



**SOUTH AFRICAN COUNCIL FOR PROJECT AND CONSTRUCTION
MANAGEMENT PROFESSIONS (SACPCMP)**

LOG BOOK FOR REGISTERED CANDIDATES

NAME OF THE CANDIDATE:.....

DURATION OF CANDIDATURE:

REGISTRATION NUMBER:

I: INTRODUCTION

- Describe the whole planning for your candidature and clearly provide the milestones which will be accomplished during the period.
- It is important that your plan should aim at making sure that at least all knowledge areas are covered during your candidature.

II: RECORD OF PRACTICE DURING THE CANDIDATURE PERIOD

- Identified work for Pr.CPM and Pr.CM (which could be found in the SACPCMP Website) and the knowledge areas clearly listed in the SACPCMP application package should be used as the basis of recording practice activities.
- It is compulsory that each activity practice report is signed by a registered supervisor (Pr CPM for Candidate CPM and Pr CM for Candidate CM)
- The following format should be followed when recording practice activities:

Description of the project & duration of the project (commencement and end dates)

Your position in the project:

Description of your professional activities in the project:

Name of your supervisor:

Description of work/activities done & period for the activities

Please note that all registered Candidates must incorporate the hours worked on the Body of Knowledge which should be a minimum of 1600 hours and maximum of 3000 in a three years period.

III:UNDERTAKING BY A CANDIDATE AND REGISTERED PROFESSIONAL

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I the undersigned, hereby state that

- I confirm that the information furnished in this log book is true and correct in every respect.
- I am registered with the SACPCMP as a Pr CPM/Pr CM and I am authorized to sign this log book on behalf of the employer/company.

I understand that

- The information submitted in this log book will be used by the SACPCMP in the assessment process for the above mentioned candidate to assess his/her competency to register as a Professional Construction Project Manager or Professional Construction Manager.

Name and Surname of Candidate.....

Category of the Candidate- CCPM/CCM.....

Registration Number.....Signature.....Date.....

Name and Surname of Registered Professional with SACPCMP

1(Supervisor).....

Category of the Professional CPM/CM.....

Registration Number.....Signature.....Date.....

Name and Surname of Registered Professional with SACPCMP

2(Supervisor).....

Category of the Professional-CPM/CM.....

Registration Number.....Signature.....Date.....

Please note that each Supervisor must complete the undertaking for a specific area of activity practice report. (Make a copy of this page if need be)

TIME ALLOCATION ASSUMPTIONS

1. Focus on the most critical aspects in the project life cycle for accreditation purposes

| PROJECT PHASES | DESCRIPTION | CM EMPHASIS | ALLOCATION OF TIME | CPM EMPHASIS | ALLOCATION OF TIME |
|----------------|---|---|--------------------|---|--------------------|
| 1 | Project Initiation and Briefing | <ul style="list-style-type: none"> • Planning, integration and scoping | 10% | Planning, integration and scoping | 20% |
| 2 | Concept and Feasibility | <ul style="list-style-type: none"> • Planning, Integration and scoping | 25% | Planning, integration and scoping | 20% |
| 3 | Design Development | <ul style="list-style-type: none"> • Scope • Time • Cost • Quality • Communication • Risk | 20% | <ul style="list-style-type: none"> • Scope • Time • Cost • Quality • Communication • Risk | 40% |
| 4 | Tender Documentation and Procurement | <ul style="list-style-type: none"> • Communication • Cost • Risk | 10% | <ul style="list-style-type: none"> • Communication • Cost • Risk | 10% |
| 5 | Construction Documentation and Management | | 30% | | 5% |
| 6 | Project Close Out | | 5% | | 5% |