



SACLAP

**SOUTH AFRICAN COUNCIL FOR THE
LANDSCAPE ARCHITECTURAL PROFESSION**
REGISTRATION EXAMINATION

MARCH 2010

SECTION 1: PROFESSIONAL PRACTICE

No.	Question	Points (20 in total)
1.	Professional Practice	6
1.1	<p>You are a registered professional landscape architect practicing as a sole proprietor. A consulting engineer invites you to be a part of his team to tender for a project for the local authority. You agree to do so at the current SACLAP recommended fee scale. A week later, another consulting engineer, with whom you regularly work, invites you to be part of his team for the same tender and asks you to provide a discount on the SACLAP recommended fee scale.</p> <p>Describe and discuss your thoughts and actions in terms of professional ethics and responsibilities.</p>	6
1.2	<p><i>“Registered Professionals shall not advertise or present their services in a self-laudatory manner or in a manner that is derogatory to the dignity of the profession or in a manner that may bring discredit to the profession.”</i></p> <p>Discuss the ways in which you, as a Landscape Architectural professional, may promote your practice.</p>	6
1.3	What is the difference and relationship between SACLAP and ILASA?	4
1.4	<p>Your Landscape Architectural practice earns less than R5m/annum. One of the requirements for a public tender is to submit your BBB-EE certificate.</p> <p>Discuss your submission.</p>	4
2	Project Management	(20 in total)
	<p>You are the Project Manager for the upgrade of a partially developed park in open space in a city suburb. The area is zoned “POS” and “Undetermined”. The project, from concept to completion of construction, must be completed within two years.</p>	

2.1	Identify all the elements that must be considered in the programming of projects from concept to completion?	12
2.2	All projects are associated with a number of risks, which if not managed effectively may negatively influence the project. Identify five possible risks and discuss three thereof and how you would mitigate these risks.	8
3 Contract Management		
3.1	Who are the three principle role players in a landscape contract? Discuss their roles.	12
3.2	What are the essential functions a Landscape Architectural professional is obliged to fulfill during the construction stage of a project?	8
4 Office Management		
4.1	You have been appointed to carry out a full Landscape Architectural service for a new high-end residential development, that will include verge and street tree planting, entrance landscaping, feature landscaping around the private sports facilities on the property and natural buffer strips between the development and adjacent undeveloped land. A portion of the property has a very high environmental value, due to previously recorded rare plant species. a. What would the role of each team member from the office be, if the team consists of yourself as the Landscape Architect, a Landscape technologist and an horticulturist. b. List other specialists that may be required on this project and how you would proceed with getting them appointed on the project.	10
4.2	Describe aspects to be considered when starting a practice as a sole proprietor versus a registered company.	10
5 Administration		
5.1	List 5 important administration aspects to running a successful and efficient small Landscape Architectural office.	5
5.2	List the advantages and disadvantages of: a. Record-keeping and various methods of communication b. Permanent employment or contract employment of staff	5 5
5.3	List the functions of a bookkeeper in a small firm.	5
TOTAL		
		100