higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE (VOCATIONAL)

CONSTRUCTION SUPERVISION
NQF LEVEL 4

XX FEBRUARY 2020

This marking guideline consists of 6 pages.

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QUESTION 1

1.1
- Architectural Professionals
- Electrical engineers
- Quantity surveyors
- Structural engineers
- Mechanical engineers
- Land surveyors
- Landscape Architects
- Civil Engineers
- Geotechnical Engineers
- Interior Designers (Any 5 × 1) (5)

1.2
- Banks
- Local municipalities
- Construction Industry Development Boards (CIDB)
- Master Builders South Africa (MBSA)
- National Home Builders Registration Council (NHBRC)
- South African Council for the Architectural Profession (SACAP)
- South African Council for Project and Construction Management Professions (SACPCMP)
- Engineering Council of South Africa (ECSA)
- South African Council for the Landscape Architectural Profession (SACLAP)
- South African Council for the Quantity Surveying Profession (SACQSP)
- South African Council for the Property Valuers Profession (SACPVP)
- Council for the Built Environment (CBE) (Any 5 × 1) (5)

1.3
- Job redesigning
- Know what is expected of workers
- Ensure regular on-site meetings
- Praise in public and reprimand in private
- Allow workers freedom to subdivide a task, for example, allow the bricklaying team to discuss among themselves who will start where
- Ensure that communication is a two-way process
- Encourage feedback
- Encourage self-development
- Improve quality of work life
- Clearly define company policies and procedures
- Hold workers responsible for their actions, but also take responsibility for your own actions
- Communicate points clearly (Any 10 × 1) (10)

[20]

QUESTION 2

2.1 2.1.1 Premises
2.1.2 Electrical
2.1.3 Fire management
2.1.4 Incident recording
2.1.5 Organisational management

(5 × 1) (5)

2.2 2.2.1 Identifying which products or services✓ do not meet the company' standards.✓

2.2.2 Ensuring that products or services✓ are not below standard when they are manufactured or used by customers.✓

(2 × 2) (4)

2.3
- When conducting an inspection
- When conducting an audit (Any ONE) (1)

[10]

QUESTION 3

3.1
- Use a proper storage facility
- Hold subcontractors accountable for wastage
- Select proper equipment and qualified operators
- Employ a material controller
- Have an incentive mechanism for good handling and minimum waste
- Avoid overloading trucks
- Plan effectively before construction
- Ensure that there are adequate storage facilities
- Store fragile materials separately
- Adhere to manufacturer's instructions at all times
- Recycle and re-use construction waste as far as possible (Any 5 × 1) (5)

3.2
- Consumables
- Fuel
- Tools
- Material
- Labour (5)

[10]

QUESTION 4

4.1
- Directs and monitors the progress of construction activities through construction supervisors
- Schedules and coordinates all design and construction processes
- Involved in the selection, hiring and looking after of specialised trade people such as plumbers or electricians
- Reviews the project in depth
- Details the costs as a result of the project
- Orders supplies to complete construction projects
- Drafts contracts and ensures that documents are signed
- Manages the construction schedule in an effective and efficient manner

(Any 5 × 1) (5)

4.2
- Be well prepared
- Read the agenda beforehand
- Be aware of the topics that will be discussed
- Be involved
- Be a good listener

(5)

4.3 4.3.1 The leader✓ handles all decision-making processes✓.

4.3.2 The leader gives instructions✓ after consulting with the group.✓

4.3.3 The leader leaves all decision-making✓ to the entire group.✓

(2 × 3) (6)

4.4
- To compare actual unit cost for an activity ✓ within allowable unit costs✓
- To use information✓and take decisions to control the cost of construction activities✓

(2 × 2) (4)

[20]

QUESTION 5

5.1 False
5.2 False
5.3 False
5.4 False
5.5 False
5.6 True
5.7 True
5.8 True
5.9 True
5.10 True
5.11 False
5.12 False
5.13 False
5.14 False
5.15 False

(15 × 1) **[15]**

QUESTION 6

6.1
- Ensure the safety of workers
- Achieve business objective
- Maintain morals
- Develop human capital (4)

6.2
- Absenteeism
- Abusing sick leave
- Leaving work premises without permission
- Smoking in a non-smoking area
- Sleeping on duty
- Substandard work performance
- Supplying false information in an accident report (Any 5 × 1) (5)

6.3 Step 1 – Stop and calm down
Step 2 – Discuss the issue
Step 3 – Brainstorm
Step 4 – Choose the solution
Step 5 – Implement the solution (5)

6.4 Dismissal (1)
[15]

QUESTION 7

7.1
- Site instructions
- Drawing schedules
- Architects' instructions
- Variation orders
- Requisitions
- Purchase order forms (Any 5 × 1) (5)

7.2
- Information is easily retrieved.
- Information is always kept clean and safe from damage.
- Information can be distributed easily to many sources.
- Information can be kept safe for a longer time.
- Access to information can be restricted. (5)

[10]

TOTAL: 100

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