



South African Council  
for the Architectural Profession

## SOUTH AFRICAN COUNCIL FOR THE ARCHITECTURAL PROFESSION

Professional Practice Examination  
MAY 2024

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Take note that the documentation within this List of Study Material is categorised as follows:

**OBLIGATORY:** Study Material that is regarded as *fundamental* and *required* in the preparation for the examination(s).

**OPTIONAL:** Study Material that is regarded as *recommended* and *supplementary* with the purpose of providing additional supporting information in the preparation for the examination(s).

### 1 Legislation relating to the Architectural Profession

#### OBLIGATORY:

- 1.1 Architectural Profession Act (Act 44 of 2000)  
<https://www.sacapsa.com/documents/uploads/OUP38xHG3lrMZ5Fi-0.pdf>
- 1.2 SACAP Code of Professional Conduct (Board Notice 7 of 2021)  
<https://www.sacapsa.com/documents/uploads/WGxnWxu4FdvLwr6S-0.pdf>
- 1.3 SACAP Rules for Inquiry into Alleged Improper Conduct (Board Notice 5 of 2021)  
<https://www.sacapsa.com/documents/uploads/6ABmXX8Vw7HgrLnt-0.pdf>

- 1.4 SACAP Conditions Relating to Continuing Professional Development and Renewal of Registration (*Board Notice 43 of 2017*)  
[https://www.gov.za/sites/default/files/gcis\\_document/201703/40691bn43.pdf](https://www.gov.za/sites/default/files/gcis_document/201703/40691bn43.pdf)
- 1.5 Identification of Work for the Architectural Profession (*Board Notice 27 of 2021*)  
<https://www.sacapsa.com/documents/uploads/FoEgdROgKgXNwkVj-0.pdf>
- 1.6 Final Guideline Professional Fees issued in terms of the Architectural Profession Act (Board Notice 471 Of 2023)  
Final Framework for Guidelines Professional Fees in respect of Architectural Services (Board Notice 471 Of 2023)  
<https://www.sacapsa.com/document/view/guideline-professional-fees-board-notice-2023>

#### OPTIONAL:

##### READING MATERIAL

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- 1.7 National Building Regulations and Building Standards Act (*Act 103 of 1977*)  
<https://www.gov.za/documents/national-building-regulations-and-building-standards-act-16-apr-2015-1302>  
[https://www.gov.za/sites/default/files/gcis\\_document/201504/act-103-1977.pdf](https://www.gov.za/sites/default/files/gcis_document/201504/act-103-1977.pdf)
- 1.8 Standards Act (*Act 8 of 2008*)  
<https://www.gov.za/documents/standards-act>  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a8-2008.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a8-2008.pdf)
- 1.9 SABS Standards and Documentation as provided on SACAP website  
<https://sacap.site-ym.com/general/custom.asp?page=sabs>

## 2 Legislation relating to the Built Environment Profession

Available for download from the South African Government website: [www.gov.co.za](http://www.gov.co.za)

Useful summary:

[https://cbe.org.za/content/Home/Policies/Legislation/Built\\_Environment\\_Acts.pdf](https://cbe.org.za/content/Home/Policies/Legislation/Built_Environment_Acts.pdf)

#### OBLIGATORY:

- 2.1 Construction Industry Development Board Act (*Act 38 of 2000*)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a38-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a38-000.pdf)

- 2.2 Council for the Built Environment Act (Act 43 of 2000)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a43-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a43-000.pdf)  
OR [https://cbe.org.za/content/Home/Policies/Legislation/Built\\_Environment\\_Acts.pdf](https://cbe.org.za/content/Home/Policies/Legislation/Built_Environment_Acts.pdf)

#### OPTIONAL:

- 2.3 Landscape Architectural Profession Act (Act 45 of 2000)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a45-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a45-000.pdf)  
OR [https://cbe.org.za/content/Home/Policies/Legislation/Built\\_Environment\\_Acts.pdf](https://cbe.org.za/content/Home/Policies/Legislation/Built_Environment_Acts.pdf)

- 2.4 Engineering Profession Act (Act 46 of 2000)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a46-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a46-000.pdf)  
OR [https://cbe.org.za/content/Home/Policies/Legislation/Built\\_Environment\\_Acts.pdf](https://cbe.org.za/content/Home/Policies/Legislation/Built_Environment_Acts.pdf)

- 2.5 Property Valuers Profession Act (Act 47 of 2000)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a47-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a47-000.pdf)  
OR [https://cbe.org.za/content/Home/Policies/Legislation/Built\\_Environment\\_Acts.pdf](https://cbe.org.za/content/Home/Policies/Legislation/Built_Environment_Acts.pdf)

- 2.6 Project and Construction Management Professions Act (Act 48 of 2000)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a48-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a48-000.pdf)  
OR [https://cbe.org.za/content/Home/Policies/Legislation/Built\\_Environment\\_Acts.pdf](https://cbe.org.za/content/Home/Policies/Legislation/Built_Environment_Acts.pdf)

- 2.7 Quantity Surveying Profession Act (Act 49 of 2000)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a49-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a49-000.pdf)  
OR [https://cbe.org.za/content/Home/Policies/Legislation/Built\\_Environment\\_Acts.pdf](https://cbe.org.za/content/Home/Policies/Legislation/Built_Environment_Acts.pdf)

### 3 Legislation relating to the Professional Architectural Practice

Available for download from the South African Government website: <https://www.gov.za/>

#### OPTIONAL:

- 3.1 Copyright Act (Act 98 of 1978) and as amended (Act 9 of 2002)  
[https://www.gov.za/sites/default/files/gcis\\_document/201504/act-98-1978.pdf](https://www.gov.za/sites/default/files/gcis_document/201504/act-98-1978.pdf)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a9-02.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a9-02.pdf)

- 3.2 Occupational Health and Safety Act (Act 85 of 1993) and as amended (Act 181 of 1993)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/act85of1993.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/act85of1993.pdf)

- 3.3 Constitution of the Republic of South Africa (Act 108 of 1996)  
<https://www.gov.za/documents/constitution-republic-south-africa-1996>
- 3.4 Basic Conditions of Employment Act (Act 75 of 1997) and as amended (Act 7 of 2018)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a75-97.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a75-97.pdf)  
[https://www.gov.za/sites/default/files/gcis\\_document/201811/42059gon1302act7of2018.pdf](https://www.gov.za/sites/default/files/gcis_document/201811/42059gon1302act7of2018.pdf)
- 3.5 Labour Relations Act (Act 66 of 1995)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/act66-1995labourrelations.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/act66-1995labourrelations.pdf)
- 3.6 Municipal Systems Act (Act 32 of 2000) and as amended (Act 3 of 2022)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a32-000.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a32-000.pdf)  
[https://www.gov.za/sites/default/files/gcis\\_document/202208/4674017-8locgovmunsysamendact3of2022.pdf](https://www.gov.za/sites/default/files/gcis_document/202208/4674017-8locgovmunsysamendact3of2022.pdf)
- 3.7 Planning Profession Act (Act 36 of 2002)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a36-020.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a36-020.pdf)
- 3.8 Broad-Based Black Economic Empowerment Act (Act 53 of 2003) and as amended (Act 46 of 2013)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a53-030.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a53-030.pdf)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/37271act46of2013.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/37271act46of2013.pdf)
- 3.9 National Regulator for Compulsory Specifications Act (Act 5 of 2008)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/312167280.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/312167280.pdf)
- 3.10 Companies Act (Act 71 of 2008)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/321214210.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/321214210.pdf)
- 3.11 Sectional Titles Schemes Management Act (Act 8 of 2011)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/a82011.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/a82011.pdf)
- 3.12 Occupational Health and Safety Act: Construction Regulations, 2014 (Government Gazette 40883, 2 June 2017)  
[https://cdn.ymaws.com/www.asaqs.co.za/resource/resmgr/acts/Constr\\_Regs\\_Guidelines\\_June\\_.pdf](https://cdn.ymaws.com/www.asaqs.co.za/resource/resmgr/acts/Constr_Regs_Guidelines_June_.pdf)  
[https://www.labour.gov.za/DocumentCenter/Regulations%20and%20Notices/Regulations/Occupational%20Health%20and%20Safety/ConstructionRegulation\\_2014part1.pdf](https://www.labour.gov.za/DocumentCenter/Regulations%20and%20Notices/Regulations/Occupational%20Health%20and%20Safety/ConstructionRegulation_2014part1.pdf)
- 3.13 Spatial Planning and Land Use Management Act (Act 16 of 2013)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/367305-8act16of20.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/367305-8act16of20.pdf)

- 3.14 Competition Act (Act 89 of 1998) and as amended (Act 18 of 2018)  
<https://www.compcom.co.za/wp-content/uploads/2021/03/Competition-Act-A6.pdf>  
[https://www.gov.za/sites/default/files/gcis\\_document/201902/competitionamendment-act18of2018.pdf](https://www.gov.za/sites/default/files/gcis_document/201902/competitionamendment-act18of2018.pdf)
- 3.15 Protection of Personal Information Act (Act 4 of 2013)  
[https://www.gov.za/sites/default/files/gcis\\_document/201409/3706726-11act4of2013popi.pdf](https://www.gov.za/sites/default/files/gcis_document/201409/3706726-11act4of2013popi.pdf)

## 4 Study Aid

### OBLIGATORY:

- 4.1 South African Institute of Architects: Study Aid for the SACAP Professional Practice Examination (*2021 Edition*)
- Available from the South African Institute of Architects:  
<https://eportal.saia.org.za/saia-documents>  
[admin@saia.org.za](mailto:admin@saia.org.za)  
Tel: 011 782 1315

## 5 Professional Service Agreements

### OBLIGATORY:

- 5.1 SACAP Client-Professional Project Agreement for Architectural Services  
<https://www.sacapsa.com/document/project-agreement>
- 5.2 SAIA Client-Architect Agreement (*2008 Edition*)  
SAIA Client-Architect Agreement (*2021 Edition*)  
Available from the South African Institute of Architects:  
<https://eportal.saia.org.za/saia-documents>  
Tel: 011 782 1315
- 5.3 PROCSA Client/Consultant Professional Services Agreement - Architect (*Edition 5.0, 2021*)  
PROCSA Client/Consultant Professional Services Agreement - Matrix (*Edition 5.0, July 2021*)

## 6 Construction Contracts

The following Joint Building Contracts Committee (JBCC) agreements:  
Useful JBCC support: <https://jbcc.co.za/documents/jbcc-support/>

### OBLIGATORY:

- 6.2 JBCC Principal Building Agreement (*Edition 6.2, May 2018*)  
JBCC Principal Building Agreement: Contract Data (*Edition 6.2, May 2018*)  
JBCC Payment Certificate (PBA) (*May 2018*)  
<https://www.jbcc.co.za/docs/PBA%20Payment%20Certificate.pdf>  
JBCC Recovery Statement (PBA) (*May 2018*)  
<https://www.jbcc.co.za/docs/PBA%20Recovery%20Statement.pdf>
- 6.2 JBCC Nominated/Selected Subcontract Agreement (*Edition 6.2, May 2018*)  
JBCC Nominated/Selected Subcontract Agreement: Contract Data (*Edition 6.2, May 2018*)
- 6.3 JBCC Minor Works Agreement (*Edition 5.2, May 2018*)  
JBCC Minor Works Agreement: Contract Data (*Edition 5.2, May 2018*)