



DEVELOPMENT THROUGH PARTNERSHIP

Register of Professional Service Providers and Professional Service Provider Recognition Scheme Scheme

8 July 2015



Agenda

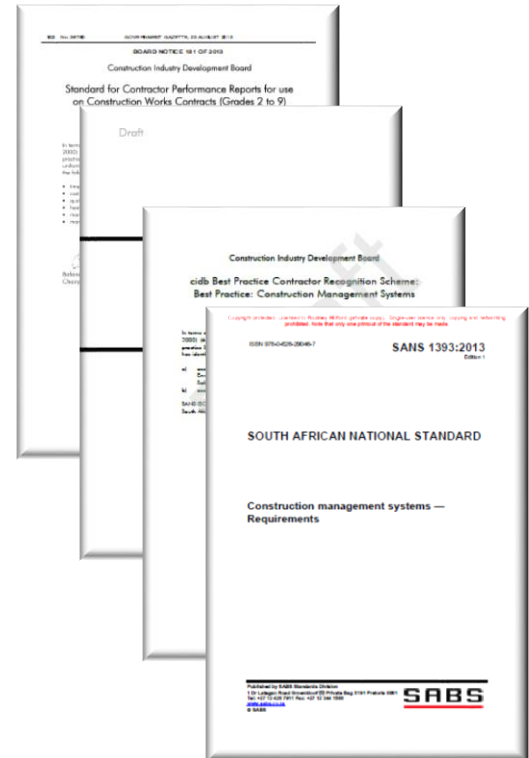
- **Welcome:**
 - Attendance Register
- **Objective**
- **Consultation:**
 - Criteria for RoPSP
 - Best Practice: Management Systems
 - Best Practice: Integrity Management Systems
 - Best Practice: Membership of Voluntary Organization
 - Standard for PSP Performance Reports
- **Way Forward**

Objective

- **Stakeholder input**
- **Endorsement to submit criteria for RoPSP and best practices to Board to be published in the Gazette**

PSP Recognition Scheme

- **Standard for PSP Performance Reports**
- **Best Practice: Management Systems:**
- **SANS ISO 9001, 14001 and OHSAS 18001**
- **Best Practice: Integrity Management System**
- **Best Practice: Membership of Voluntary Association**
- **Standard for Financial and Project Management Systems (under development)**





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Criteria for RoPSP

Register of PSPs: Professional Service Disciplines

Designation	Professional Service Discipline
AR	Architecture
BS	Building Services
CE	Civil Engineering including environmental, geotechnical and transportation engineering
CH	Construction Health and Safety
CP	Construction Project Management
EE	Electrical Engineering
DE	Development Engineering
LA	Landscape Architecture
ME	Mechanical Engineering
QS	Quantity Surveying
SE	Structural Engineering
SS	Specialist Engineering Services

Peripheral Professional disciplines

Designation	Professional Service Discipline
EI	Environmental Impact Studies
LS	Surveying
TP	Transportation Planning
TO	Town Planning
CM	Construction Management
DR	Dispute Resolution
MC	Mentor to Emerging Contractors

cidb Register of PSPs: PSP Grades

Grade	Estimated Maximum Capacity for Professional Fees Value (Rm)
1	\leq R 0,5 million
2	$>$ R 0,5 million and \leq R 5 million
3	$>$ R 5 million and \leq R 13 million
4	$>$ R 13 million

cidb Register of PSPs: Registration criteria

- **Legal Entity**
- **PSP is registered as a legal entity in South Africa:**
 - **sole proprietor**
 - **partnership**
 - **close corporation**
 - **company (Pty(Ltd))**
 - **company (Ltd)**
 - **trust**
 - **not for profit organization**
 - **non-governmental organization**
 - **cooperation**
 - **incorporated company**

Income Tax

- The PSP is in possession of a valid tax clearance certificate (TCC)
- VAT compliant
- In good standing
 - the Income Tax Act,
 - the Skills Development Levy Act (SDL)
 - the Unemployment Insurance Fund Act (UIF)

Professional Council Registration

- **Responsible professionals in employment of the PSP and shareholders responsible for managing the PSP must be in good standing with the relevant Professional Council at time of registering the PSP on the RoPSP**

B-BBEE

- **B-BBEE recognition level of a PSP (including a category “n0-Scorecard”):**
 - **individual scorecard elements of the PSP produced by a SANAS or IRBA accredited rating organisation issued in terms of the Construction Sector Charter Sector Code issued in terms of section 9(1) of the Broad Based Black Economic Empowerment Act, 53 of 2003**

Financial Capability (Available capital) (1)

- Available capital calculated by adding any **financial sponsorship** to the sum of the net asset value of a PSP as indicated in the PSPs financial statements
 - The PSP must provide a statement of funding (statement of guarantees) for its operational costs.

Financial Capability (Available capital) (2)

- If a **company** applies within 6 months from the end of its financial year
- If a **close corporation** applies within 4 months from the end of its financial year
 - the financial statements of the two years immediately preceding the last financial year may be taken into account

Financial Capability (Best annual turnover)

- Calculated over the two financial years immediately preceding the application
- Subject to adjustment for inflation

Grade	Estimated Maximum Capacity for Professional Fees Value (Rm)	Available Capital (Rm)	Best Annual Turnover (Rm)
1	\leq R 0,5 million		
2	$>$ R 0,5 million and \leq R 5 million	0,25	4,5
3	$>$ R 5 million and \leq R 13 million	0,5	6
4	$>$ R 13 million	1	9

Technical Capability (1)

- The number of registered professionals (Pr) in their employment relevant to the professional service discipline(i.e. the responsible professional)

Technical Capability (2)

Designation	Grades	Number of Registered Prof	Grade	Number of Registered Prof	Grade	Number of Registered Prof
AR	1 & 2	1 off: Pr.Arch or Pr.S.Arch.T or Pr.Arch.T or Pr. Arch.Draught	3	2 Pr. Arch.	4	3 Pr. Arch
BS	1 & 2	1 off: Pr.Eng or Pr.Tech.Eng or Pr.Cert.Eng or Pr. Technici or Pr. Specified Category	3	2 off: Pr.Eng and/or Pr.Tech.Eng or Pr.Cert.Eng	4	1 off: Pr.Eng and 2 off: Pr. Eng and/or Pr. Tech.Eng and/or Pr.Cert.Eng

Technical Capability (3)

Designation	Grades	Number of Registered Prof	Grade	Number of Registered Prof	Grade	Number of Registered Prof
CE or SE or EE or ME	1 & 2	1 off: Pr.Eng or Pr.Tech.Eng or Pr.Cert.Eng or Pr.Technici or Pr.Specified Category	3	2 off: Pr.Eng and/or Pr.Tech.Eng or Pr.Cert.Eng	4	1 off: Pr.Eng and 2 off: Pr. Eng and/or Pr. Tech.Eng and/or Pr.Cert.Eng
SS	1 & 2	1 off: Pr.Eng or Pr.Tech.Eng or Pr.Cert.Eng or Pr.Technici or Pr.Specified Category	3	2 off: Pr.Eng and/or Pr.Tech.Eng or Pr.Cert.Eng	4	1 off: Pr.Eng and 2 off: Pr. Eng and/or Pr. Tech.Eng and/or Pr.Cert.Eng
CH	1 & 2	1 Pr.CHA	3	2 Pr.CHA	4	3 Pr.CHA
CP	1 & 2	1 Pr.CPM	3	2 Pr.CPM	4	3 Pr.CPM

Technical Capability (4)

Designation	Grades	Number of Registered Prof	Grade	Number of Registered Prof	Grade	Number of Registered Prof
CH	1 & 2	1 Pr.CHA	3	2 Pr.CHA	4	3 Pr.CHA
CP	1 & 2	1 Pr.CPM	3	2 Pr.CPM	4	3 Pr.CPM
LA	1 & 2	1 off: Pr.LArch or Pr.LTechno	3	2 off: Pr.LArch and/or Pr.LTechno	4	3 off: Pr.LArch and/or Pr.LTechno
QS	1 & 2	1 Pr.QS	3	2 Pr.QS.	4	3 Pr.QS

Technical Capability (1) Peripheral Professions

Designation	Grades	Number of Registered Prof	Grade	Number of Registered Prof	Grade	Number of Registered Prof
El	1 & 2	1 off: Pr.Eng or Pr.Tech Eng or Professional Planner or Pr.Nat.Sc or Pr.LArch	3	1 off: Pr.Eng and 1 off: Pr.Eng or Pr.Tech Eng or 2 off: Professional Planner or 2 off: Pr.Nat.Sc or 2 off: Pr.LArch	4	1 off: Pr.Eng and 2 off: Pr. Eng or Pr.Tech Eng or 3 off: Professional Planner or 3 off: Pr.Nat.Sc or 3 off: Pr.LArch
LS	1 & 2	1 Pr.LS	3	2 Pr.LS	4	3 Pr.LS
TP	1 & 2	1 off: Pr.Planner or Pr.Eng	3	2 off: Pr.Eng and/or Pr.Planners	4	2 off: Pr.Eng and/or Pr.Planners

Technical Capability (2) Peripheral Professions

Designation	Grades	Number of Registered Prof	Grade	Number of Registered Prof	Grade	Number of Registered Prof
DR	1 & 2	1 off: Pr.Eng or Pr. Arch or Pr. QS or Pr.LArch or Pr. CPM or Pr.CHA or Pr.CM or Pr.Planner	3	2 off: Pr.Eng or Pr. Arch or Pr. QS or Pr.LArch or Pr. CPM or Pr.CHA or Pr.CM or Pr.Planner	4	3 off: Pr.Eng or Pr. Arch or Pr. QS or Pr.LArch or Pr. CPM or Pr.CHA or Pr.CM or Pr.Planner
TO	1 & 2	1 Pr.Planner	3	2 Pr.Planners	4	3 Pr.Planners
CM	1 & 2	1 Pr.CM	3	2 Pr.CM	4	3 Pr.CM
CR	1 & 2	1 Pr. Mentor	3	2 Pr.Mentors	4	3 Pr.Mentors

Track Record

		Minimum value of professional fees for project successfully completed over the past five years	
Grade	Estimated Maximum Capacity for Professional Fees Value (Rm)	PSP	Responsible Professional
1	≤ R 0,5 million		R 0,25 m
2	> R 0,5 million and ≤ R5 million	R0.5m	R 1 m
3	> R 5 million and ≤ R 13 million	R5m	R10m
4	> R 13 million	R13m	R26m

Professional Registration of Directors

- **PSPs in grades 1 to 4, at least 51% of the shareholders responsible for the management of the PSP to be professionals registered with a relevant professional council**
- **For multidisciplinary PSP's, that also practice the relevant professional service, work must be carried out under the supervision of a responsible professional, registered in the related category of registration**

Professional Indemnity Insurance

Grade	Estimated Maximum Capacity for Fee Value (Rm)	Minimum Professional Indemnity (Rm)
1	\leq R 0.5 million	2
2	$>$ R 0.5 million and \leq R 5 million	3
3	$>$ R 5 million and \leq R 13 million	4
4	$>$ R 13 million	5

Validity of Registration

- **Registration on the cidb PSP will be valid for a period of three years, subject to annual renewal on verification of**
- **legal entity status**
- **a valid tax clearance certificate (TCC)**
- **VAT compliance**
- **PSP in good standing :**
 - **Income Tax Act**
 - **Skills Development Levy Act (SDL)**
 - **Unemployment Insurance Fund Act (UIF)**

Validity of Registration

- **The responsible professional/s and shareholders responsible for the management of the PSP must be in good standing with Professional Councils**
- **Letters, as proof of good standing with the relevant Professional Councils**
- **The PSP has the required number of registered professionals (Pr) in their employment relevant to the professional service discipline applied for**

Validity of Registration

- Professional registration of directors
- Professional Indemnity Insurance

Recommendation

- **Board approve criteria for the RoPSP to be published in the Gazette**

Discussion



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SANS ISO and SANS OHSAS Management Systems PSP Recognition Scheme

Recommendation

- **Board approve certification to SANS ISO 9001, SANS ISO 14001 and SANS OHSAS 18001 Management Systems as best practice for large PSP enterprises (Grades 4)**

Discussion



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Integrity Management Systems

PSP Recognition Scheme

Recommendation

- **Board approve certification to BS 10500 Specification for an Anti-Bribery Management System (ABMS) as a best practice for large PSP enterprises (Grade 4)**

Discussion



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Membership of Voluntary Association PSP Recognition Scheme

Recommendation

- **Board approve Membership of a Voluntary Association as a best practice for medium to large PSP enterprises (Grade 2 to 4)**

Discussion



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PSP Performance Reports

PSP Recognition Scheme

PSP Performance Reports

- Provides for a uniform and consistent method of assessment of the performance of a PSP with respect to:
 - time management
 - management of resources
 - co-operative relations
 - standard of service

PSP Performance Reports

- The standard sets out:
 - the process and responsibilities by which the PSP performance report is to be completed
 - the information required

Professional disciplines

Designation	Professional Service Discipline
AR	Architecture
BS	Building Services
CE	Civil Engineering including environmental, geotechnical and transportation engineering
CH	Construction Health and Safety
CP	Construction Project Management
EE	Electrical Engineering
DE	Development Engineering
LA	Landscape Architecture
ME	Mechanical Engineering
QS	Quantity Surveying
SE	Structural Engineering
SS	Specialist Engineering Services

PSP Performance Reports (Final) (1)

ISSUE OF A PROFESSIONAL SERVICE PROVIDER (PSP) PERFORMANCE REPORT

Section A: Employer Information

cidb Employer Number (if applicable)

Employer Name

Section B: Contract Data

cidb Contract Number (if applicable)

Contract Title

Completion Date

Y	Y	Y	Y	M	M	D	D
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PSP Performance Reports (Final) (2)

Section C: Reporting Officer's Information

Organisation Name

Name of Reporting Officer Title Initials Surname

Designation

Professional Registration Body

Registration Number

e-mail

Mobile 0 - -

Office Telephone 0 - -

Date submitted to Employer YYYY - MM - DD

Signature

PSP Performance Reports (Final) (8)

Section E: Professional Service Provider (PSP) / JV Information															
Name of Main PSP															
Name of Joint Venture Partner															
Name of Joint Venture Partner															
Name of Joint Venture Partner															
Contact Person Title				Initials				Surname							
Designation															
Professional Registration Body															
Registration Number															
e-mail															
Mobile				-					-						
Office Telephone				-					-						
I / we agree <input type="checkbox"/> disagree <input type="checkbox"/> with the Performance Assessment by the Reporting Officer															
I / we appeal the Performance Assessment by the Reporting Officer <input type="checkbox"/> Y <input type="checkbox"/> N															
Signature															
Date					-				-						

PSP Performance Reports (Final) (9)

Section F: Employer's Representative Information

Name of Employer's Representative Title Initials Surname

Designation

e-mail

Mobile 0 - -

Office Telephone 0 - -

Date Y Y Y Y - M M - D D

I agree ☐ disagree ☐ with the Reporting Officer's Assessment of the PSP Assessment Report

Signature

PSP Performance Reports (Final) (10)

Section G: Adjudicator's Information (If Applicable)															
Name of Adjudicator	Title			Initials			Surname								
Designation															
e-mail															
Mobile	0			-				-							
Office Telephone	0			-				-							
Date	Y	Y	Y	Y	-	M	M	-	D	D					
Signature															

PSP Performance Reports (Final) (11)

Section H: Outcome of Adjudication (If Applicable)			
	Employer's Rating	PSP's Rating	Adjudication
Time Management	<input type="text"/>	<input type="text"/>	<input type="text"/>
Management of Resources	<input type="text"/>	<input type="text"/>	<input type="text"/>
Co-operative Relationships	<input type="text"/>	<input type="text"/>	<input type="text"/>
Standard of Service	<input type="text"/>	<input type="text"/>	<input type="text"/>

I, the undersigned warrant that:

- I am duly authorised to act as an adjudicator;
- In my opinion, the outcome of this adjudication represents a fair outcome.

Signature

Date Y Y Y Y - M M - D D

On behalf of the employer, I note the outcome of the Adjudication process

Signature; Employer's Representative

Date Y Y Y Y - M M - D D

Discussion

Interim PSP Performance Report (Project Manager) (1)

INTERIM PROFESSIONAL SERVICE PROVIDER (PSP) PERFORMANCE REPORT (PROJECT MANAGER)

Section A: Employer Information

cidb Employer Number (if applicable)

Employer Name

Section B: Contract Data

cidb Contract Number (if applicable)

Contract Title

Completion Date

Y Y Y Y

M M

D D

Interim PSP Performance Report (Project Manager) (2)

Section C: Reporting Officer's Information

Organisation Name

Name of Reporting Officer Title Initials Surname

Designation

Professional Registration Body

Registration Number

e-mail

Mobile 0 - -

Office Telephone 0 - -

Date submitted to Employer Y Y Y - M M - D D

Signature

Recommendation

- **Board approve that the Standard for PSP Performance Reports be published in the Gazette as a best practice for PSPs (Grades 1 to 4)**

Discussion



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Way Forward

Way Forward (i)

Way Forward (ii)



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Thank You

Context

- Supply side and demand side
- cidb Quality Report: Corruption is one of the major contributors to poor quality
- Collusion practices in SA;
 - damaged trust
- US Foreign Corrupt Practices Act (FCPA) and UK Bribery Act can have a major impact on contracting organisations in SA
- World Federation of Engineering Organisations (WFEO); Governments should make it a legal requirement that companies bidding for public sector projects implement and maintain adequate anti-corruption measures within their own organisations

Codes & Standards

- **British Standard 10500: Specification for an Anti-Bribery Management System**
 - ISO/PC 278 'New Work Item
- **Australian Standard 8100: Fraud and Corruption Control**
- **International Federation of Consulting Engineers' (or FIDIC's) Business Integrity Management Guidelines**
- **CESA's Business Integrity Management Guidelines**
- **ETHIC Intelligence certification**
- **USA Construction Industry Ethics & Compliance Initiative**