higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

BUILDING ADMINISTRATION N4

17 November 2022

This marking guideline consists of 8 pages.

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QUESTION 1

1.1 B
1.2 C
1.3 A
1.4 A
1.5 A
1.6 D
1.7 A
1.8 B
1.9 D
1.10 A

(10 × 1) **[10]**

QUESTION 2

2.1 False
2.2 True
2.3 True
2.4 False
2.5 False
2.6 True
2.7 False
2.8 False
2.9 True
2.10 True

(10 × 1) **[10]**

QUESTION 3

3.1 B
3.2 C
3.3 A
3.4 F
3.5 D
3.6 E
3.7 J
3.8 I
3.9 G
3.10 H

(10 × 1) **[10]**

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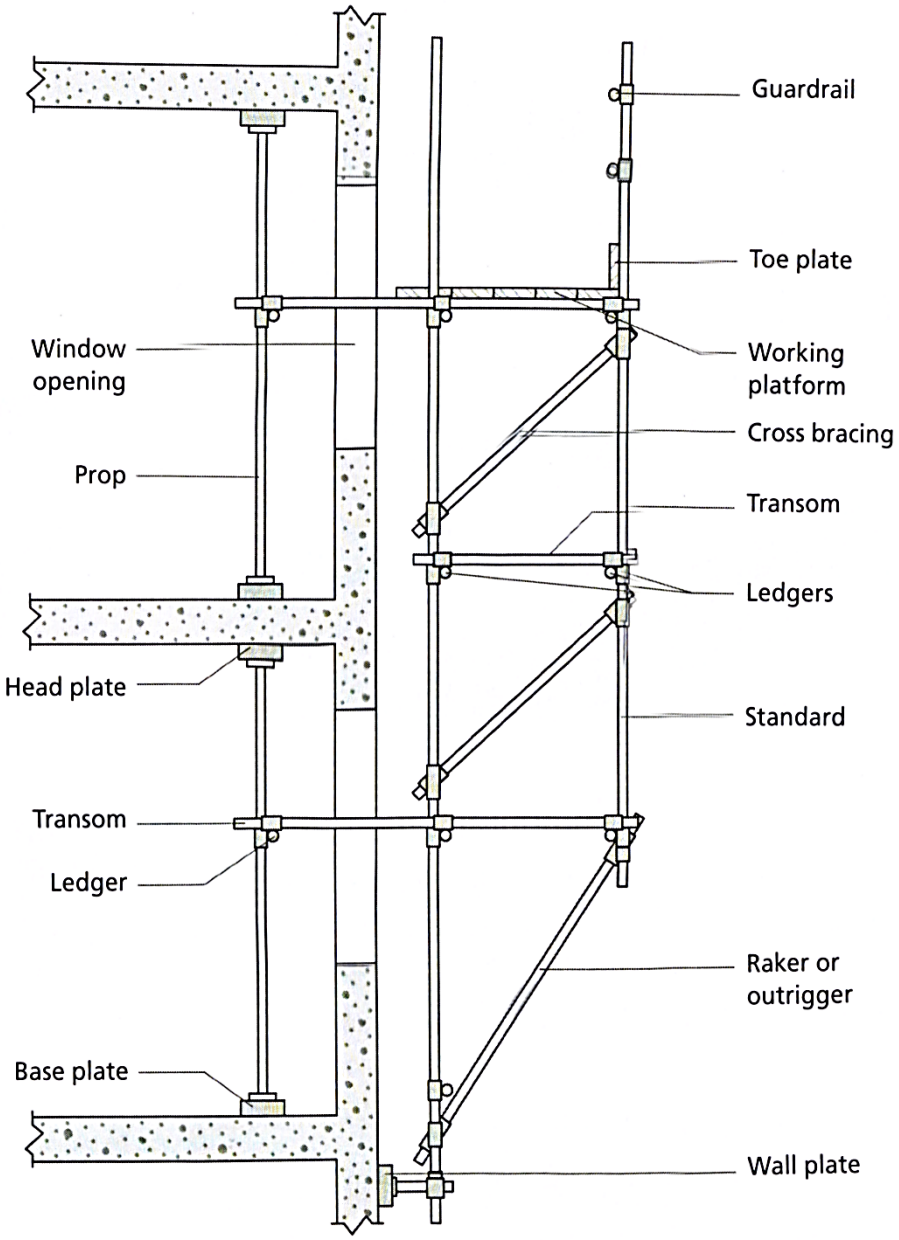
QUESTION 4

4.1 pre-tender
4.2 detail
4.3 legend
4.4 completion
4.5 general
4.6 contract
4.7 Gantt
4.8 target
4.9 completion
4.10 Bars

(10 × 1) **[10]**

QUESTION 5

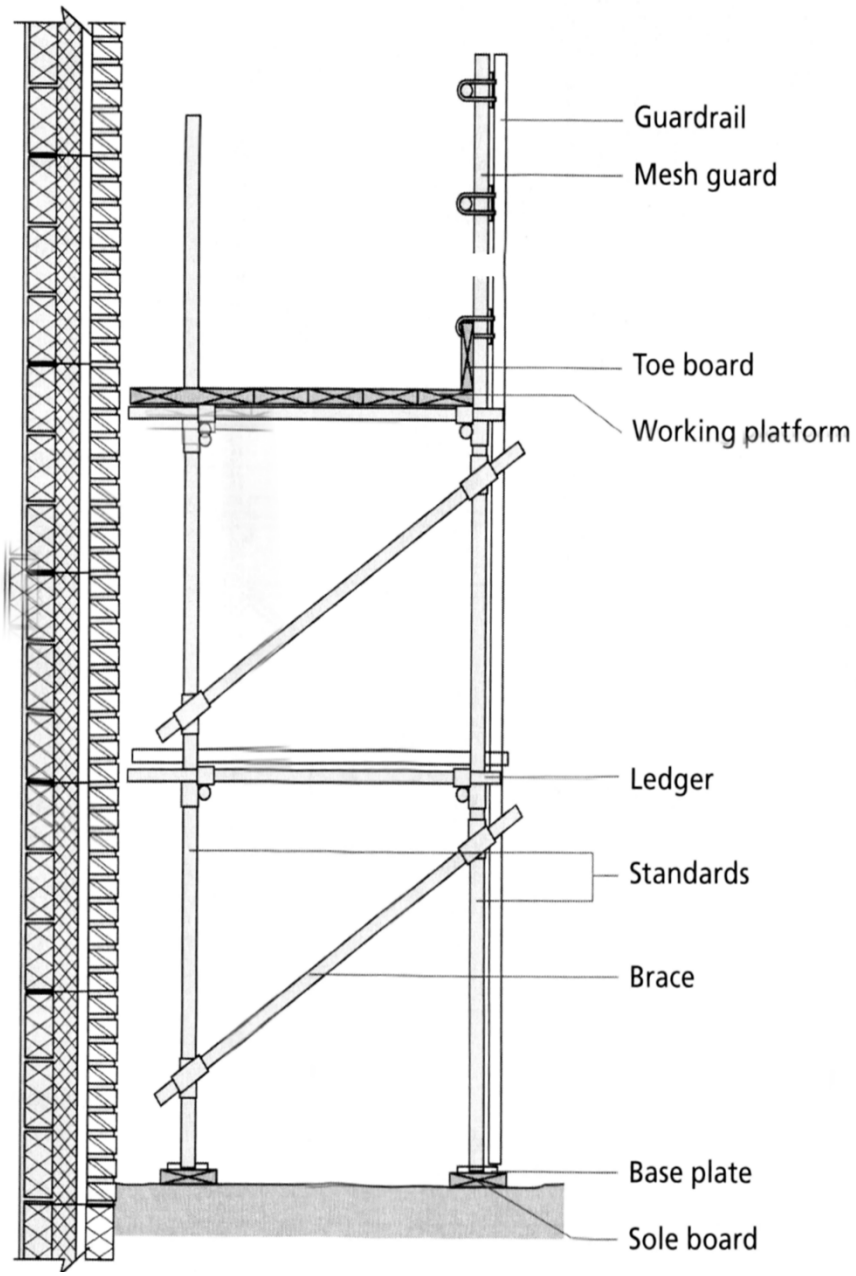
5.1 5.1.1



TRUSS-OUT SCAFFOLD

Any labelling	5
Drawing	5

5.1.2



INDEPENDENT SCAFFOLD

Any labelling	5
Drawing	5

(2 × 10) (20)

5.2
- Scaffolding must be built according to SABS standards.
- After storms and heavy rain, an additional inspection must be done.
- All uprights must be plumb.
- Putlog must be properly rested onto the back work.
- The minimum thickness of the timber scaffold board should be 38 mm.
- Planks must be nailed to each other.
- Platforms must be closely boarded.
- Gaps between the boards may be few millimetres. (Any 7 × 1) (7)

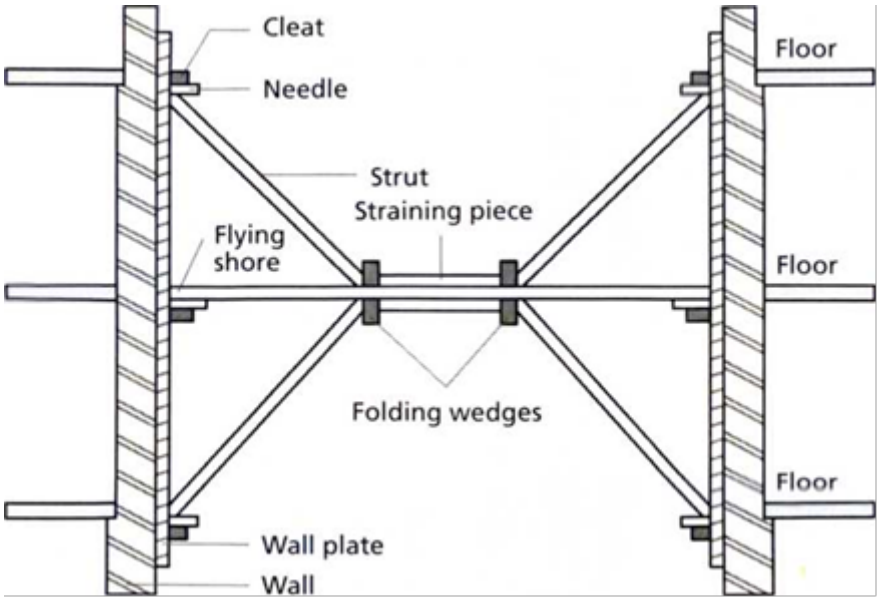
[27]

QUESTION 6

6.1
- Inspect shoring daily or after heavy rain.
- Thoroughly inspect all parts of the shoring before it is erected.
- Ensure that materials used for shoring are in good condition, free of defects and the correct size.
- Remove and replace shoring equipment that is damaged or weakened immediately.
- Check members for distortion caused by overloading.
- Ensure that wedges are tight and that struts are straight.
- Check for the displacement of wedges due to vibrations from plant and machinery. (Any 2 × 1) (2)

6.2
- Weak structures or foundation
- Improper selection of materials or poor workmanship
- Vandalism, sabotage and natural disasters
- Early removal of formwork during construction, demolition or renovation work
- Demolishing walls or creating openings in walls without approval from a structural engineer that it is safe to do so (Any 2 × 1) (2)

6.3



Any labelling	6
Drawing	4

(10)
[14]

QUESTION 7

7.1
- Variation orders due to changes requested by the client or poor estimation from the contractor
- Unforeseen site conditions, political pressure during the construction stage and poor site investigation
- Changes in the scope of work, specifications, drawings or any other contract documents
- Bad weather conditions, for example prolonged rainy or windy conditions
- Bad quality of work due to poor workmanship
- Reports from the building control officer
- Delayed material deliveries
- Breakdown of plant and equipment
- Worker or taxi strikes
- Unreliable contractors (Any 5 × 1) (5)

7.2
- Helps to enhance workers' morale, increase motivation, job satisfaction and quality of work and reduce disputes on site
- Lays the foundation for improved health and safety on site and prevents accidents
- Saves time and money
- Helps role players to exercise good control over all activities
- Increases client/owner satisfaction if the project is completed on schedule
- Prevents confusion and disagreement among contractors or subcontractors
- Helps to streamline communication between the project team and site workers
- Promotes a better understanding of the desired project outcomes
- Materials and labour on site when needed
- Progress easily monitored (Any 4 × 1) (4)

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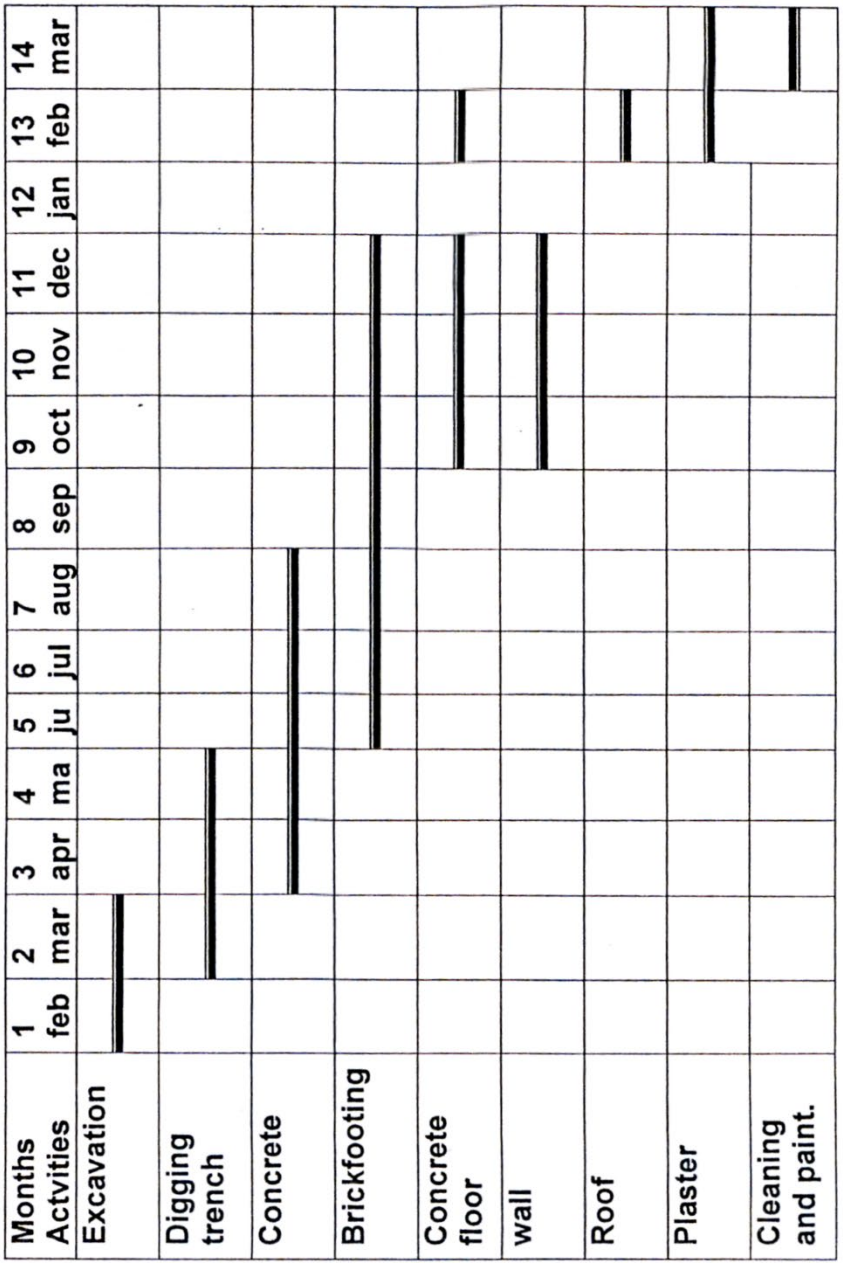
7.3



(10)
[19]

TOTAL: 100

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