



- Candidates are required to answer **ALL** the questions.
- Questions must be answered in **SEQUENCE**. Ensure that your answers are clearly **NUMBERED**.
- This is a **CLOSED BOOK** paper. No notes, supplementary documents or online referencing is permitted.
- All answers must be **in your OWN words** where appropriate.
- Candidates must take note of the mark allocation of each question in order to provide enough information in their answers.
- Where answers are duplicated between candidates, plagiarised, or copied, **ZERO** marks will be granted.
- Take note that duplicated, plagiarised and/or copied answers may be subject to further investigation, penalties and/or disciplinary action.
- Total marks for paper one - **150 marks**
- Pass mark - a minimum of **50%** in each of the two papers.
- Time allocation - **3 hours**

QUESTION 1 - Definitions

10 marks

1.1	With reference to the Architectural Profession Act 44 of 2000, provide the definition of the following terms:	
1.1.1	“this Act”	(1)
	1.1.1 “this Act” - includes any notice, order or rule issued or made under the Architectural Profession Act 44 of 2000;	
	<i>Discretion to be used. Answer should indicate that the term this ‘Act’ is with reference to the Architectural Professional Act and any part thereof associated within the contents of it</i>	
1.1.2	“actively practice”	(1)
	1.1.2 ‘actively practice’ - means to practise on an ongoing basis in one of the categories contemplated in section 18, and includes a person qualified in the architectural profession who is employed by any sphere of government or an educational institution	
1.1.3	“CBE”	(1)
	1.1.3 ‘CBE’ - means the Council for the Built Environment Act No 43 of 2000;	
1.1.4	“council”	(1)

	1.1.4 “council”- means the South African Council for the Architectural Profession established by section 2;	
1.1.5	“voluntary association” 1.1.5 “voluntary association” - means any voluntary association recognised by the council in terms of section 25.	(1)
Reference : Architectural Profession Act No. 44 of 2000		

1.2	What are 2 (two) of the stated purposes of the Architectural Profession Act 44 of 2000? Provide full sentences	(2)
	<p>Any of the 2 below:</p> <ul style="list-style-type: none"> • To provide for the establishment of a juristic person to be known as the South African Council for the Architectural Profession; • to provide for the registration of professionals, candidates and specified categories in the architectural profession; • to provide for the regulation of the relationship between the South African Council for the Architectural Profession and the Council for the Built Environment; • and to provide for matters connected therewith. <p>Reference : Architectural Profession Act No. 44 of 2000</p>	
1.3	Name two powers of the Council as per the Architectural Profession Act 44 of 2000 regarding fees and charges.	(2)
	<p>Any 2 of the below:</p> <p>(1) The council may, with regard to fees and charges, which are payable to the council, determine—</p> <p>(a) application fees;</p> <p>(b) registration fees;</p> <p>(c) annual fees, or portion thereof, in respect of a part of a year;</p> <p>(d) the date on which any fee or charge is payable;</p> <p>(e) the fees, or portion thereof, payable in respect of any examination referred to in section 19, conducted by or on behalf of the council;</p> <p>(f) any charge payable for the purposes of the education fund referred to in section 15(5);</p> <p>(g) fees payable for a service referred to in section 14(c);</p> <p>(h) the fees payable for an appeal in terms of section 24(1); or</p> <p>(i) any other fee or charge it considers necessary</p>	

	Reference: Architectural Professional ACT 44 of 2000 , Powers of council with regard to fees and charges, Item 12, page 5	
1.4	As stated in the Architectural Profession Act No. 44 of 2000, when the Council reports to the CBE, within how many months from the close of the financial year must a report regarding its activities be provided? Provide your answer in a full sentence	(1)
	<ul style="list-style-type: none"> The council must, within six months from the close of each financial year, provide the CBE with a report regarding its activities during that financial year, for the purpose of section 4 of the Council for the Built Environment Act, 2000 	

QUESTION 2 - Mixed Method Questions

20 mark

2.1	<p>State whether the following statement is True or False:</p> <p>Amongst other responsibilities of the Council, The council has administrative powers that determines the remuneration and allowances payable to the members or members of any committee of the Council after consultation with the CBE.</p> <p><i>answer: True</i> <i>Act 44 of 2000</i></p>	(1)
2.2	<p>In terms of the Act known as the Council for the Built Environment No. 43 of 2000, List FOUR (4) objects of the council</p> <p>Select any 4 of the below:</p> <p><i>I. promote and protect the interests of the public in the built environment;</i> <i>II. promote and maintain a sustainable built environment and natural environment;</i> <i>III. promote ongoing human resource development in the built environment;</i> <i>IV. facilitate participation by the built environment professions in integrated development in the context of national goals;promotegoals; promote appropriate standards of health, safety and environmental protection within the built environment;</i> <i>VI. promote sound governance of the built environment professions;</i> <i>VII. promote liaison in the built environment in the field of training, both in the Republic and elsewhere, and to promote the standards of such training in the Republic;</i></p> <p><i>VIII_serve as a forum where the representatives of the built environment professions may discuss the relevant–</i></p> <p><i>(i) required qualifications;</i> <i>(ii) standards of education;</i> <i>(iii) training and competence; 30</i> <i>(iv) promotion of professional status; and</i> <i>(v) legislation impacting on the built environment; and</i> <i>(i) ensure the uniform application of norms and guidelines set by the councils for the professions throughout the built environment.</i></p> <p>Reference : REPUBLIC OF SOUTH AFRICA , GOVERNMENT GAZETTE, ACT No 43 of 2000, Council for the Built Environment, Objects of council, item 3.</p>	(4)
2.3	Identify under which category each of the following activities would fall when claiming CPD credits:	(3)

<p>Only 1 (one) answer is acceptable for each question:</p>												
	<p>i. Membership at one of the approved Voluntary Associations (VA's)</p>	<p>Category 3</p>										
	<p>ii. Attending a workshop on the JBCC presented by one of the VA's</p>	<p>Category 1</p>										
	<p>iii. Practising architecture while employed at an architectural practice</p>	<p>Category 2</p>										
2.4	<p>Continuing Professional Development (CPD) is required to qualify for the renewal of registration with SACAP.</p> <p>In your own words, describe TWO (2) benefits of regularly attending and engaging in CPD courses and activities</p> <p>Any 2 of the below (2 marks)</p> <ul style="list-style-type: none"> • Staying informed on the latest developments in material technology etc. • Understand how calculations / regulations work • Gaining new knowledge/understanding/skills in a certain topic • Furthering your education 	(2)										
2.5	<p>Select ONE of the following abbreviations that represent an organisation that is NOT a Voluntary Association (VA)</p> <p>Select ONE (1) from the following list</p> <table border="1"> <tr> <td>A</td> <td>SAIA</td> </tr> <tr> <td>B</td> <td>SAIAT</td> </tr> <tr> <td>C</td> <td>FACE</td> </tr> <tr> <td>D</td> <td>SAIBD</td> </tr> <tr> <td>E</td> <td>SACAP</td> </tr> </table> <p>answer: E</p>	A	SAIA	B	SAIAT	C	FACE	D	SAIBD	E	SACAP	(1)
A	SAIA											
B	SAIAT											
C	FACE											
D	SAIBD											
E	SACAP											
2.6	<p>In terms of Board Notice 27 OF 2021, Identification of Work for the Architectural Profession. , Categories of registration, Section 18 (1) of the Architectural Profession Act prescribes four categories of <i>Professionals</i>. List these Four Categories</p> <p>Answer</p> <ol style="list-style-type: none"> I. Professional Architect (PrArch.) II. Professional Senior Architectural Technologist (PrSArchT.) III. Professional Architectural Technologist (PrArchT.) IV. Professional Architectural Draughtsperson (PrArchDraught.) 	(4)										

2.7	As per Board Notice 7 OF 2021, Code of Conduct for Registered Persons, Architectural Profession Act 44 of 2000. Name any FIVE of the eight rules of Professional Conduct (headings only).	(5)
	<p>Answer:</p> <p>Rule 1 – Integrity</p> <p>Rule 2 – Competency</p> <p>Rule 3 – Honest promotion of services</p> <p>Rule 4 – Administrative functions</p> <p>Rule 5 – Establishment of architectural practice</p> <p>Rule 6 – Public interest and environmental protection</p> <p>Rule 7 – Regulation of foreign architectural professionals</p> <p>Rule 8 - Disciplinary procedures</p>	

QUESTION 3 - Case Study + Fee Calculation
marks

20

SECTION A - CALCULATION

[10]

3.1	Mr Dladla, has a 250 square meter plot at 321 Farm scene Drive, Ballito , ERF 21005 . They require you to provide a quote for the design of his new home. He plans to build a low complexity single story home with a budget of R1,500,000.00 for construction. (Excluding VAT and professional fees).	
	<p>With reference to SACAP’s Guideline for Professional Fees ((Board Notice 307 Of 2022), using the extract below (Table 1) , calculate the Following:</p> <p>3.1.1 The Professional fee, using the project Cost-base fee method for the standard (full) scope of architectural services. (Calculations based on the highlighted row).</p> <p>3.1.2 Professional Fee , including VAT at 15%</p> <p>3.1.3 The Standard Service which is generally divided into 6 work stages,</p> <ul style="list-style-type: none"> • Name each work stage and • Calculate the Professional Fee Portion per the stage (Including VAT amount). 	<p>(2)</p> <p>(1)</p> <p>(7)</p>

Hint : Use the following formula for calculating Professional fee

Professional Fee = Primary Fee + Secondary Fee (Value of works – Column E) x % (column D)

TABLE BELOW: Low Complexity

LOW COMPLEXITY					
Cost Bracket	Value of works		Primary Fee	Plus, secondary fee	
	From	To		Add %	On balance over
	A	B	C	D	E
1.	1	200 000,00	11 341,85	17,53%	1
2.	200 001,00	650 000,00	46 393,33	16,85%	200 001,00
3.	650 001,00	2 000 000,00	122 193,97	12,43%	650 001,00
4.	2 000 001,00	4 000 000,00	289 927,74	10,83%	2 000 001,00
5.	4 000 001,00	6 500 000,00	506 559,80	10,55%	4 000 001,00
6.	6 500 001,00	13 000 000,00	770 251,28	9,16%	6 500 001,00
7.	13 000 001,00	40 000 000,00	1 365 321,64	8,86%	13 000 001,00
8.	40 000 001,00	130 000 000,00	3 755 421,23	8,85%	40 000 001,00
9.	130 000 001,00	260 000 000,00	11 717 437,86	8,28%	130 000 001,00
10.	260 000 001,00	520 000 000,00	22 475 739,42	8,08%	260 000 001,00
11.	520 000 001,00	1 040 000 000,00	43 501 431,14	7,88%	520 000 001,00
12.	1 040 000 001,00	0	84 483 711,59	7,28%	1 040 000 001,00

Answer

3.1.1 Professional Fee = Primary + Secondary Fee

$$= R122\ 193,97 + (R1,500,000.00 - R650\ 001.00) \times 12.43\%$$

$$= R122\ 193,97 + R849\ 999.00 \times 12.43\%$$

$$= R122\ 193,97 + 105\ 654,88$$

$$= R227\ 848.85 \text{ (excl. VAT)}$$

3.1.2 $R227\ 848.85 \times 15\% = R\ 34\ 177.33$

$$R227\ 848.85 + R\ 34\ 177.33 = R\ 262\ 026.18 \text{ (incl VAT)}$$

3.1.3

Stage 1 - Inception - $R227\ 848.85 \times 2\% = R5240.52$ (incl VAT)

Stage 2 - concept and viability - $R227\ 848.85 \times 15\% = R39\ 303.93$ (incl VAT)

Stage 3 - Design development- $R227\ 848.85 \times 20\% = R52\ 405.24$ (incl VAT)

Stage 4.1 - Document and Procurement - $R227\ 848.85 \times 10\% = R26\ 202.62$ (incl VAT)

4.2 - Procurement & Procurement (Tender) -R227 848.85 x 20% = R52 405.24 (incl VAT)

Stage 5 - Construction -R227 848.85 x 30% = R78 607.85 (incl VAT)

Stage 6 - Close out - R227 848.85 x 3% = R7 860.79 (incl VAT)

Example based on Guideline of fees,

Reference: South African Council for the Architectural Profession, (Board Notice 307 Of 2022), Guideline for Professional Fees in terms of Section 34 (2) of the Architectural Profession Act, 2000 Act 44 of 2000 ("the Act"),

SECTION B – DOCUMENTATION

[10]

<p>3.2</p>	<p>Mr. Dladla is happy with your Fee Quotation and would like to appoint you for the fullArchitectural services. Describe/list 5 key elements found in the Client-Professional Project Agreement for low Complexity Architectural Projects that you would include in your agreement.</p> <p>Answer</p> <p>3.2</p> <ul style="list-style-type: none"> • Contracting parties • Scope of works • Services to be provided • The allocation and limitation of responsibilities • Fee payable for the work or services, the method of calculation (if appropriate/ applicable), and the stage(s) at which such fees will be payable. • Budget or other cost limit for the project, work, or service and the method and implication of estimating costs • Provision for dispute resolution • Provisions for termination of the agreement • Professional indemnity insurance details • Signature <p>SACAP - CLIENT-PROFESSIONAL PROJECT AGREEMENT FOR LOW COMPLEXITY ARCHITECTURAL PROJECTS</p> <p><i>SACAP Guideline for Professional Fees SAIA Study Aid 14.2</i></p>	<p>(5)</p>
<p>3.3</p>	<p>Having proceeded with your services up until work stage 4, you are now preparing to submit drawings and documentation to the local authorities for building plan approval before construction commences. Identify FIVE (5) documents that must be provided to the local authorities in order for your submission to be capable of being approved</p> <p>[5]</p>	<p>(5)</p>
	<p>Any 5 of the following (1 mark each):</p>	

Title deed
SG diagram
Zoning certificate
Sewerage slip
SANS 1400 forms
SACAP certificate
Fenestrations/XA certificate
— Council submission form (*differs according to council*)

— Water and lights account/municipal bill (*not applicable at all councils*) Special power of authority (*not applicable at all councils*)

In addition, the following may apply:

- A full set of drawings (*but not just the word "plans"*)

Site Development Plan (SDP)

- Comments from effected parties another party
- Building line relaxation / servitude encroachment
- Application for permission (*height, building in restricted areas, coverage*)

Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, May 2021 , PAPER 1 – MEMORANDUM, rev 2, Question 5.2

(Note – the above is a compilation from NBR, SANS and Local authority requirements)

QUESTION 4 - Case Study + Fee Calculation

17 marks

Mr Nyambose has approached you to provide architectural services for a project in South Beach that entails converting an existing apartment building into short-term stay AirBnb units.

After using AI Chatbot, EstimatorGPT, it has estimated that a reasonable budget for the project is approximately R 25,000,000.00 (excluding VAT and professional fees)

Due to the nature of the project, Mr Nyambose has asked you to provide a fee proposal for the standard (full) scope of professional services for the project and will then decide on how he would like to proceed.

The fees for your services will be project cost-based and will be in line with the SACAP Guideline for Professional Fees (Board Notice 172 of 2021).

4.1	<p>Calculate the proposed professional fees for this project, including and excluding VAT. An extract from the SACAP Guideline for the appropriate level of complexity is provided.</p>	(7)
	<p>Show for each stage the Professional Fee apportionment including VAT at every stage (10)</p>	
	<p>SACAP Guideline for Professional Fees SAIA Study Aid 14.2</p>	

extract from Board Notice 172 of 2021: TABLE 3: HIGH COMPLEXITY					
Cost Bracket	Value of works		Primary Fee	Plus, a secondary fee	
	From	To		Add %	On balance over
	A	B	C	D	E
1	1.00	200 000.00	13 970,41	21,59%	1.00
2	200 001.00	650 000.00	57 145,33	20,75%	200 001.00
3	650 001.00	2 000 000.00	150 513,36	15,30%	650 001.00
4	2 000 001.00	4 000 000.00	357 120,69	13,34%	2 000 001.00
5	4 000 001.00	6 500 000.00	623 958,89	12,99%	4 000 001.00
6	6 500 001.00	13 000 000.00	948 762,87	11,28%	6 500 001.00
7	13 000 001.00	40 000 000.00	1 681 745,30	10,90%	13 000 001.00
8	40 000 001.00	130 000 000.00	4 625 768,63	10,90%	40 000 001.00
9	130 000 001.00	260 000 000.00	14 043,09	10,19%	130 000 001.00
10	260 000 001.00	520 000 000.00	27 662,76	9,96%	260 000 001.00
11	520 000 001.00	1 040 000 000.00	53 218,25	9,71%	520 000 001.00
12	1 040 000 001.00		104 453,52	8,98%	1 040 000 001.00

STEP 1 - PRIMARY & SECONDARY FEE		
PRIMARY FEE	R 1 681 745,30	(1)
R 25 000 000.00 – R 13 000 001.00	R 11 999 999.00	
10.90% of Balance Over (R 11 999 999.00 x 10.90%)	R 1 307 999.891	(2)
SECONDARY FEE	R 1 307 999.891	

STEP 2 - SPECIAL ADJUSTMENT – ALTERATIONS & ADDITIONS		
PRIMARY PLUS SECONDARY FEES (R 1 681 745,30 + R 1 307 999.891)	R 2 989 745,191	(1)
30% for ALTERATIONS (R 2989 745, 191 x 30%)	R 896 923, 5573	(1)
(PRIMARY + SECONDARY + 30%) or (PRIMARY + SECONDARY) x 130%	R3 886 668, 7483	(1)

STEP 3 - FINAL PROFESSIONAL FEE, incl & excl VAT		
VAT @ 15% (R 3 886 668,7483 x 15%)	R 583 000, 312245	
PROFESSIONAL FEE (excl. VAT)	R3 886 668, 7483	
PROFESSIONAL FEE (incl. VAT) (R 583 000, 312245 + R3 886 668,7483)	R 4 469 669, 060545 = R 4 469 669, 06	(1)

APPORTIONMENT OF PROFESSIONAL FEE PER WORK STAGE

WORK STAGE	%	mark	FEE incl. VAT	mark
1. Inception	2%	(0.5)	R 89 393, 3812	(1)
2. Design Concept	15%	(0.5)	R 670 450, 3590	(1)
3. Design Development	20%	(0.5)	R 893 993, 8120	(1)
4.1. Documentation	10%	(0.25)	R 446 966, 9060	(1)
4.2. Procurement	20%	(0.25)	R 893 993, 8120	(1)
5. Contract Administration	30%	(0.5)	R 1 340 900, 7180	(1)
6. Close-Out	3%	(0.5)	R 134 090, 0718	(1)

NB. Candidates may experience that after adding up the totals, it does not come to the Professional fee original answer. This is excusable and we are primarily looking for only the amounts above. The answers above must be rounded off to 2 decimal places.

QUESTION 5 - Case Study

30 marks

5.1	Mr Joseph Ndlovu has appointed your firm to design an exclusive 5 star resort in Cape Town. You have completed stages 1 to 4a, (with the written signature of the client for the first two stages only) and have set a meeting with Mr Ndlovu to get his signature for the relevant council submission drawings and documents.	[15]
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	During the meeting, the client claims that he did not sign off on the design development drawings, and that he still wanted to make changes to the design.	
5.1.1	Mr Ndlovu threatens to lay a complaint against you for continuing with council submission drawings without his approval. Based on the SACAP Code of Professional Conduct – Board Notice 7 of 2021, do you believe he has a valid claim?	(2)
	5.1.1. Yes , board notice 7 of 2021, code of conduct for registered persons, rule 4 administrative functions , states : shall ensure that at the completion of each milestone the client signs off where the scope of work involves more than one stage;	
	SACAP The Code of Professional Conduct – Board Notice 7 of 2021	
5.1.2	In your own words describe Two systems you would put in place to ensure that this kind of situation does not occur in the future?	(4)
	5.1.2 <ul style="list-style-type: none"> • Ensure that clients sign document register to prove that they received the drawings. • Keep electronic records of communication of client approvals and comments. • Have clients physically sign off on the drawings in each stage. 	
	Reference: South African Council for the Architectural Profession, professional practice examination, may 2023 , paper 1 – memorandum, question 5.2	
5.1.3	You submit all the relevant drawings and documentation to the local authority. The local authority has given feedback after eight weeks requesting further Environmental studies before they can sign off on the proposed design. Mr Ndlovu is furious that more documents /reports are required and once again threatens to lay a complaint against you at SACAP for not performing your work within a reasonable time. According to the SACAP Code of Professional Conduct – Board Notice 7 of 2021, what is your responsibility as the appointed professional once it becomes clear that there are issues that may affect the project?	(4)
	5.1.3 “Shall keep the client informed IN WRITING about the progress on work undertaken on their behalf within reasonable time and of any issue which may significantly affect its quality or cost, and any other considerations which may substantially affect the project”	
	BOARD NOTICE 7 OF 2021, CODE OF CONDUCT FOR REGISTERED PERSONS Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, May 2023 , PAPER 1 – MEMORANDUM, Question 5.4	
5.1.4	Who would be responsible for the appointment of an environmental specialist in this instance?	(2)
	5.1.4 The client	
	Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, May 2023 , PAPER 1 – MEMORANDUM, Question 5.5	

5.1.5	Can an Architectural Professional guarantee that a client's building plans will be approved by the local authority?	(3)
	5.1.5 No, an architectural professional cannot guarantee approval of the building plans by the local authority. An architectural professional will prepare building plans with due skill and competence and ensure that building plans comply with building regulations and standards. However, he or she cannot guarantee that the local authority will approve the building plans	
	SACAP FAQ SACAP The Code of Professional Conduct – Board Notice 7 of 2021 Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, May 2023 , PAPER 1 – MEMORANDUM, Question 5.6.3	
5.2	You are a Professional Senior Architectural Technologist and were appointed by Mr Kalebo Mokonoto to design a house in Rustenburg. You entered a client – professional project agreement for architectural services with Mr Mokonoto.	[15]
5.2.1	Name six responsibilities of Mr Mokonoto in terms of the client – professional project agreement.	(5)
	<ol style="list-style-type: none"> 1. Give the architectural professional the <u>authority</u> to act as the client's agent when performing their duties. 2. Clearly and timeously provide the architectural professional with the requirements of the project, including the accommodation schedule, desired level of quality, and financial and time constraints. 3. Provide the architectural professional with copies of the title deeds, diagrams, lease conditions, and details of all related constraints concerning the project. 4. Appoint a land surveyor to provide the architectural professional with a survey drawing and any certificates related to that. The survey drawing will establish site boundaries, beacons, datum levels, and such other features as may be relevant. 5. Provide the architectural professional with all available and pertinent data relating to existing building(s). 6. Allow the architectural professional reasonable time within which to execute their services. 7. Promptly provide the architectural professional with information as required, and make themselves reasonably available for meetings during all stages of the project. The client shall timeously respond to all reports, proposals, estimates and other related documents presented to them, or otherwise appoint a representative authorised to make such decisions in their place. 8. Review the plans and specifications submitted by the architectural professional, and verify that their requirements were interpreted to their satisfaction and that the building will be suitable for the intended use and/or purpose. 9. Appoint consultants to provide specialist services on aspects of the project as agreed with the architectural professional, and review whether the consultants' professional indemnity insurance is adequate. 10. Instruct such consultants to cooperate with the architectural professional, and give the architectural professional the authority to instruct such consultants. 11. Provide within 14 (fourteen) days: <ul style="list-style-type: none"> ▪ proof that capital is available for the project. ▪ an acceptable guarantee for the payment of the architectural professional's fees and reimbursements. 12. Analyse and manage the financial feasibility of the project, and verify the financial position of all contracting and consulting parties. review and accept the 	

	<p>adequacy of sureties, warranties, guarantees or insurance policies relevant to the works.</p> <p>13. Pay the architectural professional within 30 (thirty) days of presentation of their invoice.</p> <p>14. Pay costs relating to all required approval processes, and accept that the architectural professional cannot instruct the contractor to start construction before all required approvals have been obtained. The consequences of such an instruction to the contractor to proceed shall be for the account of the client.</p> <p>15. Prepare the safety specification and perform all duties in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), or appoint a specialist consultant to undertake these tasks.</p> <p>16. Indemnify the architectural professional against all claims by third parties, which arise out of or in connection with services rendered under this agreement, which exceed the maximum amount of professional indemnity in SECTION 8, as well as for the full amount of any such claims after the liability period has lapsed.</p> <p>17. Indemnify the architectural professional against new instructions issued by the client after the scope of work has been agreed to.</p>	
5.2.2	You were partially appointed to provide the working drawings. Are you entitled to liaise with the contractor and local council in terms of the approval of the final plans, budget, material costs and project scope?	(3)
	<p>5.2.2 No</p> <p>The architectural professional shall (in terms of the agreed scope of services) not exceed the scope of authority given to them as the client's agent in terms of this agreement and the contract between the client and the contractor.</p>	
5.2.3	Mr Mokonoto hold you responsible for the financial viability of the project, cost of the steel re-enforcing used by the contractor and for the professional fees of the electrician and gas installers. How do you respond in terms of the client – professional project agreement.	(3)
	<p>Answer:</p> <p>The architectural professional shall not be responsible for:</p> <p>5.2.3.1. the financial viability of the project.</p> <p>5.2.3.2. the services provided by, or performance of other consultants and third parties, or any consequences thereof, or for fees due to them.</p> <p>5.2.3.3. any material, component, system, specialist design, or workmanship not performing in accordance with the claims of the manufacturers, suppliers, contractors or subcontractors.</p>	
5.2.4	<p>Mr Mokonoto indicated that he is securing a second bond and will be able to pay you at the end of the following month. You submit the plans and pay for the approval of the plans at the local council.</p> <p>Mr Mokonoto pays you for your professional fees, but refuses to reimburse you for the submission fees paid by yourself to the local council.</p>	(4)

	Indicate what the professional fees consist of and if it includes submission fees for the approval process. Indicate if you have a right to claim the submission fees from Mr Mokonoto or is it part of your professional fees?	
	<p><i>5.2.4 Answer:</i></p> <p><i>The client agreed to pay the architectural professional fees for the services as detailed in the client – professional project document.</i></p> <p><i>The current Professional Fees Guidelines and the Framework for the Professional Fees Guidelines, published annually by SACAP, form the basis for the calculation of fees and reimbursements, based on the scope of services, scope of the project, project programme, project cost, appointment of other consultants, and of the contractor.</i></p> <p><i>The amounts in the above mentioned documents, does not include charges for the necessary approval processes. The client needs to pay these amounts in addition to the professional fees indicated above.</i></p>	

QUESTION 6 – The Business of Architecture

16marks

6	Ms Maggie Ferman, one of your friends, is registered as a candidate Architectural Technologist. Maggie recently opened her own architectural practice called “MF Designs.”	
6.1.	In your own words, explain to Maggie why she is not permitted <u>to</u> open her own practice if she is still a candidate	(2)
	<i>6.1 A person registered in the category of a candidate shall not establish an architectural practice, act as a principal or a shareholder in an architectural practice.”</i>	
6.2	Maggie has written her PPE and has successfully registered with SACAP as a Professional Architectural Technologist. She has asked for your advice on registering her practice with CIPRO which will specialise in residential architecture, Name TWO types of business entities that would be appropriate to register ?	(4)
	<p><i>6.2</i></p> <ul style="list-style-type: none"> ● <i>Sole Proprietorship (2)</i> ● <i>Partnership (2)</i> ● <i>Proprietary limited company (2) OR Pty (Ltd) (1)</i> ● <i>Public Company (2)</i> ● <i>Close Corporation (1) as you cannot register a new one, but can purchase an existing CC</i> ● <i>Non-profit Company (0)</i> ● <i>State owned company (0)</i> ● <i>Personal Liability Company (2) Inc (1)</i> 	

	Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, October 2021 , PAPER 1 – MEMORANDUM, Question 8.5.1	
6.3	You noticed on social media that Maggie posted a photo of the first set of drawings she prepared for submission to the local authority. The title block is clearly visible in the photo, showing the address, name, and identity number of the client. In your own words, explain why this is incorrect in terms of the Protection of Personal Information (POPI) Act (4 of 2013). (4 marks answer)	(4)
	NOTE: Answers may include the following – or in a similar vein Note if these exact answers are given only 0 mark is given as it is PLAGIARISED: Because of the POPI Acta privacy law, that safeguards the integrity and sensitivity of private information. Companies are required to carefully manage the data capture and storage process of Personal Information. personal information” means information relating to an identifiable, living, natural person, and where it is applicable, an identifiable, existing juristic person, including, but not limited to any identifying number, symbol, e-mail address, physical address, telephone number, location information, online identifier or other particular assignment to the person:”	
6.4	In your own words, describe THREE (3) steps to safeguard the personal information of clients	(3)
	Answer 6.4 NOTE: The merit of each candidate’s answer is to be evaluated individually. - Gain client’s approval to utilize their personal information e.g., on forms for council submission etc. - Ensure that all personal information is secured, saved in such a manner that someone else cannot gain access to it in your office. - Lock up hardcopy documents so that it is not lying around for the public to see when visiting your offices	
	Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, October 2021 , PAPER 1 – MEMORANDUM, Question 8.3	
6.5	Maggie’s architectural practice has an annual revenue less than ONE million rand.	
	6.5.1 Explain to Maggie the TWO (2) types of VAT registration and a reason why she should register her company for Value Added Tax (VAT) at SARS?	(2)
	6.5.1 <ul style="list-style-type: none"> • “Compulsory Registration: It is mandatory for a business to register for VAT if the total value of taxable supplies made in any consecutive twelve-month period exceeded or is likely to exceed R1 million. The business must Register for VAT on eFiling or complete a VAT 101 – Application for Registration form and submit it to the local SARS branch within 21 days from date of exceeding R1 million. • Voluntary Registration: A business may also choose to register voluntarily for VAT if the value of taxable supplies made or to be 	

		made is less than R1 million but has exceeded R50 000 in the past period of 12 months. “ Benefits of claiming back monies spent by the company on VAT	
		Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, October 2021 , PAPER 1 – MEMORANDUM, Question 4.4.2	
	6.5.2	Is she required to add Value Added Tax (VAT) to invoices to her clients? (answer "YES" or "NO")	(1)
		Answer 6.5.2 No	
		Reference: South African Council for the Architectural Profession, PROFESSIONAL PRACTICE EXAMINATION, October 2021 , PAPER 1 – MEMORANDUM, Question 4.4.1	

QUESTION 7 – Professional title and the difference between categories 25 marks

7	<p>Mr. Nyambose is keen on having his future home designed by an architect. He later learns that someone with the title of Senior Architectural Technologist will also be able to design his home.</p> <p>Until now, Mr. Nyambose was under the impression that the field of architecture was more uniform, without a clear understanding of the different categories of registration. He's intrigued about how one earns this professional designation and what it signifies concerning the breadth of work such a technologist can undertake.</p> <p>Learning about your expertise and reputation as a well-informed architectural professional, Mr. Nkosi comes to you with his queries, hoping to gain clarity on the distinctions within the profession and the specific role and capabilities of a Senior Architectural Technologist in the context of designing his dream home.</p>	
7.1.	Help him understand what the various categories of registration are, what the difference between an architect and senior technologist, is as well as how one can obtain the latter title.	(15)
	<p>ANSWER: Answer to follow a logical and methodical sequence, starting with the broad understanding and then delving deep into the specific question. Evaluation of answer is to marked according to discretion, with a focus on key terms and eventually, an accurate comparison between titles:</p> <p>Architectural designers are required to undergo formal education or training [1] as specified by their professional body, the South African Council for the Architectural Profession (SACAP) [1].</p>	

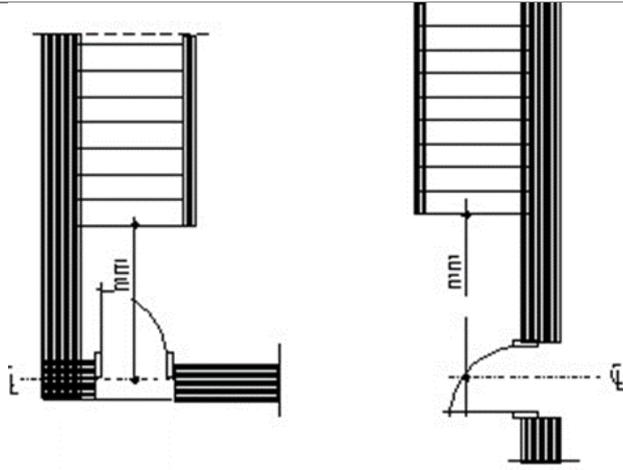
	<p>Such education and training can be undertaken at an Accredited Learning Site (ALS) [1], which will bestow upon the designer a qualification [1].</p> <p>The qualification earned, depending on the duration of study and the level of undergraduate or post-graduate study, will culminate in the awarding of a qualification to the candidate [1].</p> <p>Each qualification is correlated to a category of registration, as determined by SACAP in the Identification of Works matrix [1]. It determines the scope of work a candidate can undertake once they have written the Professional Practice Examination (PPE) [1] and qualify as a professional [1].</p> <p>There are levels in this matrix, with the most senior category of registration allocated the greatest scope and the most junior with the least scope [1]. This is done in order of complexity of design [1] and ensures the professional is suitably qualified and held to a degree of professional accountability [1].</p> <p>In the case of the senior architectural technologist and architect, the latter is positioned higher in level and can take on the greatest complexity design [1]. Whilst the senior architectural technologist is lower in ranking, he can also take complex tasks but not as great in breadth as the architect [1].</p> <p>An example would be that whilst an architect can design a university [1], a senior architectural technologist can design a large school [1].</p>	
7.2	<p>In light of the historical context where previous legislation on the reservation of work did not differentiate between various levels of architectural registration and only recognized professional architects, how does SACAP's current Identification of Work (IDoW) policy improve public protection?</p> <p>Name the previous legislation, the act which replaced it and some insight on its offering toward public protection.</p>	(5)
	<p>The previous legislation, <i>the Architects Act No. 35 of 1970</i> [1], did not differentiate between the various levels of architectural registration, recognizing only professional architects. This approach led to potential public protection issues, as <i>it allowed individuals to undertake architectural work up to 500 square meters without the necessary qualifications</i> [1].</p> <p>This was rectified by the <i>Architectural Profession Act No. 44 of 2000</i> [1], which established the <i>South African Council for the Architectural Profession (SACAP)</i> and <i>introduced the Identification of Work (IDoW) policy</i>.</p> <p>The IDoW policy:</p>	

	<p><i>Differentiates Professional Categories [1]:</i> It clearly defines the scope of work for different categories of architectural registration (e.g., Professional Architects, Senior Architectural Technologists), aligning tasks with specific qualifications.</p> <p><i>Ensures Competency-Based Work Reservation [1]:</i> Work is allocated based on the actual competencies of professionals, enhancing the quality of architectural services and public safety</p>	
7.3	Furthermore, considering that the IDoW policy and its schedules are subject to ongoing monitoring and review to maintain their relevance to both the architectural profession and the broader built environment, what mechanisms are in place to ensure these standards continue to reflect the evolving competencies and qualifications within the field?	(5)
	SACAP's Identification of Work (IDoW) policy adapts to the evolving architectural profession through mechanisms like Recognition of Prior Learning (RPL) [1], Limited Special Dispensation (LSD) [1], and Special Consent (SC) [1]. RPL acknowledges the competencies gained through experience [1], bridging the gap between formal education and practical expertise. LSD and SC provide flexibility, allowing professionals with unique skills or those seeking to expand their scope of practice to contribute effectively within the regulatory framework [1].	

QUESTION 8 - Diagrams and Drawings

12 marks

Choose the correct answer pertaining to each of the diagrams or sketches below:		
8.1	<i>Figure 1</i>	(2)



The distance between any change in floor level and the centre line of a doorway in an emergency route or between two changes of floor level in such route shall be not less than metres (see figure 1 below).

Select ONE (1) from the following list(2 marks)

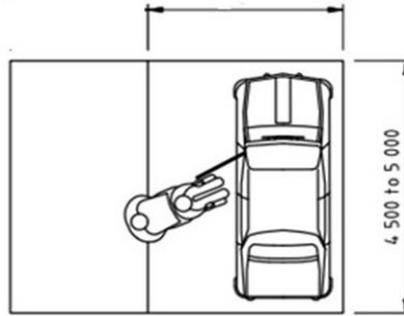
- | | |
|---|---------|
| A | 900 mm |
| B | 850 mm |
| C | 1500 mm |
| D | 3000 mm |
| E | 1000 mm |

answer: B

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8.2 The minimum full width of a wheelchair parking bay adjacent to a standard parking bay is? (2)

Figure 2



a) Full width for wheelchair needed adjacent to standard bay

Select ONE (1) from the following list(2 marks)

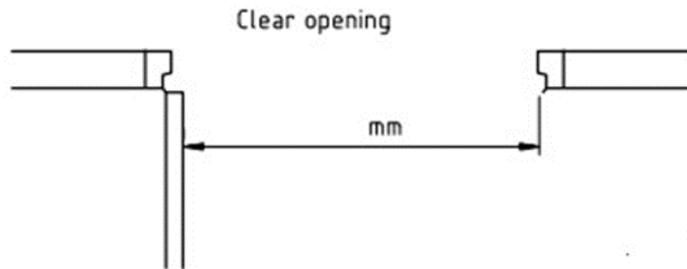
- | | |
|---|---------|
| A | 4500 mm |
| B | 3500 mm |
| C | 2500 mm |
| D | 1500 mm |
| E | 1000 mm |

answer: B

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8.3 Doorways shall allow free access for wheelchair users. The clear opening shall be at least mm when approached along a line that is perpendicular to the opening, as shown in figure 3 (2)

Figure 3



Select ONE (1) from the following list(2 marks)

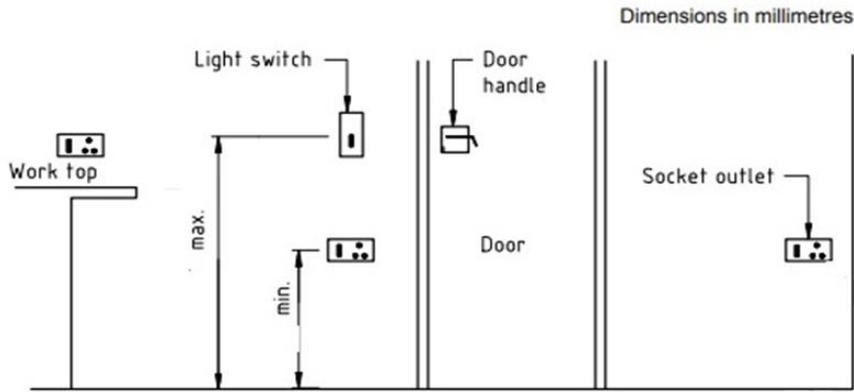
- | | |
|---|---------|
| A | 750 mm |
| B | 600 mm |
| C | 700 mm |
| D | 2500 mm |
| E | 1000 mm |

answer: A

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8.4 The height for a light switch and door handle in Figure 4. below is ...mm, measured from ground level. (2)

Figure 4.



Heights for switches, general-purpose socket outlets and door handles

Select ONE (1) from the following list(2 marks)

- | | |
|---|---------|
| A | 750 mm |
| B | 850 mm |
| C | 900 mm |
| D | 1200 mm |
| E | 1000 mm |

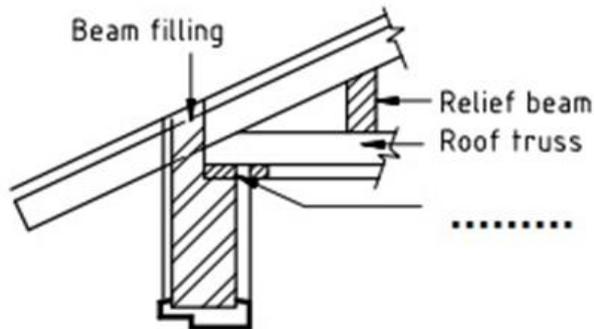
answer: D

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8.5 Fill in the missing word as identified in Figure 5 below.

(2)

Figure 5



Section A-A

Select ONE (1) from the following list(2 marks)

- | | |
|---|------------|
| A | Lintol |
| B | Roof wire |
| C | Wall Plate |
| D | Cavity |
| E | Plaster |

answer: C

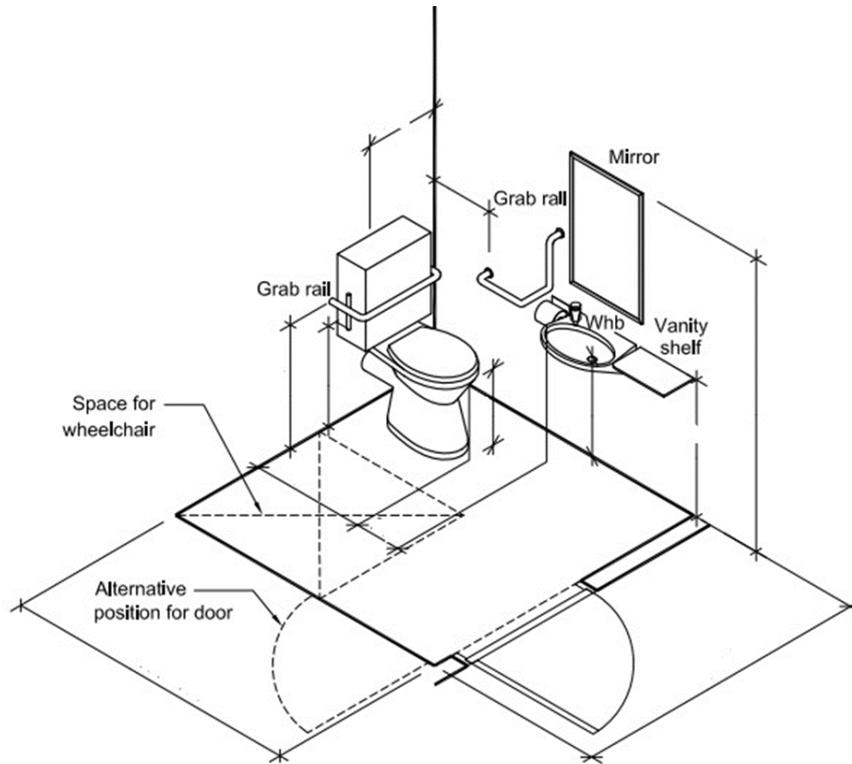
SANS 10400-S:2011 Edition 3

8.6 Toilet facilities for people with disabilities have a specific layout. The distance from the ground level to the grab rail as indicated in Figure 5 ismm.

(2)

Select ONE (1) from the following list (2 marks)

Figure 6



Select ONE (1) from the following list(2 marks)

- | | |
|---|--------|
| A | 650 mm |
| B | 600 mm |
| C | 700 mm |
| D | 740 mm |
| E | 500 mm |

answer: D

[SANS 10400-K: 2015 Edition 3.1](#)