



# SOUTH AFRICAN COUNCIL FOR THE LANDSCAPE ARCHITECTURAL PROFESSION

REGISTRATION EXAMINATION  
2013

MARCH

## SECTION 1: PROFESSIONAL PRACTICE

No.	Question	Marks
1.	<b>Project Management</b>	<b>(subtotal 30)</b>
1.1	<p>What do the following acronyms stand for:</p> <ul style="list-style-type: none"> <li>a. AAQS;</li> <li>b. ACPM;</li> <li>c. ASAQS;</li> <li>d. CESA;</li> <li>e. SABBACO;</li> <li>f. SAIA;</li> <li>g. SAPOA;</li> <li>h. UDISA.</li> </ul>	4
1.2	<p>What category of engineer would you collaborate with on the following projects:</p> <ul style="list-style-type: none"> <li>a. Road reserve landscaping in the City of Tshwane;</li> <li>b. Embankment stabilization and rehabilitation, along a road reserve in Clifton, Cape Town;</li> <li>c. Campus precinct planning aimed at maximizing on-site stormwater management;</li> <li>d. Urban square development in Cape Town where natural underground streams traverse the site;</li> <li>e. A mechanized interactive art piece in Park;</li> <li>f. A lighting plan along a coastal promenade in Durban;</li> </ul>	6
1.3	<p>Who has compiled a Client/Consultant Professional Services Agreement, which comprises a suite of documents prepared to regulate the terms of engagement between the client and the consultants, in the interests of standardisation and good practice in the construction industry on a mandate from the constituent bodies. Give the full name as well as relevant acronym.</p>	1
1.4	<p>Currently, will a registered Landscape Architect, Architect, Quantity Surveyor or Professional Engineer be able to practice project management under the Act, or will the Council regulate against this?</p>	1
1.5	<p>You have been appointed by the Department of Environmental Affairs to Project Manage a social responsibility and EPWP programme project entitled – ‘<i>Community Participation in the Implementation and Maintenance of a Metropolitan Park in Johannesburg</i>’. The total project budget is in the region of R 12,000,000.00 with R 8,000,000.00 allocated to wages and R 4,000,000.00 to materials, plant and equipment. Although the project is driven and funded by the DEA, the land is owned by the local authority. The project team includes an Engineer and an Urban Designer. Historically the site was the responsibility of the Sports and Recreation Department but now City</p>	

	<p>Parks is the responsible party. A City Sports and Recreation facility is, however, still situated adjacent to the park with direct access through a pedestrian gate to the site. The directives of the programme are to employ 134 unskilled local persons (i.e. 55% women, 40% youths / younger than 35 years and 5% disabled) for a period of 16 months. The programme is also to include non-accredited training in the various work streams necessary to implement pedestrian pathways, install soft landscaping and irrigation, propagate plant material on site, establish and install play areas and carry out park operations such as a play area supervision, a refreshment kiosk, community events and activities as well as an on-site tour guide. The aim is to involve the public in the programme from site handover with the inclusion of calendar social day events. To facilitate involvement of, and disseminate information to the public, a Project Advisory Committee is to be established.</p>	
1.5.1	Considering all the facts of the project brief identify 4 potential risk areas which might cause an obstruction or delay in the project programme and deliverables.	4
1.5.2	Draw up an Agenda for a Construction Phase Site Meeting	6
1.5.3	List the invitees to a Project Advisory Committee Meeting	7
1.5.4	What does the acronym CLO stand for and identify 2 of this person's duties on site.	3
1.6	Give 4 reasons why it is necessary to take minutes of project meetings.	4
1.7	Minutes are a legal record of the proceedings of a meeting which can be used in a court of law to clarify a dispute. What should be done by all attendants so as to make this record uncontested?	1
1.8	In terms of Human Resource Management, in your opinion, would the development of a project team spirit enhance project performance? Why?	1
1.9	In terms of Communications Management it is important to establish a communications structure and identify the role players for the Project. With the information above and that which you would surmise, sketch an organogram of such a structure.	10
1.10	You are the landscape architect on a multi-disciplinary project team. The team consists of the following members: Project Manager, Architect (Principal Agent), Structural Engineer, Electrical Engineer. During the construction phase of a development project, the selected electrical sub-contractor trenches through a newly completed plant bed damaging the irrigation system and half of the plant material. Briefly discuss the communications protocol which should be followed to ensure that the damages are rectified.	6
<b>2.</b>	<b>Contract Management</b>	<b>(subtotal 20)</b>
2.1	What do the following acronyms stand for: a. CIDB; b. JBCC;	2
2.2	What is the purpose of the CIDB grading system for public tenders?	1
2.3	a. How many grading designations are there? b. What determines the grading designation of a contractor?	2
2.4	What is the purpose of a construction programme?	5
2.5	In the JBCC suite of documents, name 3 types of agreements?	3

2.6	Which of these documents is the cornerstone of the JBCC suite?	1
2.7	List the process you would follow during the adjudication of a public tender.	8
<b>3.</b>	<b>Occupational Health &amp; Safety</b>	<b>(subtotal 10)</b>
3.1	Define the following: a. Health and Safety File; b. Health and Safety Plan; c. Health and Safety Specification; d. Method Statement.	4
3.2	What forms the basis or point of departure for a Health and Safety Plan?	1
3.3	What does the acronym PPE stand for?	1
3.4	List 4 items of PPE which could be issued on a construction site.	4
<b>4.</b>	<b>Legal Frame Work</b>	<b>(subtotal 14)</b>
4.1	What is the purpose of the Code of Practice for the Landscape Architectural Profession?	1
4.2	Which act governs the Landscape Architectural Profession and name the juristic person provided under this Act?	2
4.3	Name at least 2 duties of the juristic person (mentioned in the question 5.2) under each of the juristic person's powers with regard to registration and with regard to fees and charges.	4
4.4	To which Council is the juristic person mentioned under question 5.2, obliged to report to in terms of its activities, and which Act governs this Council?	2
4.5	What are the legal and academic requirements to be able to practice as a Professional Landscape Architect in South Africa?	2
4.6	In submitting a tender for Landscape Architectural work to a City Council or Government Department, list at least 3 typical legal/administrative supplementary documents required in validating your submission.	3
<b>5</b>	<b>Code of Practice and Fees Protocol</b>	<b>(subtotal 28)</b>
5.1	<b>You are appointed as Landscape Architect by a property developer as part of a multi-disciplinary professional team for a large scale mix-use development in an urban area. The budget for the soft landscape work under your responsibility amounts to R7 500 000.00 (ex VAT). An additional amount of R2 800 000.00 is budgeted for landscape builders work and hard landscaping. A relative small but significant natural rock outcrop with Bankenveld vegetation exists on the site and is to be incorporated into the public open space.</b>	
5.1.1	You are asked, prior to your appointment to submit a professional fee quotation. The developer also asks you to consider a discount on your fee. In a professional letter format, indicate your fee and disbursement value and showing all the relevant steps of your calculation.	7
5.1.2	The developer has approved your fee structure but requires from you a breakdown of	

	your fee structure in the various work stages in order to plan his cash flow. Explain how you would respond to this request.	7
5.1.3	During the concept stage it is discovered that no proper site survey exists of the natural outcrop area and that you are not in the position to prepare a detail design. After you have raised the issue with your client and you have explained that the service a professional land surveyor is needed, he asks you to resolve and manage the issue on his behalf. What process would you follow and explain the Landscape Architect's responsibility in such a matter?	5
5.1.4	Shortly after your appointment, the developer requests from you to exclude the documentation, construction and close-out stages of the landscape building work and hard landscaping. Your responsibility on the soft landscape work remains unchanged. You need to prepare a revised fee quotation for the reduced scope of work. Indicate all the steps of your revised fee and disbursement calculation.	9
<b>6</b>	<b>Code of Conduct</b>	<b>(subtotal 18)</b>
6.1	What are the objectives of the Code of Conduct for the Landscape Architectural Profession?	3
6.2	You are appointed as Landscape Architect by a new client to render a professional service. According to the Code of Conduct for the Landscape Architectural Profession, describe your responsibility towards your client.	7
6.3	A registered Professional Landscape Architect is found guilty of improper conduct by a disciplinary tribunal appointed by the South African Council for the Landscape Architectural Profession. What are the 4 possible outcomes that have to be put into effect?	4
6.4	List the core competencies a Professional Landscape Architect has to have, in terms of office management and office administration.	4