
BOARD NOTICE 80 OF 2002
South African Council for the Project and Construction Management
Professions

In terms of section 26(1) of the Project And Construction Management Professions Act 48 of 2000, the Council for the South African Council for the Project and Construction Management Professions is proposing the demarcation of the work of the professions.

Written comments and inputs are invited from interested parties and the general public, which must be submitted to:

MR. FERDINAND FESTER/ MS THOKOZILE MAZIMANE

P.O. BOX 2376
HOUGHTON
2041

9 WELLINGTON ROAD
PARK TOWN
2193

TEL: 011 642 1150

FAX: 011 643 4632

COMMENTS MUST BE SUBMITTED BEFORE OR ON 4 OCTOBER 2002

DEFINITION

Construction Project Management:

Is the management of projects within the built environment from conception to completion, including the management of related professional services. The Construction Project Manager is the one point of responsibility in regard to the above.

IDENTIFICATION OF WORK

Core Competencies

1. Integration Management

- 1.1. Establishment of the Project scope, objectives, priorities, constraints, assumptions and strategies.
- 1.2. Management of the integration of the preliminary design, time programme and cost budget for the Works, to form the basis of planning documents.
- 1.3. Management of the execution of the Project in accordance with the approved planning documents.
- 1.4. Management of the control of all interrelated changes to the approved planning documents.

2. Scope Management

- 2.1. Breakdown of the Scope into a manageable work breakdown structure encompassing professional services and construction.
- 2.2. Monitoring of the preparation of the final design of the Works through the duration of the Project.
- 2.3. Management of the acceptance of the design and construction of the Works.
- 2.4. Management and monitoring of the processes of controlling Scope changes.

3. Time Management

- 3.1. Developing a master project programme integrating the interdependencies of planning, design and construction.
- 3.2. Controlling changes to the master project programme to reflect actual Project status.
- 3.3. Monitoring that subordinate detailed programmes are produced and maintained in conformity with the Master Project Programme by the other project participants.

4. Cost Management

- 4.1. Establishment of the responsibilities for information flow between the design team and the budget requirements.
- 4.2. Monitoring the preparation of cost estimates and the cost budget for the Project.
- 4.3. Establishment of a format for the cost budget that meets the reporting requirements.
- 4.4. Establishment of and monitoring the processes of controlling changes to the cost budget.

5. Quality Management

- 5.1. Establishment of the organisation structure and responsibilities for Quality Management in the provision of professional services and construction.
- 5.2. Monitoring that all Project participants meet their Quality Management obligations.

6. Human Resource Management

- 6.1. Establishing the roles, responsibilities and reporting relationships between the various participating organisations for the Project.

- 6.2. Monitoring that suitable key people are assigned by participating organisations to establish an adequate Project team.
- 6.3. Promoting the development of project team spirit to enhance Project performance.

7. **Communications Management**

- 7.1. Establishment of the communications structure and responsibilities for the Project.
- 7.2. Monitoring of the information distribution and record keeping.
- 7.3. Collation of information and preparation of reports for submission.
- 7.4. Management of the closing out of the Project and submission of required records.

8. **Risk Management**

- 8.1 Management of the processes of identifying, analyzing and responding to construction project risk.
- 8.2 Management of the processes of allocating risks suitable parties.
- 8.3 Establishment of responsibilities for arranging Project insurance and monitoring the timeous provision of proof of insurance.

9. **Procurement Management**

- 9.1. Establishment of requirements regarding potential professional team members and contractors and methods of obtaining quotations, offers and tenders.
- 9.2. Management of the processes of selecting an appropriate project delivery system.
- 9.3. Management of the processes of preparing proposal calls and tender documents, and calling for proposals and for tenders, in accordance with agreed procedures.

- 9.4. Management of the evaluation of proposals and tenders, and facilitate their awards.
- 9.5. Acting as principal agent for the purpose of administration of the contract.

2 CONSTRUCTION MANAGEMENT

DEFINITION

Construction Management:

Is the management of the physical construction process within the built environment and includes the co-ordination administration and management of resources. The Construction manager is the one point of responsibility in this regard.

IDENTIFICATION OF WORK

Core Competencies

1 Integration Management

- 1.1 Understanding the contracts scope, objectives, priorities, constraints, assumptions and strategies.
- 1.2 Management of the integration of the design, time programme and cost budget for the Works, to form the basis of planning documents.
- 1.3 Management of the execution of the construction works in accordance with the approved planning documents.
- 1.4 Management of the control of all interrelated changes to the works.

2 Scope Management

- 2.1 Breakdown of the Scope into a manageable work breakdown structure
- 2.2 Managing the implementation the design of the Works through the duration of the contract
- 2.3 Management of the acceptability of the construction of the Works.
- 2.4 Management and monitoring of the processes involved in Scope changes.

3 Time Management

- 3.1 Developing a master contract programme integrating the interdependencies of all of the construction work.
- 3.2 Controlling changes to the master project programme to reflect actual contract status.
- 3.3 Monitoring that subordinate detailed programmes are produced and maintained in conformity with the Master contract Programme by the other contract participants.

4 Cost Management

- 4.1 Establishment of the responsibilities for information flow between the construction financial team and the budget requirements.
- 4.2 Monitoring the of cost and the cost budget for the contract.
- 4.3 Establishment of a format for the cost report that meets the requirements.
- 4.4 Establishment of and monitoring the processes of controlling changes to the cost.

5 Quality Management

- 5.1 Establishment of the organization structure and responsibilities for Quality Management in the construction process.
- 5.2 Monitoring that all contract participants meet their Quality Management obligations.

6 Human Resource Management

- 6.1 Establishing the roles, responsibilities and reporting relationships between the various participating organisations for the contract.
- 6.2 Monitoring that suitable key people are assigned by participating organizations to establish an adequate construction team team.
- 6.3 Promoting the development of contract team spirit to enhance contract performance.

7 Communications Management

- 7.1 Establishment of the communications structure and responsibilities for the contract.
- 7.2 Monitoring of the information distribution and record keeping.
- 7.3 Collation of information and preparation of reports for submission.
- 7.4 Management of the closing out of the contract and submission of required records.

8 Risk Management

- 8.1 Management of the processes of identifying, analysing and responding to construction project risk.
- 8.2 Management of the processes of allocating risks to suitable parties.
- 8.3 Establishment of responsibilities for arranging contract insurance and monitoring the timeous provision of proof of insurance.

9 Procurement Management

- 9.1 Establishment of requirements regarding potential construction team members and other contractors and methods of obtaining quotations, offers and tenders.
- 9.2 Management of the processes of preparing proposal calls and tender documents, and calling for proposals and for tenders, in accordance with agreed procedures.
- 9.3 Management of the evaluation of proposals and tenders, and facilitate their awards.
- 9.4 Acting as the responsible person o the contract with regard to acceptability of the construction works.