



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

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NATIONAL CERTIFICATE

BUILDING ADMINISTRATION N6

(4090056)

7 August 2019 (X-Paper)

09:00–12:00

This question paper consists of 6 pages.

DEPARTMENT OF HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA
NATIONAL CERTIFICATE
BUILDING ADMINISTRATION N6
TIME: 3 HOURS
MARKS: 100

INSTRUCTIONS AND INFORMATION

1. Answer ALL the questions.
 2. Read ALL the questions carefully.
 3. Number the answers according to the numbering system used in this question paper.
 4. Write neatly and legibly.
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QUESTION 1

1.1 Various options are given as possible answers to the following questions. Choose the answer and write only the letter (A–D) next to the question number (1.1.1–1.1.5) in the ANSWER BOOK.

1.1.1 According to the ... workers and their families are compensated for injuries or death that occurs on duty.



- A Unemployment Insurance Act
- B Compensation of Occupational Injuries and Diseases Act
- C Industrial Act
- D Apprenticeship Act

1.1.2 Working conditions such as working hours, leave, et cetera are included in the ...

- A Human Rights Act.
- B Basic Conditions of Employment Act.
- C Bills of Rights Act.
- D Memorandum.

1.1.3 Employees who lose their jobs are compensated for loss of income in accordance with the ...



- A Apprenticeship Act.
- B Unemployment Insurance Act.
- C Industrial Council Act.
- D Compensation for Occupational Injuries and Disease Act.

1.1.4 Act regulating the training of artisans:


- A Apprenticeship Act
- B Industrial Council Act
- C Principal Agreement
- D Unemployment Insurance Act

1.1.5 Act concerning the health and safety of people regarding the use of plants and machinery:



- A Occupational Health and Safety Act
- B Basic Conditions of Employment Act
- C Compensation for Occupational Injuries and Diseases Act
- D Industrial Act



(5 × 2) (10)

- 1.2 Define each of the following terms:
- 1.2.1 Arbitrator
- 1.2.2 Arbitration  (2 × 2) (4)
- 1.3 Give THREE reasons for arbitration. (3 × 2) (6)
- [20]**

QUESTION 2

- 2.1 Programming is important for the execution of the tasks.

Indicate whether the following statements are TRUE or FALSE. Choose the answer and write only 'True' or 'False' next to the question number (2.1.1–2.1.10) in the ANSWER BOOK.

- 2.1.1 When drafting a programme it is important to consider unforeseen circumstances.
- 2.1.2 The master programme and the overall programme have the same meaning. 
- 2.1.3 The establishment of a balanced team is a prerequisite for high production.
- 2.1.4 Holiday periods should also be shown in the overall programme.
- 2.1.5 The master chart is a detailed programme.
- 2.1.6 A Gantt chart is the bar chart.
- 2.1.7 Programming shows the sequence of operations and the total output rates required from labour and the plant.
- 2.1.8 A section programme requires more detailed treatment.
- 2.1.9 A weekly programme does not consider time.
- 2.1.10 The programme does not require any logic or systematic approach.  (10 × 1) (10)
- 2.2 Give FIVE qualities of a good supervisor in a building firm. (10)
- [20]**

QUESTION 3

- 3.1 Choose a description from COLUMN B that matches a term in COLUMN A. Write only the letter (A–F) next to the question number (3.1.1–3.1.6) in the ANSWER BOOK.



COLUMN A		COLUMN B	
3.1.1	Authorised capital	A	acknowledgement of money borrowed
3.1.2	Issued capital	B	part of subscribed capital which has actually been called up and paid up by subscribers
3.1.3	Subscribed capital	C	part of subscribed capital which has actually been called up
3.1.4	Called-up capital	D	consists of the portion of issued capital which is actually subscribed by the public
3.1.5	Paid-up capital	E	portion of company's authorised capital which has been issued to the public for subscription
3.1.6	Debentures	F	maximum amount of capital which a company has the power to issue according to its memorandum



(6 × 2)

(12)

- 3.2 Define each of the following terms:

3.2.1 Cost plus fixed fee

3.2.2 Cost plus contract



3.2.3 Lump sum contract where quantities are not part of the contract




3.2.4 Lump sum contract where quantities are part of the contract

(4 × 2)


(8)

[20]

QUESTION 4

- 4.1  List FIVE expenditures and FIVE earnings involved in building contracts. (10)
- 4.2  Briefly explain the functions of each of the following persons at a building site:
- 4.2.1 Architect
- 4.2.2 Clerk of works
- 4.2.3 Quantity surveyor
- 4.2.4 Structural engineer
- 4.2.5 Inspector
- (5 × 2) (10)
-  [20]

QUESTION 5

- 5.1 Explain any FIVE functions of an inspector regarding occupational health and safety in the workplace.  (10)
- 5.2 List FIVE headings under which human needs are classified according to Maslow's hierarchy of needs. (10)
- [20]
- TOTAL: 100**