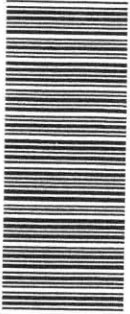


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# higher education & training

Department:  
Higher Education and Training  
**REPUBLIC OF SOUTH AFRICA**

T100(E)(J20)T  
**AUGUST 2012**

NATIONAL CERTIFICATE

**BUILDING ADMINISTRATION N5**

(4090045)

**20 July (X-Paper)**  
**09:00 – 12:00**

● This question paper consists of 6 pages and 2 annexures.

**DEPARTMENT OF HIGHER EDUCATION AND TRAINING  
REPUBLIC OF SOUTH AFRICA  
NATIONAL CERTIFICATE  
BUILDING ADMINISTRATION N5  
TIME: 3 HOURS  
MARKS: 100**

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**INSTRUCTIONS AND INFORMATION**

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

**QUESTION 1**

Indicate whether the following statements are TRUE or FALSE. Choose the answer and write only 'true' or 'false' next to the question number (1.1 – 1.10) in the ANSWER BOOK.

- 1.1 Overhaul refers to ground which is moved more than once.
- 1.2 Excavated earth must be 'borrowed'.
- 1.3 Undisturbed earth shrinks if excavated.
- 1.4 Simpson's rules are used to determine irregular areas.
- 1.5 Surplus soil must be carted away and dumped.
- 1.6 By using Simpson's rules and by multiplying the answer with an average depth, one can calculate earth volumes which have to be moved.
- 1.7 Free haul is covered in the bill of quantities under the item 'carting away'.
- 1.8 Overhaul refers to maintenance of earthmoving plants.

- 1.9 Overhaul refers to any additional distance earth has to be transported above the basic distance included in the rate agreed on.
- 1.10 The accumulative mass-haul curve is used for building material. [10]

**QUESTION 2**

- 2.1 Refer to attached ANNEXURE 1 and write down the correct name of each lifting component (2.1.1 – 2.1.5) used by cranes on site. (5)
- 2.2 Refer to attached ANNEXURE 2 and name the different parts in the basic connections used in scaffolding. Write down the answer next to the question number (2.2.1 – 2.2.5) in the ANSWER BOOK. (5)  
[10]

**QUESTION 3**

Give ONE word/term for each of the following descriptions by choosing a word/term from the list below. Write only the word/term next to the question number (3.1 – 3.10) in the ANSWER BOOK.

special plant; selected subcontractor; contractors; nominated subcontractor; recognition; employer; contractor; main contractor; payment; ordinary supplier; liability; nominated supplier; making good; consultant; ordinary plant; attendance

- 3.1 The duty and responsibility of the main contractor to compensate for faulty work of subcontractors
- 3.2 The firm that specialises in a section such as the lift installation and that is appointed by the architect to sign a contract with the main contractor
- 3.3 The firm that signs a contract with the employer and thus promises to deliver the works at the set cost and date
- 3.4 The assistance given to the subcontractor by the main contractor with services such as the use of scaffoldings and water
- 3.5 The firm that supplies building material to the contractor as decided and ordered by the purchasing department
- 3.6 The specialist equipment which is not provided by the main contractor
- 3.7 The fact that the employer only contracts with the main contractor and that the architect does not interfere with the subcontractors
- 3.8 The firm that is asked by the main contractor to complete part of the main contractor's work

- 3.9 The firm that delivers certain goods to the site as instructed by the architect
- 3.10 The achievement of work which is clean and if necessary, repaired to be as good as new and to match the existing work

[10]

**QUESTION 4**

- 4.1 Give THREE ways in which effective communication can be achieved on site.
- 4.2 Name SEVEN important items which you would consider when compiling an agenda.

(3)

(7)

[10]

**QUESTION 5**

- Name FIVE contract documents and discuss their relatedness with one another.

[10]

**QUESTION 6**

Building material should be SANS compliant.

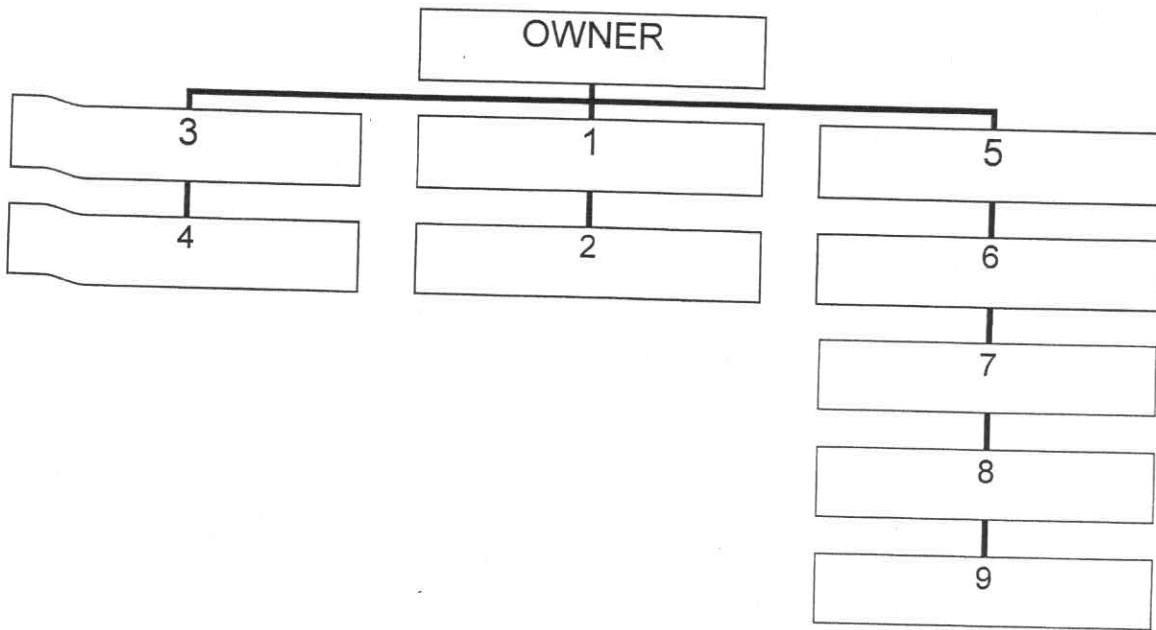
Copy the TABLE below in the ANSWER BOOK. Complete it by filling in the properties for the relevant materials.

Material	Good properties	Bad properties
(1) Concrete		
(2) Cement		
(3) Timber		
(4) Stock bricks		
(5) Stone		

[10]

**QUESTION 7**

7.1 Study the diagram shown below and fill in the missing personnel in the line of authority on a construction project and define ONE duty of each personnel member.



[10]

**QUESTION 8**

8.1 Name SEVEN purposes of programming in the construction industry.

(7)

8.2 Programming is divided into three parts. Name these THREE parts.

(3)

[10]

**QUESTION 9**

9.1 Effective supervision can be identified by three factors. Write down these THREE factors.

(3)

9.2 In order to get the work done, the supervisor will need to demonstrate THREE distinct abilities. Name these three abilities.

(3)

9.3 Name FOUR main responsibilities of a supervisor on site.

(4)

[10]

**QUESTION 10**

In the principal building agreement a number of clauses regulate the handing over of the completed works. Describe, define or explain the following key terms used in these clauses:

(HINT: Note that some are documents, some refer to periods and others are only terms.)

- 10.1 Penalty for non-completion
- 10.2 Patent-defect liability periods
- 10.3 Latent-defect liability
- 10.4 Release of the construction guarantee
- 10.5 Extension of the construction period
- 10.6 Final completion list
- 10.7 Certificate of final completion
- 10.8 Final payment certificate
- 10.9 Liability insurance
- 10.10 Final account

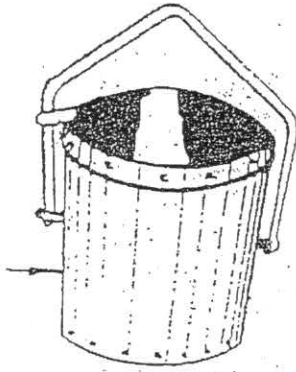
[10]

**TOTAL: 100**

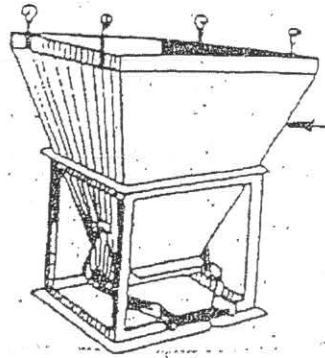
ANNEXURE 1

QUESTION 2.1

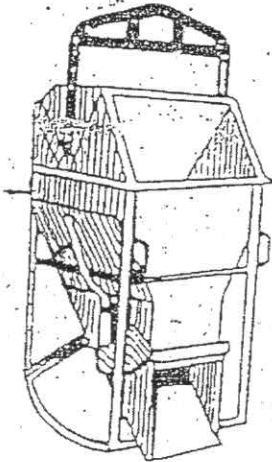
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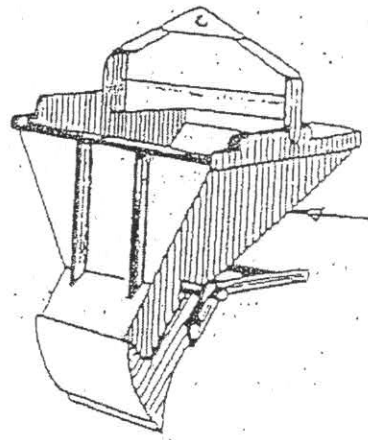
2.1.2



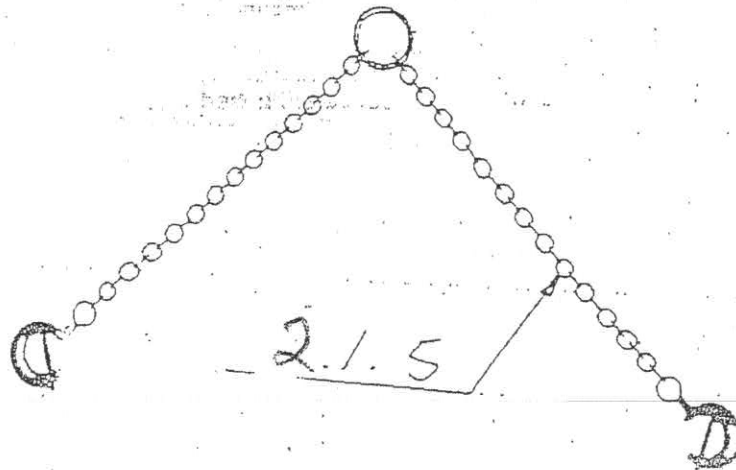
2.1.3



2.1.4



2.1.5



ANNEXURE 2

QUESTION 2.2

