**South African Council for the Architectural Profession**

**PROFESSIONAL PRACTICE EXAMINATION**

**25 MARCH 2020**

**PAPER 1**

* This is closed book paper.
* Candidates must answer all questions.
* Total marks for paper 1 – **150 marks**
* Time allowed for paper 1 – **3 hours**
* Pass mark – **55%** in either paper, and an average of **60%** for the two papers combined
* Please ensure that each exam book that you use displays your correct **EXAMINATION NUMBER** for identification purposes.
* No reference material, cell phones, programmable calculators, laptops and/or other electronic equipment will be permitted in the examination room.

**QUESTION 1** *25 marks*

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| 1.1 | What is the name of the statutory body that was formed to ensure uniform application of norms and guidelines set by the councils for the professions throughout the built environment? | (2) |
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| 1.2 | What is the name of the statutory body tasked to implement an integrated strategy for the reconstruction, growth and development of the construction industry? | (2) |
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| 1.3 | Provide the full name, number and year of origin of the Act that established the South African Council for the Architectural Profession (SACAP). | (4) |
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| 1.4 | Under this Act, SACAP was established as a \_\_\_\_\_\_\_\_\_\_ person. | (2) |
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| 1.5 | Describe two activities that SACAP undertakes in order to enact its functions.  | (6) |
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| 1.6 | Who appoints the SACAP Registrar? | (1) |
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| 1.7 | Aside from adhering to SACAP registration requirements, identify three reasons for engaging in Continuing Professional Development as an architectural professional. | (6) |
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| 1.8 | Which two bodies are recognised by the SACAP Council for the purposes of offering appropriate learning for Category 1 Continuing Professional Development activities? | (2) |
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**QUESTION 2** *30 marks*

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| 2.1 | What are the three words used to describe the manner in which a registered person is expected to act as part of the overriding obligation under the rules of the SACAP Code of Professional Conduct? | (6) |
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| 2.2 | In terms of the rules of the SACAP Code of Professional Conduct, what three factors determine the type of architectural practice that may be formed? | (6) |
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| 2.3 | Identify six terms of the appointment of an architectural professional that must be clearly set out in writing in terms of the rules of the SACAP Code of Professional Conduct. | (12) |
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| 2.4 | What is the difference between the terms 'registered principals' and 'registered professional' as found in the SACAP Code of Professional Conduct? | (4) |
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| 2.5 | Is it correct or incorrect to state that an architectural practice must be registered with SACAP? | (2) |
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**QUESTION 3** *40 marks*

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| The standard ("full") scope of an architectural professional’s service is to fulfil the roles and obligations of architectural professional, principal consultant and principal agent. You have been approached by a client to carry out architectural services on a new office building with a very limited timeframe and are being faced with numerous questions from the client regarding your roles on the project. The client is unfamiliar with the processes involved in designing a building and has questioned your roles and the need for your service in work stage 3 over and above the work in work stage 2. |
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| 3.1 | In response to the client’s queries, provide an outline of two different obligations of the architectural professional, principal consultant and principal agent on the project (two obligations for each role). | (6) |
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| 3.2 | The client does not fully understand the difference between your service in work stage 2 and work in work stage 3. In order to explain, identify the titles for these two work stages plus the proportion of the total fee to be allocated to each. To differentiate between work stage 2 and 3, describe two aspects of the service you will provide for each. | (16) |
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| 3.3 | Identify six of the parameters on which the SACAP guideline fees and disbursements for architectural services are based. | (6) |
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| 3.4 | What should occur if any of the above parameters materially change? | (4) |
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| 3.5 | Why does one indicate that fees would be due for each work stage? What would be the alternative? | (4) |
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| 3.6 | In a project with a limited timeframe, what option may be considered in the provision of architectural services and what would be the impact of selecting such option? | (4) |
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**QUESTION 4** *30 marks*

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| 4.1 | Identify four advantages of entering into a standard form of Professional Service Agreement with a client. | (8) |
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| 4.2 | Identify five risks inherent in agreeing to provide architectural services on a project at risk. | (10) |
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| 4.3 | Indicate whether the following statements regarding the services of an architectural professional are correct or incorrect. Provide a motivation for each. |
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| 1. | Professional Indemnity insurance must be provided by the architectural professional. | (3) |
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| 2. | The architectural professional will manage the contractor during construction. | (3) |
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| 3. | The service must be comparable to what another architectural professional would provide under the same circumstances during the same period of time. | (3) |
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| 4. | The contractor is not permitted to contribute to the services provided during the design work stage. | (3) |
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**QUESTION 5** *25 marks*

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| 5.1 | Identify five architectural services that qualify for additional professional fees. | (10) |
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| 5.2 | Which form of business entity would one consider when forming a newly established architectural practice? | (3) |
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| 5.3 | Identify three forms of legislation to be considered when formalising an architectural practice as a business entity. | (6) |
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| 5.4 | Identify three ways in which one could appoint an employee in order to obtain additional personnel resources. | (6) |
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