

**BUILDING DEVELOPMENT MANAGEMENT**  
**NATIONAL BUILDING REGULATIONS**  
**APPOINTMENT FORM FOR REGISTERED PERSON**

To: **BUILDING CONTROL OFFICER**

Plan/Card/Erf No.: \_\_\_\_\_

Description of project: \_\_\_\_\_

\*Erf/Holding/Portion No: \_\_\_\_\_

\*Township/Agriculture Holding/Farm Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

**SECTION 1 : DECLARATION BY OWNER(S)**

\*I/We \_\_\_\_\_  
(Name of Owner)

of \_\_\_\_\_

Tel. No.: \_\_\_\_\_ hereby confirm that I/We have appointed \_\_\_\_\_  
(Name of appointed person)

in terms of Regulations \* A19(1)/A19(2) as the Registered Person for the work, duties and responsibilities set out over, and \* I/We understand and accept that the onus is on \* me/us to:

- (1) inform the Registered Person when the work is due to start on site, and
- (2) notify the local authority in writing should the appointment be terminated before the work for which this person was appointed is completed, and if considered necessary by the local authority to make another appointment.

Signature of Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION 2 : UNDERTAKING BY REGISTERED PERSON**

I, \_\_\_\_\_  
(Name in Block Letters)

of \_\_\_\_\_  
(Address in Block Letters)

Tel. No.: \_\_\_\_\_ Fax. No.: \_\_\_\_\_

undertake and accept full responsibility for :-

- (1) the rational design in respect of the above project for the applicable work described over, and for inspection of the work during construction/installation at intervals in accordance with accepted professional practice to check compliance with the approved design;
- (2) providing the local authority with such drawings, details and particulars as are and may be required by these regulations;
- (3) providing the local authority with a full list of my academic qualifications and relevant experience when called upon to do so in terms of Regulation A19(3).
- (4) notify the local authority in writing should:
  - (1) it appear that any work is being carried out in a manner which may endanger the strength, stability and serviceability of the building or any adjoining building, structure or property.
  - (2) my appointment be terminated before the work which I was appointed is complete, and
- (5) submitting to the local authority on completion of the work contemplated in Section 4(b) and (i), a certificate in terms of Section 14(2A) of the National Building Regulation and Building Standard Act, No. 103 (1977).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Professional Registration Number

\_\_\_\_\_  
Date

\* Delete where inapplicable

**PTO**

**SECTION 3 : DESCRIPTION OF APPLICABLE WORK**

	Description of applicable work	Regulation No(s)	Signatures
(a)	Precautionary measures to ensure the stability of an excavation, adjoining property, etc	G1	Registered Person:
			Owner:
(b)	*Structural System including Support by Existing Building and fire stability	B1 & A1 (3)	Registered Person:
			Owner:
(c)	*Structural System including but not limited to the following: (reinforced concrete foundations, slabs, staircases, bases, beams, columns, retaining walls, slabs), fire stability and any other related items	B1	Registered Person:
			Owner:
(d)	*Structural System including but not limited to the following: (timber dwelling, truss/rafters roofs, beams, floor joist/boards and stanchions), fire stability and any other related items	B1	Registered Person:
			Owner:
(e)	Artificial Ventilation System	O4	Registered Person:
			Owner:
(f)	Drainage Installation	P2	Registered Person:
			Owner:
(g)	Stormwater Disposal System	R1	Registered Person:
			Owner:
(h)	Fire Protection System	T1	Registered Person:
			Owner:
(i)	Fire Installation System	W4	Registered Person:
			Owner:
(j)	Building on Unstable Ground	P3(2) & F3(3)	Registered Person:
			Owner:
(k)	Structural system - Temporary Building with Public Access	A23(4)	Registered Person:
			Owner:
(l)	Any other relevant items in terms of the NBR and the Building Standards Act 1977 (Act 103 of 1977)		Registered Person:
			Owner:

**SECTION 4 : INFORMATION OF REGISTERED PERSON**

1) Details of Professional Registration with ECSA :

Registered as	Registration Number

\* Delete where inapplicable