



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX

GABORONE BOTSWANA

TEL No.

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

28th May, 1979

ATTENTION MR. A. CRONE

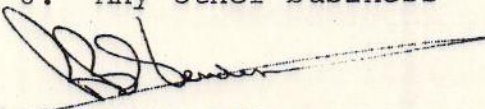
Dear Sir,

RE: ENGINEERING CHAPTER

You are hereby invited to attend the 3rd Engineering Chapter meeting at the offices of Sir Alexander Gibb and Partners on Monday 18th June at 5.15 p.m.

The proposed agenda is as follows:-

1. Approval of minutes of 2nd Chapter meeting
2. Report by Ron Henderson on Radio Botswana Interviews
3. Report by Mike Fothergill on G.S.S. contact
4. Report by Tony Ashford on M.A.P. contact
5. Date for Chapter A.G.M.
6. Any other business


R.B. HENDERSON
Secretary



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SURVEYORS

ENGINEERS

TOWN PLANNERS

Honourable Secretary
BIDP
P.O. Box 827
Gaborone

SURVEYORS CHAPTER

Notice of intention to hold a meeting at 5.30 pm on Monday
9th November 1981 at offices of Reynolds and Young, 2638
Phuti Crescent, Ext. 9, Gaborone.

AGENDA

- 18.1 Apologies for absence
- 18.2 Minutes of last meeting on 19th October, 1981
- 18.3 Matters arising
- 18.4 Correspondence
- 18.5 ABCON/BIDP Liason Committee
- 18.6 Meetings of the Chapter
- 18.7 Membership
- 18.8 Any other business
- 18.9 Date and venue of next meeting

C.P. Vista
Chapter Secretary
P.O. Box 806
Gaborone
Tel. 71157

Committee Members

L. Hutchings
C.P. Vista
J. Raffle
J. Brejt
N. Free-Ash

Chairman
Secretary

Past Chairman

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONSSURVEYORS CHAPTER

Notice of intention to hold a meeting at 5.00pm on Monday 10th November, 1980 at Lot 3033, Maphatshwa Close, Gaborone.

1. Apologies for absence.
2. Minutes of the last meeting on 31st July, 1980. (copy attached).
3. Matters arising.
4. Correspondence. (a) Copy letter 4.8.80 from Watkins, Gray Morris International attached.
5. Fee scales.
6. Sub-Committee reports. (a) Functions & Public Relations.
(b) Education.
(c) Registration.
(d) Discipline.
7. Any other business.
8. Date and venue of next meeting.

Brian Davey.
Chapter Secretary
P.O. Box 911
GABORONE
Tel. 52492

Membership: N. Freer-Ash Chairman
B. Davey Secretary/Treasurer
M. Cadfan-Lewis
J.Z. Brejt
R. Hamlyn, Past Chairman

RECEIVED 05 NOV 1980



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SURVEYORS CHAPTER

Notice of intention to hold a meeting at 5.00 p.m.
on Monday 8th December, 1980 at Lot 3033, Maphatshwa
Close, Gaborone.

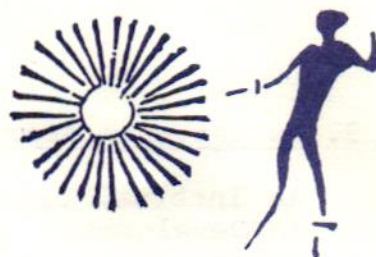
12. 1. Apologies for absence.
12. 2. Minutes of last meeting on 10th November, 1980
(Copy attached)
12. 3. Matters arising.
12. 4. Correspondence.
12. 5. Fee scales.
12. 6. Sub-Committee reports.
 - (a) Functions & Public Relations
 - (b) Education.
 - (c) Registration
 - (d) Discipline
12. 7. Membership
12. 8. Any other business.
12. 9. Date and venue of next meeting.

Brian Davey.
Chapter Secretary
P.O. Box 610,
GABORONE.
TEL. 52492

Membership: N. Freer-Ash Chairman
B.P. Davey Secretary/Treasurer
M. Cadfan-Lewis
J.Z. Brejt
R. Hamlyn, Past Chairman

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This list records all the books which we have recently added to our collection and are available for you to borrow.

BOOKS/REPORTS

OCTOBER/NOVEMBER 1990

100-179: PEOPLE AND SOCIETY

1. Physics and Geometry of Disorder: Percolation theory. A. L. Erfros. Moscow: Mir Publishers, 1986. 259 p.

This book is about percolation theory and its various applications, in physics and chemistry. The book is self-sufficient in that it contains chapters on elementary probability theory and monte carlo simulation. Attention is paid to the relationship between the geometrical and physical properties of systems in the circuit of their percolation thresholds. SATIS Code: 101 EFR.

2. The Effective Mobilization of Professional Scientific Organization for Development. J.T. Furtado and C.V. Wereko-Brobby. London: CSC, 1987. 183 p.

This volume contains the edited papers presented at the seminar on Mobilizing Indigenous Professional Scientific Organizations for Development. SATIS Code 101-FUR.

BOTSWANA TECHNOLOGY CENTRE

**P/BAG 0082 GABORONE
TEL. 314161**

9. Countertrade as an Export Strategy. M. Schaffer. (The Journal of Business strategy Vol. 11 No.3), 1990. p. 33 - 37.

The author describes how the strategy of limited fund nonconvertible currencies countertrades can encourage trade between the US and developing markets. SATIS Code: A-115-SCH.

10. Small Business Can Export Successfully. E. Viviers. (Entrepreneur Vol. 9 No.5) 1990. p. 22 - 23.

This article is intended to help businessmen avoid many pitfalls and become successful exporters. SATIS Code: A-115-SCH.

11. Women Too in Science & Technology in Africa: J. Harding London: CSC, 1990. 140 p.

This booklet is a result of a study commissioned by the Education Programme of the Human Resource Development Group of the Commonwealth Secretariat. It is a contribution to the implementation of the Commonwealth Plan and is addressed chiefly to those in positions to influence young women, their attitudes, self perceptions and destinations. It is concerned with women and science and technology. SATIS Code: 118-HAR.

12. Communication Studies: An introduction reader 3rd ed. J. Corner and J. Hawthorn. London: Edward Arnold, 1989. 250 p.

This book gives a comprehensive and up-to date coverage of current tendencies in teaching and research in communication studies. It also provides an illuminating focus on the relationship between communicative practices and communicated meanings. SATIS Code: 160-COR.

13. Information Systems Management in Practice 2nd ed. B.C. McNurlin and R.H. Sprague. London: Prentice - Hall International Ltd., 1989. 570 p.

This book deals with the management of information technology as it is being practiced in organizations today. SATIS Code: 161-MCN.

14. Looking into Advertising. C. Niven and C. Youngson. London: Hodder & Stoughton Ltd., 1987. 48 p.

This booklet gives the reader a chance to look closely at various types of adverts, to understand how they are created and to discover some of the methods and techniques used in advertising. SATIS Code: A-163-NIV.

scale adoption of renewable energy and those technologies and institutional forms which could be amenable to commercially viable and therefore bankable approaches. SATIS Code: 260-GUS.

22. Basic Engineering Thermodynamics 4th ed. R. Joel. Essex: Longman, 1987. 803 p.

The fourth edition of this established text for mechanical engineering students includes new material and has been fully updated to take account of current teaching methods. Covering the fundamentals and principles governing the successful conversion of heat into energy, the book emphasizes the efficient use of energy, discussing fossil fuels, the use of gases, steam and refrigerants. Various power plants together with their methods of construction and testing are also covered. SATIS Code: 280-JOE.

23. Experiments on a Woodfired Bakery Oven. E. Schutte, K.K. Prasad & C. Nieunelt. Eindhoven: Eindhoven University of Technology, 1990. 87 p.

A report of the research on wood burning technologies. It covers a detailed descriptions of measurement techniques and analysis procedures. SATIS Code: 281.1-SCH.

24. Nordic Seminar on Domestic Energy in Developing Countries. E. Viklund. Lund: University of Lund, 1989. 64 p.

This report presents the papers and presentations made at the Nordic seminar on energy in developing countries. SATIS Code: 281.1-VIK.

25. Battery Reference Book. T.R. Crompton. Kent: Butterworths, 1990. 635 p.

This reference work provides comprehensive coverage of all types of battery currently being manufactured, ranging from minute button cells to large installations weighing several hundred tons. SATIS Code: R-282-CRA.

26. Small Scale Gas Producer Engine Systems. A. Kaupp and J.R. Goss. Eschborn: Gate, 1984. 278 p.

This book gives a comprehensive overview of all aspects of gasification of many biomass fuels. Special attention is given to the analysis of performance data for small scale gas producer-engine systems and their gas cleaning trains. The book is intended as a guideline and information resource for planners and engineers working in this field. SATIS Code: 283-KAU.

32. Water Treatment for Public and Industrial Supply. G. Nikoladze. Moscow: Mir Publishers, 1984. 373 p.

The textbook presents information on the composition of natural waters and methods for estimating their quality. It describes modern methods and flow diagrams of water treatment, considers the problems concerning water treatment for domestic and industrial water supply, gives the principles of design of water treatment plants and finally summarizes the results of studies aimed at improving the quality of water. SATIS Code: 350-NIK.

33. Understanding Sanitation at the Community Level. B.P. Davies. Virginia: VITA, 1986, 14 p.

This paper deals with the broad issues involved in choosing and implementing sanitary systems. The four major areas covered are sanitary water supplies and solid wastes, food supplies and the safe use of insecticides. SATIS Code: 360-DAV.

34. Understanding Sewage Treatment and Disposal. H. Stonerook. Virginia: VITA, 1984. 20 p.

This paper is not meant to be an in-depth study of the different types of sewage treatment systems in use throughout the world. It discusses sewage and its characteristics, the collection of sewage and gives a brief discussion of physical, biological and gives chemical treatment systems. SATIS Code: 361-STO.

400-479: AGRICULTURE, FORESTRY WORKS AND AQUACULTURE AND FISHERIES

35. Technical Summary of ATIP's Activities 1982 - 90: Research Report. G. Heinrich, J. Siehert and E. Modiakgotla. Gaborone: MOA, 1990. 192 p.

A technical summary of the ATIP activities. It presents research results, guidelines and research extension liaison office achievements of the project. SATIS Code: 400.1-HEI.

36. DBASE III Plus Programmes for Estimating Plant Population and Yields from Plot Quadrat Data. D. Norman and J. Siebert. Gaborone: MOA, 1990. 23 p.

A working paper for the estimation of plant population and yields using DBASE III plus computer programme. SATIS Code: 400.1-NOR.

43. Farmer First: Achieving sustainable dry land development in Africa. C. Toumlin and R. Chambers. London: IIED, 1998 10 p.

This paper discusses the transfer of technology in farming systems. SATIS Code: 406-TOU.

44. Farming Systems Research Handbook for Botswana. F. Worman, D. Norman and J. Ware-Snyder. Gaborone: MOA, 1990. 306 p.

A practical guide offering guidelines on how to conduct farming systems research within Botswana. These guidelines are a culmination of ideas and strategies developed from both agricultural technology improvement project and other farming systems teams. SATIS Code: 406-WOR.

45. Farm Equipment Innovations in Eastern and Central Southern Africa. I. Ahmed and B. H. Kinsey. Hampshire: Gower Publishing Ltd., 1984. 345 p.

This volume contains field-based country case studies undertaken by both economists and engineers. Each case study attempts to assess the technical, economic and social suitability of the farm equipment already in use in the country concerned or of equipment innovations that could be made available to the small farming sector. SATIS Code: 410-AHM.

46. Understanding Composting. J.W. Fitts. Virginia: VITA, 1984. 17 p.

This paper looks at composting, its principles, factors influencing decomposting, maintenance of the compost pile and composting methods. SATIS Code: A-424.1-FIT.

47. 1988-89 Double Ploughing Systems Trial. G. Heinrich and F. Worman. Gaborone: MOA, 1990. 29 p.

This progress report presents information on double ploughing systems trial carried out at six locations in the Tutume Agricultural District during the 1988-1989 cropping season. The report covers the agronomic and labour data collected. SATIS Code: A-430-HEI.

48. Guidelines for Organising a Row Planting Contest at District Agricultural Shows. E. Modiakgotla. Gaborone: MOA, 1990. 8 p.

This paper describes one of the row planting contests held in the Central Agricultural Region and provides general guidelines for future contests. SATIS Code: 430-MOD.

by livestock producers and recommends packages suitable for specific production systems. SATIS Code: 450-LIV.

56. Understanding Diary Production in Developing Countries. J.W. Hibbs. Virginia: VITA, 1985. 17 p.

This paper discusses the various practices undertaken to provide more quality milk as a source of highly nutritious food. Most of the practices and efforts are made in the made following areas: breeding and selection of cows, better feeding practices, provision of high quality forage, control of infections and metabolic diseases, better management of reproductive problems, sound milking practices, adequate housing, improved sanitation and finally markets for dairy products. SATIS Code: A-452.1-HIB.

57. Understanding Poultry Meat and Egg Production. H.R. Bird. Virginia: VITA, 1984. 18 p.

This paper discusses poultry production, how poultry flock owners in developing countries can take advantage of modern technology. SATIS Code: A-456-BIR.

58. A Bee Keeping Handbook. B. Clauss and I. Tiernan. Gaborone: MOA. 65 p.

This handbook gives information on how to start bee keeping. SATIS Code: 457-CLA.

500-559: AGRICULTURAL PRODUCTS PROCESSING AND FOOD PRODUCTION

59. Food-biochemistry and Nutritional Value. D.S. Robinson. Essex: Longman, 1987. 554 p.

The book gives basic knowledge of biochemistry, subject sections cover carbohydrates, proteins, lipids minor constituents and the post-harvest action enzymes. Data for the nutritive value of foods is also given. SATIS Code: FT-510-ROB.

60. Basic Sensory Methods for Food Evaluation. B.M. Watts, G.L. Yumaki and L. E. Jeffrey. Ottawa: IDRC, 1989. 160 p.

This manual provide guidelines for sensory testing of basic agricultural products in laboratories. It is a useful source to a wide variety of readers including researchers, students, government control agencies and others dealing with issues of more efficient and effective food production within the context of clearly identified consumer preferences and requirements. SATIS Code: 510-WAT.

67. Strategy for Better Business Planning. J.R. Staker (Boardroom Reports Vol. 19. No. 8), 1990. p 7 - 8.

An article giving guidelines for better business planning. SATIS Code: A-601-STA.

68. Credit and Savings for Development. S. Devereux. Oxford: Oxfam, 1990. 71 p.

The book focuses mainly on the savings and credit needs of the rural poor but many of the points made are applicable to those in the urban informal economy. SATIS Code: 602-DEV.

69. Technology Marketing and Industrialization: Linkages between large and small enterprises. S. Watanabe. Delhi: Macmillan, 1983.

This work argues that the current preoccupation with international technology transfer is unlikely to be very fruitful unless transferred technologies percolate through different sectors within the recipient countries. It also examines how and under what conditions various types of intersectoral technological linkages develop within manufacturing industry in the third world. SATIS Code: 610-MCD.

70. Small-Scale Mining: A guide to appropriate equipment. J.F. McDwitt and D. Lock. London: IT Publications, 1990. 98 p.

This objective of this guide is to identify and provide basic information on equipment that will help small-scale miners to move up the gradient, thereby improving the effectiveness of their operations while helping to relieve the harshness of an industry which in many cases, still relies heavily on physical labour. SATIS Code: 610-MCD.

71. Design of Woven Fabrics. I. Blnov and S. Belay. Moscow: Mir Publishers, 1988. 157 p.

This book deals with the basic types of fabric weaves, from fundamental to large-patterned jacquard designs. It starts out by describing the woven fabrics and the principles of fabric formation, then classifies fabrics by the type of weaves. The book is intended for engineers and technicians in the textile industry and may also be useful to college students. SATIS Code: 622-BLI.

72. Wooden and Plastic Structures. G. Karlsen and Y. Slitskonhov. Moscow: Mir Publishers, 1989. 400 p.

In this book the authors present a unified fundamental treatment of wooden and plastic structures, including their behaviour, analysis, design and fabrication. A good deal of attention is given to glued-laminated and plastic structures which are discussed along with ordinary solid-wood structures, special emphasis is placed on the reinforcement of existing structures. SATIS Code: 633-KAR.

79. Technical Development in 1989 Inorganic "Metallic" Finishes, Processes and Equipment. M. Murphy. (Metal Finishing Vol. 88 No. 2), 1990. p. 15-33.

An article on inorganic "metallic" finishes, processes and equipment. SATIS Code: A-672-MUR.

80. Sharpening of Cutting Tools. S. Popov and L. Dibner. Moscow: Mir Publishers, 1972. 399 p.

This textbook is intended for students of vocational school. It aims to make readers conversant with the purpose, design, and setup of the main types of machines for cutting tool sharpening, as well as with the procedure and methods of sharpening of the main types of cutting tools. SATIS Code: 672-POP.

81. Dies, Moulds and Jigs. V. Vladimirov. Moscow: Mir Publishers, 1972. 463 p.

This book discusses dies, moulds, and jigs and their application in metal work. SATIS Code: 673-VLA.

82. Entertaining Electronics. F. Sedov. Moscow: Mir Publishers, 1973. 351 p.

The subject-matter of this book covers a wide range of material specific to electronics from the basic principles underlying it to sophisticated devices employed in a multitude of applications. There is a discussion of semiconductor materials and devices, electro tubes, photocells, optoelectronic devices and integrated circuits. The text is liberally illustrated and includes a discussion of reliability and testing. SATIS Code: 680-SED.

83. The Single Chip Microcomputer. S. J. Cahill. London: Prentice-Hall International Ltd., 1987. 340 p.

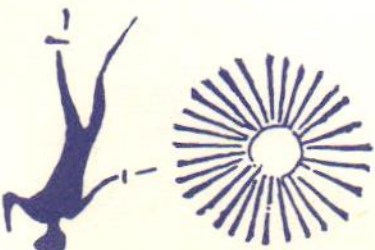
This publication guides the reader clearly and concisely through all major aspects of single chip microcomputers. The book is in three parts, the first part is an introduction to device interfacing dealing with analog digital signals bus structures, parallel and serial input/output, software programmable I/O, interrupt handling and times, the second part deals with microcomputer unit as a microprocessor together with interfaces on one chip. Hardware and software aspects of the 6805 family of MCUs are dealt with, finally it leads the reader through the development of a time/temperature annunciator, a project simple enough to be tackled by novice yet sophisticated enough to represents a realistic application of the MCU. SATIS Code: 683-CAH.

90. Tropical medicinal and Aromatic Plants: A status report. C.J. Chetsanga and C.Y. Wereko-Brobby. London: CSC, 1987. 493 p.

Proceedings of the workshop/seminar on tropical medicinal and aromatic plants held in Harare. The workshop format consisted of five technical sessions which covered the following subject areas, a review of medicinal and aromatic plants activities in the countries of the participating scientists, presentation of scientific research papers on various aspects of ethnopharmacology of medicinal and aromatic plants, three concurrent working group sessions covering identification and authentication, chemistry and standardization and spices, seminar on the prospects for spices in Africa and identification of research and development priorities for future collaborative work. SATIS Code: FT-852.

133. SCNCER Newsletter	Vol. 4	No. 3	September	1990
134. Sua Newsletter	Vol. 2	No. 4	October	1990
135. Technical Information for Industry	Vol. 28		September	1990
136. Ties Newsletter		No. 41		1990
137. Trade with Britain	Vol. 16	No. 7 & 8		1990
138. UNEP News		No. 1 & 2		1990
139. UNIDO Newsletter		No. 268		1990
140. Vector Electrical Engineering			September	1990
141. VITA News			July	1990
142. World Health			September	1990
143. World Industrial Reporter			July	1990
144. World Water			Sep. & Oct.	1990

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BOOKS/REPORTS DEC. 1991 - JAN. 1992

100-179: PEOPLE AND SOCIETY

1. The Creation of Technological Capability in Developing Countries. London: International Labour Organization, 1991. 224 p. SATIS code:102-ENO.

This book is the first systematic general study of the creation of technological capability, pulling together historical period or geographic range. The author argues that creating technological capability requires fulfilling three tasks: educating the populace in technical matters, providing skill-generating institutions and agreeing on a "Common Purpose" towards which technical skills and institutions are geared.

2. Flexible Manufacturing Technologies and International Competitives. Joseph Tidd. Great Britain: Printer Publishers Ltd, 1991. 113 p. SATIS code:102-TID.

This book provides a practical and authoritative assessment of present and future impact of flexible automation on the competitive position of manufacturing firms of all sizes in the global market place.

Conflict considerations. Constantine S. Katsikeas and Nigel F. Piercy - Wales: University Press, 1991. 20 p. SATIS Code:A-114-KAT.

The purpose of this article is, firstly, to analyse the relationship of developing country based indigenous manufacturers with developed country based importers and, secondly to identify potentially systematic perceptual differences between the two members in the relationship, utilizing the construct conflict.

10. The Informal Sector in Zimbabwe. Mtuli Ncube. Zimbabwe: Zimbabwe Energy Research Organization, 1988.7 p. SATIS Code:140-NCV.

An outline of the following:

- The Industrialization Process and Dualistic Development.
- The Zimbabwe economy: an overview.
- The informal sector: conceptual issues.
- The future of the Zimbabwe economy and conclusions.

11. Small-Scale Rural Industries in Zimbabwe. A.H.J. Helmsing. Zimbabwe: Zimbabwe Energy Research Organization, 1991. iv, 27 p. SATIS Code: 141.20.

This paper presents an overview of current understanding of small-scale industries in Zimbabwe.

12. Hot to Train Small Companies to Develop Employment Opportunities. Aders Ericson Sweden: School of Economics and Law, 1987. 21 p. SATIS Code:A-141.21-ERI.

The aim of this book is to show what an educational system can or should produce. It is not restricted to people within the educational system.

13. A Preliminary Review of Zimbabwe's Structural Adjustment Programme. Sam Moyo. Harare: the Zimbabwe Energy Research Organization (ZERO) 1991. iii, 21 p. - (Working Paper No.14). SATIS Code:143-MOY.

This paper provides a brief summary and review of the government of Zimbabwe (GOZ) Structural Adjustment Programme (SAP) document of January 18, 1991 entitled: Zimbabwe: A framework for economic reform.

14. Manager and Team Development ideas and Principles Underlying Coverdale Training. Bernard Babington Smith and Alan Sharp. - Oxford: Hieneman Professional Publishing, 1980.16 p. SATIS Code:143-SMI.

This book is a collection of comments on aspects of coverdale training, designed to contribute to its power and effectiveness. A major aim is to record the significant and influential contribution to the field of management training made by the author.

21. Continuing Education Programme for Library and Information Personnel. Lutz Huttemann. Germany: German Foundation, 1991: SATIS Code:161 - HUT.

Papers and proceedings of Information Experts meeting held in Harare/Zimbabwe, 25 - 29 June 1991.

22. The Secrets of Successful Business Report Writing by Clive Goodworth. Oxford: Butterworth, 1991.155 p. SATIS Code:162.12-GOO.

Written in his inimitable style, Clive Goodworth's latest book not only provides an in-depth study of all aspects of report writing packed with examples and self-study tasks but also a unique reference system, expressly designed for those in a hurry to produce impressive work.

23. How to Avoid Polluting, Market Materials or Writing Brochures that Work. Michael E. Shays CSIR, 1990. 5 p. SATIS Code:a-162.13-SHA.

Describes how useful brochures are.

24. Energy for Rural Development. M.R. Bhagavan and Stephen Karekezi. (editors) London: Zed Books, 1991. 25 p. SATIS Code:200-BHA.

This book contains essays presented at a United Nations Meeting of Experts on the role of New and Renewable Sources of Energy in Intergrated Rural Development. It comprises national and regional studies examining the technological economic, political and social issues concerned with energy for rural development, raising questions on productivity, income, institutions, local participation, information and assessment of resources and technologies.

25. Energy Policy in the SADCC Region. Yemi Katerere. Gaborone: SAPES, 1989. 10. SATIS Code: 200-KAT.

This paper is a synthesis of many seminar discussion on SADCC regional energy including a recent consultative meeting held in Nairobi in early September 1989.

26. Issues in Household Energy Strategy Formulation. Y. Katere. Zimbabwe: Zimbabwe Energy Research Organization, 1988. 12 p. SATIS Code:200-KAT.

Energy situation and household energy situation in Zimbabwe are discussed in this paper.

34. Doing More with Less: Sustainable development of wood energy sector in Uganda. Stephen Karekezi and Stuart Marwick - Nairobi, Kenya: Kengo Regional Wood Energy Programme for Africa (RWEPA), 1991. xiii, 112 p. SATIS Code: 201.11-KAR.

This publication high lights the daunting woodfuel crises conservation and fuel substitution, improved cookstoves and kilns agro-based woodburning industries production and briquetting.

35. Household Stoves in Burundi. Stephen Karekezi and Dominic Walubengo. Nairobi: Kenya: Foundation for Woodstove Dissemination (FWD): African Centre for Technology Studies (ACTS), 1991. xi, 59 p. (Stove Notes / FWD; 4) SATIS Code 281.11-KAR.

The authors provide up-to-date information on the household energy sector in Burundi, with a special focus on improved cookstove initiatives. The publication focuses on the Burundi experience and aims to make available the lessons drawn from that country's stove experience to other cookstoves programmes in the region.

36. Household stoves in Zimbabwe. Stephen Karekezi and Dominic Walubengo. Nairobi, Foundation for Woodstove Dissemination (FWD) ACTS, 1991. xii, 50 p. (Stoves Notes / FWD 2). SATIS Code: 281.11-KAR.

In this book, the authors provide an up-to-date information on the household energy sector in Zimbabwe with a special focus on improved cookstoves initiatives.

37. Analysis and Design Optimization of Photovoltaic Water Pumping Systems. James P. Dunlop. Cape Canaveral: Asset, 1988. 6 p. SATIS Code:A-282.10-DUN.

An article about photovoltaic (PV) water pumping systems.

38. A case Study of Solar Photovoltaic Powered Irrigation in The Northern Sudan. S.A Said. Germany: External Effects, 1989. 5 p. SATIS Code:282.10-SAI.

The article addresses the economic competitiveness of photovoltaic powered irrigation in Northern Sudan.

39. Improved Stoves in Tanzania: Statis and prospects. Tom Otit. Nairobi: Kenya: Foundation for Woodstove Dissemination (FWD): African Centre for Technology Studies (ACTS), 1991. ix, 41 p. - (Stove Notes/FWD., 6) SATIS Code:281.11-OTI.

46. A Computerized Algorithm for Scheduling Dependent Jobs with Weights in a Single Machine. R. Meenakshi Sundram and Lian Wen-siom. Pretoria: Division of Information Services, 1990. 6 p. SATIS Code:A-675-SUN.

In this article a computerized algorithmic approach for sequencing dependent jobs with weights in a single machine is presented.

47. Implicit Rotor-Position Sensing Using Motor Windings for Self-commonality Permanent - Magnet Drive System. K. J. Binns and D.W. Shimmin. Pretoria: Division of Information Services, 1991. 8 p. SATIS Code:681-BIN.

The paper describes a novel method of roto-position magnet machines.

48. Women and Health. Patricia Smylke. United Kingdom: ZED Books, 1991. 182 p. SATIS Code:800-SMY.

The aim of this title is to bring women's concerns more directly and effectively into the development process and to achieve an improvement in women's status in our rapidly changing world.

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

BRIEF FOR MEETING WITH BIA

BIDP has been in existence for over one and half decade. In order to allow greater autonomy, needs of individual professions and specialised development of respective disciplines 'Chapters' were modified into 'Institutes' which share common interests, facilities, administrative functions etc. of BIDP and are represented in the council of BIDP.

We in BIDP are aware of and acknowledge the existence of BIA as Botswana Institute of Architects. As professional Architects it is in everybody's interest to obtain Government Recognition in the form of Registration Act for Architects. Thus, we feel that a combined representation to the appropriate authority would make the process easier for both the Architects and the Government.

Our common ground of discussion and/or interest are:-

- i. Registration of Architects
- ii. Protection and enhancement of the profession
- iii. Service to the community.

We should therefore endeavour to identify a joint representation of Architects' Institute and BIA and possibly having a combined Institute and taking advantage of sharing facilities, which are currently available with BIDP until we become self sustained in the future.

We therefore propose to convene a meeting with yourselves at Mosienyane & Partners offices on Monday 10th August 1992 at 5.00 p.m.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX 827

GABORONE BOTSWANA

TEL. No.

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

SCHEDULE OF REGIONAL EVENTS

1. 5TH ASIAN CONGRESS OF ARCHITECTURE (ACA-5) LAHORE
PAKISTAN - OCTOBER 24 - 28 1992.
2. SADCC UNION OF ARCHITECTS COUNCIL MEETING HARARE
ZIMBABWE - NOVEMBER 1992.
3. SADCC UNION OF ARCHITECTS COUNCIL MEETING MASERU
LESOTHO - FEBRUARY 1993.
4. CAA GENERAL ASSEMBLY AND CONFERENCE. THEME -
'CLIMATE AND ARCHITECTURE'
WORKSHOP - 'CYCLONE CONSTRUCTION'
MAURITIUS - MAY 1994
5. CAA JOB MANAGEMENT SEMINAR GABORONE AND WINDHOEK
BOTSWANA AND NAMIBIA - DATE FOR BIDP OR SADCC AND
NIA PROPOSAL
6. AFRICA UNION OF ARCHITECTS COUNCIL MEETING CAIRO
EGYPT - DATE TO BE ANNOUNCED.
7. AFRICA UNION OF ARCHITECTS 3RD TRIENNIAL CONGRESS AND
AFRICABAT 11. THEME - 'THE AFRICAN CITIES IN THE YEAR
2000' LOME
TOGO - 26 - 31 OCTOBER 1992.

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File

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The Technology Information Service of the Botswana Technology Centre (BTC) operates a library which lends books free of charge to anyone in Botswana. Every two months we produce an annotated Accessions List.

This list records all the books which we have recently added to our collection during the period **February - May 1992**, and are available for you to borrow.

BOOKS/REPORTS

100-179: PEOPLE AND SOCIETY

1. A New Model for Technology Transfer in Guatemala. R. Ortiz. Netherlands: International Service for National Agricultural Research, 1991. pg 29. SATIS code: 102-ORT.

The paper analyses the factors which inhibited the development of effective links between on farm research and extension in Guatemala in the past, the reasons for the success of the new approach, and the impact of the new approach on production and farmers' net incomes.

2. Towards a Technology Policy Framework for New Zealand. P. Winsley. Wellington: Foundation for Research, Science and Technology, 1991. pg. 59. SATIS code: 102-WIN.

The aim of this paper is to identify strategic leverage points in the economy where research and technology creation, and the culture that positions it at the core of business strategy, can be encouraged through public and private sector initiatives.

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8. Investing in Knowledge: Strengthening the foundation for research in Latin - America. J. J. Brunner Canada: International Development Research Centre, 1991 pg. 181. SATIS code: 143.20-BRU.

This book describes the training of human resource for research and development. It begins with an account of the advances and changes in scientific institutions in Latin America from 1960 to the present. In the 12 study the author presents and comments on the available quantitative data on training.

9. The Future of Work Measurement. J. Heap, Pretoria: CSIR, 1988. pg. 5 SATIS code: A-143.20 HEA.

This survey was undertaken to discover the views of management and employee representatives of the current state of work measurement practice and the likely ways in which work measurement will need to change to meet the changes in the working environment.

10. Student's Guide to Database M. Bull. Oxford: Heineman 1990. pg.286. SATIS code: 161.20-BUL.

This book is an introduction to databases, and explains the principles of how they work, how they are organized and controlled and the purposes for which they can be used.

200-284: ENERGY AND POWER

11. Dissemination of Photovoltaic Systems in Zimbabwe. Zimbabwe: Ministry of Energy and Water Resources and Development Energy, 1992. pg. 154. SATIS code: 282-10-DIS.

This study was carried out within the Energy Programme of Zimbabwe of the Department of Energy (DOE) to investigate ways of increasing the use of photovoltaic (PV) systems in remote areas in Zimbabwe.

300-335: WATER SANITATION AND WASTE DISPOSAL

12. Harvesting Rainwater in Semi-Arid Africa: Manual No.1 water tanks with guttering and hand pump. Nairobi: P. N. Asal Rainwater Harvesting, 1990 pg. 52 SATIS code: 311-NIS.

This manual deals with two types of water tanks for roof catchments. It deals with sitting criteria, standard designs and bills of quantities in simple text and drawings. It is based on practical experience gained by building 700 water structures for rainwater harvesting in semi-arid Kenya over the last 14 years.

17. Botswana National Water Master Plan Study: Final Report Volume 9 Sanitation. Botswana: Ministry of Mineral Resources and Water Affairs, 1991. pg. SATIS code: 360-BOT.

This is Volume 9 of the National Water Master Plan. It presents an overall summary of the main aspects of sanitation in Botswana.

400-469: AQUACULTURE; FORESTRY WORKS AND AQUACULTURE AND FISHERIES

18. Agricultural Development in SADCC Countries: A bibliography Vol. 3. Lesotho: Netherlands, CTA 1991 pg. 69 SATIS code: 400-AGR.

The bibliography subject coverage is agriculture in the broad sense, including agronomic research, training and extension, economics and rural sociology, animal and vegetable production, forestry, aquatic sciences and fisheries, agriculture engineering, natural resources, food science and nutrition, the environment and human health.

19. Effect of N.K. Ration in a Hydroponic Situation. G.C.S. Wilson Scotland: West of Scotland Agricultural College, 1980 pg. 10 SATIS code: 404-WIL.

The composition of the nutrient solution is of prime importance in hydroponics as excess of one element particularly nitrogen will build up in the solution raising the conductivity to excessive salt level. The recommended level is 125 ppm nitrogen and 300 ppm potassium.

20. Soy-Ogi Enriched with Proteins: Nigerian traditional ogi enriched with proteins. Lagos: Federal Institute of Industrial Research, 1973. pg. 4 SATIS code: 441.12 SOY.

An article on soy-ogi; a Nigerian maize beverage. It discusses corn preparation, Soy preparation, fermentation, pasteurization.

500-549: AGRICULTURAL PRODUCTION, PROCESSING AND FOOD PRODUCTION

21. Smoking Kiln: The FIIRO tray dryer for smoke curing. Oshodi Federal Institute of Industrial Research, 1990 pg. 4 SATIS code: A-536.51 SMO.

This booklet gives the descriptions and specifications of the FIIRO Tray Dryer for smoke curing. The equipment was designed for smoke curing of fish.

800-851: HEALTH

26. New Potent Trends in Latin America: The pharmaceutical industry. Fabio, Villalobos. Netherlands: International Organisation of Consumers Unions, 1991. pg. 19 SATIS code: A-851-VIL.

The article discusses the following with focus on Latin America:

Patents issue within the pharmaceutical industry; pharmaceutical industry development and growth experience; policies being internationally implemented concerning the patents issue and in general terms, intellectual property issue.

6. Compendium on 100 Major In-House R&D Centres. New-Delhi: Ministry of Science and Technology, 1991. 309 p. SATIS code: 101-COM.

This publication gives information on the infrastructural facilities and research and development capabilities of 100 major centres.

7. Rural Transformation. O. Kapijimpanga. Zimbabwe: Zimbabwe Energy Research Organisation, 1991. 5 p. SATIS code: A-113-KAP.

The crucial aspect of rural transformation is the necessity to better understand the dynamics of the rural economy and attempt to eliminate the constraints therein. However, this will only be achieved through re-orientation of the various forces that have the potential for influencing the current urban-oriented power structures. Such progressive forces do exist and it is necessary to not only identify them but also to support their work.

8. Thoughts on Urban and Rural Development in Southern Africa. P. Kleynhans et al... Pretoria: CSIR, 1988. 5 p. SATIS code: A113-KLE.

The article addresses some ways in which life in Southern Africa can be improved especially in relationships between whites and blacks with particular reference to South Africa.

9. Institutional Arrangements for Energy and Rural Development, Botswana. B.K. Temane. Zimbabwe: Zimbabwe Energy Research, 1991. 32 p. SATIS code: A-113-TEM.

This paper is the result of an institutional study of the prevailing situation in Botswana. The broad objective of this study is to establish the existing arrangements, fill in the gaps on the missing data, and where necessary to make proposals appropriate for the coordination, management implementation, monitoring and evaluation of development projects and programmes relating to energy, rural development and the environment on an integrated approach basis.

10. The Relationship Between Exporters from a Developing Country and Importers Based in a Developed Country: Conflict Considerations. C. S. Katsikeas. Pretoria: University - Press 1991. pp 6 - 25. SATIS code: A-114-KAT.

Outlines European marketing.

16. Computer Design of Electronic Circuits. A. J. Baden Fuller. Pretoria CSIR, 1988. 7 p. SATIS code: A-143.10-FUL.

The paper describes a program which adds components to an electrical circuits so as to meet a specified target performance. The circuits grows by the apparently random addition of new components examples are given for its application to generating equivalent circuits for components used in microwave integrated circuits and to the design of wideband microwave transition amplifiers.

17. A Computerized Algorithm for Scheduling Dependent Jobs with Weights In a Single Machine. R. M. Sundaram, and W. Lian. Pretoria:CSIR, 1990. 6p. SATIS code: A-143.10-SUN.

In this paper a computerized algorithm is outlined for systematically scheduling dependant jobs with weights in a single facility.

18. Safety in the Process Industries. Ralph King. England: Butterworth - Heinemann, 1990. 726 p. SATIS code: 143.20-KIN.

The book is written in a sincere attempt to help all those involved in the management, development, planning, design, construction, operation, inspection and maintenance of process plant as well as safety professionals. The book can also be of interest to insurers, lawyers, MPs Local Councilors, Civil Servants Journalists and producers of TV programmes concerned with process hazards and disasters.

19. Microcomputers in the Workplace. Thomas W. Werner. Pretoria: CSIR, 1989. 3 p. SATIS code: A-143.20-WER.

This article is for those who have plans or who are making plans to place microcomputers in their office area.

20. How to Create a Power Packed Proposal. Don Beveridge. Pretoria. CSIR, 1984. 4 p. SATIS code: A-143.50-BEV.

Few salespeople think of a proposal as a selling tool, yet correctly, presented, it is probably the most powerful selling aid any professional salesperson could use to clinch big business.

26. Establishing a Classificatory System for Growth Points and Service Centres in Zimbabwe. C. Butcher. Zimbabwe: Zimbabwe Environmental Research, 1991. 8 p. SATIS code: A-200-EST.

This paper discusses approach to setting up categories for Zimbabwe's growth points and device centres.

27. A Scheduling Strategy In the Manufacture of Printed Circuit Boards (PCB) Using Surface Mount Technology (SMT). R. Meenakshi Sundaram. Pretoria: Division of Information Services, 1990. 6 p. SATIS code: A-282.40-SUN.

Outlines generation and conversion of electricity.

28. Solar Refrigerators for the EPI Vaccine Cold Chain - A Status. M. Zaffran. WHO, 1989 18 p. SATIS code: A-284-ZAF.

The paper attempts to provide an up-to-date assessment of where solar (PV) refrigeration stands. It also outlines WHO/EPI recommendations for its implementation.

300-335: WATER SANITATION AND WASTE DISPOSAL

29. Harvesting Rainwater in Semi-Arid Africa. Manual No. 3: Rock Catchment Dam with Self-Closing Watertap. E. Nissen-Petersen and Michael Lee. Nairobi: Asal Rainwater Harvesting 1990. 40 p. SATIS code: 311-PET.

The masonry gravity dam is a vertical wall constructed around the outer edge of a depression or hollow in rock-surface to capture and retain water running off the rocky surface.

30. Tough Materials for Flexible Pumps. D. Watkins. Pretoria CSIR, 1989. 4 p. SATIS code: A-335-WAT.

This article explains how advanced materials and new designs boost performance and extend the life of flexible impeller pumps.

37. A Manual on Crocodile Management. Vos Antoon de Rome: Food and Agriculture Organization of the United Nations, 1979. 36 p. SATIS code: A-458.20-ANT.

The manual has been written for the guidance of wildlife managers who want to apply principles and techniques to improve the management of crocodiles either in captivity or in the wild.

38. The Paradoxes of Wildlife Conservation in Africa. J. MacGregor. Pretoria: Africa Insight, 1989. 12 p. SATIS code: 458.70-MAC.

The author of this article looks at some frequently neglected aspects of Africa's wildlife conservation programmes and at the implications of the decisions on the ivory trade taken at recent cites conference.

39. Rapid Rural Appraisal for Agroforestry Zimbabwe. Commonwealth Science, 1992. 116 p. SATIS code: 461.10-KER.

This report presents the results of a three week training course on rapid rural appraisal methods for agroforestry research and extension.

520: AGRICULTURE PRODUCTS, PROCESSIVE AND GOOD PRODUCTION

40. Foods and Food Ingredients for Prevention of diarrheal Disease in Children in Developing Countries Pretoria: CSIR 1988 pg 10. SATIS code: 520-FOO.

In this review foods and food ingredients which are the most effective in prevention of diarrheal disease in infants are considered.

41. Air-Cum-Water Cooler. A Jagadeesh. Pretoria: Invention Intelligence, 1989, 1 p. SATIS code: A-525-JAG.

When people are travelling they usually hang canvas bags outside the window to cool the water. The same method can be use to make air-cum water cooler by hanging two bags of about 45 cm length one on each side of a table fan at an indication of 20°.

42. Foods and Food Ingredients for prevention of diarrheal disease in Children in developing countries. Pretoria: CSIR 1988 pg 10. SATIS code: 520-FOO.

In this review foods and food ingredients which are the most effective in prevention of diarrheal disease in infants are considered.

49. ESD Protection: Design and Layout Issues for VLSI Circuits. C. Duvvury. Pretoria, CSIR, 1989. 7 p. SATIS code: A-681-DUV.

In this paper the electrostatic - discharge issues for input, output and power bus protection of metal-oxide semiconductor very-large-scale integration devices are reviewed.

50. The Scanner Handbook: A complete Guide to the Use and Applications of Desktop Scanners. S. Beale and James Cavuoto. Oxford: Heinemann, 1991. 253 p. SATIS code: 684-BEA.

The Scanner Handbook include:

- a complete discussion of using advanced image.
- editing programs with scanned images.
- special tips for working with typesetting and printing services.
- numerous illustrations and image samples that show various effects and output devices.

800-851: HEALTH

51. Health For All Now: J. Chellum. Hong Kong. IOCU, 1991. 9 p. SATIS code: 800-CHE.

This paper was presented at the 13th IOCU World Congress during workshop D7: Health for All-Now! It outlines health situation in African Countries.

52. Facts for Life: A Communication Challenge. UNICEF, WHO, and UNESCO, 84 p. 1989. SATIS code: 800-FAC.

This book contains facts about essential child health information in an accessible format.

53. Vitamin Vulnerability: Food Talks to Roche to find-out the Problems Associated with Vitamin Stability. Pretoria: CSIR, 1987. 3 p. SATIS code: A-814-VIT.

The article outlines problems associated with vitamin stability.

54. Software Viruses: PC-Health Enemy Number One. J. J. Edward. Pretoria: CSIR, 1988. 3 p. SATIS code: A-143-10-EDW.

This article discusses how covert code, designed to annoy or destroy, is emerging as the latest threat to personal computers security and vendors are rushing to dispense protection.

PERIODICALS APRIL - MAY 1992

1. ACCIS Newsletter	Vol. 9	No. 6	March	1992
2. Advances in Material Technology		Issue 24/25	Feb.	1992
3. Africa Insight	Vol. 22	No. 1		1992
4. African Technology Forum	Vol. 5	No. 1	Feb/Mar.	1992
5. Agrinews	Vol. 23	No. 4	April	1992
6. The Alternative: News in Appropriate Technology				
7. Biomass Bulletin	Vol. 10	No. 1		
8. Botswana Government Gazette	Vol. XXX	No. 21		
9. Botswana Government Gazette	Vol. XXX	No. 22		
10. Botswana Government Gazette	Vol. XXX	No. 23		
11. Botswana Government Gazette	Vol. XXX	No. 26		
12. The Bulletin of Agriculture Research in Botswana		No. 9		1992
13. Byte			April	1992
14. Ceres: The FAO Review		No. 134		
15. Construction Today			April	1992
16. Cooperation South			April	1992
17. CTC Network News		No. 23	March	1992
18. Datamation			May 1st	1992
19. Development Forum	Vol. 20	No. 2		
20. Development and Cooperation		No. 3		1992
21. ECO News Africa	Vol. 1	No. 4	May	
22. The Economist			9-15th May	1992
23. Electronics times		No. 638	7th May	1992
24. The Electronics Times		No. 635	16th April	1992
25. The Electronics Times		No. 636	23rd April	1992
26. Energic Spektrum				
27. Esquire: The Magazine for Men			March	1992
28. Esquire: The Magazine for Men			April	1992
29. Headway			March	1992
30. IEE Review and Recruitment		No. 67	April	1992
31. IIED		No. 8	Spring	1992
32. Independent Energy			April	1992
33. Intermediate Technology				
34. Laminate Industries			Autumn Issue	
35. Mandate News		No. 4	Spring	1992
36. New Civil Engineer			30th April	1992
37. New Civil Engineer + Business			Spring	1992
38. New Civil Engineer Supplement			May	1992
39. New Civil Engineering			21st May	1992
40. New Scientist		No. 1817	18th April	1992
41. New Scientist		No. 1818	25th April	1992
42. NGONET				
43. Open House International	Vol. 16	No. 4		
44. Popular Mechanics	Vol. 16	No. 4	April	1992
45. Principal Scientific and Technical Results				
46. Scala			March/April	1992
47. Science and Technology News		No. 22	March	1992
48. Spore		No. 38	April	1992
49. Vector Electronical				

PERIODICALS FEBRUARY - MARCH 1992

NAME	VOL.	NO. OF PERIODICAL	DATE	DATE RECEIVED
1. Botswana Government Gazette	XXX	10	28th Feb. 1992	06.03.92
2. Botswana Government Gazette	XXX	11	6th Mar. 1992	10.03.92
3. Botswana Government Gazette	XXX	12	13th Mar. 1992	17.03.92
4. Botswana Government Gazette	XXX	13	20th Mar. 1992	24.03.92
5. Botswana Government Gazette	XXX	14	27th Mar. 1992	31.03.92
6. Ceres; The FAO Review	24	133		25.03.92
7. Construction Today				13.03.92
8. Communication Africa				06.03.92
9. Datamation			Jan. 1992	
10. "			Feb. 1992	10.03.92
11. "			Mar. 1992	23.03.92
12. Development Forum	19	6	Nov '91-Feb 1992	06.03.92
13. Development Information Abstracts	11	5-6	Sep - Dec. 1991	06.03.92
14. Earth Sciences Programme Newsletter			March 1992	31.03.92
15. Earth Sciences Programme Newsletter			Sep - Oct. 1991	27.03.92
16. The Economist			Feb. 22-28, 1992	06.03.92
17. " "			Mar. 7-13, 1992	14.03.92
18. " "			Mar. 14-20, 1992	19.03.92
19. " "			Mar. 21-27, 1992	25.03.92
20. Electronics and Wireless World			Feb. 1992	13.03.92
21. Elektor Electronics	18	197	Feb. 1992	16.03.92
22. Esquire; The Magazine for men				16.03.92
23. Independent Energy			Jan. 1992	06.03.92
24. " "			Feb. 1992	25.03.92
25. Industrial and Environment	14	3	Jul-Aug-Sep 1991	16.03.92
26. International Family Planning Perspectives	17	4	Dec. 1991	12.03.92
27. Journal of Electronic Engineering				
28. MacUser: Europeans	7	15	26th July 1991	06.03.92
29. " "	18	4	21st Feb. 1992	25.03.92
30. MacWorld			Mar. 1992	12.03.92
31. Mothers and Children	10	3		12.03.92
32. Natural Resources Institute Newsletter				06.03.92
33. Network News				10.03.92
34. New Civil Engineer			20th Feb. 1992	06.03.92
35. " " "			27th Feb. 1992	06.03.92
36. " " "			19th Mar. 1992	26.03.92

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BOOKS/REPORTS

100-179: PEOPLE AND SOCIETY

1. Botswana Science and Technology: A policy implementation framework. Botswana: Maendeleo Pty Ltd., 1990 63 p. SATIS code: 100-MAE.

This paper is intended to provide impetus support to the Government of Botswana in its task of formulating a policy and implementation framework for Science and Technology in Botswana.

2. The case for Sustainable Development in Zimbabwe: Conceptual problems, conflicts and contradictions. C. Gere, Y. Katerere and S. Moyo. Harare: ENDA - Zimbabwe, 1992. 160 p. SATIS code: 110-GOR.

This report describes, analyses and proposes solutions to environmental issues and problems in Zimbabwe.

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3. List of World Bank-Financial Projects with Potential for NGO Involvement. K. S. Lateef. Washington DC: World Bank, 1992. 37 p. SATIS code: 110-LAT.

A list of world Bank supported projects in various stages of the project cycle that are potentially suitable for NGO involvement. The list comprises, project title, project status, NGO name, objectives of NGO involvement and bank contact.

4. Directory of Development Research and Training Institutes in Africa. Paris: OECD, 1992. 248 p. SATIS code: 110-OEC.

This directory contains information on the research, training and other activities of 641 institutes located in 49 African Countries.

5. NGO in Transition: The case of Corde in Botswana. G. Anderson Harare: ZERO. 1991. 8 P. SATIS code: 111.30-AND.

This paper looks at the role of NGOs in society with focus on the activities of Corde.

6. Cooperation Between the World Bank and NGOs: 1991 progress report. Washington DC: World Bank 1992. 34 p. SATIS code: 111.30-WOR.

This annual progress report examines Bank-NGO cooperation in two broad areas, operational collaboration and policy dialogue.

7. Manual for the Preparation of Industrial Feasibility Studies. W. Behrens and P. M. Hawranek. Geneva: UNIDO, 386 p. 112-BEH.

This new and extensively revised edition focuses primarily on a strategic approach to investment. It devotes particular attention to environmental impact assessment, technology transfer, marketing and human resources as well as the mobilization of funds.

8. Adoption of Agreement on Environment and Development. Geneva: UNIDO, 1992. 275 p. SATIS code: 120-UNI.

This volume addresses four programme areas for a framework convention on climate change and these are; improving the scientific basis decision making, promoting sustainable development preventing stratospheric ozone depletion and transboundary atmospheric pollution.

16. Technical Information Directory. M. Grund, and C. Gronbeck. Washington DC: International Institute for Energy Conservation, 104 p. SATIS code: 200-GRU.

A listing of international institutes that provide information on energy efficient technologies. It targets people in developing countries have specific energy related technical questions. Each entry describes an institution, the information services available from the particular institution.

17. Energy and Environment Agencies: A directory for Sub-Saharan Africa. G. Mutere. Kenya: Kengo, 1992. 61 p. 200-MUT.

This directory lists organisations involved with energy and environmental issues in Africa.

18. Proceedings of the 1990 International Biomass Course. S. Matindi. Kenya: Kengo, 1991. 78 p. SATIS code: 202-MAT

A report of the 1990 international biomass course. It presents papers on various topics on biomass.

19. Solar Photovoltaic Products: A guide to development workers. A. Derrick, C. Francis and V. Bokalders. London: Intermediate Technology Ltd, 1991. 127 p. SATIS code: 230.30-DER.

This guide presents technical and price information on the photovoltaic products of some manufacturers and suppliers.

20. The Yearbook of Renewable Energies 1992. H. Scheer. Bochum: Ponte Press, 1992. 269 p. SATIS code: 260-SCH.

This yearbook contains important incentives from the previous year and an outlook for 1993. It includes articles on the state of application of renewable energies, a debate dealing with arguments on the restrictions against renewable energies.

21. Hot water from the sun: How to construct your own solar panel. J. Streib. Weikersheim Fr: Verlag Josef Margraf, 1989. 134 p. SATIS code: 281.16-STR.

This publication gives guidance for a professional approach that guarantees sufficient efficiency of solar water heating systems.

22. Solar Cookers in the Third World. K. Kuhuke, M. Reuber and D. Schwefel. Eschborn: Gate, 1990. 228 p. SATIS code: 281.17.

This study gives a survey of the different types and techniques of solar cookers, reviews, some solar cooker projects in third world countries and identifies

recommendations for long term marginal systems strategies.

29. Tools for Agriculture: A guide to appropriate equipment for small holder farmers. I. Carruters and M. Rodriquez. Southampton Row: Intermediate Technology Publications 1992. 238 p. SATIS code: 410-CAR.

A unique guide to small-scale farming equipment.

30. Barley: Genetics, Biochemistry, Molecular Biotechnology. P. R. Shewry. Walingford: C.A. B. International. 1992. 610 p. SATIS code: 441.61-SHE.

This book provides an up-to-date view of many diverse aspects of barley research, through a mixture of detailed review articles and shorter accounts of specific topics. An interesting and stimulating reading for young researchers as well as experienced barley workers.

31. Productions and Protection of Legumes. R. J. Froud-williams. Wellesbourne: AAB Horticultural Research International, 1991. 396 p. SATIS code: 448.11-FRO.

A record of papers on the subject of production and protection of legumes mainly beans and peas presented at a residential meeting of the Association of Applied Biologists.

32. The Tribal Grazing Lands Policy at the Crossroads: Fencing by individuals in the communal areas of Botswana. V. P. Keijsper. 61 p. SATIS code: 450-KEI.

This position paper is the outcome of an extensive literature review on Botswana's livestock developments. It is focused on the recent policy change towards allowing individuals and communities to fence in the communal areas.

33. Experimentation and Testing of Low Cost Lime-Oxide Paints. G. Petersen. Kanye: RIIC, 1992 30 p. SATIS code: 654-PET.

This report covers data on research and laboratory testing, and demonstration of Lobatse and Kanye area,

34. Low Cost Housing Design for "Habitat" for Humanity/Botswana. J. Petersen, Kanye: RIIC, 1992 31 p. SATIS code: 701-PET.

This paper gives guidelines for low cost housing in Botswana. It presents proposals for five different house plans.

42. The Relationship Between Walling components in Botswana and Recommendations for change to a co-ordinated Walking System. J. Petersen. Kanye: RIIC, 1992 20 p. SATIS code: 733-PET.

This study presents the methodology and calculations which illustrate the impossibility of creating a system out of currently sized components and investigates options for change.

43. Civil Engineering Handbook Vol. V. N. Vaziram and S. P. Chandola. Nai Sarak: Khanna Publishers. 1989. 1718 p. SATIS code: 750-VAZ.

This book provides ready reference on all civil engineering topics to students and practising engineers. It contains sections on soil, foundation highway, traffic, airport, railroad engineering etc.

44. Civil Engineering Handbook Vol. II. V.N. Vazirani and S. P. Chandola. Nai Sarak: Khanna Publishers, 1984. 1383 p. SATIS code: 750-VAZ.

This volume is a companion to volume I. It contains sections on building materials, concrete technology, building construction, theory of structures, timber, steel and construction reinforced concrete structures.

45. Civil Engineering Handbook Vol III V. N. Vazirani and S. P. Chandora. Nai Sarak: Khanna Publishers, 1984. 1173 p. SATIS code: 750-VAZ.

This book contains sections on plastic theory, analysis, prestressed concrete, earthquake engineering, bridges design etc.

46. Precast Concrete Paving Blocks: Laying manual. Benmore: Concrete Masonry Association, 1986. 38 p. SATIS code: 752-CAM.

This publication provides a complete guide to the planning and construction of segmented pavements. It is designed to answer the multitude of detailed questions encountered by the end user and installer.

47. Structural Design of Segmental Block Pavements for Southern Africa. Dr. J. M. Chiffon. Pretoria: CSIR, 1987. 47 p. SATIS code: 752-CLI.

This document is intended as a complete guideline for the design of segmental block pavements in South Africa.

PERIODICALS

1.	Advanced Materials and Processes	Vol. 14	No. 2 & 3	1992
2.	Africa Insight	Vol. 22	No. 3	1992
3.	African Publishing Review		No. 3	1992
4.	African Review		Aug. Sept. Oct. Issues	1992
5.	Agrinews	Vol. 23	No. 8,9 & 10	1992
6.	Agro		No. 35	1992
7.	Appropriate Technology	Vol. 19	No. 2	1992
8.	APS Science and Technology		August	1992
9.	Asset	Vol. 13	No. 3	1992
10.	Audio Visual		No. 243	1992
11.	Basin News		No. 4	1992
12.	Boiling Point		No. 28	1992
13.	Borehole Water Journal	Vol. 26		1992
14.	Botswana Government Gazette	Vol.XXX	Nos. 44 - 47	1992
15.	Building Construction	Vol. 7	No. 3	1992
16.	Byte	Vol.17	Nos. 8 - 11	1992
17.	CBR News		No. 9 & 12	1992
18.	Career Success	Vol. 5		Iss. 7 1992
19.	Ceres		No. 137	1992
20.	Codata Newsletter		Sept.	1992
21.	Commonwealth Currents		Aug/Sept.	1992
22.	Commonwealth Science Council Newsletter		Sept/Oct.	1992
23.	Construction Today		October	1992

43.	Independent Energy	Vol. 22	Nos. 7 & 8	1992
44.	Journal of Electrical Engineering	Vol. 29	No. 309	
45.	MacUser	Vol. 7 Vol. 8	No. 18 Nos. 18, 19 20, 21 & 22	
46.	MacWorld		Sept/Oct Nov/Dec.	1992
47.	Mining Engineering News		August 28-3	1993
48.	National Geographic	Vol. 182	No. 1 & 3	1993
49.	Network News	Vol. 182	No. 3	1992
50.	Newsscientist		Nos. 1836 1839 1841 1842 1843 1844 1846	
51.	New Civil Engineer		1st, 15th, 22nd & 29th October	1992
52.	ORCD observer		Oct/Nov.	1992
53.	PADIS Newsletter	Vol. 7	Nos. 1 & 2	1992
54.	Patent and Industrial Design Journal	Vol. IX	No. 1 Issue	1992
55.	Personal Computer World		Oct/Nov.	1992
56.	Prodder Newsletter	Vol. 4	Nos. 2 & 3	1992
57.	Progressive Architective		Sept	1992
58.	Population Reports		No. 10	1992
59.	Quality Progress	Vol. 25	Nos. 8 & 9	1992
60.	Renewable Energy for Development	Vol. 5		1992
61.	SABS Bulletin	Vol. 11	Nos. 4 & 5	1992

B.T.I.S. ACCESSIONS LIST



THE BTC LENDING LIBRARY

The Technology Information Service of the Botswana Technology Centre (BTC) operates a library which lends books free of charge to anyone in Botswana. Every two months we produce an annotated Accessions List.

This list records all the books which we have recently added to our collection during the period **June - August 1992**, and are available for you to borrow.

BOOKS/REPORTS

100-179: PEOPLE AND SOCIETY

1. Science and Technology Profile of Brunei Darussalam. London CSC, 1990. 56 p. **SATIS code: 100-CSC.**

This profile presents the attempts of Brunei Darussalam to identify and analyze relevant issues for scientific and technological inputs.

2. A Preliminary Review of Zimbabwe's Structural adjustment programme. S. Moyo Harare: ZERO, 1991. 21 p. **SATIS code: 110-MOY.**

This paper provides a brief summary and review of Government of Zimbabwe's (GOZ) structural adjustment programme.

BOTSWANA TECHNOLOGY CENTRE

**P/BAG 0082 GABORONE
TEL. 314161**

3. Transnational Corporation. K. Sauvart and A. Islam. New York: United Nations, 1992. 205 p. SATIS code: 110-SAU (J).

This journal presents articles that provide insight on the economic legal, social cultural and political impacts of transnational corporations in an increasingly global economy and the policy implications that arise therefrom. It also features notes on developments in the field of international business.

4. In Our Hands: Directory of Non-governmental organizations accredited to the UNCED. S. Maurice, F. Chile: UNCED-NGO Unit, 1992. 22 p. SATIS code: R11.30-STR.

5. Foreign Private Investment in Developing Countries: a Study of the IFM Research Department. Washington DC: IFM, 1985. 44 p. SATIS code: 111-GOL.

This paper covers trends in the size and composition of foreign private investment, its impact on development policies of developing countries towards foreign investment and prospects and policies.

6. NGO's in Transition: The case of CORDE in Botswana - working paper No. 10. G. Anderson. 8 p. SATIS code: 111.30-AND (P).

This paper presents the experiences of Co-operation for Research, Development and Education.

7. Small-scale Investment Policy: Issues and Options for rural industries. Harare: ZERO, 1991. 5 p. SATIS code: 112-MIN.

This report looks at the investment policy for rural industries in Zimbabwe. It covers investment and finance, growth points and incentives, domestic deregulation issues and options for development.

8. The Informal Sector in Zimbabwe. M. Ncube. Harare: ZERO, 1991 7 p. SATIS code: 112-NCU.

This pamphlet covers industrialization process and dualistic development. It also gives an overview and the future of Zimbabwe's economy.

9. Rural Transformation. O. Kapijimpaga. Harare: ZERO, 1991. 5 p. SATIS code: 113-KAP.

This manual covers development process and aspects of rural economy and its potential for transformation.

17. Small-scale Rural Industries in Zimbabwe: An Overview. Harare: ZERO, 1989. 27 p. SATIS code: 141.20-HEL.

This paper presents an overview of the small-scale industries in Zimbabwe. It covers the importance of rural industries and provides some descriptive profiles of rural industries in both the countryside and in small urban centres in the rural areas.

18. Macmillan Dictionary of Information Technology. D. Longley and M. Shain. London: Macmillan Press, 1985. SATIS code: 143-LON.

A useful reference source for both the professional and the layman who is involved in information systems. It covers audio-visual, communications, data processing, computers and word processing technology.

19. Time for Retirement Comparative Studies of Early Exit from the labour force. New York: Cambridge University Press, 1991. 398 p. SATIS code: 143.20-KOH.

This book is an outgrowth of a research project on the impact of labour markets and social policy. It addresses the aging of society and the restructuring of life course in terms of the changing relationship between work and retirement. Based on a comparative analysis of seven different national regimes, it assesses the range of possible political answers to the process of retirement.

20. Driving New Directions: Transportation Experiences and Options in Developing Countries. M. L. Birk & D. L. Bleviss. Bangkok: International Institute for energy. conservation, 1991. 106 p. SATIS code: 150-BIR.

The papers contained in this volume were drawn from a workshop held in September, 1989. They address the environmental development impacts on transportation system by describing the pollution control strategies of Taiwan and look at a number of innovations and experiences in providing more energy-efficient passenger and freight transportation.

21. Development, Democracy and Outer Space. Geneva: UN-UGLS, 1992. 125 p. SATIS code: 163-WEI.

In this work the authors endeavour to show how non-governmental organizations (NGOs) concerned with development, environment, disarmament and human rights could in future play a positive role in shaping the goals, strategies, technologies and financing space policies.

300-379: WATER, SANITATION WASTE DISPOSAL

27. Harvesting Rainwater in Semi-arid Africa Manual No.5: Sub-surface and sand-storage. Nissen-Peterson, Erik. Nairobi: ASAL Rainwater Harvesting, 1990. 29 p. **SATIS code: 311-NIS.**

This manual is based on practical experience gained by building some 700 water structures for rainwater harvesting in semi-arid Kenya over the last 14 years.

28. Study of Tank Corrosion-final Report. Gaborone: Snowy Mountain Engineering Ltd, 1991. 200 p. **SATIS code: 342-SNO.**

This report presents the results of observation made on tank corrosion and village water quality. It also provides recommendations regarding methods and costs of rehabilitation of existing tanks and construction materials and costs proposed for future tanks.

29. Protozoa in the Water Industry. C.R. curds. Cambridge: CUP, 1992. 122 p. **SATIS code: 350-CUR.**

This book sets out to discuss all aspects of protozoa. It includes their vital role in food chains, the control and prevention of organic pollution, and the treatment of sewage and water to provide good quality water supplies.

30. Evaluation of Rainwater Quality: Heavy metals and pathogens. Khon Kaen: Khon Kaen University, 1989. 104 p. **SATIS code: 360-WIR.**

This study show the potential health risks associated with the consumptions of stored rainwater by analyzing the bacteriological quality and the physical chemical parameters of rainwater samples. It also demonstrates to what extent these risks are affected by various aspects of the rainwater collection and storage systems.

31. Water Quality Assessment: a guide to the use of Biota sediments and water environmental monitoring. London: Chapman and Hall, 1992. 585 p. **SATIS code: 351-CHA.**

This guide gives comprehensive advice on designing and setting up monitoring programmes to obtain valid data for water quality assessments in all types of freshwater bodies, it provides key information for all agencies and individuals responsible for water quality.

500-549: FOOD PRODUCTION AND AGRICULTURE PRODUCTS PROCESSING

37. Seafood Science and Technology. G. E. Bligh. Ontario: Canadian Inst. of Fisheries Technology, 1992. 406 p. **SATIS code: 510-BLI.**

An edited collection of review papers and technical presentations from international conference Seafood 2000. The introductory chapters offer a global perspective on seafood science and focus on the need for new technologies to meet the changing requirements of consumers and the seafood industry.

38. Guidelines for Sensory Analysis in Food Product Development and Quality Control. D. H. Lyon. London: Chapman & Hall, 1992. 131 p. **SATIS code: 510-LYO.**

This book demonstrates what a scientific approach to sensory analysis can achieve when properly implemented and integrated with other functions such as new product development, quality control and marketing.

39. Quality Control for the Food Industry: An Introductory handbook. Geneva: UNCTAD, 1991. 198 p. **SATIS code: 510-UNC.**

This handbook covers quality concepts, quality measurement; classification, prevention and defeat control; quality assessment tests standards and specifications, statistical quality control, quality cost components, quality improvement techniques and related training for the food industry appendices list some international and national food standards and related institutions.

40. Advances in Aseptic Processing Technologies. R. K. Singh and P. P. Nelson. Essex: Elsevier Science Publishers Ltd., 1992, 279 p. **SATIS code: 520-SIN.**

This source is based on the presentation made in the "second international congress on aseptic processing technologies" organized as a special symposium in a conference of food engineering.

41. Food Irradiation. S. Thorne. New York: Elsevier Applied Science, 1991, 332 p. **SATIS code: 526.30-THO.**

This volume reflects the current state of food irradiation. Three chapters are concerned with applications of irradiation to food processing, one general and about two important specific applications. The larger part of the book discusses major problems of irradiation acceptance and detection.

47. The National Water Hygiene Education Programme Workshop. C. Mohwasa. Gaborone: Ministry of health, 1991. 159 p. **SATIS code: 821-MOH.**

This report discusses topics on water and sanitation as well as recommendations presented at the water hygiene workshop.

48. Safety in the Process Industry. R. King. Northants: Butterworth-Heinemann Ltd, 1990. 762 p. **SATIS code: 824-KIN.**

An essential source for all involved with safety management and will also be of interest to lawyers, insurance companies, local government and accident investigators.

50.	"	"			20-26 June	1992
51.	"	"			27- 3 July	1992
52.	"	"			4-10 July	1992
53.	"	"			11-17 July	1992
54.	"	"			18-24 July	1992
55.	"	"			25-30 July	1992
56.	"	"			31- 6 Aug	1992
57.	"	"			7-13 Aug	1992
58.	"	"			14-20 Aug	1992
59.	"	"			15-21 Aug	1992
60.	Electronics: The Maplin Magazine			No. 55	July	1992
61.				No. 56	August	1992
62.	Electronics Times			No.637		1992
63.	"	"		No.639		1992
64.	"	"		No.642		1992
65.	"	"		No.643		1992
66.	"	"		No.644		1992
67.	"	"		No.645		1992
68.	"	"		No.646		1992
69.	"	"		No.647		1992
70.	"	"		No.648		1992
71.	Electronics and Wireless World			No. 97		1992
72.				No.1674		1992
73.	Elector Electronics		Vol. 18	No.200		1992
74.			Vol. 18	No.201		
75.	Energy			No. 2	June	1992
76.	Engineering News		Vol. 12	No. 20		1992
77.	"	"	" "	No. 21		1992
78.	"	"	" "	No. 22		1992
79.	"	"	" "	No. 24		1992
80.	"	"	" "	No. 27		1992
81.	"	"	" "	No. 28		1992
82.	"	"	" "	No. 29		1992
83.	"	"	" "	No. 30		1992
84.	"	"	" "	No. 31		1992
85.	Gate			No. 2		1992
86.	Food Chain			No. 5		1992
87.	Food Technology				April (FTRS)	1992
88.	IDS bulletin		Vol. 23	No. 2		1992
89.	IEE - Journal of Electronic Engineering				May	1992
90.	IIE Review				July/Aug	1992
91.	ILCA Newsletter		Vol. 11	No. 2		1992
92.	IOCU			No. 201	May	1992
93.	Independent Energy				May/June	1992
94.	International Family Planning Perspective		Vol. 18	No. 1		1992
95.	IRC Newsletter			No. 207	May	1992
96.	IIED Perspectives		Vol. 9			
97.	Information is Power		Vol. 7	No. 1/2		1992
98.	Journal of Ferrocement		Vol. 22	No. 2		1992
99.	MacUser		Vol. 8	No. 10		1992

149.	UNIDO Newsletter		No. 287/288		1992
150.	UNITAR/UNDP Newsletter		No. 19		1992
151.	University of Botswana Newsletter	Vol. 5	No. 2	June	1992
152.	Vector			July	1992
153.	World Industrial Reporter			Feb/March	1992
154.	World Scientific			Jun	1992
155.	World Watch	Vol. 15	No. 3	May/June	1992

THE LIBRARY

1) Would you say the library atmosphere is

- ☐ conducive to study
- ☐ too hot and/or stuffy
- ☐ appropriate tables/furniture
- ☐ too cramped
- ☐ too sterile (ie lack of posts)
- ☐ other comments
- ☐ (Tick appropriate box(es).

2) Are the staff

- ☐ helpful
- ☐ polite
- ☐ informed
- ☐ discreet
- ☐ unsatisfactory(please state why)

.....
.....
.....
.....

Books resources

3) Do you find the information you want?

- ☐ never
- ☐ sometimes
- ☐ always
- ☐ other

.....

4) Do you find the information by:

- ☐ the catalogue then browsing
- ☐ straight to the shelf
- ☐ asking the staff
- ☐ telephone
- ☐ written request
- ☐ other (e.g. giving up, if so why?)

.....
.....
.....

5) Do you think the resources are:

- ☐ adequate
- ☐ need more (if so what? e.g. AV materials Videos etc.)
- ☐ up to date
- ☐ old/obsolete
- ☐ well/badly arranged (delete as appropriate)
- ☐ other

6) What types of book resources would you like to see in the library?

e.g. more reference materials?

Periodicals

7) Do you use the periodicals regularly/seldom/never (delete as appropriate)

other

8) What do you use them for (mainly)

- ☐ work
- ☐ research/surveys
- ☐ study (e.g exams)
- ☐ recreation
- ☐ other (please specify)

(Tick box(s) as appropriate)

9) How would you feel about receiving a photo-copy of all relevant periodicals contents page?

- ☐ essential
- ☐ useful
- ☐ interesting but not essential
- ☐ indifferent
- ☐ definitely not interested

10) Would you be willing to pay part of the overheads for such a service?

- ☐ Yes
- ☐ Subject to negotiation
- ☐ No (state reason)

11) Does the library periodical stock reflect

- ☐ 90-100% of your needs
- ☐ 40 - 60% of your needs
- ☐ 20 - 40% of your needs
- ☐ 0 - 20% of your needs
- ☐ totally irrelevant (Please state why)

.....
.....

12) What other subjects/titles should the library subscribe to?

- specific titles (Please specify which)
.....
- subject areas (Please specify)
.....
- more computer (Please specify)
.....
- more technology related (Please specify type)
.....
- more engineering/design
.....
- other (Please specify) e.g recreational
.....

S.D.I. (Selective Dissemination of Information)

13) Would you like to receive a profile of relevant library resources?

- ☐ Yes regularly (Specify frequency)
 - ☐ Yes occasionally (specify frequency)
 - ☐ Yes annually
 - ☐ No (state reason)
-
.....

14) Would you be interested in a pay system to cover specialized/personal information services?

- ☐ Yes if priced fairly
☐ No (state reasons)

☐ Not relevant to own needs

15) How would access to an on-line database/CD-Rom influence your library usage?

- Very interested in on-line / CD Rom facilities (delete as appropriate)
- Would use specific one if available (Please specify which)

- Not relevant/interested at present

15 (b) If interested would you prefer

- a) A subscription of (say) P100 a month producing a full 12 hours actually on-line.
- b) A pay as you go metered system per minute.
- c) Other (Please specify) e.g annually.

.....

Other services

16) Apart from a microfiche already available in the library, what other facilities would you like to see in the library? (Please specify)

.....

Library Conditions

17) Would you use the library after 4.30 on weekdays (up to 6 p.m.)?

- ☐ regularly (everyday)
- ☐ frequently (3 or more days/week)
- ☐ occasionally (1 or 2 days a week)

- ☐ seldom (once a week max)
- ☐ virtually never (1 visit per month)
- ☐ never (after 4.30 is inconvenient)

18) How often do you visit the library on Saturdays?

- ☐ regularly (every Saturday)
- ☐ frequently (3 or 4 Saturdays a month)
- ☐ occasionally 1 or 2 Saturdays per month)
- ☐ seldom (1 visit per month)
- ☐ rarely (1 visit every six months)
- ☐ never

19) If you visit on Saturdays is it to:

- ☐ borrow books
- ☐ browse
- ☐ fill in time
- ☐ talk to the staff
- ☐ other (use Photocopier etc)

20) What other comments do you have about any aspect of the library, its resource staff philosophy or ergonomics?

.....

.....

.....

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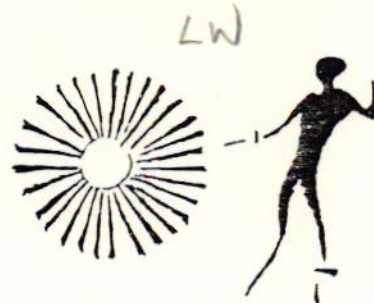
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Thank you very much for your time, your comments and suggestions will help ensure the library matches the needs of its users and thus establishes a firm reliable information resource for BTC and the wider public.

Please return by/...../93

Georgy Hadwen
(LIBRARY AND INFORMATION)



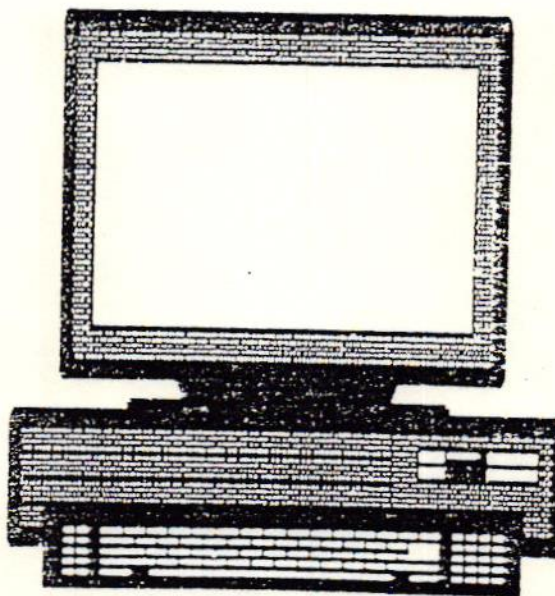
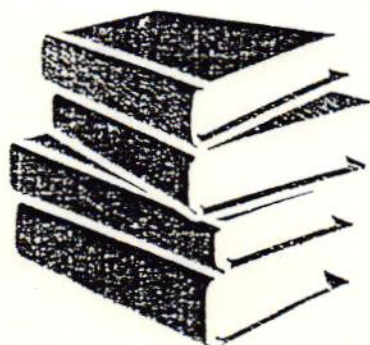
USER SURVEY

BTC LIBRARY

Hello.

A belated happy new year to all BTC library members, associates and supporters.

In 1993 the goal of the library/resource centre is to complement and enhance user access to relevant, specific and timely information. In order to achieve this I hope you will spare a few minutes to complete and return this questionnaire.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS
PROPOSED AMENDMENT TO THE
CONSTITUTION AND REGULATIONS

1. The Constitution Article 7 (e)(x)

The Council shall adopt and implement any decision of the Senior Representatives of registered firms of Consulting Engineers, such Senior Representatives being full members of the Institute, in all matters relating to the commercial interests of such firms of Consulting Engineers.

2. Amendment to the Regulations Section 3 Article 2

Provided always that any Chapter of Engineers shall not represent the Institute in any matter relating to the commercial interests of the registered firms of Consulting Engineers, unless by resolution of a special Committee formed by persons being both full members of the Institute and Senior Representatives of such firms.

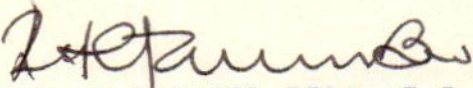
BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS
SURVEYORS' CHAPTER

I have been asked by Council to convene the first meeting of the Surveyors' Chapter of the Botswana Institute of Development Professions.

The date is to be Monday, 25th June at 5.15 p.m. in my offices on the 4th Floor of Standard House, Gaborone.

After the election of Officers it is hoped to discuss Fee Scales with a view to reporting to Council before the Annual General Meeting.

Yours sincerely,



N.H.C. FLEETWOOD-BIRD, F.R.I.C.S.

P. Hamlyn Isa.



B.I. D.P. SURVEYORS' CHAPTER APPLICANTS REGISTER

(As of August 1979)

Register Number	Name	Class of Membership	Address	Office Phone No.
0001	N.H.C. Fleetwood-Bird	Full	P.O. Box 170 Gaborone (Standard House)	53959
0005	P.M. Richards	Life	P.O. Box 656 Gaborone	71393
0006	C.P. Dixon-Warren	Full	P/Bag 0025 Gaborone	55383
0014	B.P. Davey	Full	P.O. Box 911 Gaborone	53651/52790
0015	W.M. Brackenborough	Life	P.O. Box 700 Ndola, Zambia	
0016	C.P. Vista	Full	P.Bag 0037 Gaborone	53251 Ext.25
0017	J.A. Raffle	Full	-do-	-do-Ext.24
0018	J.Z. Brejt	Full	-do-	-do-Ext.25
0021	J.A. Hewitt	Full	P.O. Box 101,c/o Mancon Ltd.	51071
0030	J.B. Crane	Full	P.O. Box 655 Gaborone	53950
0036	W.B.B. Hamlyn	Full	P.O. Box 913 Gaborone	51310
0037	R.B. Laing	Full	-do-	51310
0039	K.M.M. Carrier	Full	-do-	51310
0040	K.E. Iatilla	Full	-do-	51310
0042	L.J. Hutchings	Full	P.Bag 0064 Gaborone	53578
0043	P.R. Wade	Student	P.O. Box 610 Gaborone	52492

TOUR OF DEPARTMENT OF SURVEYS AND LANDS

MONDAY, SEPTEMBER 17TH, 1979 @ 5.30 P.M.

Surveying and land economics and management expertise is a prerequisite as well as integral part of development. An understanding of the services and capacity of the department and a knowledge of the availability of data such as maps, air-photographs, remote sensing information (satellite data), lands and survey records and means of access to these records is obviously a need of anyone connected with land development processes. To meet this need the Department is arranging a tour of the Department.

The tour will include an exhibition of modern survey equipment (including electronic equipment) and methods, demonstrations of cartographic, photographic, photogrammetric and computer equipment; visits to map sales, air photo library; an explanation of land and survey records and of land allocation, recording, transfer and tenure systems. There will be no formal lectures as such but questions will be dealt with as the tour proceeds. As members of a number of disciplines are expected to be present it is likely this should result in wide and interesting coverage.

Visitors should come to the main entrance of the Department at 5.30 p.m. Parties will be assembled in the 'Falm' court where coffee will be served while groups are arranged. It is anticipated the tour will last an hour to 1½ hours depending on how vociferous and curious the visitors become.

As obviously there is a limit to the numbers that can be handled, anyone intending to come (other than members of the B.I.D.P.) is requested to telephone 53251 (Mr. Vista). Members of the B.I.D.P. should contact Mr. Fleetwood Bird who is coordinating the B.I.D.P. party.



W. L. DICKSON
Director of Surveys and Lands.

c/o Private Bag 0037
Gaborone

2nd January, 1980

Secretary of
BIDP Council

Dear ~~Sir~~ Madam,

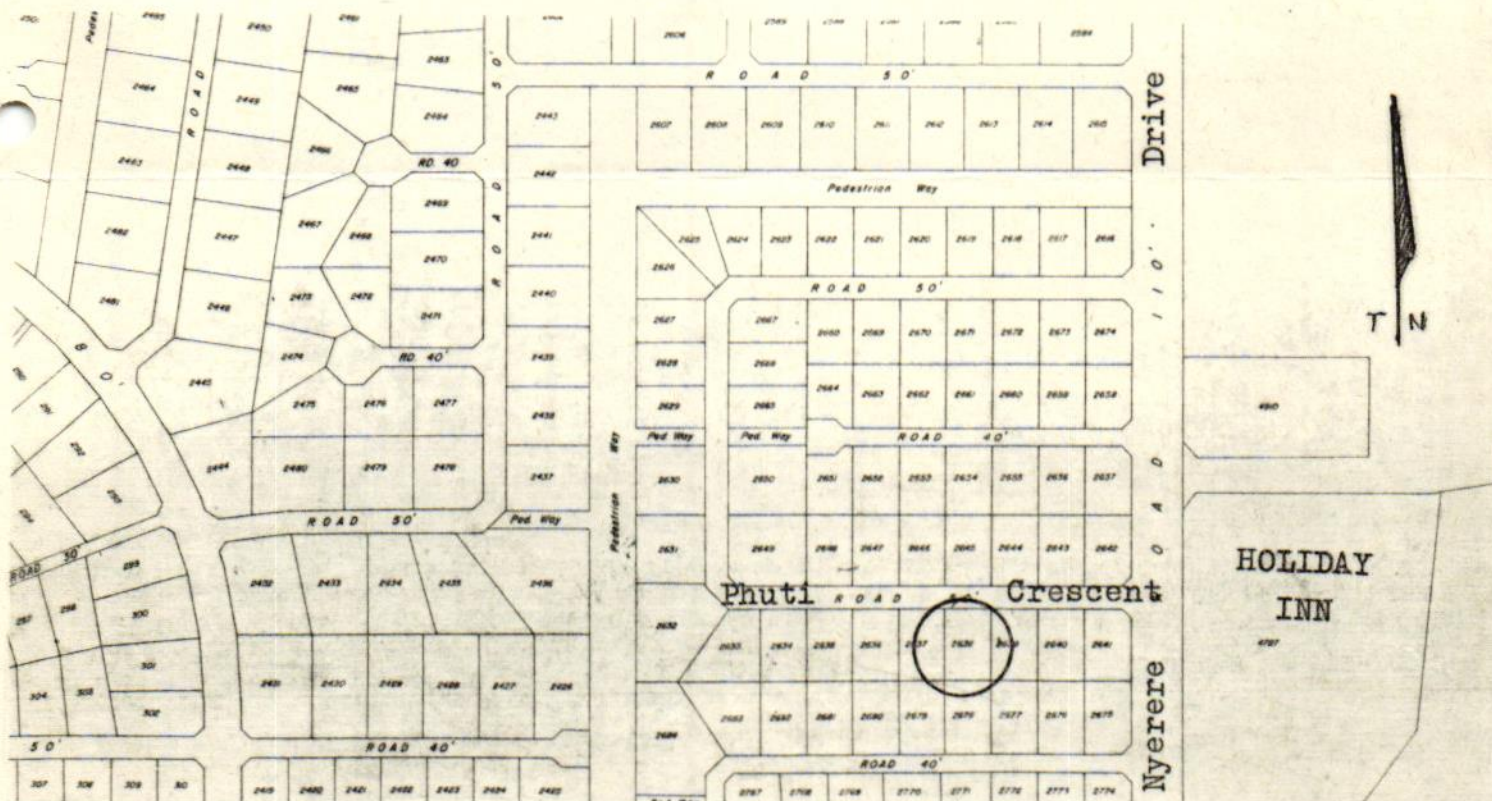
The sixth meeting of the Surveyors' Chapter will be held on Tuesday, 8th January 1980, at the Offices of Reynolds & Young, opposite Holiday Inn, Plot 2638, Phuti Crescent, Gaborone, at 5 P.M.

AGENDA

1. Apologies for absence.
2. To confirm the Minutes of the 5th Meeting.
3. Matters arising from the previous minutes:
 - a) Election of Chapter representatives to the Sub-Committees on Education, Publicity & Public Relations, and Registration.
 - b) Setting targets dates for the completion and acceptance of revised scale of fees.
4. OTHER matters.

Yours Sincerely,

C. P. Vista
CIRILO P. VISTA
Chapter Secretary



No. R. 1817

24 Augustus 1979

OPMETINGSWET, 1927

WYSIGING VAN REGULASIES

Kragtens artikels 6 en 7 van die Opmetingswet, 1927 (Wet 9 van 1927), wysig die Opmetingsregulasieraad, met die goedkeuring van die Staatspresident, hierby die regulasies uitgevaardig by Goewermentskennisgewing R. 1814 van 2 November 1962, soos gewysig by Goewermentskennisgewings R. 1395 van 11 September 1964, R. 533 van 21 April 1967, R. 1033 van 20 Junie 1969, R. 1126 van 4 Julie 1969, R. 2008 van 20 November 1970, R. 959 van 9 Junie 1972, R. 1804 van 13 Oktober 1972, R. 2320 van 13 Desember 1974 en R. 844 van 20 Mei 1977, verder soos in die Bylae hiervan uiteengesit.

Hierdie wysigings tree in werking op die 31ste dag ná die datum van publikasie daarvan in die *Staatskoerant*.

BYLAE

Aanhangsel A van die regulasies word deur die volgende aanhangsel vervang:

"AANHANGSEL A

(Vermeld in regulasie 67)

INDELING VAN TARIEF

1. Basiese grootteverandering.
2. Amptelike koördinaatwaardes.
3. Resterende gedeelte.
4. Bepaling van gegewe grootte.
5. Konneksies.
6. Kromlynige grense.
7. Kaarte, endossemente en afdrucke.
8. Algemene planne.
9. Servitute.
10. Reis-, vervoer- en verblyfkoste.
11. Oopmaak van lyne.
12. Abnormale omstandighede.
13. Allerlei.

No. R. 1817

24 August 1979

LAND SURVEY ACT, 1927

AMENDMENT OF REGULATIONS

In terms of sections 6 and 7 of the Land Survey Act, 1927 (Act 9 of 1927), the Survey Regulations Board, with the approval of the State President, hereby further amends the regulations made under Government Notice R. 1814, dated 2 November 1962, as amended by Government Notices R. 1395, dated 11 September 1964, R. 533, dated 21 April 1967, R. 1033, dated 20 June 1969, R. 1126, dated 4 July 1969, R. 2008, dated 20 November 1970, R. 959, dated 9 June 1972, R. 1804, dated 13 October 1972, R. 2320, dated 13 December 1974, and R. 844, dated 20 May 1977, as set out in the Schedule hereto.

These amendments shall come into operation on the 31st day after the date of publication thereof in the *Gazette*.

SCHEDULE

The following annexure is hereby substituted for Annexure A to the regulations:

"ANNEXURE A

(Referred to in regulation 67)

DIVISION OF TARIFF

1. Basic area charge.
2. Official co-ordinate values.
3. Remaining extent.
4. Defining a given area.
5. Connections.
6. Curvilinear boundaries.
7. Diagrams, endorsements and prints.
8. General plans.
9. Servitudes.
10. Travelling, transport and subsistence.
11. Line-clearing.
12. Abnormal circumstances.
13. Miscellaneous.

TARIEF VAN GELDE

1. Basiese groottevordering

Die gelde vir die opmeting van een of meer stukke grond wat in dieselfde opmeting ingesluit en gelyktydig opgemeet is en nie meer as ses grense het nie, word in Tabel A of Tabel B hieronder voorgeskryf, en die vordering per stuk vir enige getal stukke wat nie in Tabel A aangegee is nie, moet proporsioneel afgelei word tot die naaste R1 van die getabuleerde vordering.

TARIFF OF FEES

1. Basic area charge

The fees for the survey of one or more pieces of land, included in the same survey, surveyed at the same time and having not more than six boundaries, shall be as prescribed below in either Table A or Table B, and the charge per piece for any number of pieces not specified in Table A shall be derived proportionally from the tabulated charges to the nearest R1.

TABEL A

Totale getal stukke	Vordering vir elke stuk grond: Groottes				
	300 m ² en minder	301 tot 450 m ²	451 tot 1 500 m ²	1 501 tot 4 000 m ²	4 001 m ² tot 2 ha
	R	R	R	R	R
1.....	184	193	217	237	251
2.....	123	131	154	164	175
3.....	100	108	127	137	147
4.....	86	94	112	118	127
5.....	77	85	102	108	116
10.....	67	74	87	94	101
20.....	58	64	78	85	93
50.....	43	48	71	78	85
100.....	39	44	70	77	83
250.....	35	40	69	76	82
500 en meer.....	29	35	68	75	81

TABEL B

Grootte in hektaar	Vordering vir elke stuk grond						Vordering vir elke stuk meer as—
	Getal stukke vir elk van—						
	een	twee	drie	vier	vyf	ses	
	R	R	R	R	R	R	R
Meer as:							
2-5.....	271	194	161	140	128	125	6-125
5-10.....	278	202	172	151	139	136	6-136
10-25.....	286	230	202	181	169	166	6-166
25-50.....	312	257	221	200	188	182	6-182
50-100.....	352	296	260	238	226	220	6-220
100-200.....	410	342	306	280	—	—	4-280
200-300.....	440	367	325	299	—	—	4-299
300-500.....	493	400	358	324	—	—	4-324
500-750.....	526	427	379	346	—	—	4-346
750-1 000.....	559	461	410	377	—	—	4-377
1 000-1 500.....	592	493	—	—	—	—	2-493
1 500-2 000.....	625	526	—	—	—	—	2-526
2 000-3 000.....	658	552	—	—	—	—	2-552
3 000-5 000.....	691	572	—	—	—	—	2-572
5 000-7 500.....	749	618	—	—	—	—	2-618
7 500-10 000.....	806	666	—	—	—	—	2-666

TABEL A

Total number of pieces	Charge for each piece of land: Areas				
	300 m ² and under	301 to 450 m ²	451 to 1 500 m ²	1 501 to 4 000 m ²	4 001 m ² to 2 ha
	R	R	R	R	R
1.....	184	193	217	237	251
2.....	123	131	154	164	175
3.....	100	108	127	137	147
4.....	86	94	112	118	127
5.....	77	85	102	108	116
10.....	67	74	87	94	101
20.....	58	64	78	85	93
50.....	43	48	71	78	85
100.....	39	44	70	77	83
250.....	35	40	69	76	82
500 and over.....	29	35	68	75	81

TABLE B

Area in hectares	Charge for each piece of land						Charge for every piece over—
	Number of pieces, for each of—						
	one	two	three	four	five	six	
	R	R	R	R	R	R	R
Over 10							
2-5.....	271	194	161	140	128	125	6-125
5-10.....	278	202	172	151	139	136	6-136
10-25.....	286	230	202	181	169	166	6-166
25-50.....	312	257	221	200	188	182	6-182
50-100.....	352	296	260	238	226	220	6-220
100-200.....	410	342	306	280	—	—	4-280
200-300.....	440	367	325	299	—	—	4-299
300-500.....	493	400	358	324	—	—	4-324
500-750.....	526	427	379	346	—	—	4-346
750-1 000.....	559	461	410	377	—	—	4-377
1 000-1 500.....	592	493	—	—	—	—	2-493
1 500-2 000.....	625	526	—	—	—	—	2-526
2 000-3 000.....	658	552	—	—	—	—	2-552
3 000-5 000.....	691	572	—	—	—	—	2-572
5 000-7 500.....	749	618	—	—	—	—	2-618
7 500-10 000.....	806	666	—	—	—	—	2-666

Met dien verstande dat—

(1) vir die opmeet van enige stuk grond waarvan die grootte meer as 10 000 hektaar is, die vordering wat in Tabel B voorgeskryf is, met R29 verhoog moet word vir elke bykomende 1 000 hektaar of deel daarvan;

(2) die basiese grootte vordering die koste van die volgende insluit:

(a) Verskaffing van meetstukke, soos voorgeskryf;
(b) 'n redelike hoeveelheid bykomende berekening om die posisies van die bakens van die grond wat opgemeet word, te toets;

(c) die opstel en verskaffing van alle verslae en sertifikate wat nodig is of voorgeskryf is;

(d) die vervaardiging, indiening by die Landmeter-generaal en verskaffing van kaarte en algemene planne in sodanige vorm en getal as wat nodig is of vir registrasie voorgeskryf is;

(e) uitgesonderd soos elders in hierdie tarief bepaal, die verskaffing en oprigting van nuwe bakens en versekeringsmerke en die permanente merk van hoof-meetpunte;

(f) die opstel en verskaffing van 'n bakenooreenkoms waar nodig, maar dit sluit nie die verkryging van grondeienaars se handtekening op sodanige ooreenkoms in nie;

(g) die opspoor en vasstelling van genoeg bakens en hoekpunt om die opmeting te voltooi, mits die tyd daaraan bestee, redelik is;

(h) die inwin van opmetingsinligting soos by regulasie 6 voorgeskryf;

(i) die basering van opmeting op peilbakens en versekeringsmerke;

(j) die vasstelling van topografiese kenmerke soos voorgeskryf;

(k) die toets van die inlynstelling van bestaande bakens wanneer die eindpunte nie vasgestel hoef te word nie, maar uitgesonderd die herplasing van bakens op lyn;

(l) die plasing van nuwe bakens op 'n bestaande grens;

(m) die uitwys van bakens en grense in die loop van die werk in die veld;

(n) vervoer tydens werk in die veld;

(o) die verskaffing van normale arbeid;

(p) redelike tyd bestee aan die ontvangs en bestuering van opmetingsinstruksies;

Provided that—

(1) for the survey of any piece of land whose area exceeds 10 000 hectares, the charge prescribed in Table B shall be increased by R29 for every additional 1 000 hectares or part thereof;

(2) the basic area charge shall include the cost of—

(a) supplying survey records, as prescribed;

(b) a reasonable amount of additional computing to verify the positions of the beacons of the land under survey;

(c) preparing and supplying all such reports and certificates as may be required or prescribed;

(d) preparing, lodging with the Surveyor-General, and supplying diagrams and general plans in such form and number as may be required or prescribed for registration;

(e) except as provided for elsewhere in this tariff, supplying and erecting new beacons and reference marks and permanently marking main survey stations;

(f) preparing and supplying any agreement regarding beacons as may be required, but shall not include obtaining the signature of landowners on such agreement;

(g) searching for and fixing sufficient beacons and corner points to complete the survey, provided the time occupied in doing so is reasonable;

(h) obtaining survey data prescribed by regulation 6;

(i) basing the survey on trigonometrical stations and reference marks;

(j) determining such topographical features as may be prescribed;

(k) testing the alignment of existing beacons when terminals do not have to be fixed, but excluding replacement of beacons on line;

(l) placing new beacons on an existing boundary;

(m) pointing out beacons and boundaries in the course of the field work;

(n) transport in the course of the field work;

(o) supply of normal labour;

(p) reasonable time devoted to receiving and perusing instructions for the survey;

(3) vir elke stuk grond wat 'n reëlmatige figuur is en waarvan die grootte twee hektaar of minder is, die groottevordering, soos in Tabel A voorgeskryf, met 10 persent verlaag moet word vir dié reëlmatige figuur meer as 10 in getal: Met dien verstande voorts dat die 10 vrygestelde reëlmatige figuur die kleinste reëlmatige figuur is;

(4) wanneer kaarte nie vir registrasie vereis word nie, die basiese groottevordering nie verlaag word nie;

(5) (i) wanneer dit noodsaaklik is dat die bakenpen in beton ingemessel word, soos voorgeskryf, 'n bykomende vordering van R12 per baken gehef word;

(ii) wanneer 'n baken ooreenkomstig die eerste paragraaf van regulasie 18 (1) (c) geplaas word, 'n vordering van R7 vir elke sodanige baken gehef word en wanneer die baken in ooreenstemming met die tweede paragraaf van voornoemde regulasie geplaas word, die vordering R18 is;

(iii) wanneer aanduidingspenne ingevolge regulasie 18 (2A) geplaas word, 'n vordering van R3 vir elke aanduidingspen gehef word;

(6) in die geval van 'n opmeting van stukke grond van verskillende groottes, die vordering vir 'n enkele stuk afgelei moet word van sy grootte teen 'n tarief wat van toepassing sou wees indien al die stukke van dieselfde grootte was: Met dien verstande voorts dat wanneer twee stukke grond gemeet word waarvan een stuk grond groter en die ander kleiner as twee hektaar is, die vordering vir die grootste gedeelte in ooreenstemming met die eerste kolom in Tabel B moet wees;

(7) vir elke serwituutendossement op 'n stel kaarte of algemene planne, 'n vordering van R3,50 gehef word;

(8) vir elke onderdeelklousule van 'n stel gekonsolideerde kaarte deur 'n landmeter vervaardig, 'n vordering van R3,50 gehef word;

(9) wanneer 'n aantal eiendomme op verskillende kaarte voorgestel, opgemeet word vir onderverdelings- of serwituutdoeleindes, 'n bykomende vordering van R18 gehef word vir die tweede en elke daaropvolgende eiendom wat aldus opgemeet word;

(10) vir die opmeet van bykomende grense van meer as ses in getal, die vordering voorgeskryf in Tabel A of Tabel B met 10 persent verhoog word vir elk van 10 sodanige bykomende grense en daarna met vyf persent vir enige verdere sodanige grense: Met dien verstande voorts dat die lyn wat 'n ongebakende punt met 'n aanduidingsbaken verbind, nie as 'n grens beskou word vir die doel van hierdie tarief van gelde nie;

(11) vir die opmeet van meer as een stuk grond in 'n dorp, die gelde voorgeskryf in Tabelle A en B met 25 persent verhoog word vir 'n stuk grond wat groter is as 4 000 vierkante meter, wat geheel en al deur paaie omring is en wat nie in erwe verdeel is nie;

(12) behoudens die bepalings van paragrawe 3 en 9 hiervan, geen vordering gehef word nie vir die opmeting van enige padgebied waarvoor registrasie as 'n aparte eiendom nie vereis word nie en wat tot stand kom by die opmeting van een of meer stukke grond;

(3) for each piece of land of two hectare or under, which is a regular figure, the area charge as specified in Table A shall be reduced by 10 per cent for those regular figures in excess of 10 in number: Provided further that the 10 regular figures exempted shall be the smallest regular figures;

(4) no reduction of the basic area charge shall be made when diagrams are not required for registration;

(5) (i) when it is necessary to embed the centre mark of a beacon in concrete, as prescribed, an additional charge of R12 per beacon shall be made;

(ii) when a beacon is placed in accordance with the first paragraph of regulation 18 (1) (c), a charge of R7 for every such beacon shall be made and when the beacon is placed in conformity with the second paragraph of the aforesaid regulation, the charge shall be R18;

(iii) when witness marks are placed in accordance with regulation 18 (2A) a charge of R3 per witness mark shall be made;

(6) in the survey of pieces of land of varying areas, the charge for an individual piece shall be derived from its area at a rate which would be applicable if all the pieces were of the same size: Provided further that when two pieces of land are being surveyed and one piece of land is greater and the other smaller than two hectare, the charge for the larger area shall be made in accordance with the first column of Table B;

(7) for each servitude endorsement on a set of diagrams or general plans, a charge of R3,50 shall be made;

(8) for each component clause of a set of consolidated diagrams prepared by a land surveyor, a charge of R3,50 shall be made;

(9) when a number of properties, represented on separate diagrams, are surveyed for subdivisational or servitude purposes, an additional charge of R18 shall be made for the second and each subsequent property so surveyed;

(10) for the survey of additional boundaries above six in number, the charge specified in Table A or Table B shall be increased by 10 per cent for each of 10 such additional boundaries and thereafter by five per cent for any further such boundaries: Provided further that the line joining an unbeaconed point with an indicatory beacon shall not be deemed to be a boundary for the purpose of this tariff of fees;

(11) in the survey of more than one piece of land in a township, the fees prescribed in Tables A and B shall be increased by 25 per cent for any piece of land exceeding 4 000 square metres in area, which is entirely surrounded by roads and is not subdivided into erven;

(12) except as provided in paragraphs 3 and 9 hereof, no charge shall be levied for the survey of any road area for which registration as a separate property is not required and which is created in the survey of one or more pieces of land;

(13) geen vordering vir die opmeting van die buite-figuur wat op 'n algemene plan voorgestel word, gehef word nie, tensy 'n kaart van sodanige figuur vir registrasiedoeleindes nodig is: Met dien verstande voorts dat wanneer sodanige kaart vervaardig word, daar vir die buitefiguur as 'n afsonderlike onderverdeling gelde gevorder word.

2. Amptelike koördinaatwaardes

Die basiese grootte vordering vir elke stuk grond word met vyf persent verlaag vir elke baken waaraan 'n amptelike koördinaatwaarde toegeken is: Met dien verstande dat—

(a) geen verlaging plaasvind wanneer dit nodig is dat sodanige bakens hervasgestel of die posisie van sodanige bakens getoets moet word nie;

(b) die totale bedrag waarmee die basiese vordering verlaag word, nie 50 persent oorskry nie.

3. Resterende gedeelte

Indien dit nodig is om die resterende gedeelte van 'n stuk grond wat onderverdeel word, op te meet ten einde die grootte daarvan te bepaal, is alle vorderings soos in paragrawe 1 en 2 hiervan voorgeskryf, van toepassing op die grootte van sodanige resterende gedeelte as sou dit een van die onderverdelings wees.

4. Bepaling van gegewe grootte

Vir die berekening van die posisie en die plasing van 'n baken om 'n gegewe grootte te bepaal, is die vordering 10 persent van die tarief voorgeskryf in Tabel B: Met dien verstande dat hierdie vordering nie van toepassing is nie op stukke grond in Tabel A vermeld.

5. Konneksies

Vir elk van—

(a) die twee afstande tussen die twee geskik geleë bakens van die grond wat onderverdeel word en twee bakens van die onderverdeling in regulasie 36 (1) genoem; en

(b) die sye in regulasie 36 (2) (a) genoem, of die afstand in regulasie 36 (2) (b) genoem;

word konneksievorderings gehef volgens Tabel C hieronder: Met dien verstande dat—

(i) daar vir geen afstand meer as een keer 'n vordering gehef word nie;

(ii) geen vordering gehef word as inligting wat uit 'n vorige opmeting verkry is, weer gebruik kan word nie;

(iii) die vordering slegs een keer gehef word wanneer twee of meer aangrensende onderverdelings terselfdertyd opgemeet word;

(iv) geen vordering gehef word vir konneksies met eindpunte waarvan die posisies ontleen kan word aan vorige opmetings nie, of wanneer in omstandighede soos voorgeskryf, dit nie noodsaaklik is om konneksiegegewens op 'n kaart aan te bring nie.

TABEL C

Meter	R
0 tot 50.....	11
Meer as 50 tot 100.....	14
Meer as 100 tot 150.....	18
Meer as 150 tot 300.....	26
Meer as 300 tot 600.....	36
Meer as 600 tot 900.....	48
Meer as 900 tot 1 500.....	62

Meer as 1 500: R62 plus R2 vir elke 100 meter, of deel daarvan, waar dit 1 500 meter oorskry.

(13) no charge shall be made for the survey of the outside figure represented on a general plan, unless a diagram of such figure is required for registration: Provided further that when such diagram is prepared a charge shall be made for the outside figure as a separate subdivision.

2. Official co-ordinate values

The basic area charge for each piece of land shall be reduced by five per cent for each beacon to which an official co-ordinate value has been assigned: Provided that—

(a) no reduction shall be made when it is necessary to redetermine or to verify the position of such beacon;

(b) the total amount by which the basic charge is reduced shall not exceed 50 per cent.

3. Remaining extent

If it is necessary to survey the remaining extent of a piece of land being subdivided in order to ascertain its area all charges as prescribed in paragraphs 1 and 2 hereof shall apply to the area of such remaining extent as if it were one of the subdivisions.

4. Defining a given area

The charge for computing the position of and placing a beacon to define a given area shall be 10 per cent of the charge specified in Table B: Provided that this charge shall not apply to pieces of land referred to in Table A.

5. Connections

For each of—

(a) the two distances between two suitably situated beacons of the land being subdivided and two beacons of the subdivision referred to in regulation 36 (1);

(b) the sides referred to in regulation 36 (2) (a), or the distance referred to in regulation 36 (2) (b);

the charges for connections shall be made in accordance with Table C below: Provided that—

(i) no length shall be charged for more than once;

(ii) no charge shall be made if information obtained from a previous survey can be used again;

(iii) the charge shall be made once only when two or more contiguous subdivisions are surveyed at the same time;

(iv) no charge shall be made for connections to terminal beacons the positions of which can be adopted from previous surveys, or when in circumstances as prescribed it is not essential to record connecting data on a diagram.

TABEL C

Metres	R
0 to 50.....	11
Over 50 to 100.....	14
Over 100 to 150.....	18
Over 150 to 300.....	26
Over 300 to 600.....	36
Over 600 to 900.....	48
Over 900 to 1 500.....	62
Over 1 500: R62 plus R2 for every 100 metres or part thereof in excess of 1 500 metres.	

6. Onreëlmatige kromlynige grense

(1) Vir die opmeet van die hoogwatermerk van die see is die vordering R4 vir elke 50 meter, of deel daarvan, plus 'n aanvangsvordering van R10 vir elke onderverdeling wat aan die hoogwatermerk raak.

(2) Vir die opmeet van alle ander kromlynige grense is die vordering R4 vir elke 50 meter, of deel daarvan, plus 'n aanvangsvordering van R10 vir elke onderverdeling van die eiendom wat opgemeet word, wat aan die kromlynige grens raak: Met dien verstande dat wanneer dit nodig is om albei walle van 'n rivier op te meet ten einde die middel vas te stel, die vordering R8 vir elke 50 meter, of deel daarvan, is plus 'n aanvangsvordering van R10 vir elke onderverdeling wat aan die kromlynige grens raak.

(3) *Inligting uit vorige opmetings verkry.*—'n Landmeter mag nie 'n tweede keer vir die opmeet van 'n kromlynige grens 'n vordering hef nie indien die inligting uit 'n vorige opmeting gebruik kan word: Met dien verstande dat daar ooreenkomstig paragraaf 13 hiervan 'n vordering gehef word vir enige werk wat nodig is om die landmeter in staat te stel om sodanige inligting te gebruik.

7. Kaarte, endossemente, afdrucke

(1) Die volgende vordering word gehef vir die vervaardiging van elke afskrif van 'n kaart wanneer daar nie elders in hierdie tarief 'n vordering daarvoor voorgeskryf is nie:

(a) *Kaarte sonder koördinate.*—Vir 'n kaart van ses of minder sye: R7.

Vir elke bykomende sy meer as ses: 40c.

(b) *Kaarte met koördinate.*—Vir 'n kaart van ses of minder sye: R9.

Vir elke bykomende sy meer as ses: 55c.

(c) *Gekonsolideerde kaarte.*—Op gekonsolideerde kaarte is die vorderings voorgeskryf in subparagrafe (a) en (b) hierbo van toepassing, en 'n bykomende vordering van R3,50 word gehef vir elke onderdeelklousule van die konsolidasie: Met dien verstande dat 'n vordering vir die kompilering en berekening van gegewens ooreenkomstig paragraaf 13 gehef word.

(2) *Serwituutendossement.*—Vir elke serwituutendossement op 'n stel kaarte is die vordering R3,50.

(3) *Afdrukke.*—Vir die verskaffing van afdrucke van kaarte wat vir registrasie geskik is, is die vordering R1,50 per 1 000 vierkante sentimeter of deel daarvan.

8. Algemene planne

Die volgende vorderings word gehef vir die vervaardiging van elke afskrif van 'n algemene plan wanneer daar nie elders in hierdie tarief 'n vordering daarvoor voorgeskryf is nie:

Vir enige getal figure tot en met 10: R55.

Vir elke bykomende figuur tot en met 50: R1,50.

Vir elke bykomende figuur meer as 50: 90c.

9. Servitude.

(1) *Bestaande sigbare kraglynserwitude (aparte serwituutkaart).*

(a) Die basiese vordering vir die opmeet van bestaande sigbare kraglyne wat deur die Elektrisiteitsvoorsieningskommissie, vermeld in artikel 2 van die Elektrisiteitswet, 1958, opgerig is, word gehef volgens

6. Irregular curvilinear boundaries

(1) For surveying the high-water mark of the sea a charge of R4 for every 50 metres, or part thereof, plus an initial charge of R10 for each subdivision abutting on the high-water mark, shall be made.

(2) For surveying all other curvilinear boundaries, a charge of R4 for every 50 metres, or part thereof, plus an initial charge of R10 for each subdivision of the property being surveyed abutting on the curvilinear boundary shall be made: Provided that when it is necessary to survey both banks of a river in order to determine the middle, the charge shall be R8 for every 50 metres, or part thereof, plus an initial charge of R10 for each subdivision abutting on the curvilinear boundary.

(3) *Information obtained from previous surveys.*—A land surveyor shall not charge a second time for the survey of a curvilinear boundary if the information obtained in a previous survey can be used: Provided that any work that may be necessary to enable the land surveyor to use such information shall be charged for in accordance with paragraph 13 hereof.

7. Diagrams, endorsements and prints

(1) The following charge shall be made for the preparation of each copy of a diagram when no charge has been prescribed therefor elsewhere in this tariff:

(a) *Diagrams without co-ordinates.*—For a diagram of six sides or less: R7.

For each additional side above six: 40c.

(b) *Diagrams with co-ordinates.*—For a diagram of six sides or less: R9.

For each additional side above six: 55c.

(c) *Consolidated diagrams.*—For consolidated diagrams the charges prescribed in subparagraphs (a) and (b) above shall apply and an additional charge of R3,50 shall be made for each component clause of the consolidation: Provided that a charge for the compilation and calculation of data shall be made in accordance with paragraph 13.

(2) *Servitude endorsements.*—For each servitude endorsement on a set of diagrams a charge of R3,50 shall be made.

(3) *Prints.*—For providing prints of diagrams suitable for registration a charge of R1,50 per 1 000 square centimetres, or part thereof, shall be made.

8. General plans

The following charges shall be made for the preparation of each copy of a general plan when no charge has been prescribed therefor elsewhere in this tariff:

For any number of figures up to and including 10: R55.

For every additional figure up to and including 50: R1,50.

For every additional figure above 50: 90c.

9. Servitudes

(1) *Existing visible powerline servitudes (separate servitude diagram)*

(a) The basic charge for the survey of existing visible powerlines erected by the Electricity Supply Commission, referred to in section 2 of the Electricity Act, 1958,

Tabel D hieronder: Met dien verstande dat die vorderings en vereistes voorgeskryf in voorbehoudsbepalings (2) en (5) van paragraaf 1 en in paragrawe 5, 10, 11 en 13 *mutatis mutandis* van toepassing is.

(b) In die geval van twee of meer aangrensende kraglyne wat op dieselfde serwitutkaart voorgestel word, is die vordering vir die opmeting van elke bykomende lyn ná die eerste lyn R11 vir elke buigpunt as dit bereken is, of R22 vir elke buigpunt as dit bereken en geplaas is.

(c) Vir elke eiendom wat deur die serwitut geraak word en waarvoor 'n aparte serwitutkaart nodig is, word 'n bykomende vordering van R26 gehef.

(d) Bykomend by die vordering voorgeskryf in paragraaf 5, word die vordering vir ander bakens wat noodsaaklikerwys in die loop van die opmeting opgemeet moet word, gehef soos vir konneksiebakens volgens Tabel C vir die afstand vanaf elke sodanige baken na die naaste buigpunt van die kraglyn wat opgemeet word.

TABEL D

Afstand tussen opeenvolgende buigpunte van kraglyn.

Meter	R
0 tot 20.....	88
Meer as 20 tot 50.....	106
Meer as 50 tot 100.....	116
Meer as 100 tot 150.....	122
Meer as 150 tot 250.....	130
Meer as 250 tot 350.....	139
Meer as 350 tot 500.....	150
Meer as 500 tot 750.....	168
Meer as 750 tot 1 000.....	184
Meer as 1 000 tot 1 500.....	210
Meer as 1 500 tot 2 000.....	238
Meer as 2 000 tot 3 000.....	271
Meer as 3 000 tot 4 000.....	306
Meer as 4 000 tot 5 000.....	337
Meer as 5 000 tot 7 500.....	372
Meer as 7 500 tot 10 000.....	422
Meer as 10 000 tot 12 500.....	478
Meer as 12 500 tot 15 000.....	522
Meer as 15 000 tot 20 000.....	580
Meer as 20 000 tot 30 000.....	650

Meer as 30 000: R650 plus R62 vir elke 10 000 meter, of deel daarvan, waar dit 30 000 meter oorskry.

(2) Ander lynserwitute (aparte serwitutkaart).

(a) Die basiese vordering vir die opmeet van 'n lyn wat op 'n aparte serwitutkaart voorgestel moet word, word gehef soos voorgeskryf in paragraaf 1 van hierdie tarief vir die grootte van 'n vierkant waarvan die sy gelyk is aan een kwart van die lengte van sodanige lyn: Met dien verstande dat—

(i) alle ander vorderings en aftrekkings in hierdie tarief vermeld, *mutatis mutandis* van toepassing is as sou die lyn een of meer grense van 'n stuk grond voorstel;

(ii) sodanige lengte aanvaar word as die afstand langs sodanige lyn tussen die eiendomsgrense waarvoor konneksiegegevens gewoonlik deur die Landmeter-generaal nodig geag word.

(b) In die geval waar twee of meer aangrensende lyne op dieselfde serwitutkaart voorgestel word, is die vordering vir die opmeting van elke bykomende lyn ná die eerste lyn 35 persent van die vordering in subparagraaf (a) hiervan voorgeskryf.

(3) Gebiedserwitute (aparte serwitutkaart).

Die vorderings in hierdie tarief voorgeskryf vir die opmeet van 'n stuk grond, is *mutatis mutandis* van toepassing op die opmeting verbonde aan die afbakening van 'n serwitutgebied wanneer dit noodsaaklik is om sodanige gebied op 'n aparte serwitutkaart voor te

shall be made in accordance with Table D below: Provided that the charges and requirements prescribed in provisos (2) and (5) of paragraph 1 and in paragraphs 5, 10, 11 and 13 shall apply *mutatis mutandis*.

(b) In the case of two or more adjacent powerlines represented on the same servitude diagram, the charge for the survey of each additional line after the first line shall be at a rate of R11 per bend if calculated or R22 per bend if calculated and beacons.

(c) For each property affected by the servitude for which a separate servitude diagram is required, an additional charge of R26 shall be made.

(d) In addition to the charges specified in paragraph 5, all other property beacons necessarily determined during the course of the survey shall be charged for as connecting beacons according to Table C for the distance from each such beacon to the nearest powerline bend point included in the survey.

TABLE D

Distance between consecutive bend points of powerline.

Metres	R
0 to 20.....	88
Over 20 to 50.....	106
Over 50 to 100.....	116
Over 100 to 150.....	122
Over 150 to 250.....	130
Over 250 to 350.....	139
Over 350 to 500.....	150
Over 500 to 750.....	168
Over 750 to 1 000.....	184
Over 1 000 to 1 500.....	210
Over 1 500 to 2 000.....	238
Over 2 000 to 3 000.....	271
Over 3 000 to 4 000.....	306
Over 4 000 to 5 000.....	337
Over 5 000 to 7 500.....	372
Over 7 500 to 10 000.....	422
Over 10 000 to 12 500.....	478
Over 12 500 to 15 000.....	522
Over 15 000 to 20 000.....	580
Over 20 000 to 30 000.....	650

Over 30 000: R650 plus R62 for every 10 000 metres, or part thereof, in excess of 30 000 metres.

(2) Other line servitudes (separate servitude diagram).

(a) The basic charge for the survey of a line to be represented on a separate servitude diagram shall be made as prescribed in paragraph 1 of this tariff for the area of a square, the side of which is equal to one quarter of the length of such line: Provided that—

(i) all other charges and reductions specified in this tariff shall apply *mutatis mutandis* as if the line represented one or more boundaries of a piece of land;

(ii) such length shall be taken as being the distance along such line between the property boundaries for which connecting data are normally deemed necessary by the Surveyor-General.

(b) In the case of two or more adjacent lines represented on the same servitude diagram, the charge for the survey of each additional line after the first line shall be 35 per cent of the charge prescribed in sub-paragraph (a) hereof.

(3) Area servitudes (separate servitude diagram).

The charges prescribed in this tariff for the survey of a piece of land shall apply *mutatis mutandis* to the survey involving the beaconing of a servitude area when it is essential to represent such area on a separate servitude diagram: Provided that when such area affects

stel: Met dien verstande dat wanneer sodanige gebied 'n aantal aangrensende eiendomme raak, elke gedeelte van sodanige gebied wat noodsaaklikerwys afgebaken word, as 'n aparte stuk grond beskou word vir die toepassing van die basiese groottevordering.

(4) *Lyn- en gebiedservitude tesame met onderverdeling.*

(a) Vir 'n servituut gekombineer met 'n onderverdeling en voorgestel op 'n onderverdelingskaart waar sodanige servituut buite die grense van die onderverdeling val, geld die vorderings voorgeskryf in subparagraaf (2) en (3) hiervan.

(b) 'n Servituut gekombineer met 'n onderverdeling en voorgestel op 'n onderverdelingskaart, word as 'n inherente deel van sodanige onderverdeling beskou wanneer sodanige servituut binne die grense van die onderverdeling geleë is, en die vorderings wat in hierdie tarief voorgeskryf word, is *mutatis mutandis* van toepassing op die opmeting van sodanige servituut: Met dien verstande dat—

(i) die vordering vir bykomende grense, soos voorgeskryf in die 10de voorbehoudsbepaling van paragraaf 1, bereken moet word volgens die totale getal bakens van sodanige onderverdeling en die bakens wat noodsaaklikerwys geplaas is om die perke van die servituut te bepaal;

(ii) die toepaslike vordering soos voorgeskryf in paragraaf 6 van hierdie tarief, gehef moet word wanneer die servituut kromlynig bepaal word.

(5) *Allerlei servitude.*

(a) Vir servituutopmetings waarin die Landmeter-generaal toegelaat het dat dieselfde prosedures gevolg word as wat aanvaar is vir bestaande sigbare kraglyn-servitude, word die vorderings ooreenkomstig subparagraaf (1) gehef.

(b) Vir werk wat in verband staan met servitude en wat nie elders in hierdie paragraaf gespesifiseer word nie, word 'n vordering gehef ooreenkomstig paragraaf 13 van hierdie tarief.

10. *Reis, vervoer en verblyf*

(1) Vir die heen- en terugreis tussen 'n landmeter se hoofkwartier en die terrein van die opmeting of vanaf die plek waar hy laas werksaam was na sodanige terrein en verder na ander werk, word 'n vordering gehef teen 30c per kilometer: Met dien verstande dat—

(i) sodanige vorderings gehef word vir slegs een voltooië reis tensy daar grondige redes bestaan vir die aflê van bykomende reise;

(ii) geen vordering gehef mag word nie vir reis en vervoer tydens die uitvoering van 'n opmeting waarvoor 'n basiese groottevordering gehef word;

(iii) 'n bykomende vordering gehef word vir die tyd wat deur die heen- en terugreise tussen die landmeter se hoofkwartier en die terrein van die opmeting in beslag geneem word, teen R20 per uur.

(2) As 'n landmeter nie van gratis akkommodasie op die terrein van die opmeting voorsien word nie, vorder hy vervoer- en reiskoste teen die tarief in subparagraaf (1) voorgeskryf, ten opsigte van één heen- en één terugreis per dag tussen die terrein van die opmeting en—

(a) of sy hoofkwartier;

(b) of die naaste geskikte akkommodasie;

(c) of die vry akkommodasie deur sy kliënt verskaf:

Met dien verstande dat—

(i) die afstand per dag waarvoor sodanige vordering gehef word, nie 50 kilometer mag oorskry nie;

a number of contiguous properties, each section of such area which is necessarily beaconed shall rank as a separate piece of land for the purposes of the basic area charge.

(4) *Line and area servitudes combined with subdivision.*

(a) For a servitude combined with a subdivision and represented on a subdivisional diagram, when such servitude lies outside the boundaries of the subdivision, the charges prescribed in subparagraphs (2) and (3) hereof shall apply.

(b) A servitude combined with a subdivision and represented on a subdivisional diagram shall be deemed to be an inherent part of such subdivision when such servitude lies within the boundaries of the subdivision and the charges prescribed in this tariff shall *mutatis mutandis* apply in regard to the survey of such servitude: Provided that—

(i) the charge for additional boundaries as prescribed in the 10th proviso to paragraph 1 shall be determined from the aggregate number of beacons of such subdivision and such beacons as have necessarily been placed to define the limits of the servitude;

(ii) the applicable charge as prescribed in paragraph 6 of this tariff shall be made when the servitude is defined by a curvilinear line.

(5) *Miscellaneous servitudes.*

(a) For servitude surveys for which the Surveyor-General has allowed the same procedures to be adopted as are specified for existing visible powerline servitudes, the charges in accordance with subparagraph (1) shall apply.

(b) For work which is connected with servitudes and which is not specified elsewhere in this paragraph, a charge shall be made in accordance with paragraph 13 of this tariff.

10. *Travelling, transport and subsistence*

(1) A charge for the forward and the return journey between a land surveyor's headquarters and the site of the survey, or from the place where he was last employed to such site and onwards to other work shall be made at the rate of 30c per kilometre: Provided that—

(i) such charges shall be made for only one completed journey unless substantial reasons exist for additional journeys being made;

(ii) no charge shall be made for travelling and transport during the performance of a survey for which a basic area charge is made;

(iii) an additional charge shall be made for the time occupied during the forward and return journeys between the land surveyor's headquarters and the site of the survey at a rate of R20 per hour.

(2) When a land surveyor is not provided with free accommodation at the site of a survey, he shall charge travelling and transport expenses at a rate prescribed in subparagraph (1) in respect of one forward and one return journey per day between the site of the survey and either—

(a) his headquarters; or

(b) the nearest suitable accommodation; or

(c) the free accommodation provided by the client:

Provided that—

(i) the distance per day for which such charge is made shall not exceed 50 kilometres;

(ii) geen vordering kragtens hierdie paragraaf gehef mag word nie vir die eerste dag wat aan die opmeting bestee word;

(iii) vir akkommodasie wat deur die landmeter weg van sy hoofkwartier verskaf word, hy daaglikse verblyfkoste teen R18 elk vir homself en een assistent en R6 vir elk van sy arbeiders vorder.

11. *Oopmaak van lyne*

Wanneer dit vir die uitvoering van 'n opmeting noodsaaklik is dat die plantegroei verwyder word, moet vir die tyd wat noodwendig deur die landmeter bestee is uitsluitlik aan toesig oor sodanige verwydering. 'n vordering gehef word teen 'n tarief van R20 per uur: Met dien verstande dat die landmeter sorg dra dat die verwydering so ekonomies en spoedig moontlik plaasvind: Met dien verstande voorts dat, wanneer dit uitvoerbaar is, die kliënt die geleentheid gegee word om die nodige verwydering te laat doen en die arbeid te verskaf. Die koste van arbeid wat deur die landmeter vir die verwydering verskaf word, is op die kliënt verhaalbaar.

12. *Abnormale omstandighede*

Indien abnormale omstandighede buite die beheer van die landmeter die uitvoering van veldwerk nadelig beïnvloed, kan die vorderings in Tabela A en B van paragraaf 1, in voorbehoudsbepalings 1, 3, 10 en 11 van paragraaf 1, en in paragrawe 3, 4, 5, 6 en 9 [uitsluitende subparagraaf 9 (5) (b)] met hoogstens 35 persent verhoog word. Die verhoging moet in elke geval op eie meriete bepaal word.

13. *Allerlei*

Vir die professionele werk waarvoor nie elders in hierdie tarief voorsiening gemaak is nie, word 'n vordering van R30 per uur gehef, en vir tegniese en nie-professionele werk wat as gevolg van omstandighede deur die landmeter self uitgevoer word, word 'n vordering van R20 per uur gehef: Met dien verstande dat die volgende koste verhaalbaar is:

(a) 30c per kilometer ten opsigte van motorvervoer deur die landmeter verskaf tydens die uitvoering van 'n opmeting;

(b) die bedrag van uitgawes aan bakenmateriaal;

(c) 'n vordering bereken teen 1,5 persent van hulle maandelikse loon of salaris per uur vir onderskeidelik arbeiders en tegniese assistente wat noodsaaklikerwys in diens geneem is:

Met dien verstande voorts dat waar 'n instituut van landmeters 'n tarief van gelde neergelê het vir werk wat ingevolge die Wet en die Regulasies verrig word en waarvoor nie elders in hierdie tarief voorsiening gemaak is nie, 'n vordering gehef word ingevolge sodanige tarief, mits dit gelyk aan of minder is as die gelde wat in hierdie paragraaf voorgeskryf is."

(ii) no charge shall be made in terms of this paragraph for the first day devoted to the survey;

(iii) for accommodation supplied by the land surveyor away from his headquarters, he shall charge subsistence at the daily rate of R18 each for himself and one assistant and R6 for each of his labourers.

11. *Line clearing*

When it is essential for the performance of a survey that vegetation be cleared, the time necessarily occupied by the land surveyor solely on supervising such clearing shall be charged for at the rate of R20 per hour: Provided that the land surveyor shall ensure that the clearing is done as economically and expeditiously as possible: Provided further that, whenever practicable, the client shall be afforded the opportunity of having the necessary clearing done and supplying the necessary labour. The cost of labour supplied by the land surveyor for the clearing shall be recoverable from the client.

12. *Abnormal circumstances*

The charges specified in Tables A and B of paragraph 1, in provisos 1, 3, 10 and 11 of paragraph 1, and in paragraphs 3, 4, 5, 6 and 9 [excluding subparagraph 9 (5) (b)] may be increased by not more than 35 per cent if abnormal circumstances beyond the control of the land surveyor adversely affect the performance of field work. The increase shall be assessed in in each case on its merits.

13. *Miscellaneous*

For professional work not specified elsewhere in this tariff a charge of R30 per hour shall be made and for technical and non-professional work necessarily performed by the land surveyor himself owing to circumstances, a charge of R20 per hour shall be made: Provided that the following costs shall be recoverable:

(a) 30c per kilometre in respect of motor transport supplied by the land surveyor during the performance of survey;

(b) the amount of disbursements for beacon material;

(c) a charge equal to 1,5 per cent of their monthly wage or salary per hour, respectively, for labourers and technical assistants necessarily employed:

Provided further that where an institute of land surveyors has a tariff of fees for work not specified elsewhere in this tariff and which is for services performed in terms of the Act and Regulations, a charge in conformity with such tariff shall be made if it is equal to or less than the charges prescribed in this paragraph."



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX 656,

GABORONE BOTSWANA

TEL No. 52269/53647

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

12th March, 1980.

The Acting Director of Survey and Lands,
Department of Survey and Lands,
Private Bag 0037,
GABORONE.

Dear Sir,

RE : LAND SURVEY TARIFF

I thank you for your letter dated 7th March, 1980 enclosing a copy of the South African Land Survey Tariff which you state is substantially similar to the tariff currently under consideration by your Department.

I am forwarding a copy to the Chairman of the Surveying Chapter of the Institute in order that they may give consideration to the proposals.

Your co-operation in the matter is appreciated.

Yours faithfully,

P.M. Richards
CHAIRMAN

PMR/FEL

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

SURVEYORS CHAPTER

CHAIRMAN'S REPORT TO THE SECOND ANNUAL GENERAL MEETING
HELD ON 16TH SEPTEMBER, 1980

MEMBERSHIP:

The growth in membership of the Surveyors Chapter over the past year has been encouraging. Our numbers have increased by approximately 25% during this period and most Surveyors practicing in the Private Sector in Botswana as well as several Public Sector Surveyors are members. Through active participation in the affairs of the Chapter communication through B.I.D.P. has improved.

DIVISIONS:

Progress within three of the five divisions within the Chapter has been good. The divisions of Mining, Mineral and Hydrographic Surveying and Building Surveying await representation on B.I.D.P..

Scales of Fees:-

Quantity Surveying : Final Draft submitted to B.I.D.P. Council for consideration.

Valuation Surveying: Final Draft submitted to B.I.D.P. Council for consideration.

Land Surveying : Being the only division registered with Government to date, revised Tariff proposals have been submitted through the Department of Surveys and Lands to Parliament for consideration.

Our sincere thanks are extended to those members involved in the preparation of the fee proposals and the valuable comments and suggestions submitted.

SUB-COMMITTEES:

Our thanks must extend to those members who have participated in the various Sub-Committees set up during the year: Good progress has been made, inter alia, in the fields of Registration, Education and Public Relations.

COMMUNICATIONS:

Topics of common interest and concern, as well as problems experienced in general practice, both within the Surveyors Chapter and within B.I.D.P. generally have been discussed during meetings and a better understanding of the functions and working relationships between the related Professions has developed. Through lunch meetings, tour excursions and presentation evenings fellowship between the Chapters has been encouraged.

Regretfully the passing of our esteemed President, halted the planned participation of B.I.D.P. in the Gaborone Trade Fair.

CONCLUSION:

The coming years offer tremendous challenge to the Surveyors Chapter. The expansion and development of the divisions requires strong leadership and active participation. The Surveying Professions have a lot to offer Botswana and through continued communication and representation the foundations for future growth and leadership may be ensured.

May I wish the incoming Office Bearers every success in the coming years.

W.R. HAMLYN
CHAIRMAN

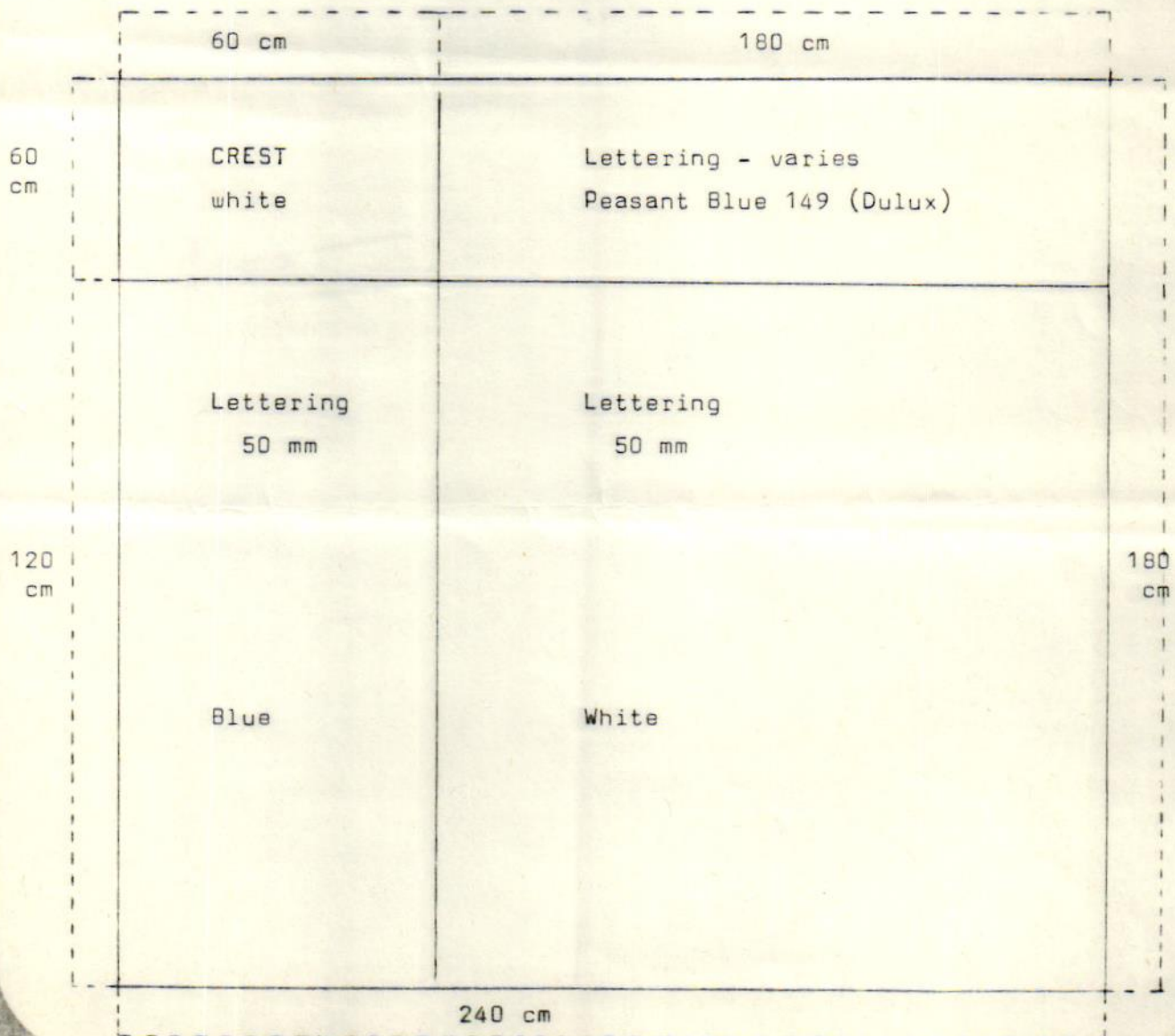
- 2 -

RECOMMENDATIONS FOR USE OF OFFICIAL SITE NOTICE BOARD

1. The notice board shall be used only by paid-up members of the Botswana Institute of Development Professions.
2. The principal agent shall decide where the board is to be located on site.
3. Only one board may be mounted at any one building site. It shall be placed within the boundary of the site in a position sufficiently close to and within view of the building/s to which it relates so as to identify with that building or those buildings only. The placing of the board must comply with any regulations relating to boardings and signs.
4. The board may be illuminated during hours of darkness, providing that the illumination is unobtrusive and sufficient only to render the lettering legible.
5. The board may not be placed on a site prior to commencement of construction.
6. In respect of multi-disciplinary practices being commissioned, it is permissible to show only the name of the firm in the appropriate panel against "architects" or "engineers" as the case may be.
7. The board shall be separated from any other boards describing the project, buildings or sub-contractors.
8. Only the official language of the country shall be used.
9. Lettering shall be 50mm in height, except for the name of the client/project which may be larger.
10. Colours shall be Peasant Blue 149 (Dulux) and White.

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11. The Board may be retained in position during the defects liability period but must be removed at final completion.
12. Only the address of office actually handling the project shall be shown on the board.



In the matter between:

PETER RICHARDS & PARTNERS

Consultant

and

THE GOVERNMENT OF BOTSWANA

OPINION

1. Consultant, a firm of chartered quantity surveyors, has, together with a firm of architects and a firm of engineers, been commissioned by the Government of Botswana to undertake a project relating to the upgrading of private school buildings in Botswana.
2. Consultant has been informed by the Government of Botswana that, in accordance with section 31 of Chapter 68:01 of the Laws of Botswana, (hereinafter referred to, simply, as Chapter 68:01) the copyright in any documents or drawings prepared in pursuance of the aforementioned commission vests in the Government of Botswana.
3. Consultant is unhappy with the view taken by the Government of Botswana of the Copyright issue referred to in para 2 above, more particularly in the light of:
 - (i) the fact that, in respect of previous government commissions, it had always been paid repetition fees on works which were duplicated, thereby implying the Botswana Government's acceptance that any copyright subsisting in documents or drawings pertaining to such works vested in Consultant; and
 - (ii) the fact that the scale of fees under which Consultant operates specifically states: "Copyright in Bills of Quantities and other documents prepared by a quantity surveyor is reserved and any

unauthorised reproduction or use of the documents is prohibited" - a statement apparently accepted by the Government of Botswana in the past without challenge.

4. Accordingly, Consultant requests a legal opinion on the following:

- (i) Whether technical documents, such as bills of quantities, are deemed to be literary works under Chapter 68.01?
- (ii) Whether architects' drawings are deemed to be artistic works under Chapter 68.01?
- (iii) Whether engineers' drawings, which form a particular element of architects' drawings, are deemed to be artistic works under Chapter 68.01?
- (iv) Whether a commission for professional services by a government department is deemed to fall within the scope of section 31(1) of Chapter 68.01, or whether that section relates only to works which are undertaken by employees of government or persons or organizations falling under the direction or control of government?

I shall answer the foregoing questions seriatim.

5. In terms of section 38(1) of Chapter 68.01, "literary work" includes any written table or compilation'. This is the same definition of the term 'literary work' as appears in section 48(1) of the British Copyright Act of 1956 and appeared, previously, in section 1(1) of the now repealed South African Copyright Act of 1965 (no 63 of 1965). Nor is this surprising, for, like the lastmentioned Act, Chapter 68.01 is, for all practical purposes, virtually a replica of the British Copyright Act of 1956.

5.1 Regard being had to the foregoing statutory definition, as also the relevant authorities (see University of London Press, Ltd v University Tutorial Press, Ltd (1916) 2 Ch 601 at 608; Copeling, Copyright Law in South Africa, 31), it is clear that in order to qualify as such, under

Chapter 68.01, a literary work need not be possessed of any special literary merit or quality. Indeed, the statutory definition expressly mentions works arguably devoid of any literary characteristic whatsoever, namely, tables, such as a set of mathematical tables (as to the protection of which see Copinger and Skone James On Copyright, 11th ed, para 113 and the cases there cited). Obviously, therefore, it embraces, also, documents the contents of which are of a mainly or purely technical nature. The reference to compilations implies as much. However, although a literary work need not, under Chapter 68.01, necessarily be endowed with literary merit, it is essential that:

- (i) it exist in writing - 'writing' being defined in section 38(1) of Chapter 68.01 as including any form of notation, whether by hand or by printing, typewriting or any similar process; and
- (ii) it be the product of the application of some measure of original skill or labour on the part of its author (see Copeling, op cit, 32).

In considering Consultant's enquiry as to bills of quantities I have not the slightest doubt that they are documents satisfying these requirements, and thus ^{capable of} qualifying as literary works under Chapter 68.01.

6. Section 4(1) of Chapter 68.01 states:

"artistic work" means a work of any of the following descriptions, that is to say -

- (a) The following, irrespective of artistic quality, namely paintings, sculptures, drawings, engravings and photographs;
- (b) works of architecture, being either buildings or models for buildings;
- (c) works of artistic craftsmanship, not falling within either of the preceding paragraphs.

'Drawing', in turn is defined (in section 38(1)) as including '...any diagram, map, chart or plan'. From this it follows that all an architect's work is included in the definition of 'artistic work', whether comprising a two-dimensional representation of a building, in the form of a diagram or plan, or whether consisting of actual buildings or models for buildings (cf Copinger and Skone James, *op cit*, para 712). Consequently, the answer to the second question posed by Consultant is, like the first, in the affirmative.

7. What has been said above, in relation to architectural drawings, is equally applicable to engineering drawings. In other words, regard being had to the relevant statutory definitions, it is apparent that engineering drawings qualify as artistic works. However, reference must here be made to an argument which has been raised against this point of view. The argument is to the effect that unless the author (i.e. the maker) of an artistic work intends his work to have some measure of aesthetic appeal, the work cannot qualify as an 'artistic work', within the meaning of the statutory definition, and, therefore, as the subject matter of copyright protection (cf Cuisenaire v Reed, (1963) V R 719 at 730; Cuisenaire v South West Imports Ltd, vol 37 Fox's C P C 93 at 114). Conversely, provided such an intention is present on the part of the author, the work qualifies as an artistic work, irrespective of whether or not it may in fact be judged by the world at large to be entirely lacking in any aesthetic appeal or quality - as much being implied by the words, in the statutory definition, '... irrespective of artistic quality'. It will be appreciated that were the foregoing argument to be applied to engineering drawings, the great majority of such drawings would fail to qualify as artistic works, as (perhaps unlike architectural drawings) they are mostly of a purely functional nature and rarely intended by their maker to have any appeal to the aesthetic senses. However, although superficially attractive, this argument is not one which, in my opinion, is presently likely to be accepted by a court of law. Indeed, it was pertinently raised by counsel for the defendants before

Whitford, J in the Chancery Division in the case of L B (Plastics) Limited v Swish Products Limited, (1979) R P C 551 at 565-566, and there, for a variety of reasons, roundly rejected, the learned judge remarking:

'Copyright in the literary, artistic or indeed any other field is concerned to stop one man's skill and labour being taken by another for profitable exploitation, and I can see no reason why under the Act [i.e. the British Copyright Act of 1956] the engineering draughtsman should be excluded from the protection given to architectural draughtsmen, to painters of genius or to mere daubers.'

The answer, therefore, to Consultant's third question is also in the affirmative.

8. Section 31(1) of Chapter 68.01 states:

'In the case of every original literary, dramatic, musical or artistic work made by or under the direction or control of the State or a Government department -

- (a) if apart from this section copyright would not subsist in the work, copyright shall subsist therein by virtue of this subsection; and
- (b) in any case, the State subject to the provisions of this Part of this Act, be entitled to the copyright in the work.'

There is little authority on the meaning attributable to the words 'under the direction or control of the State,' in the above cited provisions. However, Copinger and Skone James, op cit, para 880, in dealing with the corresponding provisions of the British Copyright Act of 1956, state:

'It will be observed that "direction or control" is a much wider expression than "contract of service", and works which have been commissioned by the Crown, from authors who are not under a contract of service, may well vest in the Crown under this section.'

With due deference to the learned authors, it is submitted that the foregoing passage must be treated with circumspection. Work done on the basis of a commission falls within that category of contract commonly referred to as a contract for services, also known as a contract of mandate or the Latin appellation of locatio conductio operis. Basically, the distinction between a contract of service (or employment) on the one hand, and a contract for services, on the other, may be said to depend upon the amount of direct control exercised over the person rendering the services by the person contracting for them. The greater this control, the more likely that the contract is one of service; the less the control, the more likely that it is a contract for professional services rendered, not by an employee, but by an independent contractor (see Copeling, *op cit*, 19; Colonial Mutual Life Assurance Society, Ltd v MacDonald, 1931 A D 412 at 433 et seq; Munarin v Peri-Urban Areas Health Board, 1965 (1) SA 545 (W) at 549). This is not to say that one may not have a contract of service where the person in respect of whom the particular services are rendered is able to exercise little if any control over the person who renders them. Such would be the case where the services are rendered by an employee in the position, say, of a ship's captain, an engine driver, a professional architect or a consulting engineer (see Beloff v Pressdram, Ltd and Another, 1973 (1) ALL E R 241; Stevenson, Jordan & Harrison, Ltd v MacDonald and Evans, (1952) 1 T L R 101; Morren v Swinton and Pendlebury Borough Council, (1965), 2 ALL E R 349 at 351-352). However, in that event, there would be a clear indication - for example, by way of provision to pay the person rendering the services a regularly salary, to dismiss him in certain circumstances, to assist with his pension contributions and allow him a fixed period of holiday leave - that what the parties intended to enter into was

in fact, a contract of service and not a contract for services.^①

By the same token, where it is apparent that what the parties have entered into is a contract for services, and not a contract of service, it is not inconceivable that the contract may provide for a measure of control to be exercised over the person rendering the services by the person who has commissioned them. The mere fact that the contract may so provide, cannot, of course, in itself convert the contract into a contract of service. It is in respect of this kind of situation, and this kind of situation only - where the State is responsible for commissioning the services in question - that the above cited passage of Copinger and Skone James has validity.

Returning, then, to section 31(1) of Chapter 68.01, I am of the opinion that where it is clear that no contract of service exists between the Government of Botswana and the party responsible for making the particular work in issue, and, further, that, in his making of the work, the latter stands free of the direction or control of the Botswana Government, the provisions of section 31(1) have no application. Consequently, in such circumstances, any copyright in the work vests, initially, in the party making it (see section 5(1) of Chapter 68.01), and cannot in the absence of any formal assignment thereof (as prescribed by section 28(3) of Chapter 68.01) become the property of the

① Approaching the matter from the opposite direction, one might ask whether the person who has engaged himself to perform the services, performs them as a person in business on his own account. If the answer to this question is 'yes', then the contract is a contract for services. If the answer is 'no', then the contract is a contract of service. In answering the question, due consideration must be given to factors such as whether the person who performs the services in so doing provides his own equipment and helpers; the degree of financial risk he takes in performing the services; the degree of responsibility which he enjoys for investment and management; and the extent to which he has an opportunity of profiting from sound management in the performance of his task. (See *Market Investigations, Ltd v Minister of Social Security*, (1968) ALL E R 732 at 737-738.)

Government of Botswana. I would, therefore, answer Consultant's fourth and final enquiry as follows:

- (1) Works executed in pursuance of a commission for professional services by the Government of Botswana will not be deemed to fall within the scope of section 31(1) of Chapter 68.01, save where the works were executed under the direction or control of the Government of Botswana, i.e. where, in terms of the commission, the Government of Botswana was entitled to direct or dictate the manner of the making of the works. (The words 'direction or control' have, as Copinger and Skone James have indicated, a very wide meaning, but, in my view, denote in the first instance the power or authority to manage, direct, superintend, restrict, regulate, govern, administer, oversee, dominate, or command. Cf Black's Law Dictionary, 5th ed, 298; Claassen, Dictionary of Legal Words and Phrases, Vol 1, 325; Shorter Oxford English Dictionary; Cape United Sick Fund Society v Forrest, 1965 (4) SA 519 (AD) at 533.)
- (2) Works made by employees of the Government of Botswana will, if made during the course and scope of the employees' service, fall within the ambit of section 31(1). This is so even though, subjectively speaking, the Government of Botswana is able to exercise little if any direction or control over the making of the work, for in law, if not in fact, an employee is always subject to the direction or control of his employer in respect of the services which he has undertaken to render. (In any event, the copyright in such works would vest in the Government of Botswana by virtue of section 5(4) of Chapter 68.01, the Government of Botswana being a 'person' within the meaning of that section. As to the legal personality of the State see Verloren van Themaat, Staatsreg. 2nd ed., 458-462.)

- (3) Works made by persons or organizations falling, in regard to the making of the works, under the direction and control of the Botswana Government, will obviously be hit by the provisions of section 31(1).'

Relating the above conclusions to the facts of the instant case, I should add that I am quite satisfied in my own mind that the copyright in works made by Consultant in pursuance of its commission with the Government of Botswana will vest, initially, in Consultant. The same applies in respect of works executed by the firm of architects and engineers with whom Consultant is at present collaborating. There is, however, nothing to prevent the Government of Botswana insisting on an assignment of the relevant copyrights in the event of the terms of the commission not yet having been finalized.

-
- ② By the nature of things, the works are made not by the firm itself, but by the firm's employees. However, where the work is made in the course of the employee's contract of service with the firm any copyright therein vests in the firm (see section 5(11) of Chapter 68:01).

MAJ. Ling-
29/4/80
Botswana.

Our Ref. jl/wrh/EIDP/002

18th December, 1980.

The Secretary,
Central Tender Board,
Private Bag 0058,
GABORONE.

Dear Sir,

We enclose five further copies of the proposed B.I.D.P. Scales of Fees for each of the following Professions represented:-

Architects

Quantity Surveyors

Valuation Surveyors

Engineers

Please note that the question of "Copyright" is presently under review and that the Clauses contained in the Scales of Fees are subject to revision.

Kindly contact the undersigned should there be any further information that you may require.

Yours faithfully,



W. R. Hamlyn.
HON. SECRETARY.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX

GABORONE BOTSWANA

TEL No

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

SURVEYORS CHAPTER

Notice of intention to hold a meeting at 5.00 p.m.
on Monday 26th January, 1981, at Lot 3033, Maphatshwa
Close, Gaborone.

- 13.1 Apologies for absence
- 13.2 Minutes of last meeting on 8th December, 1980
(Copy attached)
- 13.3 Matters arising.
- 13.4 Correspondence.
- 13.5 Fee scales.
- 13.6 Sub-Committee reports
 - (a) Functions & Public Relations
 - (b) Education.
 - (c) Registration.
 - (d) Discipline
- 13.7 Membership.
- 13.8 Any other business.
- 13.9 Date and venue of next meeting

Brian Davey,
Chapter Secretary,
P.O. Box 610,
Gaborone
Tele 52492.

Membership: N. Freer-Ash Chairman
B.P. Davey Secretary/Treasurer
M. Cadfan-Lewis
J.Z. Brejt
R. Hamlyn, Past Chairman

SOUTHBY BIHL DETERT & SLADE									
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REC'D									
FILE									
ACTION									
COPY									

1981-01-14
BIDP/005/S



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX

GABORONE BOTSWANA

TEL No

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

SURVEYORS CHAPTER

Notice of intention to hold a meeting at 5.00 p.m.
on Monday 19th January, 1981, at Lot 3033, Maphatshwa
Close, Gaborone.

- 13.1 Apologies for absence
- 13.2 Minutes of last meeting on 8th December, 1980
(Copy attached)
- 13.3 Matters arising.
- 13.4 Correspondence.
- 13.5 Fee scales.
- 13.6 Sub-Committee reports
 - (a) Functions & Public Relations
 - (b) Education.
 - (c) Registration.
 - (d) Discipline
- 13.7 Membership.
- 13.8 Any other business.
- 13.9 Date and venue of next meeting

Brian Davey,
Chapter Secretary,
P.O. Box 610,
Gaborone
Tele 52492.

Membership: N. Freer-Ash Chairman
B.P. Davey Secretary/Treasurer
M. Cadfan-Lewis
J.Z. Brejt
R. Hamlyn, Past Chairman

SOUTHBY BIHL DETERT & SLADE	
REFER	
INIT.	
REC'D	1981-01-01
FILE	BIDP/005
ACTION	
COPY	



SURVEYORS CHAPTER

Notice of intention to hold a meeting at 5.00 p.m.
on Monday 2nd February, 1981, at Lot 3033, Maphatshwa
Close, Gaborone.

- 13.1 Apologies for absence
- 13.2 Minutes of last meeting on 8th December, 1980
(Copy attached)
- 13.3 Matters arising.
- 13.4 Correspondence.
- 13.5 Fee scales.
- 13.6 Sub-Committee reports
 - (a) Functions & Public Relations
 - (b) Education.
 - (c) Registration.
 - (d) Discipline
- 13.7 Membership.
- 13.8 Any other business.
- 13.9 Date and venue of next meeting

Brian Davey,
Chapter Secretary,
P.O. Box 610,
Gaborone
Tele 52492.

Membership: N. Freer-Ash Chairman
B.P. Davey Secretary/Treasurer
M. Cadfan-Lewis
J.Z. Brejt
R. Hamlyn, Past Chairman

Please Note that previous notifications for
meetings on 19th and 26th January respectively
are obviously cancelled.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX 610

GABORONE BOTSWANA

TEL No 52492

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

SURVEYORS CHAPTER

Notice of intention to hold a meeting at 5.00 p.m.
on Monday 4th May, 1981, at Lot 3033, Maphatshwa
Close, Gaborone.

AGENDA

- 15.1 Apologies for absence
- 15.2 Minutes of last meeting on 2nd March, 1981
- 15.3 Matters arising
- 15.4 Correspondence
- 15.5 Fee scales
- 15.6 Meetings of the Chapter
- 15.7 Membership
- 15.8 Any other Business
- 15.9 Date and venue of next meeting

Brian Davey
Chapter Secretary
P.O. Box 610,
Gaborone.
Tel N° 52492

Committee Members: N. Freer-Ash. Chairman
B.P. Davey. Secretary
M. Cadfan-Lewis
J.Z. Brejt
R. Hamlyn. Past Chairman

SOUTHBY BIHL DETERT & SLADE							
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INIT.							
REC'D							
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1981-04-30
B10P/005

CHAIRMAN'S REPORT

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

SURVEYOR'S CHAPTER, 1980/81

The past year has seen the progression of B.I.D.P. within the community and it is to be hoped that the Surveyor's Chapter has played an adequate supporting role in the overall development of the Institute and its affairs.

The consideration of Fee Scales continued from last year and a point reached where these have been submitted to Government for consideration.

Other matters in which the Chapter has played a role included discussions which took place with the Department of Town and Regional Planning to clarify procedures connected with Submissions under the Town and Country Planning Act 1977 for outline planning approval. We co-operated with the Architect's Chapter in this venture and our meeting with representatives of the Department was fruitful useful, and perhaps above all a good public relations exercise.

The Chapter has been represented by Brian Davey at Meetings of ABCON where hopefully our presence has proved instructive and constructive.

Lawrence Hutchings was able, as a member of this Chapter and a representative of B.I.D.P., to be present at the R.I.C.S. Centenary Celebrations in London during August and by all accounts had a most memorable visit.

The Commonwealth Association of Surveying and Land Economy (CASLE) held a Seminar in Malawi in the early part of the year and a number of Chapter members were able to be present. This Seminar was of particular interest to Surveyors as such subjects as Land Economy, Land Tenure and Quantity Surveying in relation to the African Scene were considered.

Regular Committee meetings of the Chapter have been held throughout the year. I know that some members are inclined to the view that these meetings should be open to the general membership of the Chapter. The Regulations of B.I.D.P. provide that the affairs of the Chapter shall be managed by a Committee. One would expect that your elected representatives will have the affairs of the Chapter and the members at heart and it has been felt that such meetings should, as is accepted practice, be held in Closed Session. Having said that however the Committee

does of course have a strong responsibility towards its members and must give account to their views. To this end notice in writing was given to members of a general meeting to take place in April this year; none of the general membership attended and the evening was a non-event. Subsequently members were invited to advise if they would like an alternative date arranged but only one member responded. I would sincerely hope that the general membership will give vigorous support to the Chapter in the future to enable the Institute to promote the well being of its members and to fulfil the numerous tasks which lie ahead.

In my view as a Valuation and Management Surveyor there are a number of things that the Chapter could look at in the coming year. Because it is a young country Botswana as yet does not have sophisticated legislation relating to property. But development is proceeding at a pace, the country is growing and substantial investments are being made in bricks and mortar. Such matters as compensation for tenant's improvements could be considered where no provision is made at all in current legislation. The anomalies of the Transfer Duty Act need to be looked at in terms of which purchasers are liable for the payment of Agent's Commission which is, of course, quite contrary to the relationship of Principal and Agent. Should security of tenure for business premises be implemented or are tenants to be subject to being dispossessed at the whim of the landlord should he require possession? These and many more are things where this Chapter, through B.I.D.P. can make a significant contribution to property legislation in this country, let us hope that it will do so.

Nigel Freer-Ash

CHAIRMAN



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX 806

GABORONE BOTSWANA

TEL No. 2727

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

20th June 1983

SURVEYORS' CHAPTER

Notice of intention to hold a meeting at 5:30 pm on Monday, 27th June 1983 at the Offices of Reynolds and Young, 2638 Phuti Crescent, Gaborone.

AGENDA

- 23.1 Apologies for absence
- 23.2 Minutes of last meeting on 11th Feb. 1983
- 23.3 Matters arising
- 23.4 CASLE Regional Seminar - Harare - September 1983
- 23.5 BIDP fee scales and Council matters
- 23.6 ABCON/BIDP matters
- 23.7 Water shortage problem
- 23.8 Use of indigenous resources
- 23.9 Any other business
- 23.10 Date and venue of next meeting

C. P. Vista
C. P. Vista
Chapter Secretary

SAVINGRAM

FROM: Director of Surveys and Lands

TELEPHONE NO.

TO: Permanent Secretary, Ministry
of Local Government and Lands

REFERENCE NO: A 1-21

[Signature]
J.A. RAEFLE
for/DSL

JOB NO.		DATE IN
ACTION	REPLY	25/5/84
INFO		ATTENTION
23rd May 1984		
FILED BY		

cc: P/S Office of the President
P/S Ministry of Finance & Dev. Planning
P/S Ministry of Home Affairs
P/S Ministry of Agriculture
P/S Ministry of Education
P/S Ministry of Works & Communications
P/S Ministry of Mineral Resource & Water Affairs
The Chairman B.I.D.P.

THE ROLE OF THE SURVEYOR

1. A copy of Page 507 of the April 1984 edition of Photogrammetric Engineering and Remote Sensing is attached.
2. It is felt that contents of the Proclamation may be of interest.
3. The map of Botswana today owes a great deal to the work of Surveyors. Survey work on the 825 KM western boundary, commenced in 1896. The Caprivi Strip and Tuli Circle are unique features of the International boundary. The existing Tribal Boundaries are first shown clearly on a map dated 1899. Perhaps Botswana too, should have a National Surveyors Week!

Presidential Documents

Proclamation 5151 of February 13, 1984
National Surveyors Week, 1984

By the President of the United States of America

A Proclamation

In the development of our country, the role of the surveyor has been of vital importance. In colonial days, surveyors were among the leaders in the community—statesmen, influential citizens, and shapers of cultural standards, including people such as George Washington and Thomas Jefferson. It was the surveyor's work that determined the boundaries of land, the greatest economic asset in the colonies. Thomas Jefferson chaired a committee in 1784 to devise a plan for disposing of lands west of the Thirteen Colonies. He argued that surveying before sale was necessary to prevent overlapping claims and to simplify deeds and registers. He reportedly wrote a plan which was debated in Congress, and in modified form was adopted as the Land Ordinance of May 20, 1785. The ordinance established the Public Land Survey System (PLSS)—the rectangular system that continues in effect today in 30 mid-western and western states.

Since 1785, the nature of surveying has changed dramatically. No longer is surveying limited to the description and location of land boundaries. Today, hydrographic surveys are important to the use of all our bodies of water; engineering surveys are utilized in the study and selection of engineering construction; geo-

detic surveys determine precise global positioning for such activities as aircraft and missile navigation; and cartographic surveys are used for mapping and charting, including the use of photogrammetry, the science of using aerial photographs for measurement and map production. Many services are provided through the use of sophisticated equipment and techniques, such as satellite-borne remote sensing devices and automated positioning, measuring, recording, and plotting equipment.

In recognition of the significant contribution made by surveyors to the United States, the Congress, by Senate Joint Resolution 44, has authorized and requested the President to designate the week beginning on March 11, 1984, as "National Surveyors Week."

NOW, THEREFORE, I, RONALD REAGAN, President of the United States of America, do hereby proclaim the week beginning March 11, 1984, as National Surveyors Week. I urge the people of the United States to observe this week with appropriate ceremonies and activities paying tribute to professional surveyors and their contribution to society. I invite all Americans to look back at the historic contributions of surveying and look ahead to the new technologies which are constantly modernizing this honored and learned profession.

IN WITNESS WHEREOF, I have hereunto set my hand this 13th day of Feb., in the year of our Lord nineteen hundred and eighty-four, and of the Independence of the United States of America the two hundred and eighth.

Ronald Reagan

ASP/ACSM 1984 Fall Convention

San Antonio,
Texas

September 9-15, 1984

Richard Church,
Co-arrange Director

Robert Turpin,
Program Director

William Folch,
Exhibit Director

Hosted by
Texas Louisiana ASP and
Texas Surveyors
Association

5 Symposiums:

The program will explore the modern technology and interrelationships of photogrammetry, remote sensing, cartographics, and surveying under the theme: The Foundations and the Future: emphasis applications. The program will be presented under a format of 5 symposiums.

- A. Non-renewable resource: exploration and development
- B. Computer Graphics: A tool for land use planning and land development
- C. Close range photogrammetry in industry, architecture and archeology
- D. Planning of transportation and other engineering works
- E. Development and management of renewable resources

ASP/ACSM Fall Convention
P.O. Box 8172
Wainwright Station
San Antonio, Texas 78208

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

QUANTITY SURVEYORS CONDITIONS OF ENGAGEMENT

and

SCALE OF PROFESSIONAL FEES

SECTION A - CONDITIONS OF ENGAGEMENT AND PRINCIPLES TO BE OBSERVED IN INTERPRETING THE SCALE

A.1 - Copyright and Accounts

A.1.1

Unless otherwise agreed copyright in Bills of Quantities and other documents prepared by the Quantity Surveyor is vested in that Quantity Surveyor.
~~Copyright in all bills of quantities and other documents prepared by the quantity surveyor is reserved.~~

A.1.2

Accounts are due when rendered and payable within thirty days. *(By prior agreement the Quantity Surveyor may elect to receive interim or stage payments in respect of fees and disbursements. Fees for work carried out on a time basis shall be rendered within 30 days of completion of the work.)*

A.1.3

All sums due from the client to the Quantity Surveyor in accordance with these Conditions of Engagement and Scale of Professional Fees shall be paid within *the period stipulated in clause A.1.2* ~~thirty days of the submission by the Quantity Surveyor of his accounts therefore to the client~~ and any sums remaining unpaid at the expiry of such period ~~of thirty days~~ may bear interest thereafter, such interest to accrue from day to day at the rate of ~~two~~ *ten* per cent per annum, ~~above the current bank rate.~~

A.1.4

If any item or part of an item of an account rendered by the Quantity Surveyor is disputed or subject to question by the client, the payment by the client of the remainder of the account shall not be withheld on those grounds and the provisions of clause A.1.3 shall apply to such remainder. *The provisions of clause A.1.3 shall only apply to the disputed or questioned item from the date that agreement is reached on the final value of such disputed or questioned item.*
~~and also to the disputed or questioned item to the extent that it shall subsequently be agreed or determined to have been due to the quantity surveyor.~~

A.2 - Travelling, Subsistence, Document Production, etc

(Except where otherwise stated)

A.2.1 The fees are in all cases exclusive of the cost of all travelling and subsistence and other disbursements, copies of documents and printing and typing or duplicating.

~~A.2.2 Travelling: Distance: A client shall be liable to pay for travelling costs where the total distance is in excess of a one-way~~

~~A.2.2 In addition to the quantity surveyor's fee for his professional services, a client shall be liable to pay for copies of documents supplied to him and for all travelling beyond the town boundary related to the quantity~~

~~A.2.3 Travelling: Time charges: A client shall be liable to pay for all surveyor's established office. The charge for travelling time shall be assessed in accordance with the rates set out in Clause D.1. and the kilometre 50 kms from the Quantity Surveyor's established office, where such rate shall be as laid down by the Institute from time to time.~~

~~travelling occurs between 0800hrs and 2000hrs; payment for such travelling to be at 50% of the rate calculated in accordance with~~

A.3 - Additional Charges

A.3.1 The Scales of Fees and Charges stated are the minimum. Additional charges shall be made in accordance with the amount of work involved in the preparation of further documents necessitated by a material change in or additional to the client's original instructions, *provided always* Such charges shall be made by prior written agreement with the client.

A.3.2 When, during the preparation of the bills of quantities, a material change or alteration occurs in the drawing or specification provided to the Quantity Surveyor then he shall be entitled to charge an additional fee on the basis of time in respect of the abortive work involved *provided always that such material change and charges therefor shall be made by prior written agreement with the Client*

A.4 - Preparation of Bills of Quantities

Unless otherwise agreed

A.4.1 All work shall be measured in accordance with a Standard Method of Measurement approved by the Botswana Institute of Development Professions and work shall be clearly and adequately described.

A.4.2 Where work is executed wholly or in part with old materials, or where material, labour or carriage is provided by the client the percentage

shall be calculated as if the works had been executed throughout by a contractor, and with new materials. ✓

SEE COVERING LETTER
~~A.4.3 The scales of charges for the preparation of bills of quantities set out in Section B hereafter are overall scales based upon the inclusion of the value of all prime cost and provisional amounts, whether or not they have been measured and/or assessed by the quantity surveyor, except that, if the total value of the prime cost and/or provisional amounts in respect of electrical and mechanical services exceeds 25 per cent of the total value for the whole of the work included in the bills of quantities, the quantity surveyor shall receive a fee of only 0,5 per cent on the value of such services in excess of the said 25 per cent.~~

~~A.4.4 Where a project or contract contains separate bills of quantities for separate buildings or structures, each shall be treated as a separate project for the purpose of applying the sliding scales of fees in respect of the preparation of bills of quantities and certificate valuations after adding the percentage addition for preliminary and general items. Drainage, external works and the like shall be added together and treated as a separate element for the purpose of applying the sliding scales of fees.~~

for each of which full separate Tender Documentation is required
A.4.5 When a project is the subject of a number of contracts then, for the purpose of calculating fees, the value of such contracts shall not be aggregated but each contract shall be taken separately and the scale of charges applied as appropriate. ✓

A.5 - Repetition of One Design

A.5.1 Repetition of one design shall be interpreted as being two or more complete buildings or structures *substantially* identical in design and specification *substantially* identical in design and specification as far as the super-structure is concerned. In the latter case, all sub-structures will require measuring which shall receive the full applicable fee to be obtained from Scale A in Appendix A.

A.6 - Portions of the Same Work

A.6.1 Those portions of the work referred to as being duplicated, shall be interpreted as being those portions of the same work identical in design and specification occurring in either the same or two or more buildings or structures. All duplicated portions will be considered as having been measured.

A.7 - Work Abandoned, Stopped or Delayed

A.7.1 In the case of work being abandoned, stopped or delayed during *or after completion of* the preparation of the bills of quantities, the quantity surveyor shall be *submit his application for the proportion or full amount* entitled to ~~the prescribed fee in full or in part in proportion to the amount of the prescribed fee within 30 days of notification of such~~ *of the work done by the quantity surveyor. In the case of works being similarly abandonment, stoppage or delay.* ~~stopped, delayed or abandoned after the completion of the bills of quantities, the quantity surveyor shall be entitled to the prescribed fee in full within 30 days of such completion of his work.~~

A.8 - Services Not Included within Scale of Professional Fees

A.8.1 Where a quantity surveyor renders services which in the opinion of the Institute, are not chargeable under this scale and which properly should be chargeable, the Institute shall have power to fix and authorize such charges.

See COVERING LETTER

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS -
QUANTITY SURVEYORS' CONDITIONS OF ENGAGEMENT AND
SCALE OF PROFESSIONAL FEES

GENERALLY

With reference to the Chief Architect's letter dated 26th September, 1984, the B.I.D.P. Council would make reference to the general comments pertaining to the relevance of the A.S.A.Q.S. in Botswana and it having been accepted in Botswana for a number of years.

Prior to 1976 the Scale of Fees for quantity surveyors utilised by the Department were those published by the R.I.C.S. From 1976 to 1980 the Department applied the A.S.A.Q.S. published in April 1974. B.I.D.P. was formed with the specific encouragement of the Department with particular support of the then Chief Architect. Subsequent to the formation of the Institute the Council was requested to consider, amongst other matters, registration of the professions, professional education and review scales of fees. Representatives of the Institute, the Chief Architect and the then Chief Quantity Surveyor all considered the various foreign scales of fees utilised in Botswana to be inappropriate, to a greater or lesser degree, for many reasons.

The scales of fees and revisions thereto were considered and prepared between 1978 and 1980 with the full knowledge and support of particular officers in the Department and in the case of the quantity surveyors the first draft was published in November, 1980. In January, 1981, The South African Council Quantity Surveyor had gazetted an entirely revised "Minimum Tariff of Professional Charges" although it was only in subsequent months that quantity surveyors in Botswana became aware of the new scale. At no time has the Council of B.I.D.P. accepted the scale in South Africa and this position has always been fully recognised and accepted by the Chief Architect.

It will be realised that Government, though an important generator of work to private consultants, is only one sector of the business community and Council is deeply concerned that the Department is continuing to procrastinate in the matter of scales of fees after a period of more than four years.

COMMENTS ON SECOND COMMENTARY AS DETAILED
IN LETTER FROM THE CHIEF ARCHITECT
DATED 27TH SEPTEMBER, 1984

NOTE: Paragraph references made hereunder relate to the Chief Architect's letter of 27th September, 1984.

Scale A.1.1 Whilst not understanding the necessity for the revised wording Council is prepared to accept the amendment.

Scale A.1.2 The existing wording established the right of the quantity surveyor to receive payment within a given period of time. Should the parties agree to other arrangements for payment there is no reason for this to be stated. Regarding rendering of accounts within 30 days for work executed on a time basis this may be impractical to achieve where third parties to the commission are involved and would in any event create a considerable amount of extra accounting work when related to time charges for sundry items, such a situation would be likely to create a degree of aggravation to both parties, particularly in the private sector. Council is unable to accept the revised wording.

Page 1-3.1 Referring to the additional clause suggested by the Chief Architect it is not considered desirable to establish a scale of fees and then suggest the availability of an alternative. In the case of commissions placed by Government there may be a case for particular clauses to be stated in the offer of commission. Council is unaware of such a precedent being established in other scale of fees for professional services.

Page 2-4 A.1.3. The purpose of inserting this clause in the original draft was to provide the consultant quantity surveyor with a legal right to claim interest on outstanding fees at an established rate. Whilst no consultant, for very obvious reasons, will readily wish to apply the terms of the clause, should he ultimately have to seek legal redress then the

terms of interest will have been established. Professional practices are continuously placed under financial pressure firstly due to the amount of finance tied up in "work in progress" which he is obliged to carry, and secondly by debtors reluctant to meet their financial obligations. Current bank overdrafts are 3 percent over prime giving an effective interest rate of 14,5 percent which frequently private consultants have to meet due to the aforementioned circumstances. It will be noted that the Income Tax Department charge 2 percent per month (24 percent per annum) on tax outstanding after 14 days which the authorities obviously do not consider to be excessive when applied to their reluctant debtors. The opinion of the Attorney General is well known in law, however, "legal" interest would be calculated when no other terms had been established. In the circumstances, Council can see no justification in changing the interest rates laid down in the draft and suggest having regard to A.1.2 above the original wording is retained.

Scale A.1.4 Council cannot agree to the changed wording of this clause. By the amendment of the clause a client could dispute and hold up payment on an account for any given period of time without penalty. Courts in Botswana and elsewhere have held that interest in respect of debts is payable from the date they were initially incurred.

Scale A.2.1 Council do not agree with the proposals relating to distance charges and travelling time charges, therefore the original wording is required to remain.

Quantity surveyors practising in relatively small countries have traditionally considered expenses incurred in travelling in support of their practice and on behalf of their clients within town boundary to form part of their overheads, although this has not been normal practice in larger centres for obvious reasons.

In major centres there is obvious logic in placing a kilometre limitation having regard to the very extensive boundaries which prevail. Furthermore, in the context of Botswana there are no centres having a maximum distance close to 20 km nor are there satellite centres falling within that range. It would therefore appear that utilising the local authority boundary as the limiting factor to be both practical and logical.

Other than in certain particular instances in South Africa technical consultants, lawyers, accountants, etc., have in all cases in the past been fully reimbursed for time spent in travelling and Council cannot support any change in this principle in respect of quantity surveyors. Further, the fact that quantity surveyors generally give their clients free travelling within municipal boundaries is considered to be more than equitable. It is agreed that the client should not be required to pay for "sleeping time" which could be incurred when travelling at night by train or aircraft, a situation which is unlikely to occur in Botswana in any event. A consultant travels relative to projects solely to safeguard and represent the clients' interests and there is no justifiable reason why such expenses should not be met by a client. Whilst it is correct that time charges are directly related to "working" hours it will be realised that when staff travel or work outside normal hours they are usually reimbursed by overtime, bonus or time off in lieu. Council accepts the inclusion of distances being based upon maps or charts issued by the Botswana Government. Council is willing to accept that no charge for travelling between 1900 hours or 0600 hours be made but considers the application of the rule to be impossible to monitor, for example, what happens in the case of a consultant leaving at 0400 hours to travel to Francistown to enable him to complete his business, thereby avoiding the necessity of a night stop over?

Page 3 A.2.4. Council accepts the proposal relating to Meal Allowances and Hotel Accounts, however, it is suggested that these should form part of a separate brief agreement applicable to all consultants which could include mileage rates and other disbursement to be revised annually.

Page 3 A.2.5. Council accepts the inclusion of the additional clause

Scale A.3.1., A.3.2. and A.4.1.

Council accepts the additional wording.

Page 4 A.4.3. Budgetary provisions are included in Bills of Quantities, normally in respect of Government projects, in respect of the following:-

- a) Power connections paid for by the Employer.
- b) Air conditioners, cookers, cooking equipment and similar items provided by the Chief Electrical Engineers Department.
- c) Furniture and furnishings to be provided by the Client.
- d) Provision for escalation in respect of materials.

Council considers that the quantity surveyors should be entitled to fees on the value of those items included in b) above deemed permanent elements of the building such as air conditioners and cooking equipment, and in respect of escalation; the pre-contract and post-contract fee being applicable in the first instance and the post contract fee only in the second. No fee being chargeable in respect of other budgetary provisions. Subject to the foregoing Council accepts the provisions of paragraph 3 paras (i) and (ii).

Page 5 para 3 (iii)

Council are unable to accept the proposals contained in this clause and would comment on the tabulations as follows:-

- a) Whilst the table provides useful information the important item is the top line figure relative to the different values of projects and various scales of fees, as the amount shown is that which the quantity surveyor may anticipate receiving.
- b) So far as Council is aware no fee scale other than the 1981 A.S.A.Q.S. provides a separate scale for assessing fees on the electrical and mechanical element of a building and it is only the R.I.C.S. scales and those scales derived from it that places a limit in value of 25 percent on electrical and mechanical services after which a reduced fee is applied.
- c) From the time when the quantity surveyor derived his fees by requiring the Tenderer to add 2½ percent to the total of the Bills of Quantities the quantity surveyor has been reimbursed on the total including the value of all P.C. and Provisional Sums as stated in R.I.C.S. Scale 37 for "Contracts Based on Bills of Quantities - Pre-Contract Services, published June, 1983". This would include Contingency Sum and Budgetary Provisions.
- d) Formerly the value of P.C. and Provisional Sums would frequently represent 30 to 40 percent of the total value of the project and the established 2½ percent took account of these factors. It was only in post war years with the development of more sophisticated buildings with extensive mechanical and electrical services that sliding scales, catagorised buildings and a limiting percentage in respect of particular mechanical services has been introduced.

- e) Having regard to the fact that building costs in Britain are 50 to 80 per cent higher than Botswana with staff and general office costs being 25 to 35 per cent lower, the additional fee accruing under the B.I.D.P. proposals is extremely reasonable and realistic.
- f) It is considered that items included in mechanical services should be defined to include air conditioning, ventilating and heating as stated in the R.I.C.S. Scale.
- g) An additional consideration which has to be recognised is the fact that apart from electrical companies there are virtually no other specialist sub-contractors in Botswana. This obviously places a complete imbalance between work covered by measurement and work accounted for by P.C. Sums. Furthermore, in those instances where specialists are brought in from South Africa, almost without exception, the quantity surveyor finds himself having protracted communications at all stages.
- h) An examination of the various fee assessments presented by the Chief Architect demonstrates an increasing percentage differential when comparing the B.I.D.P. and R.I.C.S. Scales. In order to reach an acceptable compromise Council is prepared to reduce the percentage in Scale A of P1 000 000,00 to P2 000 000,00 from 2,125 to 2,00 per cent, of P2 000 000,00 to P4 000 000,00 from 2,00 to 1,75 per cent and over P4 000 000,00 to from 1,875 to 1,65 per cent. The following comparative table indicate the revised figures, those in brackets under the B.I.D.P. Scale representing the increase or decrease related to the R.I.C.S. Scale.

ESTIMATED OVERALL FEE

Project Value	A.S.A.Q.S. (Pre 1981)	A.S.A.Q.S. (1981)	P.Q.S.	R.I.C.S. (Scale 36 - 1983)	B.I.D.P. (Incorporating suggested amendments)
P 750 000,00	22 500	21 979 0,00%	26 761 + 21,76%	30 900 + 40,59%	29 877 + 35,93% (-3,31%)
P1 500 000,00	42 500	42 660 0,00%	49 818 + 16,78%	51 606 + 20,97%	54 167 + 26,97% (+4,96%)
P2 500 000,00	66 875	68 248 0,00%	79 357 + 16,28%	77 602 + 13,71%	84 305 + 23,53% (+8,64%)
P3 000 000,00	78 750	80 685 0,00%	93 409 + 15,77%	90 002 + 11,55%	98 159 + 21,66% (+9,06%)
P4 000 000,00	101 250	110 685 0,00%	124 846 + 12,79%	113 999 + 2,99%	125 867 + 13,72% (+10,41%)

The above table clearly demonstrates the fact that firstly, the 1981 A.S.A.Q.S. Scale differed very little in effect to the previous Scale and secondly, that the B.I.D.P. Scale only provides a very modest increase over the R.I.C.S. Scale notwithstanding the many factors which increase operating costs of quantity surveying practices and the comparative building costs which in relative terms decrease income in Botswana.

Note: The R.I.C.S. Inclusive Scale allows for the cost of "Providing a reasonable number of copies of bills of quantities and normal travelling and other expenses". It is considered that this element of fees is more than compensated for by the fact that the pre-contract element of fees is based upon the final account including escalation in the case of the R.I.C.S. Scale, but not in the case of the B.I.D.P. charges.

Page 6

A.4.4. Council accepts the principle of the P.Q.S. proposal. However, it will be realised that generally projects consisting of a number of buildings normally have extensive external works and drainage, it is suggested therefore that fee is assessed by grossing up the P & G costs, external works and drainage and applying the scale at the stage above that appropriate to the average building cost as follows:-

Project <u>P2 5000 000,00</u>	
P & G, External Works and Drainage Component	<u>P6000 000,00</u>
Number of Buildings 19 <u>average cost</u>	<u>P100 000,00</u>
Appropriate fee on <u>P600 000,00</u>	
First <u>P300 000,00</u> at 2,50%	7 500,00
Remaining <u>P3 000 000,00</u> at 2,25%	6 750,00
	<u>14 250,00</u>

Scale A.4.5. Council accepts the amendment.

Scale A.5.1. Council accepts the amendment. However, a problem may arise in defining "substantially". The comment of the P.Q.S. is noted.

Scale A.6.1. Council accepts that the clause may require re-drafting.

DRAFT ONLY

BIDP LETTER HEAD

The Director of Surveys & Lands
Private Bag 0037
Gaborone

Dear Sir,

New Survey Tariff

We should very much appreciate if you could furnish us a copy of the latest Land Survey Tariff for inclusion in the proposed publication of the fee scales for every discipline of this Institute.

Mr. C. P. Vista, who is presently the Chairman of BIDP Surveyors' Chapter and also a member of the Land Surveyors' Board, has been delegated by BIDP Council to follow up this matter with yourselves.

Yours faithfully,

7.12.84

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

QUANTITY SURVEYORS CONDITIONS OF ENGAGEMENT

and

SCALE OF PROFESSIONAL FEES

RECEIVED

5 -02- 1985

DAVID YOUNG ARCHITECT

SECTION A - CONDITIONS OF ENGAGEMENT AND PRINCIPLES TO BE OBSERVED IN INTERPRETING THE SCALE

A.1 - Copyright and Accounts

Unless otherwise agreed copyright in Bills of Quantities and other documents prepared by the Quantity Surveyor is vested in that Quantity Surveyor.
A.1.1 ~~Copyright in all bills of quantities and other documents prepared by the quantity surveyor is reserved.~~

A.1.2 Accounts are due when rendered and payable within thirty days. *By prior agreement the Quantity Surveyor may elect to receive interim or stage payments in respect of fees and disbursements for work carried out on a time basis shall be rendered within 30 days of completion of the work.*

A.1.3 All sums due from the client to the Quantity Surveyor in accordance with these Conditions of Engagement and Scale of Professional Fees shall be paid within *the period stipulated in clause A.1.2* ~~thirty days of the submission by the Quantity Surveyor of his accounts therefore to the client~~ and any sums remaining unpaid at the expiry of such period ~~of thirty days~~ may bear interest thereafter, such interest to accrue from day to day at the rate of ~~two~~ *ten* per cent per annum, ~~above the current bank rate.~~

A.1.4 If any item or part of an item of an account rendered by the Quantity Surveyor is disputed or subject to question by the client, the payment by the client of the remainder of the account shall not be withheld on those grounds and the provisions of clause A.1.3 shall apply to such remainder. *The provisions of clause A.1.3 shall only apply to the disputed or questioned item to the extent that it is disputed or questioned from the date that agreement is reached shall subsequently be agreed or determined to have been due to the quantity surveyor on the final value of such disputed or questioned item.*

A.2 /

A.2 - Travelling, Subsistence, Document Production, etc

(Except where otherwise stated)

A.2.1 The fees are in all cases exclusive of the cost of all travelling and subsistence and other disbursements, copies of documents and printing and typing or duplicating.

~~A.2.2 Travelling: Distance: A client shall be liable to pay for travelling costs where the total distance is in excess of a one way~~

~~A.2.2 In addition to the quantity surveyor's fee for his professional services, a client shall be liable to pay for copies of documents supplied to him and for all travelling beyond the town boundary related to the quantity~~

~~A.2.3 Travelling: Time charges: A client shall be liable to pay for all surveyor's established office. The charge for travelling time shall be assessed in accordance with the rates set out in Clause D.1. and the kilometre 50 Km from the Quantity Surveyor's established office, where such rate shall be as laid down by the Institute from time to time.~~

~~travelling occurs between 0600hrs and 2000hrs; payment for such travelling to be at 50% of the rate calculated in accordance with~~

A.3 - Additional Charges

A.3.1 The Scales of Fees and Charges stated are the minimum. Additional charges shall be made in accordance with the amount of work involved in the preparation of further documents necessitated by a material change in or additional to the client's original instructions, *provided always* Such charges shall be made by prior written agreement with the client.

A.3.2 When, during the preparation of the bills of quantities, a material change or alteration occurs in the drawing or specification provided to the Quantity Surveyor then he shall be entitled to charge an additional fee on the basis of time in respect of the abortive work involved *provided always that such material change and charges therefor shall be made by prior written agreement with the Client*

A.4 - Preparation of Bills of Quantities

Unless otherwise agreed

A.4.1 All work shall be measured in accordance with a Standard Method of Measurement approved by the Botswana Institute of Development Professions and work shall be clearly and adequately described.

A.4.2 Where work is executed wholly or in part with old materials, or where material, labour or carriage is provided by the client the percentage

shall be calculated as if the works had been executed throughout by a contractor, and with new materials. ✓

~~A.4.3 The scales of charges for the preparation of bills of quantities set out in Section B hereafter are overall scales based upon the inclusion of the value of all prime cost and provisional amounts, whether or not they have been measured and/or assessed by the quantity surveyor, except that, if the total value of the prime cost and/or provisional amounts in respect of electrical and mechanical services exceeds 25 per cent of the total value for the whole of the work included in the bills of quantities, the quantity surveyor shall receive a fee of only 0,5 per cent on the value of such services in excess of the said 25 per cent.~~

~~A.4.4 Where a project or contract contains separate bills of quantities for separate buildings or structures, each shall be treated as a separate project for the purpose of applying the sliding scales of fees in respect of the preparation of bills of quantities and certificate valuations after adding the percentage addition for preliminary and general items. Drainage, external works and the like shall be added together and treated as a separate element for the purpose of applying the sliding scales of fees.~~

for each of which full separate Tender Documentation is required

A.4.5 When a project is the subject of a number of Contracts then, for the purpose of calculating fees, the value of such contracts shall not be aggregated but each contract shall be taken separately and the scale of charges applied as appropriate. ✓

A.5 - Repetition of One Design

A.5.1 Repetition of one design shall be interpreted as being two or more complete buildings or structures *Substantially* identical in design and specification *Substantially* or identical in design and specification as far as the super-structure is concerned. In the latter case, all sub-structures will require measuring which shall receive the full applicable fee to be obtained from Scale A in Appendix A.

A.6 - Portions of the Same Work

A.6.1 Those portions of the work referred to as being duplicated, shall be interpreted as being those portions of the same work identical in design and specification occurring in either the same or two or more buildings or structures. All duplicated portions will be considered as having been measured.

A.7 - Work Abandoned, Stopped or Delayed

A.7.1 In the case of work being abandoned, stopped or delayed during *or after completion of* the preparation of the bills of quantities, the quantity surveyor shall be *submit his application for the proportion or full amount* entitled to ~~the prescribed fee in full or in part in proportion to the amount of the prescribed fee within 30 days of notification of such~~ *of the work done by the quantity surveyor. In the case of works being similarly abandonment, stoppage or delay.* ~~stopped, delayed or abandoned after the completion of the bills of quantities, the quantity surveyor shall be entitled to the prescribed fee in full within 30 days of such completion of his work.~~

A.8 - Services Not Included within Scale of Professional Fees

A.8.1 Where a quantity surveyor renders services which in the opinion of the Institute, are not chargeable under this scale and which properly should be chargeable, the Institute shall have power to fix and authorize such charges.

See COVERING LETTER

COMMONWEALTH ASSOCIATION OF SURVEYING AND LAND ECONOMY

APPLICATION FOR AWARD UNDER THE COMMONWEALTH FOUNDATION

SENIOR VISITING PRACTITIONER SCHEME

Theme: "Construction Cost Management: the Role of the Quantity Surveyor"

INTRODUCTION

1. CASLE has so far organised two seminars, in Malawi in April 1981 and in Zimbabwe in September 1983, to review the extent to which members of the surveying professions are involved in the formulation and implementation of development programmes in the Commonwealth countries of Central and Southern Africa (Botswana, Lesotho, Malawi, Swaziland, Tanzania, Zambia and Zimbabwe) and to consider how their present role might be extended to make their contribution more effective. Although employment in all seven of the countries is predominantly in agriculture, with economic and social development focused on rural areas, populations are likely to increase by between 75 and 100 per cent by the year 2000 which will necessitate the development of other employment opportunities in urban growth. Not surprisingly, therefore, the two seminars identified construction and the contribution thereto of the quantity surveyor as important constituents of all future development programmes in the region.
2. The principal contributions of the quantity surveyor are to advise on the development of construction resources in relation to the objectives of national development programmes and to plan and manage the cost of construction. Unfortunately his services are at present insufficiently utilised, particularly in the preliminary stages of project design, cost planning and cost control: in consequence insufficient value is being achieved for money invested in construction projects - and this in a region where finance is a scarce resource. The one exception is Malawi where, in marked contrast to the remainder of the region, quantity surveyors have not only been providing traditional services but have moved into major managerial positions by virtue of their ability to control construction costs - for example, the chairmanship of Airport Developments Ltd which was established to organise the funding for, organise the construction of and manage Lilongwe's new international airport.
3. One of the principal reasons for the under-use of the QS profession's services in the other six countries is a widespread lack of appreciation among governments and other potential employers of the extent of these services and the circumstances in which they could, and should, be used. The under-use is compounded by a shortfall in available manpower, pointing to a need for additional facilities in the region. Some action, but not enough, has been put in hand to develop more indigenous training programmes - but a willingness to fund these also depends in part on a better understanding by governments of the benefits that can accrue from an adequate supply of indigenous QS professionals. Hence the suggestion that a Senior Visiting Practitioner Award be made to a quantity surveyor with first-hand experience of the region, to enable him to promote the role of the profession with a view to the various countries securing better value for funds expended on construction.

Career

- May
1979
to June
1984

Promoted to Principal Secretary in charge of the Ministry of Works and Supplies responsible to the Minister for the running of the Ministry. At the same time I was appointed to the Board of the Capital City Development Corporation (assets approximately K40,000,000) and as Chairman of Airport Developments Limited, a subsidiary of CCDC established to construct the new Kamuzu International Airport in Lilongwe worth K90,000,000. In January 1980 I was appointed Chairman of the Capital City Development Corporation and took over as Chairman of Lilongwe Properties Ltd, Capital Enterprises Ltd, Capital Hotels Ltd, CCDC Overseas Investments Ltd and Malawi Property Investment Co Ltd, subsidiaries of CCDC. I also took over as Chairman of Hotel Management Services Ltd, Property Investments Ltd, Centre Properties Ltd, First City Properties Ltd, Lingadzi Developments Ltd, Office Developments Ltd, Plough Investments Ltd, Residential Developments Ltd, Central Tobacco Properties Ltd, Urban Developments Ltd, New Capital Properties Ltd, Capital Investments Ltd, Capital Developments Ltd, Industrial Development Ltd and Franthie Investments Ltd, all subsidiaries of the Malawi Property Investment Co Ltd. All these companies were established to develop the New Capital City of Lilongwe by attracting external finance which wanted a closed end commitment. Since 1980 the group has been rationalised with the Capital City Development Corporation having three subsidiaries in Industrial Developments Ltd, Capital Hotels Ltd and the Malawi Property Investment Co Ltd and, in turn, the Malawi Property Investment Co Ltd having three subsidiaries, Capital Developments Ltd, Capital Investments Ltd and the Franthie Investments Ltd.

On 20 June 1984 I left Malawi on the completion of my contract. It had been the intention that my post should be localized and to that end I had been training my replacement over the last four years. Unfortunately three months before I was due to leave he was killed in a car accident. In the circumstances I was asked to stay on but this was not practical because, knowing that we were leaving, an operation on both my wife's feet had been postponed for a year. As my wife would be incapacitated for some three months and as it was imperative that somebody should be in Malawi there was no alternative but to find an external replacement; and this was done.

- 1977 Promoted to Senior Deputy Secretary. The duties for this post were similar to those of Deputy Secretary except that in the absence of the Principal (Permanent) Secretary I was in charge of the Ministry.
- 1972 Promoted to Deputy Secretary. This post involved working closely with the Permanent Secretary on all policy matters relating to the Ministry's activities. During this period I was Vice-Chairman of the Automotive Trades Registration Board and I was appointed Director of the Malawi Property Investment Company Ltd, Residential Development Ltd, Lingadzi Developments Ltd, Centre Properties Ltd and Industrial Developments Ltd having assets of approximately K17,000,000. These companies are all subsidiaries of the Capital City Development Corporation engaged in developing the New Capital City of Lilongwe.
- 1968 Promoted to Director of Buildings in charge of the design, construction and maintenance of all Government buildings in Malawi. This period covered the first phase of the New Capital at Lilongwe.
- 1967 Post upgraded and retitled Chief Quantity Surveyor and Contracts Officer. Branch enlarged to cover civil engineering as well as building work.
- 1964 Promoted to Chief Quantity Surveyor in charge of Quantity Surveying Branch.
- 1957 Quantity Surveyor with the Ministry of Works and Supplies, Government of Malawi.
- 1955 Quantity Surveyor with Messrs Bakker & Wright, Chartered Quantity Surveyors, Cape Town.
- 1954 Assistant Quantity Surveyor with Messrs Harris & Porter, Chartered Quantity Surveyors, London.
- 1950 Apprentice and Junior Assistant Quantity Surveyor with Messrs Patterson and Kempster, Chartered Quantity Surveyors, Dublin.
- 1947 Junior Officer with Union Castle Mail Steamship Co Ltd.
- 1945 Officer Cadet with Union Castle Mail Steamship Co Ltd.

Outside interests - I have represented Malawi at hockey, was a keen cricketer and now play golf. I have served on Club Committees and am a past Captain of the Golf Section. I have been a member of the Architects and Quantity Surveyors Registration Board and I have also served as Registrar.

SCOPE OF THE VISIT

4. It is recommended that the following countries should be visited -

Botswana	Tanzania
Lesotho	Zambia
Swaziland	Zimbabwe

and that a two-stage approach be adopted, viz a preliminary visit of about a fortnight, probably in late January/early February 1985, to make arrangements for the main tour (of six-eight weeks), to be undertaken some three months later. The programme for the latter tour would comprise, in each country -

- (a) meetings with representatives of government (central or local as appropriate), the professions, educational establishments and commercial organisations to discuss (i) the value of the quantity surveyor's skills in the initiation and implementation of construction programmes and projects and (ii) opportunities for the training and employment of quantity surveyors;
- (b) conducting seminars, with the assistance of local groups of quantity surveyors, for both lay clients and technical audiences, to explain the role of the quantity surveyor and the technical procedures of quantity surveying;
- (c) discussing with representatives of government, the profession and academic establishments (i) progress to date in developing existing courses for QS professionals and technicians and (ii) the provision of additional training facilities, whether by universities and technical colleges or in the form of in-house courses mounted by government departments and parastatal organisations;
- (d) advising on the organisation of the profession given that its development in the long-term can best be spearheaded by a national society but having regard to the organisational difficulties created by small numbers and limited resources.

PERSONNEL

5. It is recommended that the above programme should be undertaken by Mr R J King OBE FRICS whose CV is attached. Mr King chaired the committee established by the Surveyors Institute of Malawi to organise the CASLE regional seminar held in that country in 1981 and also participated in and presented a paper at the 1983 Zimbabwe seminar.

COMMONWEALTH ASSOCIATION OF SURVEYING AND LAND ECONOMY
SENIOR VISITING PRACTITIONER AWARD IN THE COMMONWEALTH COUNTRIES OF
SOUTHERN AND CENTRAL AFRICA

Itinerary for a Visit by Roger King on 27 January to 18 February 1985

27 January	Sunday	depart London	15.15
28 January	Monday	arrive Dar es Salaam	07.00
30 January	Wednesday	depart Dar es Salaam	09.10
		arrive Lusaka	10.20
1 February	Friday	depart Lusaka	12.55
		arrive Lilongwe	14.50
3 February	Sunday	depart Lilongwe	16.40
		arrive Harare	17.40
6 February	Wednesday	depart Harare	14.45
		arrive Gaborone	17.10
8 February	Friday	depart Gaborone	15.15
		arrive Johannesburg	16.15
11 February	Monday	depart Johannesburg	13.45
		arrive Maseru	14.50
14 February	Thursday	depart Maseru	11.00
		arrive Manzini	13.00
17 February	Sunday	depart Manzini	14.30
		arrive Johannesburg	15.15
		depart Johannesburg	18.45
18 February	Monday	arrive London	06.15

ITINERARY - R J KING

SENIOR VISITING PRACTITIONER AWARD

Visit to Commonwealth Countries in Southern Africa

Sunday 21 April to Thursday 23 May 1985

Sunday 21 April	BA 153	15.15	Depart Heathrow
Monday 22 April		0600	Arrive Dar es Salaam Contact: Brian Barton Barker & Barton (Tanzania) Luther House City Drive Dar es Salaam (P O Box 805) Telex: 41433 KEWES TZ
Wednesday 24 April	TC 731	09.10	Depart Dar es Salaam
		10.20	Arrive Lusaka Contact: S P Mulenga Chairman Surveyors Institute of Zambia P O Box 50283 Lusaka Telephone: 211208
Friday 26 April			Depart Lusaka Arrive Ndola (for Kitwe)
Saturday 27 April			Depart Ndola Arrive Lusaka
Sunday 28 April	QZ 606	09.00	Depart Lusaka
		09.50	Arrive Harare Contact: Douglas Nudds Nudds, Machahi McCormick P O Box 1052 Harare Telephone: 70412
Saturday 4 May	BP 265	09.00	Depart Harare
		12.35	Arrive Gaborone Contact: P M Richards Peter Richards & Partners Kho-I Noor Court Plot 131 Independence Avenue Gaborone (P O Box 656) Telephone: 52269
Wednesday 8 May	BP 231	07.00	Depart Gaborone

Wednesday 8 May BP 231 08.00 Arrive Johannesburg
 QL 335 13.45 Depart Johannesburg
 14.50 Arrive Maseru
 Contact: P J Whiscombe
 P O Box 7133
 Maseru (private address)
 Telex: 4278 KIER LO (business)

Saturday 11 May TM 358 10.00 Depart Maseru
 12.00 Arrive Manzini
 Contact: Owen Thindwa
 Ministry of Works
 P O Box 58
 Mbabane
 Telex: 2287 WD

Wednesday 15 May ZC 105 12.05 Depart Manzini
 12.50 Arrive Johannesburg
 QM 332 15.15 Depart Johannesburg
 17.35 Arrive Lilongwe

Wednesday 22 May BA 068 19.10 Depart Lilongwe

Thursday 23 May 05.55 Arrive Heathrow

PETER RICHARDS AND PARTNERS INTERNATIONAL

CHARTERED QUANTITY SURVEYORS
CONSTRUCTION COST AND INVESTMENT CONSULTANTS

P.M. RICHARDS, M.B.I.D.P., F.R.I.C.S., M.A.Q.S., A.C.I.Arb.
W.M. BRACKENBOROUGH, M.B.I.D.P., F.R.I.C.S., M.A.Q.S.
R.M. EVERSON, M.B.I.D.P., F.R.I.C.S., A.C.I.Arb., M.A.Cost E.

Koh-I-Noor Court
Plot No. 131
Independence Avenue
P.O. Box 656
GABORONE, Botswana

Telephone 52269/53647
Telex 2299 PRAP BD

REFERENCE.....PMR/FEL.....

12th April, 1985.

The Chairman,
The Botswana Institute of Development Professions,
Private Bag 120,
GABORONE.

Dear David,

As you are aware Roger King will be revisiting us in Gaborone on the 4th. to the 8th of May, the main reason for his visit is to promote the quantity surveying profession and in this regard he has asked if the Institute could arrange facilities for him to firstly, address members of the profession and secondly, to address members of the Institute and representatives of organisations who are or could be interested in the employment of quantity surveyors in private practice. Such organisations could include representatives from B.D.C., B.H.C., B.P.C., B.T.C., Minister and P.S. Works and Communications, Chief Architect, P.S. Ministry Local Government and Lands, P.S. Ministry of Commerce and Industry, Auditor General, Ministry of Education, Ministry of Finance and Development Planning, Ministry of Health, Town and Regional Planning, representatives of firms of Architects and Engineers in private practice and so on.

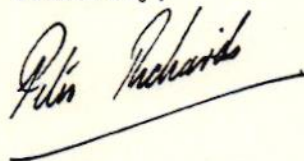
To this end the meeting with quantity surveying members of the Institute could be on a simple informal basis however, the more major function should be held in a suitable environment with snacks being provided - perhaps one of the conference rooms at the Gaborone Sun could be made available. Such functions could be scheduled to commence at between 4.30 to 5.30 p.m. I presume the Institute would wish to send formal invitations to the guests.

Whilst the Commonwealth Foundation will be making funds available for the functions the budget is very limited and quotations would have to be obtained.

No arrangements will be required for Mr. King's accommodation as he will be staying with the writer.

Kind regards,

Sincerely,





Branches at: Bristol (England), Lusaka and Ndola (Zambia) and Lilongwe (Malawi)

Meeting To Discuss Engineering Chapter of BIDP

Held at 1600 hrs. on Thursday 17th August 1978 in the offices of John Burrow & Partners.

1. Mr. Wilkinson convened a meeting attended by the following:-
Mr. Adams, Akerman, Ashford, Crone, Fothergill, Henderson, Lowe, Walker, Wilkinson, Wiseman to discuss the formation of an Engineering Chapter of BIDP, as requested by Council.
2. Mr. Wilkinson chaired the meeting. He gave a resumé of BIDP progress to date, and then set out the objections raised to BIDP as presently constituted.
 - (a) It was neither representative of Firms nor of individuals, but amalgamated both functions.
 - (b) It might be considered "protectionist" for existing firms.
 - (c) It would be too small to be effective.
 - (d) Existing bodies in the countries of origin of expatriate staff already fulfilled the various functions.
 - (e) It had nothing to offer individuals, and they would not join it.

Mr. Wilkinson then stated that there were positive factors in BIDP's favour.

- (i) It should be viewed from the Motswana point of view, not the expatriate one : i.e. as a contribution to development.
 - (ii) Government wished to see a body of this nature.
 - (iii) It would establish rules of conduct, and might eventually lead to registration.
 - (iv) It would provide a forum to combine various different nationalities approaches, to create a common approach suitable for Batswana.
3. Mr. Wilkinson stated that the meeting should consider three points, and then declare its intent in relation to the options open which were essentially three:-
 - (a) To abandon any attempt to form an association.
 - (b) To support BIDP.
 - (c) To form their own body.

In the event of deciding to support BIDP, a chapter should be formed, and officers elected : i.e. progress would be made in a similar manner to the other professions.

(Mr. Wilkinson asked Mr. Ashford to comment on his discussions with the Rt. Hon. Haskins regarding formation of a professional body.)

4. Mr. Ashford stated that the discussions were informal, and took place prior to the formation of BIDP. He received the impression that all professions be included not just engineering, but also that it was a small committee to reflect firm's views rather than individual views which was envisaged.

(Mr. Wilkinson requested Mr. Wiseman to state what he understood to be Government's desire.)

5. Mr. Wiseman stated that he felt one body rather than several small groups was desired.
6. General discussion followed, leading to the following conclusions:-
 - (a) It was unclear what Government wished to talk to BIDP about. If it was training or fee scales then BIDP should reflect the views of firms.
 - (b) BIDP has not made clear whether it will represent firms or individuals, it will try to do both : this may not be satisfactory.
 - (c) The present meeting was not sufficiently widely representative. Who was going to meet the cost involved in reaching professional people nationwide?
 - (d) As a body of individuals BIDP was considered premature, as a forum for the various firm's it would be desirable.
 - (e) It was considered that a difference existed between the Q.S. and Architecture firms, ⁿmay with principals resident here and involved : and the Engineering firms with non-resident principals, managed in Botswana generally by employees. This created a difference in approach to BIDP.

(Mr. Wilkinson requested the meeting to reach some conclusion.)

7. The meeting considered that the only means of fully testing the desire for a body to represent individuals was to circulate a questionnaire to all professionals in the engineering field to ascertain whether they would:-
 - (a) Support BIDP in its present form.
 - (b) Support an engineering institute.
 - (c) Had no interest in supporting anything.
8. The meeting, which contained the heads of all firms of civil engineering consultants currently active on a major scale in Botswana, instructed Messrs Crone and Wilkinson to report to the BIDP Council that they would support the BIDP concept if the Constitution was altered to clearly state that BIDP represented the interests and views of firms. If the Council were not prepared to consider this then the meeting believed it would be desirable to set up a Botswana Association of Consulting Engineers.

(Mr. Wilkinson is thanked for kindly providing liquid refreshments).

N.B. BIDP Constitutions were issued to everyone attending the meeting.

In the interests of preserving a stable Consulting Engineering Profession in Botswana, it is requested that the Central Tender Board and Government Departments adopt the following guidelines on the commissioning of Consulting Engineering Services:

1. Only Professional Consulting Engineering firms who have shown their committment to the Botswana economy by establishing a physical presence in the Country staffed full time in the Country by a Professional Civil Engineer will be commissioned to carry out projects.
2. Where it is considered desirable by the Government to invite technical proposals from a number of firms, only firms established as detailed in 1 above will be invited to submit proposals (subject to 4 and 5 below).
3. Any Consultant having been commissioned for a project shall have the physical facilities and will carry out a reasonable proportion of the design work as well as the field work in Botswana.
4. Where by virtue of a particular specialisation being required for a project which specialisation cannot be provided by the existing resident staff of a local Consultant and where a local Consultant through its own overseas resources or contacts cannot provide such specialisation it is decided essential to invite proposals from outside firms of Consultants, it should be a condition of such invitations to outside Consultants that they submit proposals in association with a local Consultant.
5. Where by virtue of the requirements of a Foreign Aid Agency, it is necessary to engage a firm from outside the Country, it should be a requirement of the aid agreement that such firm associates with a resident firm.

BOTSWANA ASSOCIATION OF CONSULTING ARCHITECTS,
ENGINEERS, SURVEYORS AND TOWN PLANNERS

CONSTITUTION

1. NAME

The name of the Association shall be the Botswana Association of Consulting Architects, Engineers, Surveyors and Town Planners

2. SITUATION

The Association shall be situated in Botswana

3. INTERPRETATION

In this constitution the words standing in the first column of the table next hereinafter contained shall bear the meanings set opposite them respectively in the second column thereof if not inconsistent with the subject or context:

Words

Meanings

Consulting Architect
Engineer, Surveyor or
Town Planner

A firm, partnership or practice consisting of a person or persons possessing the necessary qualifications to practise in one of the specified disciplines which devotes itself through its professional staff to advising the public on architecture, engineering surveying or town planning matters as the case may be and or to designing and supervising of works of construction and which firm for such purposes occupies and employs either solely or in conjunction with another Consultant within the meaning of this clause his own office and staff; and which firm is not directly or indirectly concerned or interested in commercial or manufacturing interests such as would tend to influence exercise of independent professional judgement of the firm in the matters upon which it advises

The Association
Chapter

The above named Association
A chapter within the Association comprising members of one particular discipline formed in terms

PROPERTY AND ASSETS

of the regulations governing the conduct of chapters as may be laid down from time to time by the Council
The Council for the time being of the Association

The Council

The Republic of Botswana

Botswana

Calender Month

Month

Written, printed or lithographed or partly one and partly another and other modes of representing or reproducing words in a visible form.

In writing

Words importing the singular number only shall include the plural number, and vice versa:

Words importing the masculine gender only shall include the feminine gender, and

Any reference to a member shall be deemed to include a representative appointed by the member where the context so permits

4. OBJECTS

LIABILITY OF MEMBERS

4. (1) THE objects of the Association are:-

(a) To establish a standard for the conduct of Consulting Architects, Engineers, Surveyors and Town Planners in Botswana

(b) To serve the public in matters connected with architecture, engineering, surveying and town planning

(c) To promote the training of Architects, Engineers Surveyors and Town Planners in Botswana

(d) To promote the advancement of the professions of Consulting Architecture, Engineering; Surveying and Town Planners as defined herein for the purposes of co-operation and mutual advantage and consultation;

(f) To promote the professional interest, rights and powers of Consulting Architects; Engineers, Surveyors and Town Planners

(2) In connection with the foregoing objects and for the purpose of promoting the same:-

(a) To give the legislature, public bodies and other organisations facilities for conferring with and ascertaining the collective views of Consulting Architects; Engineers; Surveyors and Town Planners.

Association shall be examined and the correctness of the balance sheet ascertained by one or more properly qualified Auditor or Auditors.

9. MEMBERSHIP

THE principal, senior partner or senior representative in Botswana of every member firm of the Association shall sign a written consent to his firm becoming a member.

10. THE privileges of membership shall not be transferable or transmissible between firms. The nominated representative of each firm may be changed from time to time as necessary subject to the approval of the qualifications of the representative by the Council.

11. QUALIFICATION OF MEMBERS

- (1) NO firm or practise shall be qualified for membership of the Association unless it:-

- (a) shall be in practise as a Consulting Architect, Engineer, Surveyor or Town Planner in Botswana, be a member of the Botswana Employers Federation and be seeking entry to the Government register of Architects, Engineers, Surveyors or Town Planners

and

- (b) the Senior Partner, Principal or Senior representative of the firm resident in Botswana shall be a Corporate Member of one or more of the following Institutions:-

- (i) Royal Institute of British Architects
- (ii) Royal Institute of Chartered Surveyors
- (iii) Royal Town Planning Institute
- (iv) The Institution of Civil Engineers
- (v) The Institution of Mechanical Engineers
- (vi) The Institution of Electrical Engineers
- (vii) The Institution of Structural Engineers
- (viii) The Institution of Chemical Engineers
- (ix) The Institution of Mining and Metallurgy
- (x) Any other professional institution applicable to the branch of engineering in which he practises which may be approved by the Council as being, in the opinion of the Council, of high standing,

and

- (c) the Senior Partner, principal or senior representative of the firm resident in Botswana has been qualified as a corporate member of one of the Institutes named above for a period of not less than 4 years

12. ELECTION OF MEMBERS

THOSE firms who are represented at the inaugural meeting of the Association who are qualified in accordance with Clause 11 and who signify their willingness to become members shall be the first members of the Association and shall be admitted to membership.

THEREAFTER, the procedure for the election of members shall be in accordance with the provisions of Clause 13 to 15.

13. EVERY firm desirous of becoming a member of the Association shall make its application in writing according to such form as shall be approved by the Council from time to time. On receipt of such application form the Secretary shall submit the same to a meeting of the Council and if approved by the Council the candidate shall be nominated for election. Notice of such nominations giving the name, address of the candidate and the name and qualifications of the principal, senior partner or senior representative shall be sent to each member of the Association.

14. A CONFIRMATORY meeting of the Council shall be held after an interval of not less than 3 (three) weeks from the previous meeting, and in the event of no objections having been received in the interim or of such objections, if any, being over-ruled under the next following Clause, the candidate shall be duly elected and the Secretary shall forward it Forms A and B, set out in the Appendix to this Constitution, and on receipt of the latter duly signed the member's name shall be added to the Register of Members.

15. IF any objections be received they shall be considered by the Council, the final decision whether or not they shall be over-ruled resting with the Members of the Council present at such meeting or any adjournment thereof.

16. SUBSCRIPTIONS OF MEMBERS

EVERY new member shall immediately upon his election pay his entrance fee and subscription for the then current year and no election shall become effective until such subscription shall have been paid.

17. THE entrance fee and subscription shall be such amounts and the subscription shall be payable on such date or dates as shall from time to time be fixed by the Council and approved by the members at a General Meeting.

24. NO member shall be the medium of payments made on its clients' behalf (unless specially so requested in writing by his clients) but shall only issue certificates for payment.
25. NO member shall place orders on its own behalf but shall only do so explicitly on behalf of its clients.
26. NO member shall solicit professional work either directly or indirectly or by an agent nor shall it pay, by commission or otherwise, any person who may introduce clients to it.
27. NO member shall advertise directly or indirectly for professional employment, nor shall he answer any advertisement for a Consulting Architect, Engineer, Surveyor or Town Planner, PROVIDED THAT nothing in this Article contained shall be construed as preventing or precluding a member if he so chooses:-
 - (a) from having his name, designation, and address inscribed in a manner approved by the Council on display boards erected on the sites of works for which the member is the Consulting Architect, Engineer, Surveyor or Town Planner or on commemorative tablets or stones incorporated in the finished structure; or
 - (b) from publishing, with its clients' approval, articles; treatises or illustrations relating to the works for which the member is the Consulting Architect, Engineer, Surveyor or Town Planner either on his own account or in association with other parties concerned with such works; or
 - (c) from permitting its name to appear with illustrations of works with which it has been professionally connected, publishing as parts of advertisements by contractors or manufacturers, provided that the member takes all reasonable steps to ensure that its name appears in an unobtrusive manner and not in any way as suggesting solicitation of professional work.
28. NO member shall knowingly compete on the basis of professional charges with another member for employment.
29. NO member shall attempt, directly or indirectly, to supplant another member nor shall it review or take over work of another member acting as a Consulting Architect, Engineer, Surveyor or Town Planner for the same Client, until it has either obtained the consent of such member or has been formally notified by the client that the connection of such member with the work has been terminated.
30. NO member shall conduct himself in a manner nor act in any capacity, which, in the opinion of the Council, prejudices its position as a Consulting Architect, Engineer, Surveyor or Town Planner or as a member of the Association or is prejudicial to its interests.

- (a) The name, address and occupation of each member and the nominated representative,
- (b) The date on which each member was admitted to membership of the Association
- (c) The amounts and dates of payments made by each member in respect of entry fee (if any) and subscriptions; and
- (d) The date on which membership ceased.

34. GENERAL MEETINGS

THE Association shall hold its First General Meeting in the year 1978 and in every succeeding year shall hold its Annual General Meeting on such date after the 30th day of June and before the 30th day of September, at such place as may be determined by the Council and shall specify the meeting as such in the notices calling it.

35. ALL General Meetings, other than Annual General Meetings, shall be called Extraordinary General Meetings.

36. (1) The Council may whenever they think fit convene an Extraordinary General Meeting and an Extraordinary General Meeting shall also be convened by the Council within 21 (twentyone) days of the deposit at the administrative offices of the Association of a requisition in writing signed by not less than 4 (four) members in good standing stating the objects of such meeting. Such meeting shall be convened for a date not less than 14 (fourteen) days nor more than 28 (twenty eight) days from the date of the deposit of the requisition.
- (2) If the Council do not within 21 (twenty one) days from the date of the deposit of the requisition convene a meeting as required by sub-paragraph (1) of the Clause, the requisitionists, or any of them numbering not less than one half, may themselves convene a meeting stating the objects thereof on 21 (twenty one) days' notice but no meeting so convened shall be held after the expiration of 3 (three) months from the said date.
- (3) Any meeting convened under this Clause by the requisitionists shall be convened in the same manner as nearly as possible as that in which meetings are to be convened by the Council.
- (4) Any reasonable expense incurred by the requisitionists by reason of the failure of the Council duly to convene a meeting shall be repaid to the requisitionists by the Association.

37. 21 (TWENTY ONE) days' notice at the least of every Annual General Meeting and of every meeting convened to pass a Special Resolution and 14 (fourteen) days' notice at the least of every other General Meeting (exclusive in every case both of the day on which it is served or deemed to be served and of the day for which it is given), specifying the

or if no such member be present or if all the members of the Council present decline to take the chair, they shall choose some member of the Association who shall be present to preside as chairman.

44. THE Chairman of the meeting may, with the consent of any meeting at which a quorum is present (and shall, if so directed by the meeting) adjourn a meeting from time to time and from place to place but no business shall be transacted at any adjourned meeting other than business which might have been transacted at the meeting from which the adjournment took place. Whenever a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given in the same manner as of an original meeting. Save as aforesaid, the members shall not be entitled to any notice of an adjournment or of the business to be transacted at an adjourned meeting.

45. AT all General Meetings a resolution put to the vote of the meeting shall be decided on a show of hands unless a poll is, before or upon the declaration of the result of the show of hands, demanded by the Chairman of the meeting or by at least 3 (three) members present in person and entitled to vote, and unless a poll be so demanded a declaration by the Chairman of the meeting that a resolution has been carried, or carried unanimously or by a particular majority, or lost, or not carried by a particular majority, and an entry to that effect in the Minute Book of the Association, shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

THE demand for a poll may be withdrawn.

46. SUBJECT to the provisions of Clause 48, if a poll be demanded in manner aforesaid, it shall be taken at such time and place and in such manner, as the Chairman of the meeting shall direct and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.

47. NO poll shall be demanded on the election of a chairman of a meeting or any question of adjournment.

48. IN the case of an equality of votes, whether on a show of hands or on a poll, the Chairman of the meeting shall be entitled to a second or casting vote.

49. ANY member entitled to be present and vote at a meeting may submit any resolution to any General Meeting PROVIDED THAT at least 6 (six) weeks before the day appointed for the meeting he shall have served upon the Association a notice in writing signed by him containing the proposed resolution and stating his intention to submit the same.

50. UPON receipt of any such notice as in the last preceding Clause mentioned, the Secretary shall include in the notice of the meeting notice that such resolution will be proposed.

51. THE demand of a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which a poll has been demanded.

52. THE Council may at any time take a postal vote on any matters relating to the affairs of the Association in such form and manner as it may prescribe.

53. VOTES OF MEMBERS

EVERY member shall have a number of votes equivalent to the square root of the number of its employees rounded down to the nearest whole number. A member whose principal, senior partner or senior representative is unable to attend a General Meeting may appoint another member of the firm to cast his vote by proxy in such form and such manner as the Council may determine.

54. NO firm other than a member duly registered who shall have paid every subscription and other sum (if any) which shall be due and payable to the Association in respect of his membership shall be entitled to be represented or to vote on any question at any General Meeting.

55. THE COUNCIL

THE affairs of the Association shall be managed by a Council which until otherwise determined by a General Meeting, shall consist a minimum of 3 (three) members. Council will comprise two members elected by all the members of the Association and one member for each profession elected by the members of that profession only.

56. CHAIRMAN, HONORARY SECRETARY AND HONORARY TREASURER

(a) At their first meeting after every Annual General Meeting of the Association (which shall be held within 1 (ONE) MONTH after such Annual General Meeting), the Council shall elect one of their members:-

(i) to hold office as Chairman of the Association;

(ii) to hold office as Honorary Secretary of the Association, and

(iii) to hold office as Honorary Treasurer of the Association

until the election of their successors at the first meeting of the Council following the next Annual General Meeting of the Association, PROVIDED THAT the offices of Honorary Secretary and Honorary Treasurer may be held by the same person.

(b) If a casual vacancy arises at any time in any of the aforesaid offices it shall be filled by the appointment by the Council of one of their members, and the member so appointed shall hold office until the close of the first meeting of the Council following the next Annual General Meeting of the Association.

and each member may mark on each such ballot paper an "X" against the names of each of the persons for whom he wishes to vote but not exceeding 2 (two) and shall send such ballot papers so marked in a sealed envelope to the Secretary so that the same may be received by the Secretary at least 24 (twenty four) hours before the time fixed for such Annual General Meeting. Any ballot paper bearing more than the prescribed number of names marked shall be void.

67. THE Council shall appoint from amongst the members of the Association who are not on the list of nominations, 2 (two) members to act as scrutineers, who shall on the morning of and prior to the Annual General Meeting, open the ballot papers and count the votes and shall at the Annual General Meeting declare to be duly elected as members of the Council such candidates as receive the most votes and are required to fill the vacancies on the Council. In the event of an equality of votes the names of such candidates as have an equal number of votes shall be submitted to a ballot of the members present at the Annual General Meeting and the election shall be determined accordingly and not by the casting vote of the Chairman of the meeting.
68. ANY casual vacancy in the Council may be filled up by the Council.
69. SUBJECT to the provisions of Clause 38 as to the giving of notice of special business, the Association may from time to time in General Meeting increase or reduce the number of members of the Council and make any consequential alterations in the provisions of this Constitution as to the manner of election of members of the Council.
70. THE Association may by Resolution passed at a General Meeting duly called and constituted, remove any member of the Council before the expiration of his period of office and appoint another member in his stead.
71. PROCEEDINGS OF THE COUNCIL
 - (a) The Council may frame such rules for the conduct of their business, including the determination of the place and time of meetings of the Council and for the giving of notice thereof as they think fit, subject to the provisions of this Constitution.
 - (b) The quorum at meetings of the Council shall be 3 (three) members
 - (c) Voting at meetings of the Council shall be by show of hands and every member of the Council shall have a number of votes equivalent to the square root of the number of its employees rounded down to the nearest whole number; in the event of an equality of votes the Chairman of the meeting shall have one additional or casting vote.

77. A RESOLUTION in writing signed by all the members for the time being of the Council or of any committee of the Council who are duly entitled to receive notice of a meeting of the Council or of such committee, shall be as valid and effectual as if it had been passed at a meeting of the Council or of such committee duly convened and constituted.

78. STAFF

THE Council may employ such staff as is necessary for such time, at such remuneration and upon such conditions as they may think fit and such staff so appointed may be removed by them.

79. ACCOUNTS

THE Council shall cause proper books of account to be kept with respect to:-

- (a) all sums of money received and expended by the Association and the matters in respect of which such receipts and expenditure take place;
- (b) all sales and purchases of goods by the Association, and
- (c) the assets and liabilities of the Association.

Proper books shall not be deemed to be kept if there are not kept such books of account as are necessary to give a true and fair view of the state of the affairs of the Association and to explain its transactions and it shall be the duty of the Honorary Treasurer to keep or see to the keeping of such books of account and to prepare the annual balance sheet of the Association for the consideration and approval of the Council.

80. THE books of account shall be kept at the administrative offices or at such other place or places as the Council shall think fit, and shall always be open to the inspection of the members of the Council.

81. THE Association in General Meeting may from time to time make reasonable conditions and regulations as to the time and manner of the inspection by the members of the accounts and books of the Association, or any of them and subject to such conditions and regulations the accounts and books of the Association shall be open to the inspection of members at all reasonable times.

82. THE Council shall cause to be prepared and to be laid before the Association at each Annual General Meeting an Income and Expenditure Account and Balance Sheet as at the end of the previous financial year. Every such Balance Sheet shall be accompanied by a report of the Council as to the state and condition of the Association and the report and Balance Sheet shall be signed by 2 (two) Council members and by the Secretary or some other person appointed thereto by the Council.

91. INDEMNITY

EVERY Council member, Secretary and other officer or servant of the Association shall be indemnified by the Association against, and it shall be the duty of the Council to pay out of the funds of the Association, all costs, losses and expenses which any such officer or servant may incur or become liable to by reason of any contract entered into or act or deed done by him as such officer or servant, or in any way in the discharge of his duties, including travelling expenses.

92. NO Council member shall be liable for the acts, receipts, neglects or defaults of any other Council member or officer or servant or for joining in any receipt or other act of conformity or for loss or expense happening to the Association through the insufficiency or deficiency of title to any property acquired by order of the Council for or on behalf of the Association, or for the insufficiency or deficiency of any security in or upon which any of the moneys of the Association shall be invested, or for any loss or damage arising from the insolvency or tortious act of any person with whom any moneys, securities or effects shall be deposited, or for any loss or damage occasioned by any error of judgment or oversight on his part, or for any loss, damage or misfortune whatever which shall happen in the exercise of the duties of his office or in relation thereto, unless the same happen through his own dishonesty.

93. CONSTITUTIONAL AMENDMENTS

THE provisions of this Constitution may be repealed, amended or added to in any manner by a Resolution passed by a majority of Three-quarters of the votes cast at a General Meeting of which Meeting not less than 42 days' notice specifying the proposed alterations and the reasons therefore has been given.

A P P E N D I X

Form A

Sir,

I beg to inform you that you have been elected
a Member of THE BOTSWANA ASSOCIATION OF CONSULTING ARCHITECTS
ENGINEERS, SURVEYORS AND TOWN PLANNERS

I enclose herewith a copy of the Constitution of the
Association now in force and on receipt by me of the enclosed
Form B, duly signed by you, together with your subscription
for the current year (P), you will be considered as
admitted to the Association and your name will be added to the
Register of Members.

I am, Sir, etc

Form B

I,
of
being duly elected a member of THE BOTSWANA ASSOCIATION OF
CONSULTING ARCHITECTS, ENGINEERS, SURVEYORS AND TOWN PLANNERS,
do hereby consent to become a member and undertake, so long
as I remain a member, to abide by the Constitution of the
Association as it now exists or as it may hereafter be altered,
amended or added to.

I also undertake that I will forthwith cease to be a
member upon receipt of a notice from the Secretary that (in
accordance with Clause 34) my name has been removed from the
Register, and that I will not in that event bring any action
against the Council or the Association.

I am, Sir, etc.

REPRESENTATION OF THE DEVELOPMENT PROFESSIONS
ENGINEERING PROFESSIONS STANDPOINT

1. BACKGROUND

Certain clients of the professional firms involved in development within Botswana have asked that an organisation is formed which could formulate and present the consensus views of the development professions. Concurrently individuals engaged in these professions have considered it necessary to form a professional body, representing them as individuals, to discuss topics of mutual interest both within the professions and between the professions and the Government clients.

2. FORMATION OF B.I.D.P.

A number of meetings of Architects, Chartered Surveyors, Town Planners, and Engineers were convened in April, May and June 1978 to discuss a draft constitution and to elect a Council to initiate the formation of a Botswana Institute of Development Professions. The Constitution of this Institute establishes a membership of individual members of the various professions. The membership will be encouraged to form themselves into chapters which will represent the interests of the individual disciplines. In addition the Constitution as written empowers these chapters to formulate and discuss with Government, proposals on matters affecting the individual practices within the professions. The membership of chapters will be drawn from all sections of the professions, i.e. private, parastatal, government.

3. PROFESSIONAL FIRMS AND INDIVIDUALS

We understand that the Development professions are represented in Botswana in the private sector by the following firms or practices registered with the Government and with permanent professional representation:-

Architects and Town Planners	5
Surveyors	4
(Quantity Surveyors)	3
(Land Surveyors)	1
Engineers	11
(Civil)	8
(Mechanical/Electrical)	3

An estimate of the numbers of qualified professionals working full time in Botswana in the different sectors are:-

	Consultant Sector	Government & Parastatal	Industrial Sector	Totals
Architects	9	17	0	26
Town Planners	1	15	0	16
Quantity Surveyors	4	9	4	17
Land Surveyors	1	6	5	12
Civil Engineers	35	33	10	78
Mechanical/ Electrical Engineers	2	24	20	46

It must be stressed that the figures in the above table are estimated only.

4. ENGINEERING CHAPTER

Certain Engineers primarily from the private sector, have been invited to a number of meetings between June and October 1978 to discuss the formation of an Engineering Chapter within the Botswana Institute of Development Professions. As a result of discussions at these meetings, it has been agreed that the B.I.D.P. as presently constituted appears to adopt principles of previously established professional bodies without considering the specific needs of the current and projected situation in Botswana with respect to:-

- individual Engineers
- firms of Consulting Engineers
- Civil Engineering Clients within Government

Certain aspects of the Constitution touch on matters which are of relevance to individuals, firms and Clients within Government but taken as a whole the Constitution is a document which satisfies none of these individual groups needs in their entirety.

5. ANALYSIS OF PRESENT B.I.D.P. CONSTITUTION

The Constitution of B.I.D.P. has been accepted by the six members of the Council of B.I.D.P. whose applications for membership have been accepted. No written attempt has been made to establish the feelings of the full range of engineers within the Country in their individual capacities. There are many engineers in Government both in Gaborone and around the Country, in Parastatal Bodies throughout the Country and in private sector throughout the Country who have no information on what is being formed. From discussions with individual Engineers in Gaborone who are aware of the form of the proposed Institute it is clear that there will be very little support from individual engineers. Engineers working in this Country in Government, Parastatal and Private Sectors are allowed to work here by virtue of the qualifications they have achieved in their home Countries. It is those qualifications which establish their status and ability.

At present there are no Motswana Chartered Engineers. There are a number of Engineers in training in overseas universities. The development of their professional status after graduation will be ensured by the firms for whom they eventually work. B.I.D.P. would and should be responsible for ensuring that the basic training of professionals suits local conditions and is of level required to maintain professional standards.

The sections of the B.I.D.P. constitution which enable individual engineers within the private firms and within the Government to be involved in formulating fee scales and conditions of engagement to be applied to engineering work is unacceptable to the firms of

Civil Engineers. The formulation of fee scales is a subject for discussion between the firms of Consulting Engineers and their clients.

6. PROBABLE REASONS FOR DIVERGENCE OF VIEWS OF ENGINEERS FROM THOSE OF THE OTHER PROFESSIONS

Most of the firms of Consulting Engineers operating in Botswana at present are branches of practices originating outside the Country. They tend to be managed by professional employees of those firms rather than principals or partners of those firms. Consulting Engineers tend to employ more Batswana at lower educational levels to carry out technical work which is an ancilliary but necessary part of civil engineering - levelling, materials survey and testing. Because of the field work involved in Civil Engineering, Consulting Civil Engineers tend to be committed to the provision of morephysical and capital assets necessary for carrying out their work than the other development professions, e.g. vehicles, laboratory testing equipment, survey equipment. The practices therefore have a much greater financial investment to protect, together with a greater need for suitably trained non-professional Batswana and a wider range of specialists for carrying out major projects; Practices of - Architects and Quantity Surveyors do not have similar problems and a Constitution drawn up specifically to establish an institution for individuals on the basis of the R.I.B.A. and R.I.C.S. constitutions is not relevant to the needs of the Engineering practices or individual employees operating in Botswana at the present.

7. PROPOSALS OF THE ENGINEERS

It is recognised that much effort has already gone into the formation of the B.I.D.P. However, as presently constituted it is not a satisfactory body to present the views of either engineering practices or engineers. At this stage of Botswana's development we would prefer to have one body rather than two to represent the views of the professions. We therefore suggest that B.I.D.P. be reconstituted as follows:-

The constitution of B.I.D.P. should be broadened to cater for the needs of both practices and individuals but that these needs should be accepted as being different and the constitution written accordingly. Membership of the B.I.D.P. itself would be open to practices as represented in Botswana by their principal, senior partner or senior representative as well as individuals. The Council will be elected by and comprise of these individuals representing practices. It will represent the interests of practices. Chapters will be formed to represent the interests of the different professions. These Chapters will write their own constitutions and rules. It is presumed that the Architects and Surveyors Chapters would have membership open to individuals and their Chapter Councils would be composed of individuals. These Chapter Councils would deal with all matters which were solely relevant to Architects and Surveyors including fee scales, conditions of engagement, professional training, professional ethics. The Engineering Chapter would consist of the senior representative of all practices of Consulting Engineers in Botswana and the Chapter Council would be elected from these representatives.

The Engineering Chapter Council would deal with all matters solely relevant to Engineering including fee scales, conditions of engagement, professional training, professional ethics.

Matters of interest to the profession as a whole would be referred by Chapter Councils to the B.I.D.P. Council, e.g. supply of housing, taxation on firms and individuals, schooling.

If individual engineers wished to join the B.I.D.P. and form a Chapter this would be a separate Chapter to that representing the firms.

Alternative Proposal

If the present members of B.I.D.P. consider that B.I.D.P. adequately caters for their needs and the needs of others in its present form, the following alternative should be considered:-

The B.I.D.P. continues as presently constituted. Any individual engineer will be free to join. If enough individual engineers join and wish to form a Chapter they will be free to do so. Any such Chapter that is formed will not have any power to formulate proposals or to discuss with Clients of Firms of Consulting Engineers any matters which are the commercial interests of firms.

A Botswana Association of Consultant Architects, Engineers and Surveyors should then be formed. Membership would be open to practices of Consulting Architects, Engineers and Surveyors in the private sector. Representation of the firms within the Association would be by the firm's senior representative in Botswana or his nominated deputy. The Association would represent to Government views of the professional firms operating in Botswana in matters such as taxation, education, housing, professional competence of firms, registration of firms, level of local representation and work execution. Within the Association, the individual professions would form Chapters. The Chapters would formulate policy on matters of interest to the individual professions - fee scales, conditions of engagement.

NOTES FOR CONSIDERATION AT MEETING BETWEEN MEMBERS OF B.I.D.P.
COUNCIL AND REPRESENTATIVES OF ENGINEERING CONSULTANCY FIRMS.
TO BE HELD IN THE OFFICES OF SIR ALEXANDER GIBB AND PARTNERS
ON THURSDAY, 16TH NOVEMBER, 1978, AT 5.00 P.M.

1. PROBLEM

- 1.1 Engineers wish B.I.D.P. to become an Association of Consultancy Firms.

2. COMMENT

- 2.1 At time of original steering committee, consisting of B. Hartley, J. McCrory, A. Raffles, P. Richards, it was always anticipated that the Institute would relate to individuals not to firms and the concept of the body being related to an Association of firms was neither envisaged or considered. This policy was endorsed by the later steering committee which produced the constitution of B.I.D.P.
- 2.2 There has been no apparent effort by the Engineers to form either an Institute of individuals or an Association of firms and the attitude which now prevails has only reared itself subsequent to the inception of B.I.D.P.
- 2.3 The Engineers are probably the only professional body who have both an Institute of individuals and an Association of firms. This does not apply to Architects, Surveyors, Doctors, Lawyers, Accountants, etc.
- 2.4 If B.I.D.P. became an Association of firms, who would represent the interests of land surveyors, valuation surveyors, building surveyors, town planners, etc. for whom no firms exist. Furthermore, who would represent the interests and promote the profession of Engineering in so far as individual engineering employees are concerned?
- 2.5 The suggestion has been made that the local institute would not attract participation from expatriates and as there are very few, if any, local citizens qualified to participate an Institute of individuals would fail through lack of support. This is a presumption which has not been borne out by experience elsewhere, an example of this is Zambia which have very flourishing separate Institutes of Architects, Engineers and Surveyors. There are many expatriate professional employees in Botswana who are interested in belonging to a professional institute and there are professional students who wish to participate in a local institute and one feels that it is the professional duty of individuals to foster professionalism in every way possible for the benefit of the country.

2.6 As we are such a small community with a limited number of firms one may consider that an Association of firms could be self destructing in Botswana due to the parochialism and self interest which may arise. An impartial Council of individuals would go a long way in avoiding such a situation.

2.7 If B.I.D.P. became an association of firms there would be no place for individuals in which case professionals would group together separately or jointly to form their own societies and one would probably return to our current position. It must be further considered that there are many professionals who are employed by Central and Local Government who wish to participate in an institution and exchange ideas with their fellow professionals.

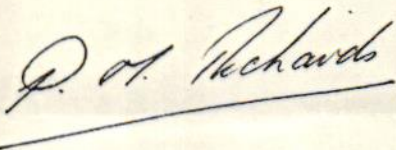
2.8 If B.I.D.P. was an association of firms it would not have recognition abroad by such international professional organisations as the C.A.A., C.A.S.L.E.

2.9 It has been suggested that certain matters such as discussions on scales of fees are the prerogative of Employers and firms of Consultants. In professional institutions generally, other than Engineering, such matters are considered by special committees which may incorporate employers, representatives from Government and local authorities and even employees. Such an approach would seem eminently suitable to modern processes.

2.10 It is understood that a particular individual has been offered honorary membership - is this now to be withdrawn?

2.11 It seems a great pity that having got B.I.D.P. launched through a great deal of hardwork by a few individuals, an apparent attempt is being made to kill it off in infancy. Of course it is true that the constitution is not perfect, no constitution ever is, however there are means to make amendments as the Institute develops and requires to meet differing circumstances. Nevertheless, it is true to say that B.I.D.P. is getting recognition both locally and internationally and to reverse the progress made up to the present would be foolhardy and embarrassing to say the least.

- 2.12 It is unlikely that an association of professional firms would get much support from official quarters and having regard to the present structure of firms it may appear from other points of view that we are endeavouring to perpetuate a pre-independence attitude.
- 2.13 Should the Engineers wish to follow their traditional professional structure and form an association of engineering consultants and also participate in B.I.D.P. as a Chapter there could be no objection. Furthermore, the Council of B.I.D.P. may consider that matters brought before them which were deemed to be solely the concern of engineering consultancy firms be referred to an association of engineering consultants as and when one was formed.
- 2.14 It is felt that Botswana really needs the advancement of professionalism and professional skills in its present stage of development, rather than the safeguarding of what must be considered as expatriate orientated professional firms. Further, the development of private practice will surely be assured by the encouragement of individual professional participation.

A handwritten signature in dark ink, reading "P.M. Richards", is written over a horizontal line.


P.M. Richards

B.I.D.P.

1. PROBLEM

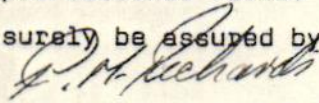
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- 2.6 As we are such a small community with a limited number of firms one may consider that an Association of firms could be self destructing in Botswana due to the parochialism and self interest which may arise. An impartial Council of individuals would go a long way in avoiding such a situation.
- 2.7 If B.I.D.P. became an association of firms there would be no place for individuals in which case professionals would group together separately or jointly to form their own societies and one would probably return to our current position. It must be further considered that there are many professionals who are employed by Central and Local Government who wish to participate in an institution and exchange ideas with their fellow professionals. ✓
- 2.8 If B.I.D.P. was an association of firms it would not have recognition abroad by such international professional organisations as the C.A.A., C.A.S.L.E. FIDIC
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- 2.10 It is understood that a particular individual has been offered honorary membership - is this now to be withdrawn? No.
- 2.11 It seems a great pity that having got B.I.D.P. launched through a great deal of hardwork by a few individuals, an apparent attempt is being made to kill it off in infancy. Of course it is true that the constitution is not perfect, no constitution ever is, however there are means to make amendments as the Institute develops and requires to meet differing circumstances. Nevertheless, it is true to say that B.I.D.P. is getting recognition both locally and internationally and to reverse the ~~progress~~ made up to the present would be foolhardy and embarrassing to say the least.

- 2.12 It is unlikely that an association of professional firms would get much support from official quarters and having regard to their present structure it may appear from other points of view that we are endeavouring to perpetuate previous situations.
- 2.13 Should the Engineers wish to follow their traditional pattern there may be no objection to them doing so. ✓
- 2.14 It is felt that Botswana really needs the advancement of professionalism and professional skills in its present stage of development, rather than the safeguarding of what must be considered as expatriate orientated professional firms. Further, the development of private practice will surely be assured by the encouragement of individual professional participation.


P.M. Richards

A G E N D A

MEETING OF THE ENGINEERING CHAPTER OF B.I.D.P

VENUE: John Burrow and Partners Offices
Botsalano House.

TIME: 5 p.m.

DATE: 5th March 1979.

1. Minutes of previous meeting
2. Chairman's Report and Review of the Development of B.I.D.P. and the Engineering Chapter.
3. Review of List of Members of B.I.D.P. and of the Engineering Chapter.
4. Election of 2 Committee Members.
5. Any other business
6. Date of next meeting.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX 933

GABORONE BOTSWANA

TEL No. 51710:

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

TO ALL MEMBERS

Dear Sir,

ENGINEERING CHAPTER
CHAPTER MEETING

You are hereby invited to attend the 4th meeting of the Engineering Chapter to be held at the offices of Sir Alexander Gibb and Partners on Monday 12th November, at 5.00pm.

AGENDA:

- 4.1 Approval of minutes of 3rd Chapter meeting
- 4.2 Matters Arising.
- 4.3 Chairman's Report
- 4.4 Secretary's Report
- 4.5 Registration Sub-Committee Report
- 4.6 Publicity/Education Sub-committee Report
- 4.7 Anyother Business

Yours faithfully,

David. A. James.

D.A. James
Secretary

*Commonwealth
Association
of Surveying and
Land Economy*

President
Professor E Acquaye BSc MSc FRICS FGIS
Secretary
Robert Steel CBE BSc FRICS

12 Great George Street, London SW1P 3AD, England
Telephone 01-222 7000
Telex: 915443 RICS G
Cables: Surveyable London SW1

25 March 1985

Dear Mr Jones

In Jane Woolley's absence from the CASLE office I am writing to thank you for your letter advising us that Mr C Vista is the new Chairman of the Surveyors' Chapter of the Botswana Institute of Development Professions. Our records have been amended accordingly.

On another matter, I wonder if you have received past correspondence from us regarding your subscription to CASLE for 1983/84 and 1984/85. We have been writing to you at P O Box 911 - should we now be using P O Box 0064 as on your letterhead? The Botswana Institute of Development Professions now owes CASLE a total of £50 and it is essential that this sum is paid as soon as possible to avoid the Institute being expelled from membership of CASLE when the General Assembly meets in September. I enclose an invoice for the due amount in case it is of any help.

I look forward to hearing from you.

Yours sincerely

Claire Wadie

(Mrs) Claire Wadie
Personal Assistant

*Received
27/5/85*

Gordon B Jones Esq Dip QS MBIDP ARICS ACI Arb MSIZ
Reynolds & Young
P O Box 0064
Gaborone
BOTSWANA

9/4/85

*Forwarded to Hon. Treasurer of BIDP,
and copied to Hon. Secretary for action.
Wit
For Surveyors' Chapter*



18/11/85
AOKp17

UNION DES ARCHITECTES D'AFRIQUE
AFRICA UNION OF ARCHITECTS
الاتحاد الافريقى للمعماريين

J. NSANGUE AKWA Trésorier Général - B.P. 5006 DOUALA - Tél. : 42-40-65 42-32-78 - Télex Cabnsang 6056 KN

DOUALA, the 27 September 1985.

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSION
P.O Box 827

GABARONE (BOTSWANA)

UAA/TRES/85/ 009 /JNA/EMM

Dear President,

Please find your 1982 - 1985 A.U.A contributions bill attached.

This amount can be paid either in US dollars - The A.U.A account currency, or in any other convertible currency at your convenience (sterling pounds, yens, deutchmarks, French Francs, Swiss Francs, etc...), or in CFA Francs, by :

- 1 - Bank transfer to account 72 00-801 014 / 9 - at SOCIETE GENERALE DE BANQUES AU CAMEROUN - P.O Box 4042 DOUALA CAMEROON
- 2 - Cheque to the order of International Union of Architects addressed to the General Treasurer, P.O Box 5006 DOUALA CAMEROON

Sincerely yours.

J. NSANGUE AKWA



UNION DES ARCHITECTES D'AFRIQUE
AFRICA UNION OF ARCHITECTS
الاتحاد الافريقي للمعماريين

J. NSANGUE AKWA Trésorier Général - B.P. 5006 DOUALA - Tél : 42-40-65 42-32-78 - Télex Cabnsa ig 6056 KN

COUNTRY BOTSWANA Number of Members 38

CONTRIBUTIONS AMOUNT
=====

Founding Member 500

Year 1982

Annual Contribution 100

Membership fees 38

Year 1983

Annual Contribution 100

Membership fees 38

Year 1984

Annual Contribution 100

Membership fees 38

Year 1985

Annual Contribution 100

Membership fees 38

TOTAL 1.052

AMOUNT RECEIVED /

AMOUNT OWED 1.052

The present statement amounts to : ONE THOUSAND FIFTY TWO US DOLLARS./.-

J. NSANGUE AKWA



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. BOX 827

GABORONE BOTSWANA

TEL. No.

ARCHITECTS

SURVEYORS

ENGINEERS

TOWN PLANNERS

ARCHITECTURE AND TOWN PLANNING CHAPTER

Minutes of the committee meeting held at 5pm on Monday, 16th December, 1985, at the offices of Dalglish Lindsay.

Present: P Altman Chair
 D Young Secretary
 D Harris

Apology: N Solankey

1 ACTION
The minutes of the previous meeting were agreed to be a true record.

2
Matters arising from the previous minutes:

2.1 Item 2.1: Check that letter to Chief Architectre provisions for the disabled has been sent.	JM
2.2 Item 2.2: Memo for recruiting government officers still not done.	PA
2.3 Item 2.3: Meetings have been held regarding Gaborone structure plan, National Conservation strategy and Development Control Code revisions. Comments on the DCC being prepared.	PA
Comments on the Gaborone plans to be prepared.	DY
Response on the Conservation document awaited.	ALL
2.4 Item 2.4: With quantities form only requires artwork & printing. Without quantities needs checking of final layouts and correcting prior to art.	DY
2.5 Item 2.5: Letter to PS Works to be sent.	DY
2.6 Item 2.6: Still awaits action (Text of Zambian subcontract form)	KM
2.7 Item 2.7: Letter to Chief Architect was sent. Maintain contact.	PA
2.8 Item 2.9: No report on education.	JL
2.9 Item 2.10: Registration to be persued through Council. Dr Jones & Mr Collins have been given updated information.	PA
2.10 Item 2.11: No sign of copy being sent by S Parker.	SP
Copy requested from practices & individuals.	ALL
2.11 Item 5.3: Refer Tswana Design advert to Council.	PA

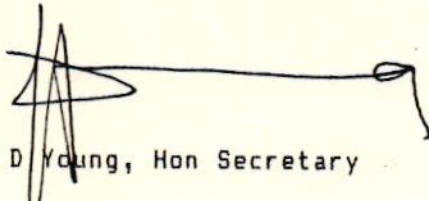
3
Correspondence:

3.1 Nigerian Institute of Architects-Late invitation to Jubilee celebrations. Send letter of congratulation.	DY
3.2 Return letters for filing.	PA
3.3 Application for work by Nigerian architect-Acknowledge & circulate.	DY

4
Other matters:

4.1 It was agreed that the Chapter should stage an exhibition to coincide with the twentieth anniversary of independence. Funds to be obtained from Council.	PA
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5
The next committee will take place at the offices of Dalglish Lindsay at 5pm on Monday, 20th January. ALL



D Young, Hon Secretary

cc

All resident ATPC members

Chairman BIDP

Secretary BIDP

H Bergs

(27/11/85)



THE NIGERIAN INSTITUTE OF ARCHITECTS

2 IDOWU TAYLOR STREET VICTORIA ISLAND, P O BOX 178 LAGOS. CABLES: PERSPECTIVE: LAGOS NIGERIA. TEL: 617940, 617947

The President
Botswana Institute of Development Professions
Gaborone
BOTSWANA

Date: 22nd August 1985

INVITATION TO THE NIA SILVER JUBILEE CELEBRATIONS: NOVEMBER 17-23, 1985

The Nigerian Institute of Architects (NIA) was formed in April 1960. The Institute is thus 25 years old this year.

To mark this important milestone, the Institute has drawn up an elaborate programme to celebrate the event. The Institute is inviting world architects to come and share with us thoughts and reflections on current trends in Architectural education practice and development.

We are therefore pleased to invite the President and members of your Institute to come over to Lagos, Nigeria during November 17-23, 1985 to celebrate with us this important event.

As you will observe from the attached brochure, the main topics for the conference are:

- (i) 25 years of Architecture in Nigeria
- (ii) Towards the evolution of Indigenous Architecture (the international experience)
- (iii) International Architecture: its relevance to Developing countries.

We shall welcome papers from any of your delegates who may wish to contribute ideas during the conference.

Please note however that delegates and participants will be expected to bear their own expenses for transportation and accommodation.

The Nigerian Institute of Architects look forward to welcoming you to Nigeria and to a fruitful and enjoyable stay with us.

Please write to assure of your participation.

Yours sincerely

Arc (Dr) 'Wale Odeleye
First Vice-President and Chairman
Silver Jubilee Planning Committee