned in this article (Undertaking Form, Mentor Assessment Form and Mentoring Logbook).

Correct SACPCMP Banking Details

The SACPCMP values its stakeholders and urges them to be vigilant against fraudsters looking to take advantage of well-meaning applicants and Registered Persons. Payment to the Council can be made directly via the registration portal's online payments system or via an electronic funds transfer (EFT). When making payments via EFT, please be sure to ONLY utilise the following banking details.

Account Name: SACPCMP
Bank: Nedbank
Branch Code: 128405, Business Central Branch
Account No: 1284064557



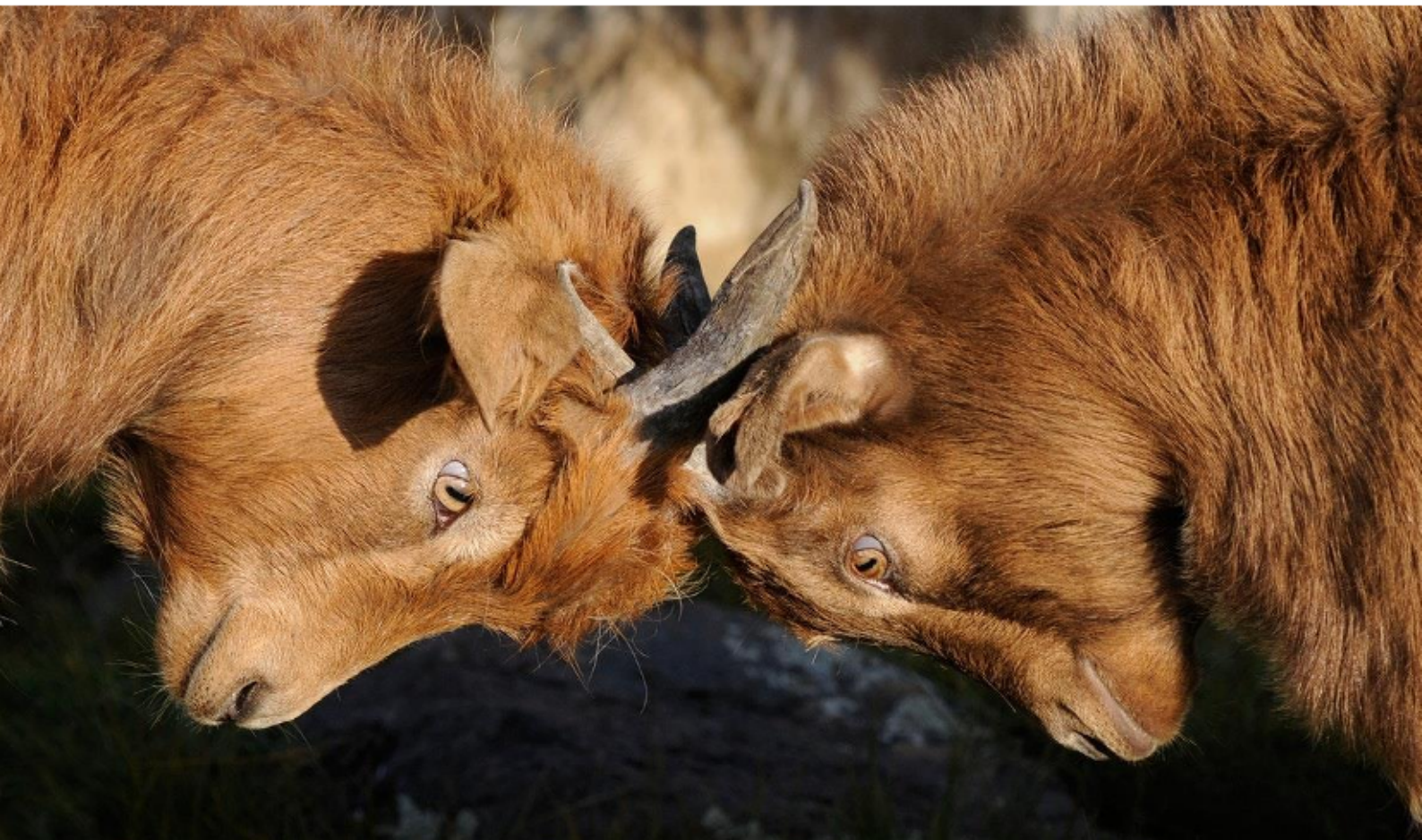
Contract documentation to avoid

Contractual Disputes

The author, Uwe Putlitz, has over many years been involved with the review of applications for registration as a Professional Construction Project Manager or a Professional Construction Manager for the SACPCMP by assessing each candidate's reports describing their successful or otherwise managerial skills in the execution of a variety of projects, and the lessons they have learnt.

These projects are not significantly different to those from an analysis of contractual disputes such as:

- Problems arise when changes to SfC are made without an appreciation of the effect on the remainder of that document and other documents comprising the construction information;
- Often clients overrule the guidance provided by their professional consultants.
- Numerous guidelines have been published internationally and locally dealing with content, writing style, drawing standards, etc for technical and contractual documentation;
- Many could have been avoided if industry Standard-form Contracts (SfC) were used, and their specified procedures followed;
- Professional and other interest organisations have published guidelines of who does what and when.



Contract Documentation to Avoid Contractual Disputes

A contract is defined as “an agreement entered into by two or more persons with the intention of creating a legal obligation binding on the parties”. According to Lloyd QC in *Royal Brompton Hospital vs Hammond & others* (2001): “A standard-form (contract) is supposed to be just that. It loses value if those using it, or at tender stage those intending to use it, have to look outside it for deviations to the standard”.

In *Capitec Bank Holdings Ltd and Another v Coral Lagoon Investments 194 (Pty) Ltd and Others*, Judge Unterhalter in his judgment stated: “Most contracts, and particularly commercial contracts, are constructed with a design in mind, and their architects choose words and concepts to give effect to that design. For this reason, interpretation begins with the text and its structure. They have a gravitational pull that is important. The proposition that context is everything is not a licence to contend for meanings unmoored in the text and its structure. Rather, context and purpose may be used to elucidate the text.”

Where an agreement is partly written and partly oral, the *parol evidence* rule provides that the parties to a contract who have signed an agreement and recorded that the document is a complete and accurate version cannot admit extrinsic evidence to contradict, add to or modify the contract (save in exceptional circumstances such as fraud or duress).

And the often-quoted statement by Sir Michael Latham: (to identify, record, review and update a ‘risk register’):

- Risk is an ‘inherent feature of construction’ and that ‘no project is free of ‘risk’,
- Risk ‘can be managed, minimised, shared, transferred, or accepted. It cannot be ignored’,
- Risk ‘is a source of uncertainty in achieving defined objectives’, and
- Risk management ‘is a structured process to identify and evaluate risks before implementing mitigating actions’.

Following the disastrous Grenfell Tower fire in London during July 2018, the commission of inquiry chaired by Dame Judith Hackitt, after listening to much contradictory information, identified in her report ‘building a safer future’ the non-compliance with applicable building regulations throughout the design, construction and/or refurbishment of the building, the lack to identify, understand, manage and mitigate safety risks and prevent or reduce the severity of the consequences of fire spread or structural collapse throughout the building’s life cycle.

The report introduces the concept of a “golden thread” to store information in a structured digital fash-

ion, managed, maintained and retained in line with the defined principles. These are:

- ensuring that information is accurate and trusted,
- supporting residents in feeling safe at home,
- changing the culture around creating, storing and using information on building safety,
- offering a single source of truth, highlighting important issues and elements of design,
- keeping information secure, complying with the (UK) General Data Protection Regulations and ensuring privacy where required,
- recording changes,
- making individuals responsible,
- ensuring the information and systems are accessible, informative, understandable and easy to navigate,
- formatting the information so it is durable and transferrable,
- being relevant, proportionate, and robust.

The project participants should proactively anticipate the requirements and actions required by others to execute and implement a project. By ‘imagineering’ a project wholistically the appropriate format and content of construction docu-

Contract Documentation to Avoid Contractual Disputes

mentation may be anticipated and stipulated.

Considerations should be given to the identification of recipients of such information in a style of writing – using simple English, avoiding jargon, in short sentences and in a separate paragraph for each concept or theme – in a typeface and size easily read and reproduced.

The method of distribution is important, be it a traditional hard paper copy (printed from CAD or BIM software) or intended to be read on a handheld device on which the user can zoom in for clarity. An advantage of handheld devices is that information (stored in the cloud) should always automatically be the current version – thus working from superseded drawings is *impossible!*

A contract administrator, who is appointed as an agent of the employer, must be technically and managerially competent to act fairly in the interests of both parties. The contract administrator, (the engineer in FIDIC, the employer's representative in GCC, the principal agent in JBCC® and the project manager in NEC contracts (as recognised by the Construction Industry Development Board for use by Organs of State) must:

- Implement the employer's project instructions, and
- Has a decision making obligation where the employer and the contractor may have opposing views.

The PMBOK six phases of project execution require minimum compliance of each stage as a precursor to entry into the next phase:

Phase 1: PROJECT INITIATION AND BRIEFING

(not a comprehensive list)

The employer (based on the decision to embark on this project) **must:**

1. Record project requirements in as much detail as possible (scope, unique skills, quality compliance, completion time, 'seed' budget) to be formally communicated to the design team;
2. Appoint key professional design team members using industry standard professional services contracts;

The professional team and the principal agent (the contract administrator is unlikely to be appointed in this phase) **must:**

1. Set up and record a decision-making and communication matrix with delegated levels of authority;
2. Set up a project documentation / filing (numbering) system that may include project stationery (FIDIC 2017) with bold page headings such as 'request for information' | 'Instruction' | etc
3. With the employer:
 - *identify and assess project risks to 'avoid' – 'reduce' – 'absorb' or 'transfer' and document these in a 'risk register' for periodic review and revision as the project is developed;*
 - *identify peripheral or enabling works (may include provision of utility services, access roads);*
 - *determine the intended occupation of the completed works, the move of existing furniture and fittings and/or the acquisition of new items;*
4. Separate 'nice to have' from 'must have' criteria;
5. Consider changes in legislation/compliance with new standards to recognise 'climate change' – if applicable likely to effect the documentation in the remaining project phases.

The contractor:

1. Is less likely to be involved at this stage – unless invited for 'specialist design' skills;
2. One or more 'specialist contractors' may be appointed to offer 'unique' design skills;
3. Consider the type of Standard-form Contract best suited to "this project".

Contract Documentation to Avoid Contractual Disputes

Phase 2: PROJECT CONCEPT AND FEASIBILITY

(not a comprehensive list)

The employer must:

1. Confirm and/or amend the 1st draft project charter before allowing the project team to proceed with the project;
2. Through the employer's representative with the professional team research and evaluate project requirements against available products, skills, costs and compliance with relevant standards and statutory compliances;
3. Appoint additional professional design team members timeously using industry standard professional services contracts (health & safety (the buildability of proposed solutions), environmental 'experts', community liaison, acoustics -late appointments often result in avoidable re-work!)

Consider redefining or aborting the project if assumptions made or proposed solutions are not sustainable.

The professional team and the principal agent (the contract administrator is less likely to be appointed in this phase) must:

1. Develop the 'globular' 'employer requirements' into two or three 'possible masterplan solutions' for evaluation against key performance criteria to identify the "optimum" not necessarily the "obvious" solution for further development with preliminary descriptions of the proposed methods of execution and an 'order of magnitude' cost estimate in sections or per trade, etc and record all decisions.
2. Determine the most appropriate procurement strategy; (negotiate, by invitation or public)

**Prepare and document the updated project charter, and the project concept report for formal presentation to the employer.*

The contractor:

1. If a 'design by contractor' solution is proposed, the documentation described must be presented to the employer by the contractor.

Unresolved issues after this stage will almost certainly result in claims from the contractor for delays and additional expense. The parties must cooperate and communicate speedily in writing following the procedures and using the terminology in the SfC:

- To notify and meet with all involved to resolve such issues whilst the information is fresh and accessible;
- Process all claims promptly.

Most SfC require claims to be lodged within a specified time period or the opportunity to claim is lost!





Contractual Claims: The Contract Administrator's Role

Phase 3: PROJECT DESIGN DEVELOPMENT

(not a comprehensive list)

The employer must:

1. Confirm and/or amend the updated project charter and approve all sections of the project concept report before allowing the project team to proceed with the detailed documentation of the project;
2. Critically review all aspects of the project involving all project stakeholders (including end users, maintenance staff) and record all comments;
3. Any changes after this phase will almost certainly result in abortive design and/or construction work with consequent delays to the project and significant additional expenditure.

Consider redefining or aborting the project if assumptions made or the proposed solutions are not sustainable.

The contract administrator / professional team must:

1. Confirm and record compliance with:
 - Statutory regulations
 - International/local quality/performance standards
 - Stakeholder involvement
2. Confirm and record compliance with specified criteria of:
 - Scope
 - Quality
 - Time
 - Budget
3. Arrange for the regular review of identified risks and document all changes and/or decisions made;
4. Review the chosen procurement strategy, if still appropriate, and the preparation of associated documentation;
5. Prepare and document the updated project charter, and the project concept report for formal presentation to the employer.

The contractor:

- If a 'design by contractor' solution is proposed, the documentation described must be presented to the employer by the contractor including a list of competent professionally registered designers and proof of adequate professional indemnity insurances.

Contractual Claims: The Contract Administrator's Role

Phase 4: PROJECT TENDER DOCUMENTATION AND PROCUREMENT (not a comprehensive list)

The employer must:

1. Confirm and/or amend the updated project charter and approve all sections of the project design development report before allowing the project team to proceed with the project;
2. Finally review all aspects of the project including 'must have' and not 'nice to have' criteria for inclusion in the tender documents as well as the wording of particular conditions (fixed price or cost fluctuation method, adjustment of preliminaries, payment for materials in transit, etc) and record all comments;
3. State that the employer does not commit to:
 - proceed with the project,
 - accept the highest/lowest tender or accept any tender,
 - give reasons for acceptance or refusal, and that ...
 - tenders will be opened in the presence of the tenderers disclosing the individual tender amounts, or not? And ...
 - tenders will be evaluated using the published criteria of price and other ethical criteria.

**Consider aborting the project if no acceptable tenders are received.*

The contractor – must check the tender documents ...

1. Has the Bill of Quantities been compiled in accordance with the ASAQS Standard System of Measuring Building Work 7th Edition) or another recognised system?

Note: If the project is outside South Africa and even in SADC countries - apart from possible language problems (French or Portuguese), some laws hark back to colonial days and must be incorporated in construction documentation and be complied with.

2. If 'changes' to the standard-form contract are made/listed? If yes – is the contractor prepared to accept these and possible unintended consequences?
3. What payment conditions are specified? *(has a "pay when paid" clause been added somewhere?)*
4. Is a 'fixed price' required, or how will the contract sum be adjusted for cost fluctuations?
5. How are preliminaries amounts to be adjusted and to be paid?
6. How are materials on site, in transit or stored off site to be paid - including the provision of insurances, securities for advance payment and/or performance, and (foreign exchange) payment conditions?
7. Do subcontractors have the free use of construction equipment (scaffolding, cranes, etc) whilst available on site during the construction period?
8. Who insures the works? *(adequately described – particularly if the project is outside South Africa)*
9. What (value of) guarantees are to be provided? *(particularly if the project is outside South Africa)*
10. Is the intended construction period reasonable for the works as described?
11. The description of the period for construction varies with the SfC used – from the date of possession of the site until the date of practical completion is the "construction period" compared to the "contract period" from the date of appointment of the contractor until the expiry of the latent defects liability period (varies with SfC used – may be five years after the date of final completion). The professional consultants' liability period ends on the same date.
12. What long lead time items are specified? Can they be delivered by critical dates within the construction period?
13. If specified, are penalties "reasonable"?
14. Is work by direct contractors required – what is the principal contractor's risk?
15. Is work by nominated subcontractors required – what is the principal contractor's risk?
16. Is design, supply, installation (and maintenance?) by a subcontractor specified?
17. To what extent is the local community (to be) involved? What is the principal contractor's risk?
18. Will the contract administrator provide an original unaltered SfC form for signature by the parties?
19. Have building plans and related statutory approvals been obtained?
20. Has a building permit from the Department of Labour been applied for?
21. Have statutory compliances by the contractor been itemised?

Note: If a significant number of issues cannot be answered satisfactorily, the principal contractor's business risk may become unacceptably high!

Contractual Claims: The Contract Administrator's Role

Regarding Phase 4: Project Tender Documentation and Procurement, it must be noted:

Time should be allowed for senior industry practitioners to critically review all project documentation:

- Material specifications and method statements are current and applicable to the project;
- Spot-check drawings and text for errors from 'cut and paste' from other projects – applicable in this context?
- Using appropriate computer software to create a common information base for disciplines!
- Check (!) that work by less

experienced team members is correct/coordinated with all project documentation!

- Consistent use of language, terminology and grammar;
- Check (!) descriptions/criteria to enable the measurement of performance/compliance following recognised standards - applicable to the current project - are enforceable.

Note: Legal challenges have been won (or lost) on poorly drafted documentation! (omissions, duplications, errors...)

Phase 5: PROJECT CONSTRUCTION, DOCUMENTATION AND MANAGEMENT

(not a comprehensive list)

The employer must:

1. Sign the contract documents;
2. Make regular payments (and the final payment) by the due date;
3. Obtain an "occupation certificate" from the local authority to legally occupy the works after practical completion has been certified by the contract administrator.
4. Insure the works in the joint names of the parties including 'contract works' (+ marine cover?), supplementary, public liability, removal of lateral support insurances in force until practical completion and with an optional extension to final completion and on practical and final completion inform the insurers;
5. Provide a guarantee for payment, where stipulated and on practical and final completion inform the guarantors.

(Phase 5 continued on next page)



Contractual Claims: The Contract Administrator's Role

Continued from previous page:

Phase 5: PROJECT CONSTRUCTION, DOCUMENTATION AND MANAGEMENT

The contract administrator / professional team must:

1. Compile the contract documents (including returnables, contract variables, drawings, the initial programme, guarantees, proof of insurances, etc and the original SfC {SfS}) for signature, retain the original signed copy until final completion, and provide reference copies to the employer and the contractor;
2. Issue a who's who communication matrix with levels of decision making authority;
3. Strictly enforce the 'no oral instructions' rule; Promptly issue all 'instructions' formally in writing (project stationery) with a copy to relevant agents the principal contractor and subcontractors;
4. Regularly monitor work as it progresses including setting out, quality of workmanship, compliance with project specifications and/or applicable standards and if necessary - redoing work promptly to achieve the intended (or revised) date for practical completion;
5. Regularly review progress in accordance with the (current) programme, anticipate possible delays of activities on the critical path;
6. Confirm the continued validity of insurances and securities applicable to the project;
7. Forthwith deal with a notice of a potential claim to explore options to minimise or avoid delays or additional costs;
8. Regularly evaluate claims for payment and issue a payment certificate to the contractor with a copy to the employer in an agreed format for payment within the period in accordance with the SfC used;
9. If a JBCC SfC (SfS) is use, also issue a 'recovery statement' and concurrently a 'payment notifications' to subcontractors;
10. Inspect for non-compliant work and record same in the list for practical completion, and when attended to, issue the certificate of practical completion;
11. Resolve all subcontract final accounts and the principal contractor's final account within the stipulated period (SfC) in consultation with the relevant agents;
12. Compile and provide to the employer an operating manual as well as product warranties with the agents and contractors involved with aspects of the works;
13. Compile and provide to the employer as built drawings, commissioning reports with the agents and contractors involved with aspects of the works;
14. Notify the insurer (s) and the guarantor(s) that practical completion has been certified for (a portion of) the works;
15. Inspect for defects and record same in the list for completion, and when attended to, issue the certificate of completion.



Contractual Claims: The Contract Administrator's Role

Continued from previous page:

Phase 5: PROJECT CONSTRUCTION, DOCUMENTATION AND MANAGEMENT

The contractor must:

1. Sign the contract documents before commencement of the works;
2. Comply with applicable statutory notices, fees etc;
3. Provide a guarantee for construction (and for advance payment) where stipulated, and on practical and final completion inform the guarantors.
4. Keep on site a complete reference set of construction documents and statutory approval certificates;
5. Give notice in writing on becoming aware of errors, lack of information, unforeseen events etc If information is not clear – ask !
6. Submit notice of a potential claim on becoming aware of such an event – or risk losing the opportunity claim (all SfC's have similar provisions)
7. Regularly submit to the contract administrator a payment claim Including work by subcontractors – by the due date in a format in accordance with the SfC used;
8. Give notice in writing of late, partial or no payment to the employer and contract administrator to remedy the breach of contract before resorting to suspension issuing a demand on the guarantor or termination;
9. Pay all subcontractors by the due date in accordance with the SfS used;
10. Invite the contract administrator / agents to inspect the works / witness commissioning procedures before practical completion can be certified;
11. Allow the employer to use the works for the intended purpose on certification of practical completion, (the contractor has nominally 'completed' the specified extent of the works):
12. With agents and contractors must compile and provide to the employer an operating manual;
13. In consultation with the contract administrator and agents resolve all subcontract final accounts and the principal contractor's final account within the stipulated period (SfC);

Note: At practical completion the contractor's liability for penalties ceases;

Note: No further contract instructions can be issued except to remedy latent defects;

Note: The insurance risk changes from 'contract works' to a 'building' insurance by the employer;

Note: Where securities are provided, the obligations of the guarantor changes;

Note: The defects liability period extends from the date of practical completion until final completion can be certified (the agents and contractors must resolve any defects and operational issues that may have arisen)

Note: The issue of the certificate of final completion by the contract administrator is a declaration that all contractual obligations have been fully complied with ...

Note: The *latent defects liability period* commences on the date of possession of the site and ends five years from the date of final completion during which period the contractor and the professional team remain liable for defects due to poor workmanship etc but not for wear and tear or abuse of the works.

Contractual Claims: The Contract Administrator's Role

Phase 6: PROJECT CLOSE OUT (not a comprehensive list)

The employer must:

1. On becoming aware of any defects, report these in writing to the contact administrator;
2. Liaise with contract administrator regarding the imposition of stipulated penalties;
3. Must notify guarantors of the dates of practical and final completion and return original guarantee certificates to the guarantor on expiry;
4. Must notify insurers of the dates of practical and final completion to change 'works insurance' to 'owner insurance';
5. Make payment of the amount due in the final account (SfC).

The contract administrator / professional team must:

1. Deal with as built documentation / issue all product warranties;
2. Deal with operational matters / issue all manufacturer's operating instructions;
3. Resolve all final accounts.

The contractor must:

1. Source and issue outstanding as built information, operating instructions and product warranties;
2. Attend to all defects at a time convenient to the employer;
3. Submit for acceptance by the contractor's representative all subcontract final accounts for incorporation in the principal contractor's final account within the stipulated period (SfC).

Closing Thoughts

The parties must comply with the procedures and within the time frames stipulated in the SfC used;

Performance criteria and terminology are similar in the FIDIC / GCC / JBCC & NEC documents but are unique to the SfC used – and may vary between editions of the same SfC. Proper contract administration is not a simple or a part time task.

The respective parties must:

- Keep accurate records in a format that can easily be published and accessed;
- Agree levels of authority and communication procedures – and stick to them!
- Speedily deal with all notifications of potential problems – and publish a solution acceptable to all forthwith.

References

Law of Contract in South Africa, Hutchinson
ENSight 2021-07-13 Aslam Moosajee and Helen Graham
1994 Constructing the Team, HMSO London
Scheldebouw BV v St James Homes

A guide to the project management body of knowledge 6th edition 2017 published by the Project Management Institute

About the Author

Uwe Putlitz is a registered professional Architect and Construction Project Manager, a Fellow of the Royal Institute of Chartered Surveyors (RICS) and is a visiting lecturer at the School

of Construction Economics and Management at the University of the Witwatersrand.

Having recently retired as the Chief Executive Officer of the Joint Building Contracts Committee (JBCC), he specialises in the avoidance of construction disputes by way of lectures, technical articles dealing with aspects of contract administration for various industry publications arising from the use of Standard-form Contracts including, the Federation Internationale des Ingenieurs-Conseils (FIDIC), the General Conditions of Contract (GCC), or the JBCC or the New Engineering Contract (NEC) to find an acceptable settlement without resorting to legal processes, where possible.



For more information, visit:
info@buildstrat.co.za

REQUEST FOR APPLICATIONS FOR:



SACPCMP CPD ASSESSORS

The South African Council of the Project and Construction Management Professions (SACPCMP) is a juristic person established by Section 2 of the Project and Construction Act (Act No. 48 of 2000). It has been established, amongst others, to advance education in the professions under its ambit.

This includes the evaluation of content submitted for validation of Continuing Professional Development (CPD) programmes and activities. This was previously the ambit of the Council's CPD committee. The SACPCMP is now appointing CPD assessors for this purpose.

The Council is soliciting applications from all interested individuals who meet the criteria as stipulated herein.

Requirements for Eligibility to be Considered as a CPD Assessor

The following criteria are proposed for the appointment of CPD assessors, which will standardise the CPD validation process:

1. All assessors must have obtained at least one the following SAQA registered unit standards:
 - Facilitate learning using a variety of given methodologies
 - Design outcomes-based learning programmes
 - Develop outcomes-based learning programmes
 - Evaluate a learning intervention using given evaluation instruments
2. Assessors are required to show competence in relation to the standards, qualifications, competency framework and/or designation against which they assess CPD content.
3. All assessors must have a minimum of three (3) years relevant, unbroken, industry and/or training experience.
4. Registration as a facilitator with any relevant SETA will be an advantage.

General Information and Instructions

Applications must be received before the close of business on **Friday, 7 January 2022**.

Those interested must apply using the **application form** available on the SACPCMP website (www.sacpcmp.org.za in the vacancies section), and provide the following supporting documentation:

- Certified Copies of ID document
- Curriculum Vitae
- Certified copies of qualification/s (incl. unit standard/s)
- SETA registration (*if applicable*)
- Registration Certificate with Professional Body (*if applicable*)
- Signed CPD Assessor Code of Conduct

Applications should be sent by e-mail **ONLY** to cpd@sacpcmp.org.za. For ease of reference, the email should be clearly titled: **Application for SACPCMP CPD Assessor**.

NOTE: The application process is free of charge. Through this application process, the SACPCMP intends to identify suitable and interested individuals who could become potential CPD assessors. Any documentation submitted will not be returned. The Council understands that the nature of information to be provided may be sensitive in nature hence each submission will be treated with confidentiality and in line with Protection of Personal Information Act 4 of 2013. The Council is not obliged to disclose reasons behind applications not being accepted.

SACAP and SACPCMP clarify registration routes for BIs & BCOs

Clarity on the routes to registration for Building Inspectors and Building Control Officers was recently provided by a joint statement released by the South African Council for the Architectural Profession (SACAP) and the South African Council for the Project and Construction Management Professions (SACPCMP).

The purpose of the joint statement was to clarify any confusion caused as a result of the registration categories/disciplines developed recently by the two councils. SACAP and the SACPCMP released the statement detailing the registration categories, ensuring that Built Environment professionals have a clear understanding of the roles, requirements and routes to registration for each discipline.

Prior to the development of the registration categories, months of industry-related research pertaining to Building Inspectors' scope of work and responsibilities was undertaken by the National Home Builders Registration Council (NHBR).

In December 2019, the SACPCMP officially launched two registration categories for Building Inspectors and these were carefully developed by an SACPCMP-led task team comprising of repre-

sentatives of Government, Academia and the Public Sector.

Coinciding with the launch and the finalisation of Building Inspector registration, SACAP also developed and launched the registration of Building Inspectors and Building Control Officers (BCOs). This caused confusion within the industry which continued during a set of roadshows that were undertaken across the

country where prospective Building Inspector applicants noted their uncertainty in terms of where to register, and with which professional body.

In order to clarify the confusion, a meeting chaired by the Council for the Built Environment resolved that SACAP would register only Building Control Officers, while the SACPCMP would register Building Inspectors.



Clarifying registration for Building Inspectors & Building Control Officers



South African Council
for the Architectural Profession

SACAP Route to Registration (Building Control Officer)

Step 1

Submission of the online application
(Certified copies ID/Passport,
Proof of appointment and qualifications.
Up-to-date CV and
payment of application fee.

Step 2

SACAP assessment of the application (registration
is based on qualification/experience/ Knowledge
and capability)

Step 3

Compliance with continuing professional
development



SACPCMP Route to Registration (Building Inspector)

Step 1

Submit online application & pay the application fee

Step 2

Screen / validate / identify registration route

Step 3

Pay examination fee, write exam / obtain positive
outcome

Step 4

PrBInsp: Peer review interview / positive outcome /
pay registration and annual fee - designation
awarded

Registration as a Building Control Officer can be done
via SACAP's website: www.sacapsa.com

Who should Register as a Building Control Officer?

Any person appointed in terms of section 5 (1) of
the National Building Regulations and Building
Standards Act 103 of 1977 (as amended).

Registration as a Building Inspector can be done via
the SACPCMP's registration portal:

<https://mybi.sacpcmp.org.za/>

Who should Register as a Building Inspector?

The SACPCMP officially launched two registration
categories for Building Inspectors:

- Professional Building Inspector (PrBInsp)
- Certified Building Inspector (CBInsp)

These categories would apply to all Building In-
spectors, whether they perform regulated inspec-
tions or whether they work in/or with National,
Provincial or Local Government departments, or
with the NHBRC – Professional Building Inspec-
tors register via the SACPCMP.

Sector Snippets



CBE Appoints Chief Executive Officer (CEO)

The Council for the Built Environment (CBE) recently announced the appointment of Msizi Myeza as its Chief Executive Officer. He is a Professional Planner, registered with the South African Council for Town and Regional Planners, and has a BSc (Hons) in Town and Regional Planning (Wits University), an MSc in Development Planning (University of the Witwatersrand), and is currently a PhD Candidate in Civil Engineering (University of Johannesburg).

Mr Myeza has served in the private sector, private practice, and extensively in various positions at provincial and local government in Gauteng. He comes to the CBE from the City of Tshwane as Group Head: Office of The City Manager.



CBE Appoints Chief Operations Officer (COO)

The Council for the Built Environment (CBE) recently announced the appointment of Nana Mhlongo as its Chief Operations Officer.

Ms Mhlongo's string of academic qualifications include an MSc in Urban Housing Management, an MSc in Urban and Regional Planning and a PhD development programme in Research Capacity. She is currently reading for a PhD in Engineering Management (University of Johannesburg).

She previously worked at the CSIR, National Department of Housing, and the University of KwaZulu-Natal. Ms Mhlongo has been in the employ of the CBE since 2007 as Manager: Research and Policy Development; Acting Manager: Office of the CEO; and Acting CEO.

SACPCMP
The South African Council for the Project and Construction Management Professions
— CONSTRUCTING NEW PERSPECTIVES —

SACPCMP Tender Opportunity: Virtual Proctoring and plagiarism software/services

Sector: Professional Services: Provision of virtual proctoring software/services

Tender reference:
2021/12/01/Plagiarism Software

Closing Date: 7 Jan 2022

Area: Gauteng

Electronic bids:
To be submitted to Fortune Vukomba; email:
finance@sacpcmp.org.za

For technical queries:
Contact Sindi Kwenaithe; email:
Sindi.Kwenaithe@sacpcmp.org.za

Or Nicholas Malebane, email:
snrpradmin@sacpcmp.org.za

No facsimile or physical bids will be considered.

Click here for more details and to get a full copy of the RFP: [Tenders - SACPCMP](#)

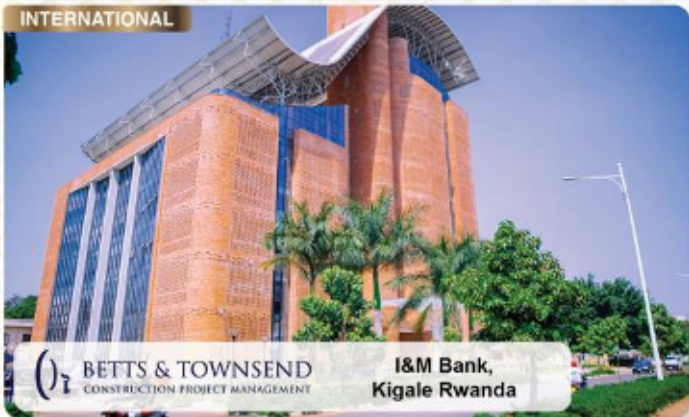
2021 ACPM Excellence Awards Submissions

"To recognize, showcase and reward project management excellence"

Recognition of projects is implemented by the Corporate Members.

2021 submissions were for projects that have been successfully completed with innovative interventions and "out of the box" thinking that was required to overcome specific project challenges given the extra ordinary times in which we have experienced over the last 24 months.

Winners were announced at the 21st ACPM Annual General Meeting and 2021 Excellence Awards – 25th November 2021.



EAPASA and CBE sign MoU to Address Common Challenges in the Built Environment

The Environmental Assessment Practitioners Association of South Africa (EAPASA) and the Council for the Built Environment (CBE) recently signed a joint Memorandum of Understanding (MoU) committing to work together on issues of transformation, skills development, research, and promoting and protecting public interests in the Built Environment.

Signed in November 2021, the MoU will provide a framework for collaboration and good working relations between the two parties, with a long-term view to enact the relationship within the CBE Act. The collaboration demonstrates the need to establish partnerships between various stakeholders with common objectives to actively engage and explore possible and innovative solutions to address challenges faced in the Built Environment, especially from a planning, development and environmental perspective.

CBE Council Deputy Chairperson, Maphefo Mogodi explained: "The CBE Act is all encompassing, so a marriage such as this is a step in



EAPASA Board Chairperson Snowy Makhudu (left) and CBE Council Chairperson, Dr Sitsabo Dlamini (right) give the Memorandum of Understanding between the two entities a thumbs up to collaborate on addressing key challenges in the Built Environment.

the direct to assist us to more fully execute our mandate."

This collaboration is a clear indication that two heads are better than one. EAPASA Board Chairperson Snowy Makhudu expressed her excitement on behalf of the Board when she said, "No doubt, it's a win-win situation for both parties. For starters there will be exchange of environmental advice, and sharing resources, knowledge and expertise. We have a synergy for what we want to see in the sector for sustainability in the long term."

The MoU formalises a mutual understanding between the two organisations to collaboratively implement the core mandates of their respective Acts viz. the

National Environmental Management Act (NEMA) and the Council for the Built Environment Act (CBE Act) to:

- Promote a sustainable built and natural environment.
- Promote ongoing human resource development in the built environment.
- Facilitate participation by the built environment professions and environmental practitioners in integrated development in the context of national goals.
- Promote appropriate standards of health, safety and environmental protection within the built environment.
- Exchange information, experience and best practices on built and natural environment-related matters.
- Promote social and environmental justice by continuously advocating for transformation in the built and natural environment.

Best Wishes

from our Voluntary Associations

The South African Institution of Civil Engineering (SAICE)

The past two years have been unprecedented requiring businesses and organisations to show extraordinary resilience and grit as they chart a course towards a new normal.

This was certainly the case for the South African Institution of Civil Engineering (SAICE) and its members. Even though 2021 has been a tough year, by working collaboratively with government, parastatals, business and the private sectors, SAICE has successfully navigated these tumultuous times. The institution quickly

adapted to a new normal in order to continue to serve its members. Its focus continues to be to build strong relationships with all its stakeholders, to drive the civil engineering industry into the future and to support young engineers as

they embark on their careers. Partnerships with stakeholders including the South African Road Federation, the South African National Roads Agency Limited (SANRAL), Consulting Engineers South Africa (CESA), Engineering Council of South Africa (ECSA), Egis Operation South Africa and Lukhozi Consulting have been key to many of the successes achieved in the past year.

Highlights of the past year have included the SANRAL SAICE 2021 National Awards event, a number of sought after webinars, the awarding of an engineering bursary and the successful 2022 Presidential Inauguration.

On behalf of SAICE we would like to thank all these partners, including our members, government, the world of academia, and both the public and private sectors for their support in the past year.

We look forward to further collaboration as we explore new opportunities in 2022.

From the SAICE Team



Best Wishes

from our Voluntary Associations

HSE Connection

We have reached the end of a strange year after entering another era since the COVID-19 pandemic hit us, or would it be during the extended lockdown. We passed 600 days of lockdown on 18 November 2021 since 27 March 2020. Life has not been the same again.

To those who lost family and friends during this pandemic we extend our deepest sympathies. To those who experience financial difficulties during this pandemic we extend a feeling of "join the club". For those who created jobs for others we extend our sincere appreciation.

At HSE Connection, we have embraced the current difficult financial situation our country experiences and accommodated membership fees to as low as possible at a rate of one fifth of the previous year fees.

In the new year we will continue expanding our services with the accreditation at QCTO and other SETA's to develop our members skill levels.

We created a family feeling that embraced communication and compassion amongst our members which has rubbed off onto the willingness

the SACPCMP has extended to our members.

Looking forward to 2022, HSE Connection, as a team, will get up insanely early and work late; do our best to keep promises, no matter how small.

To our members, the members of the other VA's, the staff of SACPCMP and you the reader, we would like to wish you a happy festive season as you spend time with your families.

**From the
HSE Connection
Team**

We will take action, believe in ourselves and have supreme confidence in whatever we do. We will not think about failure and if we do fail, we will not be afraid or be embarrassed by our failure. We have not thrown in the towel as we keep going by never giving up.



Best Wishes

from our Voluntary Associations



South African Institute of
Occupational Safety and Health

The South African Institute of Occupational Health and Safety (SAIOSH)

2021 Has been an extraordinary year. Sadly, there's been more than 5 million deaths worldwide from COVID-19 and we are seeing a spike of people struggling with long COVID-19. Our hearts are with all of those who lost someone during this pandemic. There's also been a devastating impact on millions of jobs lost.

During these extraordinary times, we are proud to see the extraordinary action that health and safety practitioners have taken to ensure workers safety is of utmost importance, especially in the Built Environment.

The South African Institute of Occupational Safety and Health (Saioosh) is a SAQA recognised Professional Body to register Occupational Health and safety professionals in South Africa in terms of the NQF Act, Act 67 of 2008.

Saioosh is also a Recognised and Accredited SACPCMP Voluntary Association.

Notwithstanding the difficult time that we have experienced during 2021, Saioosh continued to grow its membership. In addition to providing excellent membership services, Saioosh also embarked on the following projects:

- Saioosh established a Technical Committee that reviewed all draft health and safety legislation that were

published for comment in 2021. This included the OHS Amendment Bill,

- Saioosh submitted a motivation to the Minister of Justice and our professional designation "Chartered Member" was enact-

ed as Commissioners of Oath.

- After the riots and looting in Gauteng and KZN, Saioosh

donated R100 000 to Food Forward SA.

Saioosh wishes all Built Environment stakeholders a safe, happy, and peaceful festive season. May 2022 be filled with peace, joy, productivity, and prosperity.

Best Wishes

from our Voluntary Associations

Association of Construction Project Managers (ACPM)



A token of gratitude and appreciation to individual & corporate members and all stakeholders within the public & private sector. We wish to take the opportunity to express our sincerest appreciation for your support over the past year.

Your patronage have been a great source of inspiration and motivation for us as we embark on other initiatives in the new year, we will continue to strive towards excellence as we work everyday towards achieving our vision.

The entire ACPM team is wishing you and your family a joyous Christmas and a safe and prosperous new year.



MERRY
CHRISTMAS
AND HAPPY NEW YEAR

Office closes on 15 December 2021 and will reopen on 12 January 2022



Best Wishes

from our Voluntary Associations



130 Years

Master Builders Association Western Cape (MBAWC)

existence. A remarkable feat in an industry such as ours. We will continue to provide the advocacy, training and support to our members, large or small, that has contributed to our continued relevance for all these years.

It is clear from the recent large building projects initiated by international companies in the Western Cape that our optimism is shared. We welcome this signal of investor confidence and welcome the opportunities that this presents for many of our members.

On behalf of the Management and Staff of the MBAWC, I would like to thank our members who have placed their faith in our Association over the past 130 years and wish you all much success in the years ahead.

On behalf of the MBA Western Cape, I wish all our industry friends every happiness this Holiday Season and throughout the coming year.

Rick Volker
President: MBA Western Cape

The past two years have been unprecedented. The direct impacts of the COVID-19 pandemic at a personal and economic level have been devastating. The indirect economic impacts continue to plague most industries in our country and the industry that we are a part of has not been spared.

In spite of these dire circumstances, the men and women of our industry have continued to show up to building sites all over the country to give of their best. In so doing they have demonstrated the resilience that South Africans pride themselves on.

Regrettably, the pre-pandemic issues stifling the growth of our

industry have not gone away either and these should not be lost sight of.

As an Association we call upon all industry stakeholders to consider our current predicament from a holistic perspective and to commit to the pursuit of sustainable solutions.

In the pursuit of such, industry Associations can play an important role in harmonising the objectives of the public and private sectors. This is vital if we are to re-emerge from the pandemic-induced doldrums with any semblance of success.

The MBAWC remains optimistic and is prepared to rise to this challenge. In 2021 the MBAWC celebrated its 130th year of

Best Wishes

from our Voluntary Associations

Association of Construction Health and Safety Management (ACHASM)

2021 has not been an easy year for South Africa (SA), our economy and the construction sector. Many are still reeling from 2020. We have lost many friends, colleagues and family, not only to COVID-19, but to other diseases too.

We extend our condolences, and hope that you can take solace in the memories you share.

The Association of Construction Health and Safety (H&S) Management (ACHASM) has noted that it has not been business as usual with registration and other matters.

However, as a recognised voluntary association (VA) we will strive to assist our members and others with issues they may have, as well as identifying aspects to improve the sector and the role that H&S plays.

ACHASM will re-establish the two-day symposium in 2022 and look forward to ensuring further hybrid sessions to enable continual professional development (CPD).

We will continue to engage with other stakeholder groups such as the Construction Alliance of SA (CASA) and the Built Environment Professionals of SA (BEPISA).

We will further the role of H&S in the various initiatives across the sector to protect the vulnerable workers and limit the effects of disease, fatalities and injuries.

The Registrar, Jackie Fort, myself and our Directors, Professor John Smallwood and Rowland Adams

would like to take this opportunity wish you all the very best for the holiday season.

May you and your families find comfort in each other and that you can be together to see the end of 2021. May 2022 be all that you wish it to be, successful, healthy, and safe.

**Claire Deacon on behalf of
The ACHASM Team**



SACPCMP

The South African Council for the Project and Construction Management Professions

— CONSTRUCTING NEW PERSPECTIVES —

Fees and charges are for 2022/23 financial year 1 April 2022 to 31 March 2023
in terms of the Project and Construction Management Professions (Act 48 of 2000)

The South African Council for the Project and Construction Management Professions (SACPCMP) is empowered in terms of Section 12 (1) of the Project and Construction Management (Act 48 of 2000) to determine fees and charges payable to the Council. The relevant prescribed fees are set out in the schedule below and come into effect on 1 April 2022.

Schedule: Interpretation

The South African Council for the Project and Construction Management Professions hereby prescribes its schedules of fees for the period 1 April 2022 to 31 March 2023

- Persons registered with the Council in terms of the Act are required to pay the applicable annual fee annually. The Council invoices Registered Persons annually in December.
- In terms of section 20(1) (a) (iii) of the Act the Council may cancel the registration of a registered person if he/she fails to pay the prescribed annual fee or portion thereof within 120 days of it becoming due or within such further period as the Council may allow, either before or after the expiry of the 120 days.
- A 10% administrative penalty fee will be charged on all outstanding annual fees longer than 120 days.
- A registered person, whose registration has been cancelled in terms of clause 2 above, is liable to pay all arrear annual fees and outstanding fees and all applicable charges on application of reinstatement.
- The annual fee for initial registration is calculated on a pro-rata dependent on which month of the year registration takes place.

The fees prescribed herewith include Value Added Tax (VAT)

CATEGORY	APPLICATION FEE	INTERVIEW FEE	EXAMINATION FEE	REGISTRATION FEE	ANNUAL FEES
Professional (PrCM, PrCPM, PrCMe)	R2 742.58	R4 524.04		R1 399.46	R4 639.83
Candidate (CCM, CCPM)	R2 742.58			R1 399.46	R3 590.86
Specified Category: Construction Mentor	R2 742.58	R4 524.04		R1 399.46	R4 183.44
Professional Construction Health and Safety Agent (Pr.CHSA)	R2 742.58	R4 524.04		R1 399.46	R4 639.83
Construction Health and Safety Manager (CHSM)	R1 084.26		R1 266.26	R1 369.91	R3 912.81
Construction Health and Safety Officer (CHSO)	R343.75		R602.03	R301.00	R3 280.90
Candidate Construction Health and Safety Manager	R1 084.26			R1 369.91	R2 933.76
Candidate Construction Health and Safety Officer	R343.75			R301.00	2 933.76
Professional Building Inspectors - PrBl Insp	R327.60	R4 149.60	R1 201.20	R1 419.60	R4 340.70
Certified Building Inspectors - CB Insp	R327.60		R1 201.20	R1 310.40	R3 672.90

(Continued on next page)

Fees and charges are for 2022/23 financial year 1 April 2022 to 31 March 2023
in terms of the Project and Construction Management Professions (Act 48 of 2000)

(Continued from previous page)

APPLICATION FEES FOR VALIDATION OF CPD ACTIVITIES	
Description	Fees
Activities up to half a day	R9 197.38
Activities up to 1 day	R12 861.26
Activities with minimum period of up to 2 days	R17 148.35
Activities with more than 2 days	R20 363.22
Re-Evaluation of existing Programs/ Courses validated by Other Built Environment Councils	R8 418.21
Activities more than 1 week	R8 418.28
Activities more than 2 weeks	R27 301.64

The validation period for all CPD activities is one year.

APPLICATION FEES FOR VALIDATION OF WEBINAR AND CONFERENCE FORMAT CPD ACTIVITIES	
Description	Fees
Activities of Up to half a day	R2 452.64
Activities up to one day	R3 429.66
Activities with minimum period of up to two days	R4 572.89
Activities with period of more than two days	R5 430.19
Re-Evaluation of Existing Programmes/ Courses Validated by Other Built Environment Councils	R2 244.88
Activities more than one weeks	R6 287.61
Activities more than two weeks	R7 280.43

CPD BUNDLES	
CPD BUNDLE 1	R1 587.86
CPD BUNDLE 2	R1 587.86
CPD BUNDLE 3	R1 587.86
CPD BUNDLE 4	R1 587.86
CPD BUNDLE 1-4	R4 446.02
CPD BUNDLE 1-3	R3 334.51
CPD BUNDLE 1-2	R2 223.01

ADVERTISING RATES	
Description	Fees
Shape shifter Full page	1 350.00
Shape shifter half page two column	550.00
Shape shifter half page	850.00
Shape shifter one column strip	450.00
Website	550.00

PROGRAMME ACCREDITATION CATEGORY	
Description	Fees
Re-accreditation of Existing Programmes	R90 391.35
Paper-based Assessment	R27 095.01
Annual Report Assessment Fee	R11 025.00

Fees and charges are for 2022/23 financial year 1 April 2022 to 31 March 2023
in terms of the Project and Construction Management Professions (Act 48 of 2000)

(Continued from previous page)

OTHER APPLICABLE FEES	
Voluntary Association – Annual Fee	R5 248.11
Application Fee - Voluntary Association	R2 624.06
Administrative Fee – Professionals & Candidates	10% Administrative penalty fee will be charged on all outstanding annual fees longer than 120 days
Administrative fee - Script viewing	R115.00
Administrative fee - Assessment outcome viewing	R57.50
Certificate fee	R17.25
RPL – (Pr. CM, Pr. CPM, Pr. CMe, CHSA)	R15 040.00
RPL – (CHSM, CHSO)	R9 661.04
RPL – Specified Category (PrBl Insp, CB Insp)	R9 661.03
Assessment of logbooks (C. CM, C. CPM)	R626.72
Assessment of Logbooks Candidate CHS	R422.63
Appeals Fee	R6 000
CBE Levy (Professional)	R48.30
CBE Levy (Candidate)	R24.15
Reinstatement Penalty Fee	R3 018.75
<p>Re-instatement of De-registered Persons</p> <p>Where a person who was previously registered and whose registration has been cancelled for failing to pay the prescribed annual fee wishes to re-register or reinstate his/her registration, such a person shall, before the application is approved, pay</p> <ol style="list-style-type: none"> 1. The prescribed fee at the time of reinstatement comprising of the annual and registration fee 2. Arrear fees owed up to the time of deregistration 3. Any expenses incurred by the Council in connection with the recovery of any arrear fees and the Council. 	

BANKING DETAILS

BANK	NEDBANK
ACC NAME	The SA Council for the Project and Construction Management Professions
ACC NO	128 406 4557
BRANCH	BUSINESS CENTRAL
BRANCH CODE	128 405

SACPCMP

The South African Council for the Project and Construction Management Professions

— CONSTRUCTING NEW PERSPECTIVES —

The document is downloadable from: www.sacpcmp.org.za

IQ



Innovation and Quality Award 2022

Every year the most outstanding construction projects showcasing **innovation and quality** will be awarded at the ICPMA annual conference!

Who can apply?

Projects or start-up companies with **innovative concepts and solutions for specific challenges**

(Culture, Technology, Stakeholder, Complexity, etc.)

Design and Construction

- Design Features
- Materials
- Construction Techniques
- Logistics
- Digitalisation
- Quality of Delivery

Project Management

- Management Techniques
- Tailored IT-Tools
- BIM
- Life Cycle Engineering
- Team Building
- Quality of Management

How to apply?



What is ICPMA?

A unique worldwide organisation spreading best practice in construction and project management. It is a modern and dynamic forum providing opportunities to network and do business with other professionals on the international stage.

www.icpma.net

Previous winning projects

Global awards celebrating excellence in innovation and quality



Tower Visions, Berlin, Germany



Sejong Smart City, Republic of Korea



The 3D Printed Office of the Future, Dubai, UAE



Lima Airport Development Programme, Lima,



BBC Central Square, Cymru, Wales, UK

Alliance

Award 2022



Every year the most outstanding projects demonstrating excellence in **teamwork and cooperation** in Construction Project Management will be awarded at the ICPMA annual conference!

Who can apply?

Projects considering the 8 principles of **the better way**



People

who believe that working together makes us more effective



Processes

modern techniques used to promote cooperation, not confrontation



Contracts

using clear, fair and concise words to promote mutual respect



Costs

competitive and transparent costs with reasonable profit for all



Quality

as our ultimate goal, to be achieved at an honest price



Lifecycle

creating sustainable projects from start to finish



Time

target dates set professionally, reasonably and jointly



Challenges

identified and resolved with joint responsibility

www.thebetterway.cc

How to apply?

Abstract submission

(100 words)

31st January 2022

Selection

Full application

(6 Pages incl. Graphs)

31st March 2022

Alliance Award

(at the ICPMA conference)

May 2022



What is ICPMA?

A unique worldwide organisation spreading best practice in construction and project management. It is a modern and dynamic forum providing opportunities to network and do business with other professionals on the international stage.

www.icpma.net

Previous winning projects

Global awards celebrating excellence in alliance



Grangegorman,
Dublin, Ireland



Legoland, Nagoya
City, Japan



100 Union Street,
London, England



Namba Betsuin,
Osaka, Japan



Pears Building,
London

SPOT CHECK

for Registration Certificate Authenticity

Ensure the validity and authenticity of the SACPCMP registration certificates you receive by verifying the following points...

As of 1 April 2020, the SACPCMP updated its certificate format. No other certificate formats (including Privy Seal) are currently valid.

Certificates* have a unique QR code which links directly to the SACPCMP's online validation system. Scan this code to see if the name on the certificate matches the name shown by the online validator. If the name on the certificate does not match the online validator, the certificate is not legitimate!

**QR code verification was fully implemented in February 2021. As such, certificates downloaded prior to 05 February 2021 may not show the QR code. This does not affect the validity of the certificate but only the ability to verify via the QR code validator. Where no QR code is present, one can validate the Registered Person associated with certificate using the search/validation links above.*

SACPCMP
The South African Council for the Project and Construction Management Professions
— CONSTRUCTING NEW PERSPECTIVES —

Validation of Registration Status

The South African Council for the Project and Construction Management Professions (SACPCMP) confirms the registration status of

Registered Person's Name

who is currently registered as a

Construction Health and Safety Manager

Registration Number
CHSM/202/2000

The validity period of this registration is from
01 Apr 2021 to 31 Mar 2022

This is issued as an official validation of registration of the individual mentioned herein by the SACPCMP. The South African Council for the Project and Construction Management Professions (SACPCMP) is a juristic person established by Section 2 of the Project and Construction Management Professions Act (Act No.48 of 2000) to regulate Project and Construction Management Professionals.

The use or reproduction of this validation document for any reason other than that the validation of the registration status of the individual mentioned herein is strictly prohibited and offenders will be subject to prosecution.



Registered Person's name and surname: this name can be checked via the online search function via: mypcm.sacpcmp.org.za or mychs.sacpcmp.org.za

Registered Person's official and unique registration number

The validity period of certificates shows for ONE year only, and runs in line with the SACPCMP's financial year. Certificates with a validity date pre-2020 are not legitimate.