higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

BUILDING ADMINISTRATION N5

14 AUGUST 2019

This marking guideline consists of 5 pages.

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QUESTION 1

1.1 True
1.2 True
1.3 True
1.4 True
1.5 True
1.6 True
1.7 True
1.8 False
1.9 True
1.10 False

(10 × 1) **[10]**

QUESTION 2

2.1 variation
2.2 variation account/estimate
2.3 day works
2.4 provisional sums
2.5 extras
2.6 building inspector
2.7 qualification slip/price variation
2.8 clerk of works
2.9 bonds and guarantees
2.10 client/owner

(10 × 1) **[10]**

QUESTION 3

3.1
- Levelling
- Excavation
- Loading
- Compacting
- Transport (5)

3.2
- More reliable/No strikes
- Better control/Better planning possible
- Human error reduced/No exhaustion
- Dangerous works can be done
- Less motivation necessary (5)

[10]

QUESTION 4

4.1
- Extra over is any additional cost of materials over and above the ordinary.
- Extras are items of work the contractor does and claims which is not in the contract. (2)

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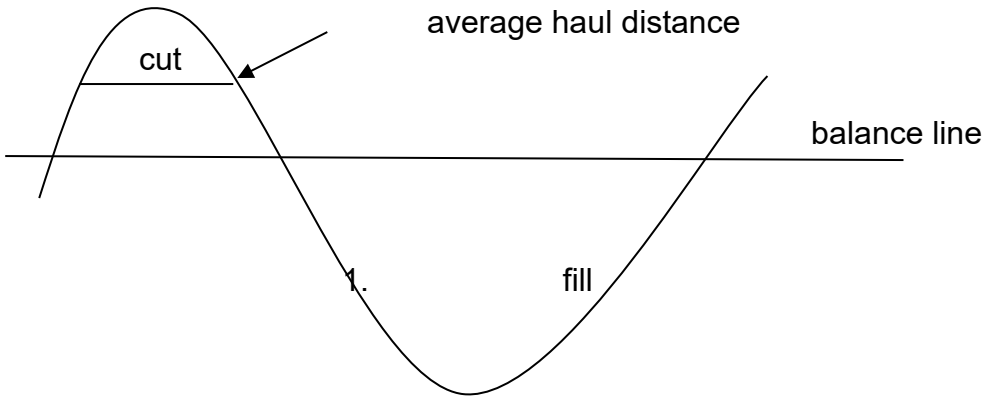
4.2
- Extent of work to be carried out
- Methods used or not in order to construct the works
- Quality and type of materials that may be used
- Workmanship that will prove acceptable
- Things which cannot be explained in the drawing (Any 4 × 1) (4)

[6]

QUESTION 5



[4]

QUESTION 6

6.1
- Showing the quickest and cheapest methods of carrying out the work
- Proper phasing of operations with balance labour gangs each having sufficient works
- Providing assessment of level of productivity
- Determining attendance date for subcontractors
- Providing information on materials and plants required
- Providing quick method for measuring progress (Any 5 × 1) (5)

6.2
- Forecasting
- Planning
- Organising or preparing
- Motivating or commanding
- Co-ordinating
- Controlling
- Communication (7)

6.3
- Deciding what is to be delegated
- Selecting a trustworthy person to carry out the task
- Ensuring the delegate understands exactly what is expected
- Ensuring everyone else knows what tasks have been delegated to him
- Checking occasionally to ensure that the task is being done (5)

[17]

QUESTION 7

Area = $\frac{X}{3}$ (first +last + 2 × (unevens) + 4 × (evens)✓✓

Area = $\frac{1}{3}$ (2 + 0 + 2 × (5 + 9 + 3) + 4 × (4 + 7 + 5 + 2) ✓✓

= $\frac{1}{3}$ (2 + 0 + 34 + 72) = $\frac{108}{3}$ = 36 sq m✓✓

Volume = 36 × 10 = 360 cu m✓✓

OR

Area = $\frac{x}{2}$ (first + last + 2 (all the rest)

Area = $\frac{1}{2}$ (2 + 0 + 2 (4 + 5 + 7 + 9 + 5 + 3 + 2)

= $\frac{1}{2}$ (2 + 70) = $\frac{72}{3}$ = 36 sq m

Volume = 36 × 10 = 360 cu m **[8]**

QUESTION 8

8.1 8.1.1 List detailing remaining work on those parts already handed over

8.1.2 List of all incomplete work to be done for certificate of practical completion

8.1.3 List of patent defects identified by architect at the end of patent defects liability period

8.1.4 Starts on date of practical completion and terminates three months later

8.1.5 Contractor must make good any defects in workmanship and material and any damage caused during patent liability period

(5 × 2) (10)

8.2
- Storage of materials
- Cranes
- Access to and from the site
- Boarding and covered walk ways
- Permission from local authorities
- Disturbing neighbouring properties (Any 4 × 1) (4)

8.3
- Drawings
- Specifications
- General conditions of the contract
- Bill of quantities
- Tender document
- Legal agreement
- Any letter of explanation (Any 6 × 1) (6)

[20]

QUESTION 9

9.1 16 weeks (1)

9.2 Bricklaying (1)

9.3
- Roof sheets
- Painting (2)

9.4
- Electrician
- Plumbing
- Plastering
- Doors and windows (4 × ½) (2)

9.5 Plastering (1)

9.6 No delay (1)

9.7 4 weeks (1)

9.8 Bricklayer (1)

9.9 Yes (1)

9.10
- Weather
- No bricks on site
- Labour problem
- Variation (4)

[15]

TOTAL: 100

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