higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE (VOCATIONAL)

CONSTRUCTION SUPERVISION
NQF LEVEL 4

15 November 2022

This marking guideline consists of 5 pages.

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QUESTION 1

1.1
1.1.1 Trades foreman
1.1.2 Storekeeper
1.1.3 Community-liaison officer
1.1.4 Surveyor
1.1.5 Nominated sub-contractor
1.1.6 General foreman
1.1.7 Building-control officer
1.1.8 Building/Site surveyor
1.1.9 Clerk of works
1.1.10 Resident engineer

(10 × 1) (10)

1.2
- Physiological needs
- Safety needs
- Social needs
- Esteem needs
- Self-actualisation needs (5)

1.3 1.3.1 Motivation is that driving force behind our actions,✓ fuelled by our desire for something.✓ (2)

1.3.2 A self-fulfilling prophecy is a statement about what is likely to happen in future✓ that becomes true because you expected it to happen✓ and therefore changed your behaviour.✓ (3)

[20]

QUESTION 2

2.1
- It helps the supervisor to keep an eye on the direction of the project.
- It monitors the degree to which the plan is being followed.
- It also helps the supervisor to take appropriate action if stages are deviating from the plan. (Any 2 × 1) (2)

2.2
- Occupational health and safety programmes
- Fire-safety programmes
- Hygiene and behaviour programmes
- Environment-management programmes
- Quality-assurance programmes
- ISO certifications
- Mining-industry programmes
- Social responsibility and sustainability
- General industry programmes (Any 6 × 1) (6)

2.3 Allowable tolerance is allowable variation in any given size✓ in order to achieve a proper function.✓ (2)

[10]

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QUESTION 3

3.1
- Observe safety rules and regulations at all times.
- Learn to know your equipment and use it effectively.
- Wear and use the correct personal protective equipment at all times.
- Use proper barriers and signage.
- Take the time to do the job correctly.
- Report unsafe working conditions immediately.
- Refuse to work in unsafe conditions and learn to say 'No'. (Any 5 × 1) (5)

3.2
- External factors such as redesign and changes by the client
- Poor working conditions
- Equipment shortage
- Error in choosing a construction method
- Poor coordination
- Lack of clear communication
- Using unskilled workers
- Lack of supervision (Any 5 × 1) (5)

[10]

QUESTION 4

4.1
4.1.1 12 050
4.1.2 1 050
4.1.3 1 000
4.1.4 7 050
4.1.5 32 100
4.1.6 +1 000
4.1.7 -500

(7 × 1) (7)

4.2 Project and complexity of design
Weather conditions
Workers' availability

NOTE: There is no sequence to these responses

(3 × 1) (3)

4.3 4.3.1 Chairperson will chair the meeting✓ and ensure that the rest of the committee members are doing what they are supposed to do.✓

4.3.2 Secretary will make arrangements for meetings✓ and also take minutes during the meeting.✓

(2 × 2) (4)

4.4 4.4.1 Minutes of previous meeting is where the chairman tables the minutes of the previous meeting making them open✓ for discussion. The chairman will then ask the members to adopt the minutes.✓ If the members do not agree that the draft minutes are accurate, changes may be suggested.✓

4.4.2 Apologies is where the chairperson states the names of those members who formally notified✓ that they were unable to attend the meeting.✓ Sometimes members pass on the message from a colleague who will not be able to attend the meeting✓

(2 × 3) (6)
[20]

QUESTION 5

5.1
- To request a trade union representative or labour inspector to inspect any records kept in terms of this act and those relating to the employment of that employee.
- To participate in the proceedings in terms of this act.
- To inspect any records kept in terms of this act that relate to the employment of that employee.
- To refuse to agree to any term or condition of employment that is contrary to this act or any sectoral determination.
- To discuss his or her conditions of employment with his or her fellow employees, his or her employer or any other person.
- To make a complaint to a trade union representative, a trade union official or a labour inspector concerning any alleged failure or refusal by an employer to comply with the act.
- To refuse to comply with an instruction that is contrary to this act or any sectoral determination. (Any 5 × 1) (5)

5.2
- Method
- Content
- Frequency
- Skills (4)

5.3
- Poor working conditions
- Unfair treatment
- Lack of training
- Lack of facilities
- Lack of equipment
- Poorly trained supervisors
- Interpersonal issues (Any 6 × 1) (6)

[15]

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QUESTION 6

6.1 6.1.1

- Reporting for duty while under the influence of alcohol
- Deliberately ignoring work-related instructions
- Refusing to obey lawful instructions
- Swearing at or insulting fellow workers
- Exposing fellow workers to unsafe working conditions
- Falsifying time cards

6.1.2

- Intimidation and victimisation
- Being armed with a dangerous weapon at work
- Assault
- Fighting on company premises
- Violating safety and security regulations
- Theft
- Dishonesty and fraud
- Deliberately damaging company property

(2 × 6) (12)

6.2

- Sexism
- Racism
- Inappropriate behaviour
- Lack of teamwork
- Poor working conditions
- Ineffective communication
- Personal differences

(Any 3 × 1) (3)
[15]

QUESTION 7

7.1 Drawing schedules list all the drawings✓ required for a project.✓

7.2 Material certificates verify that the material complies✓ with the contract specifications.✓

7.3 An attendance register is a document used to record✓ the regularity of all workers and visitors at the site.✓

7.4 Site instructions are necessary to confirm or change the details✓ of any work on a construction site.✓

7.5 A delivery note is used when an order is delivered✓ by the supplier to the customer.✓

(5 × 2) **[10]**

TOTAL: 100

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