



BIDP
VIRTUOUS HOLDINGS (PTY) LTD
trading as ANVIL CONSTRUCTION

TEL: +267 393 9712
FAX: +267 3181703
anvilcon@gmail.com

P.O. BOX 80117
GABORONE

01 page/s + 2

Wednesday, October 27, 2010

BIDP
P.O. Box 827
Gaborone
Att: The President: Mr. A. Groth
Fax: 3923 632

Dear Sir

RE: PLOT 54203 PHAKALANE GOLF ESTATE, GABORONE
RESIDENTIAL DEVELOPMENT WET TRADES 1st FIX M&E

SUSPENSION OF WORK

In terms of the BIDP contract (with Quantities) we on the above project we request that an Arbitrator be appointed in this matter. The attached letter delivered to the Employer is attached for your information and records.

We await your advice on how this process is facilitated.

bidp dispute of domain name

From: "eddy" <eddy@asianetworksasia.com>
To: "bidp" <bidp@mega.bw>
Date: 17/10/2008 07:31

Dear Manager,

Asia Network is the company of internet services that the domain registration is one of the major online style of our service range. Now we have something need to confirm with you. We hope you to cooperate with us. On Oct 17th 2008, we received an application from one person named "John Alldis" who wants to register:

Some domains (bidp.in bidp.hk bidp.sg bidp.asia bidp.co.kr)
Internet brand (bidp)

According to our investigation, we found that domain names have relevance to your company's name and trademark, so we send this email for you to confirm it. We are dealing with this affair in these days, so we wish to get the confirmation and the assent of your company. If John Alldis doesn't belong to your company and you don't authorize him to register these domains, Pls contact with me asap in order to prevent some guy from abusing your trademarks and the company names. In addition, I must declare that we have time limited for one person or one company's registration. It is just 15 days. If your company has no response to us within the dispute period, we will unconditionally authorized the application of John Alldis. In order to deal with this issue better, please let someone who is responsible for trademark or domain name contact me asap. Thank you for your cooperate.

Best Regards,
eddy

Sponsoring Registrar:

Asia Network

Add: UNITS A&B 15/F NEICH TOWER 128 GLOUCESTER RD WANCHAI, HK

Tel: +852-3118 1808

Fax: +852-3187 5548 +852-3065 8189

Email: eddy@asianetworksasia.com

Website: www.asianetworksasia.com

Botswana Institute of Development Professions
Financial Statements
For The Year Ended
30 June 2009

signed copy





Botswana Institute of Development Professions
Financial Statements 30 June 2009
General Information

The Botswana Institute of Development Professions was formed in 1978 and is registered with the Registrar of Societies

Council Members

A Groth	President
S Mathe	Vice President
G Vlug	Treasurer
E Mazhani	Secretary
L Hutchings	Member
B O Mhutsiwa	Member
E Dondofema	Member
P Lyamuya	Member

Accountants

John Hinchliffe Consultants

Bankers

First National Bank of Botswana Limited, Lobatse Branch

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Cashflow Statement	6
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Trustees' Declaration and Approval of the Financial Statements

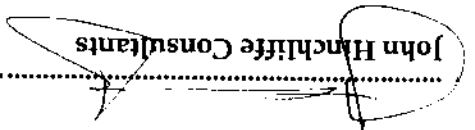
We confirm that we have made available all relevant records and information for the preparation of the annual financial statements set out on pages 4 - 9 which were approved by Botswana Institute of Development Professions Council on 23.10.09 and are signed on it's behalf by :

Council Members



Botswana Institute of Development Professions
Financial Statements 30 June 2009
Report of the Accountants

In accordance with instructions given to us we have prepared, without carrying out an audit, the accounts set out on pages 4 - 9 from the accounting records of Botswana Institute of Development Professions from information and explanations supplied to us by the members of council


John Hanchliffe Consultants

21 October 2009

Page 4

Page 4

Botswana Institute of Development Professions
Financial Statements 30 June 2009
Income Statement for the year ended 30 June 2009

	Notes	2009 Pula	2008 Pula
Income			
Subscriptions		12,306	11,084
Contract Sales		25,079	33,335
Interest Received		3,355	10,118
Total Income		<u>40,739</u>	<u>54,537</u>
Expenditure			
Administrative Costs	4(a)	(33,287)	(52,482)
Finance Costs	4(b)	(1,556)	(921)
Total Expenses		<u>(34,843)</u>	<u>(53,403)</u>
Excess of Income over Expenditure		5,896	1,133
Accumulated Surplus at the beginning of the year		72,739	71,605
Accumulated Surplus at the end of the year		<u>78,636</u>	<u>72,739</u>

The notes on pages 8 to 9 form an integral part of these accounts.

Botswana Institute of Development Professions
Financial Statements 30 June 2009
Cash Flow Statement for the year ended 30 June 2009

	2009	2008
Pula	Pula	
Cash Flows from Operating Activities:		
Cash generated from operations	5(a) 80,994	(1,214)
Net Cash from Operating Activities	80,994	(1,214)
Net Increase	80,994	(1,214)
Cash at Beginning of the Year	4,632	5,846
Increase	80,994	(1,214)
At 30 June 2009	5(b) 85,626	4,632

1. Accounting Policies
The principal accounting policies adopted in the preparation of these accounts are set out below:

a) Basis of Preparation
The accounts are prepared in accordance with International Accounting Standards. The accounts are prepared under the historical cost convention as modified by the revaluation of certain property, plant and equipment, marketable securities and investment properties.

b) Turnover
Turnover represents subscriptions and other sources of income which are recognised on receipt of payment net of value added taxes and discounts. The organisation operates purely on a cash basis and does not grant credit for any aspect of its operations.

c) Foreign Currencies
Foreign currency transactions are accounted for at the exchange rates prevailing at the date of the transactions. Gains and losses resulting from the settlement of such transactions and from the translation of monetary assets and liabilities denominated in foreign currencies, are recognised in the profit and loss account.

d) Depreciation
Depreciation is charged over the estimated useful lives of the assets in equal annual instalments to write off each asset over the following periods.

Furniture and Fittings	10 years
Office and Equipment	5 years

e) Stock
Stock and work in progress are valued by members of the Council at the lower of cost and net realisable value

f) Stock Revaluation Reserve
Stocks of stationery for resale were previously not incorporated into the financial statements. They were brought in during the year ended 30 June 2001 at a valuation of 50 percent of their selling price and the stock revaluation reserve was created to reflect the introduction of the policy for accounting of stock.

	2009	2008
Finance Costs		
Bank Charges	1,393	0
Interest	163	0
	<u>1,556</u>	<u>921</u>
5. Notes to the Cash Flow Statement		
a) Reconciliation of profit before tax and extraordinary items to cash generated from operations:		
Surplus before tax and interest	5,896	1,133
Add: Depreciation (note 2)	0	0
Changes in working capital (excluding the effects of acquisition and disposal)	75,118	(118)
Decrease / (Increase) in Investment	(320)	(2,629)
(Increase) / in stock	300	400
Increase / in Accounts Payable	80,994	(1,214)
Cash Generated from Operations		
(b) Cash and Cash Equivalents		
Current Account - FNB	83,921	3,671
Petty Cash	1,705	961
	<u>85,626</u>	<u>4,632</u>
Cash and Cash Equivalents as at 30 June 2009		

**TREASURER'S REPORT FOR THE ANNUAL GENERAL MEETING OF THE
BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS
HELD ON 22 OCTOBER 2009**

More than 15 years ago the future of the BIDP was in jeopardy. Members did not attend functions; Council members were hard to find and the financial situation was shocking.

A meeting was held some time during 1994 in which the attending members were asked what to do: to dissolve the BIDP or to continue?

The majority of members who attended the meeting disagreed to dissolve and with the assistance of a renewed Council, chosen at the meeting, consisting of enthusiastic members, the BIDP was saved. At that time the Institute's funds were virtually non-existent mostly because the previous treasurer did not bother to collect membership fees.

Now 15 years later we are in a very healthy position as shown in the financial statements which were issued to you today. The value of the BIDP is P87,405 as shown on page 4 of the report, which does not include the P35,900 which is still outstanding from members. However this amount includes P13,510 from some members which left the country or of whom addresses are unknown.

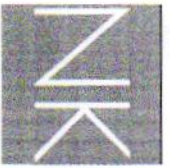
Income from contract sales is twice as much as income from subscriptions which is shown on page 5. Due to a tremendous drop in interest rates interest received this year is lower than last year. A further reason for this lower amount was caused by the bank that lost the instructions twice to open a savings account. An amount of P83,921 (see page 9) was deposited in the current account for quite some time, which did not attract interest. This matter has now been resolved in the current year and an amount of P80,000 has been deposited in an interest bearing loan account, although interest at 7.5% was a fraction of what was earned before. The Council is still investigating possibilities to invest the money more sensibly.

As shown on page 8 at paragraph 4(a) expenditure is far less than last year, a trend which we hope to continue in the current year..

Although I unfortunately could not be present at this Annual General Meeting I wish to thank my fellow Council members and also of course our executive secretary Mrs. Ellen Tshoganetso for the cooperation during the past financial year.

GERRIT VLUG

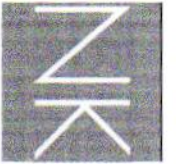
HONORARY TREASURER



NKLAB is a creative agency, specializing in providing interactive design and online marketing services. These include web and graphic design, art direction, branding and typography.

NKLAB was founded by Neo Khama. As well as her design background, Neo brings a wealth of knowledge from working in the fashion and entertainment industry over the last few years and uses her experience in these areas to apply marketing and PR principles when creating design projects for clients. This means that not only is each project aesthetically creative but functional in its purpose.

NKLAB has a global wide business network spanning across London, Berlin, Cairo, Johannesburg, Cape Town, and Gaborone.



SOME EXAMPLES OF OUR WORK

Nikola Photography

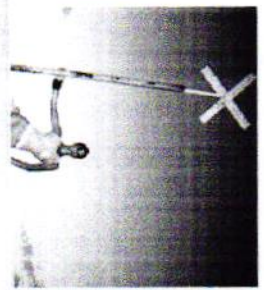


NIKOLAS
photography

• Fashion
• Portraits
• Weddings
• Events
• Music
• Architecture
• Commercial
• Fine Art



SHED



NIKOLA

Nikola Photography



NIKOLAS
photography

• Fashion
• Portraits
• Weddings
• Events
• Music
• Architecture
• Commercial
• Fine Art



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Party & Lifestyle Confidential

party&lifestyle

HOW ABOUT GETTING LIFESTYLE COACHING

SERVICE

Executive Briefings, Lunching & Dining
Meetings
Press Briefings
Press Releases
Sign In/Sign Out
Stationery
Web Portals

Personalized Content for your organization
Personalized Content for individual attendees
Personalized Content for individual speakers
Personalized Content for individual exhibitors
Personalized Content for individual sponsors
Personalized Content for individual vendors
Personalized Content for individual guests
Personalized Content for individual staff
Personalized Content for individual volunteers
Personalized Content for individual exhibitors
Personalized Content for individual sponsors
Personalized Content for individual vendors
Personalized Content for individual guests
Personalized Content for individual staff
Personalized Content for individual volunteers

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Party & Lifestyle Confidential

party&lifestyle

HOME ABOUT **GETAWAYS** LIFESTYLE OUTINGS



LIFESTYLE: DRUGS AND NASTY

Even Moberg's passion for minor characters is the focus of the second duration. Giving you ideas that will transform your novel into a magical space.

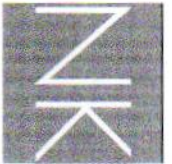
exercising can be overtraining and sometimes expensive. The Lifestyle Division will assist you to identify a comfortable, fun exercise source with a look that reflects you and your style.

We enjoy creating adaptable environments suited to different lifestyles. Whether comfortably traditional design, the Lifestyle division will always exercise with an eye towards comfort, elegance and serenity.

We will make you discover your location and provide a look that sets you apart, add more exciting corporate memorabilia on strategic items, spreading the right message, what you want, at the best prices and giving you unique ideas for your budget.



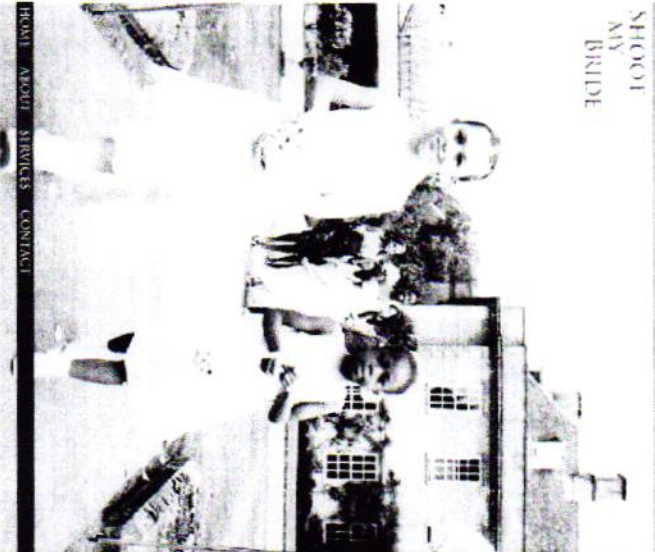
© 2009 Blackwell Publishing Ltd, *Journal of Internal Medicine* 265: 103–110



SOME EXAMPLES OF OUR WORK

Welcome to Shoot My Bride | Wedding Photography

SHOOT
MY
BRIDE



HOME ABOUT SERVICES CONTACT



Welcome to Shoot My Bride | Wedding Photography

SHOOT
MY
BRIDE



ABOUT

SHOOT MY BRIDE WAS FOUNDED BY MICHAEL DE LANGEON, NICHOLAS AND THE A PHOTOGRAPHER FOR THE LAST SEVEN YEARS. A PASSION FOR CAPTURING THE MOST BEAUTIFUL MOMENTS OF LIFE, CHASED BY A NEED TO EXPLOR THE WORLD, HE STARTED SHOOTING BRIDES TO BRING A NEW AND INSPIRING PERSPECTIVE TO WEDDING PHOTOGRAPHY. THE INSPIRATION FOR SHOOT MY BRIDE IS A RESULT OF THE MANY GREAT WEDDINGS HE HAS CAPTURED TO DATE. TO SEE MORE OF HIS WORK, VISIT WWW.SHOOTMYBRIDE.COM.



HOME ABOUT SERVICES CONTACT

Welcome to *Class Lifestyle* - The Definitive Guide



000

$$10\text{M}^2 = \text{the actual value} + 10\text{M}^2 + 7\text{M}^2 + 19\text{M}$$

John

624

Welcome to the Lifestyle Cape Town Restaurants and Bars

[illegible]

— BACK TO ME

1990-1991

[illegible]



BIDP SITE RE-DESIGN

- The site needs to first and foremost be functional and informative as current site does not take into consideration that non-members will view it.
- Given that the site is for professionals, the look and feel should be clean modern and innovative.
- The inclusion of social networking platforms, will create a dynamic space space for professionals to interact with each other.

NKLAB thanks you for your
consideration

Please enquire further for more
details and ideas for your site
redesign

www.nk-lab.com



NOTICE OF THE ANNUAL GENERAL MEETING

1. **NOTICE** is hereby given that the AGM of the Association of Botswana Building and Civil Engineering Contractors (ABCON) will be held on:

DATE: Friday 4 December 2009

VENUE: Botswana Craft

COMMENCING AT: 1230hours for 1300hours

2. You are cordially invited to attend.



The Association of Botswana Building and Civil Engineering Contractors
P. O Box 21427 GABORONE BOTSWANA TEL/FAX 3911964 Email: abcon@info.bw

**ANNUAL GENERAL MEETING TO BE HELD AT BOTSWANA CRAFT ON
FRIDAY 4TH DECEMBER 2009 AT 1300HOURS**

PROGRAMME

12:30 ARRIVAL OF MEMBERS / GUESTS

12:30-13:00 REGISTRATION & DRINKS

13:00 LUNCH

14:00 PRESENTATION BY PPC

14:30 GUESTS DEPART

14:30-15:00 AGM

AGENDA FOR AGM

1. WELCOME TO THE MEMBERS

2. APOLOGIES

3. ITEMS TO ADD TO ANY OTHER BUSINESS

4. DIRECTOR'S REPORT

5. MINUTES OF THE AGM OF 5TH DECEMBER 2008

6. FINANCIAL STATEMENTS

7. SCHEDULE OF ACTIVITIES FOR 2010

8. ELECTION OF THE NEW EXECUTIVE COMMITTEE

9. SUBSCRIPTIONS FOR 2010

10. ANY OTHER BUSINESS

11. CLOSING



The past year has been a mixed bag for ABCON in terms of setting up permanent offices and getting the Association on fast-forward again after the changing of the guard. Tsipidi Badiri also had a change in management in the later part of the year and we are trying to get a greater co-operation agreement going as we are meeting at all the same places but not speaking from the same mouth.

The downturn in the economy did not assist in getting new members and the formation of the Chinese Construction Association has introduced another variable in the equation.

The challenges for the Association is also much more demanding as it seems that the apathy of the members in terms of partaking in the affairs of ABCON has increased over the past year. It is possible that the general feeling of gloom amongst some members is washing down into their daily outlook. This is something that we want to address for the new year as it is necessary that members interact not only with their Association but also amongst themselves.

1. Independent offices:

We want to thank Murray & Roberts for the assistance in getting offices and other facilities going. As from the 1st of December 2009 ABCON has moved premises to Unit 6, Serwalo House, Plot 55, GICP. The phone and fax number will stay the same: 390-0159 as Murray & Roberts has agreed to transfer the loan line to ABCON. Our postal address has changed to P.O. Box 21427, Boteng.

A signboard is being manufactured at the moment to put up at the new premises. We are looking forward to a wider exposure for the Association that can compliment the 32 years of being a part of the nation building and history making in Botswana.

2. Services:

The following services are now well established but we would like feed back from members whether it is useful, would they like other services or any other constructive criticism.

2.1 Tender opening report:

Wednesday is tender opening day at PPADB and without fail ABCON has attended the proceedings for the past 30 months and produced a report to members on the results of the various tenders that were opened. As an observation we saw the construction tenders dwindle from +/- 10 - 15 per week a year ago to nothing for a period of 3 - 4 weeks. This is not reflecting well for the future in the industry.

2.2 Government Gazette tender report:

A weekly summary of the tenders as advertised in the Government Gazette is produced and distributed to members.

3. Technical seminars and presentations:

This year the attendance at these functions were disappointing to say the least. At a particular function 16 people confirmed that they will attend and only 42 turned up.

This creates an extremely bad impression of our Association and its members and their ethics as it cost money and time to arrange these events and members should be able to benefit from these events and not waste someone else's money and time. Rather decline then we know what to expect.

A large portion of ABCON staff time and costs are going into getting members to actually read their emails and faxes and responding to them. We could have used that time so much more effective if members would take the time to open and read their e-mails.

4. Social functions:

In October 2008 the annual Golf day was declared successful and enjoyable by the participants and the feed back on the 2009 Golf day was similar although we did not have such a big field as in 2008.

Through this report ABCON would like to convey its appreciation to all the sponsors and contributors of the events of the past year and also apologise to those sponsors whose events were not well attended.

It should also be noted that a large portion of the secretariat's time goes into the collecting of outstanding monies. My hope for the new-year is that promises and obligations will be kept and that the time available to the secretariat should be utilised to provide value-adding services to members.

5. Representation:

In the pack u will find a schedule off the committees and institutions where ABCON is representing its members. However, all the effort that people put in will be in vain if members do not make use of the existing opportunities. Please bring points to discuss, problems and other issues to the committee so that they could be addressed through the correct channels.

A big issue is AIDS and we request members to formalise their staff policies that deal with AIDS in the workplace. If u do not have a policy, contact us and we will assist you to get a policy in place. We as an industry need to show our commitment to this issue as it is very important to Government and we are seen as reluctant to embrace their efforts.

6. The new year:

Please participate and advise us of services that you would like us to provide. Please do not tell us that ABCON is doing nothing and then do not come up with ideas. If you do not tell us what you want then we cannot change anything and we as an Association will become irrelevant.

We are working with a Consulting firm in getting an OPRC (Output and Performance Based Road Contract) project going in Kanye. The response was NIL.

We have started an Association with the newly founded University of Botswana Engineering students Association and will advise members on progress.

We have been approached by an organisation for a privately funded technical college in which members can take an investment stake. We will advise as the project unfolds.

One of the failures of the past year was the inability of the Secretariat to assist a member company to resolve a dispute regarding holiday work and pay and through this report I want to apologise for that failure. I am putting measures in place so that future issues of this nature can be addressed in a speedy and efficient manner to the satisfaction of all parties.

Thank you for your attendance and we wish you a peaceful holiday and may 2010 bring a more stable economic environment.

Nic Janse van Rensburg
4 December 2009

**MINUTES OF THE ABCON ANNUAL GENERAL MEETING HELD AT
BOTSWANA CRAFT ON THE 5TH DECEMBER 2008.**

Please refer to the attached copy of register for those who were present, apologized or absent.

Item	Description	Action
1.	<p>WELCOME REMARKS BY THE OUTGOING CHAIRMAN:</p> <p>The outgoing Chairman welcomed the attending guests from other organizations as well as all members. Refer to the attendance register for details.</p>	
2.	<p>OPENING REMARKS BY THE OUT-GOING CHAIRMAN:</p> <p>The Outgoing Chairman gave a brief summary of the developments, achievements, activities and challenges of the association as follows:</p> <ul style="list-style-type: none"> During the past year the association had to increase the membership fees so that a part time Executive Director could be employed. This was necessary as all positions on the Executive Committee were voluntary and the Association had reached the stage where the workload could not be handled by voluntary staff only. Murray & Roberts through Mr. Karl Redinger supplied the association with an office and an officer by the name of Ms Tshidi Tawana. The Executive Committee interacted with organizations particularly BOCCIM on a regular basis to seek assistance as regards challenges faced by members in the construction industry. That Mr. Nic van Rensburg was appointed the new Executive Director. He commended him for the stunning job throughout the year since he took over the position. Some of the activities he put in place to assist members in their daily businesses, would be highlighted in his report. As expected there would always be challenges and failures some of which were; that ABCON secretariat needed an office with conference facilities as the current arrangement at Murray & Roberts was temporary. ABCON did not do well in the past year as regards recruitment of new members. 	
2.1	<p>Way Forward</p> <p>The outgoing Chairman said that there should be greater interaction with the authorities. He also said that it was ABCON's responsibility to deal with disputes between contractors and sub-contractors. ABCON should recruit as many members as possible for it to have a stronger voice.</p>	

Item	Description	Action
2.2	<p><u>Conclusion:</u></p> <p>In conclusion the Chairman said he had enjoyed his tenure as Chairman of ABCON very much. He thanked the Executive Committee, the Secretariat consisting of Mr. Nic Janse van Rensburg, Ms Tshidi Tawana, Mrs. Eunice Motlhalammme and the Consultant Mr. Gordon Tallon.</p> <p>Mr. Dave Glendinning, the Outgoing Chairman offered to volunteer his services when needed and where possible.</p>	
3.	<p>ANNUAL GENERAL MEETING</p> <p><u>Adoption of Minutes:</u></p> <p>Minutes of the AGM held on Friday 7th December 2007 were accepted as correct.</p> <p>3.1</p>	
3.2	<p><u>Overview of the Activities of the Year</u></p> <p>The Executive Director gave an overview of the activities, achievements and challenges that the association experienced during the course of the year as follows:</p> <ul style="list-style-type: none"> ▪ ABCON had an office allocated to them by Murray & Roberts. ▪ ABCON introduced a summarized version of up coming tenders listed in the Government Gazette, which were e-mailed to all members each week. ▪ Tender opening results of all tenders opened on Wednesday were also typed out every week and e-mailed to members by the secretariat. ▪ What used to be ABCON Lunch was changed to ABCON Cocktail and was held each month. Members took turns in sponsoring the functions and presentations were done during those functions for the benefit of all members. ▪ The ABCON Golf Day was held on the 23rd October, 2008 and was reported as very successful. ▪ The turn-out at some of the cocktail functions were not that good and members were urged to attend these functions as they were a free marketing strategy for their businesses. ▪ Recruitment of new members was not a success during the year and a strategy should be devised to get more companies into the membership. ▪ The construction industry was experiencing problems, businesses were going down and employees were retrenched. It was suggested that members send a list of employees and their skills to the association so that they could be assisted. 	

Item	Description	Action
3.3	Way Forward:	
4.	<p>FINANCIAL STATEMENT</p> <p>The Financial Statement was read out. There were 54 members of ABCON in total 8 of which had not yet paid their subscriptions. The bank balance had doubled and it stood at P188 000.00. The following was reported:</p> <ul style="list-style-type: none"> There were still some outstanding amounts from the Golf Day and membership subscriptions. There were bad debtors that might have to be removed from the membership. Not much was bought for the secretariat in terms of computers and other office equipment. The association was currently using Murray & Roberts office equipment. <p>Suggestions & Comments:</p> <ul style="list-style-type: none"> Bad Debts should be written off after consultation with the members. A financial statement should be produced at the monthly Executive Committee meetings. The association should seek the services of an independent auditor. <p>ELECTION OF THE NEW COMMITTEE</p> <ul style="list-style-type: none"> The Committee remained as it was with one resignation of Mr. Arnold Oosthuizen of Material Testing Services who was retiring due to other commitments. He was replaced by Mr. Boyd Luwe of Kwenza Concrete Products. The Outgoing Chairman encouraged the formation of Sub-Committees to help tackle some of the projects. <p>CALENDAR</p> <ul style="list-style-type: none"> Members were urged to contact the secretariat with any suggestions that they had, especially for cocktail sponsorships. <p>CONCLUSION</p> <ul style="list-style-type: none"> The Executive Director thanked all and wished them a restful festive season. He thanked the outgoing Chairman for a job well done, particularly for having taken charge of the association during the difficult years and leaving it where it was. 	NVR
4.1		NVR
5.		NVR
6.		NVR
7.		NVR

[illegible]

ABCON EXECUTIVE MEMBER LIST OF 2009

AGM: 4 DECEMBER 2009

NAME	COMPANY	PHONE #	EMAIL ADDRESS	AVAILABILITY for 2010
F. G. TATTON	FG T CONSULTANCY	390 1733	-	Confirmed
J-P PRINGLE	KGALE QUARRIES	71 319 316 395 1871	John-paul.pringle@ppc.co.za	
KARL REDINGER	MURRAY & ROBERTS	71 317 547	karl.redinger@murrob.bw	Confirmed
RODDY WHITTAKER	ASPHALT OTSWANA	390 2416	roddy@asphalt.co.bw	Confirmed
JAN VERSTEEG	ASPHALT BOTSWANA	390 2416/20	asphalt@info.bw	
WERNER DE BEER	PPC CEMENT	390 1553 397 1876	wdebeer@ppc.co.bw	
N. J. VAN RENSBURG	ABCON	72 104 775	nicvr.au@info.bw	Confirmed
BOYD LUWE	KWENA CONCRETE	72 322 855 392 2850	boydluwe@info.bw	
JOE SELALEDI	BARLOWORLD EQUIP.	395 1781	jselaledi@barloworld-equipment.com	Resigned
SAM NOGA	ROLA BOTSWANA	72 870 126 316 3200	sam@rolabotswana.co.bw noga_bw@yahoo.com	
JOHN RILEY	NORTH WEST REP. (Maun)	686 0355	maunquarries@dynebye.bw	
BRIAN BALOPI	BARLOWORLD EQUIP.	3951781	bbalopi@barloworld-equipment.com	(Replacing Mr. Selaledi)

ORGANISATIONS, BOARDS, COMMITTEES, AND ASSOCIATIONS WHERE ABCON IS REPRESENTED

ORGANISATION REPRESENTATIVE CONTACTS

BOCCIM-HLCC	Jan Versteeg & Nic van Rensburg	390 2416 & 391 1964
BOCCIM Subcommittee (Private Sector Development)	Nic van Rensburg	72 104 776/391 1964
CITF	Gordon Tatton	390 1733
TAC & BOBS	Gordon Tatton	390 1733
BOTA	Gordon Tatton	390 1733
ACADEMIC BOARD GTC	Nic van Rensburg	72 104 775/391 1964

Mr. Gordon Tatton (Consultant) under the umbrella of ABCON sits in a number of committees as follows:

- BOTA – Tender Procurement Committee.
- BOBS - Chairman of Plastics Technical Advisory.
- Chairman of the Concrete Products Technical Committee.
- Chairman of the Timber Products Materials Technical Committee.
- Chairman of the Tenders Procurement Committee.
- Chairman of the Technical Advisory Committee (TAC)
- Vice Chairman of the Standards Council (Board)
- A member of the Steel Doors & Windows Technical Committee.
- A member of the Certification Approvals Committee.
- CITF - Monthly Meetings Representing Industry on Subjective Training, Liaison Committee).
- DVET - Chairman of the Programme Advisory Committee (PAC).

OTHER COMMITTEES ATTENDED ON BEHALF OF ABCON

- Ministry of Trade & Industry HIV/AIDS Quarterly Sector Meetings.
- National Strategic Framework for HIV/AIDS 2009-2016 (Private Sector Consultation Workshop.
- Cooperation with the newly founded University of Botswana Engineering Students' Association.
- Committee for the Road Project in Kanye
- Consultative meeting for the establishment of the New Price Index for the Construction Industry.
- HLCC meetings with Department of Roads.

COMPANY PROFILE

Name of the Organization Botswana Institute of Development Professions

Year of Establishment 1978

Physical Address Plot 915, Phalane Close, Gaborone

Website www.bidp.bw

e-mail bidp@mega.bw

Products Professional body for development professions which includes the Architects, Quantity surveyors and Engineers

Services Professional Membership Institute

Type of Industry _____

Target Market (ie local market or export market) _____

FEBRUARY 24th, 2010

Plot 99 Unit 3

4) Those not currently registered must be encouraged to do so.

5) Full documentation of previous awards to date must be forwarded to all associations prior to the next allocation to ensure that only companies who did not benefit previously are included in the draw/ballot.

6) Prior to an intended allocation of projects through Direct Appointment, an expression of interest must be forwarded to members who did not register with DBES when the process started, through the Associations and if possible, advertised through the public media as well.

7) Those expressing interest must be assessed for compliance and a stated deadline to comply if that is not the case. Only PPADB Registration and a valid Tax Clearance shall be checked for compliance.

8) A list of those who will be included in a 'draw/ballot' must be publicised for each category of project prior to the draw and the public/ companies shall be invited to attend.

9) Awards must all be publicised through the associations and possibly the public media.

10) Those whose projects are suspended must be included in the next draw as a priority draw within the same category.

5. Consultative Forum

The meeting discussed the proposal for all professional associations to be represented as independent entities not through BOCCIM at all the different Sectoral Committee meetings and HLCC to facilitate better coordination and sharing of information. The meeting resolved that since BOCCIM represents private companies within the construction industry, Associations' role is to represent professionals from the different disciplines in the industry. Therefore, combining our representation for separate and often conflicting interests is not advisable.

The dialogue at this level needs to be direct and in the past the dissemination of information to the membership has not been successful to say the least.

6. Skills Development

The meeting resolved to address the larger issue of citizen skills development at the next meeting. A pressing issue related to this that needs to be addressed now is that of recommendations for dealing with non-performance within our sector. There are many reasons for non-performance on the part of consultants/ Client:

- 1) Non-performance through lack of appropriate knowledge for a particular project.
- 2) Non-performance due to negligence and/or laziness and/or under capacity.
- 3) Non-performance due to negligence with the intention to be fraudulent.
- 4) Lack of commitment by some consultants to the project because of the projects perceived to be of no value when compared with others carried out elsewhere.
- 5) Inadequate brief
- 6) Lack of experience or requisite skills by the Client's project Manager
- 7) Collusion between contractors/ client, contractor/ consultant, all team members, and a host of other factors.

The meeting resolved that a template be introduced at feasibility stage for quality control purpose where the Client will sign to acknowledge that the brief is clearly defined and the budget estimate is realistic to ensure successful delivery of the project and to avoid cost and time over runs.

The template shall form part of the project process so that, after award, the Lead Consultant/Project Manager and his/ her team could also review the brief and budget estimate and advise the Client. Before going into further detail for the project this will avoid cost and time overruns. A certain percentage of the fees, say of 5%, can be allowed for this stage.

The meeting also resolved that a questionnaire/ assessment form similar to that utilised by the PMT should be taken into active use for projects and applied at all stages from inception, outline design, all the way to post contract. Each consulting team member is to forward their assessment to the Client's PM after every stage of the project.

The Client Project Manager is to have meetings with individual consultants to discuss their ratings in the form of a swot analysis.

As part of this, there should be a self assessment session with the whole team to ensure that professionals learn from their mistakes and develop.

The role of a project manager as a lead consultant should be introduced and strengthened especially in large or complex projects. This coordination function is crucial to the delivery of quality projects and processes.

7. Building Audit

The group was tasked with providing the justification for the necessity of a building audit for recent government projects. The meeting suggested that the recent secondary school project were ideal candidates for the following reasons:

- 1) There are suspicions of collusion between contractors.
- 2) The pre-contract estimate was half the cost of the tender sum though there was some reduction in the scope of works.
- 3) There are suspicions that some consultant's fees were reviewed after appointment and others remained same.
- 4) There were omissions to programmatic elements that did not reduce the project costs.

at EC? a copy already.

8. Corruption

The meeting resolved to review the FIDIC guidelines on corruption and dealing with it effectively and discuss at the next meeting.

*refer to
membership
for forum.*

9. AOB

None

Next meeting will be held on Monday 8th March 2010 at 1700hrs at William Lee Associate offices.

*next meet: 7 May 5pm
4:30pm*

Ms. Sithabile Mathe
BIDP Council Member

MIST

2/10/10

TOR for building audit wanted right away.

[looking for draft templates]

• (P. K. Kumar) Friday: something or not.

All actions / all payments.

Review of TORs @ planning stage

Brief

Procurement process

Urgency

Selection process for consultants.

Review the designs: omissions or unnecessary additions
approvals by client: formal & for changes to for resulting
for scope

tendering: for contractors.
will be a paid task.

list of tenders & amounts.

signification & award.

amount & duration.

time elapsed to award for tender.

fixed or fluctuating

compare rates for key items.

Construction stage:

variations & approved changes

delays arising from ? causes.

adequacy / timeliness of information.

comparison of tender & as-built drawings.

2-3 months. ^{highlighted sub-contractors.} Capability / compliance of contractors

Failures after handover.

Final account.

Full access to related information: not to delay, all to give access.

Person appointed needs a team of Bldg professionals.

Auditor from govt to advise on procedure, + DCC for advice.

Conclusions, +s -s, recommendations.

PROFESSIONAL ASSOCIATIONS MEETING ON PROJECT IMPLEMENTATION: 24TH MARCH, 2010

Notes of meeting taken by D Young:

			Cell	Phone	Email
Attendance:	S Mathe	BIDP	71221185	3927764	moralo@broadpark.no
	D Young	BIDP	74242618	3971181	david@yabw.net
	L Moseki	BIE	71602300	3160624	linda.moseki@kmprojectm.co.bw
	S Kobole	ACEB	71308918	3914172	skobole@wla.bw
	*				
	*				
	*				

Ministry of Infrastructure, Science and Technology (MIST)

Terms of Reference for building audit: wanted right away.

project: Secondary schools 2006±

Looking for draft templates

(P Altman) Friday: something or not.

All actions / all payments to be covered

Review of terms of reference at planning stage

Brief

Procurement process

Urgency

Selection process for consultants.

Review the designs: omissions or unnecessary additions

approvals by client: formal and for changes to resulting from scope.

Tendering: for contractors:

Lists of tenderers and amounts

will be a paid task:

adjudication and award

amount and duration

time elapsed to award from tender

fixed or fluctuating

compare rates for key items.

Construction stage:

variations and approved changes

delays arising from? Causes.

Adequacy / timelines of information.

Comparison of tender and as-built drawings.

Nominated sub-contractors. Capability/competence of contractors

2-3months to carry out the Audit, by thought.

Failures after handover

Final account.

will be required

TEAM

Full access to related information: not to delay, all to give access.

Person appointed needs a team of building professions.

Auditor from Government to advise on procedure, and DCEC for advice.

Conclusions, and S – S, recommendations.

good points, bad points

The next meeting is scheduled for Wednesday, 7th April, 2010 at 1700hrs at William Lee Associates offices.

David Young

~~BIDP, Secretary~~

Alternate for S Mathe, from BIDP.

cc: S Mathe

19th January, 2010

MBIDP-ESSAY COMPETITION

Title: DEVELOPMENT FOR THE FUTURE

Write an essay, imagining that the whole world can no longer use non-renewable resources. Identify the five things that would affect you most and describe five things that could be done to make life better. You can assume that existing materials can be recycled or re-used.

The essays can be illustrated with sketches and other material either printed or downloaded from the internet. The work can be undertaken either individually or in groups.

The competition will be judged in four categories: Primary School, Junior Secondary School, Senior Secondary School and Tertiary Institutions.

Primary Schools. The essay is to consist of at least three pages of A4 including illustrations.

Junior Secondary Schools. The essay is to consist of at least five pages of A4 including illustrations.

Senior Secondary Schools. The essay is to consist of at least seven pages of A4 including illustrations.

Tertiary Institutions. The essay is to consist of at least ten pages of A4 including illustrations.

Essays may be handwritten or typed. They will be judged on 1. Originality. 2. Background Study. 3. Appropriateness. 4. Coherent Thought.

Two prizes of P500 each will be awarded to the individual entrants in each of four categories. Primary School, Junior Secondary School, Senior Secondary School and Tertiary Institutions.

Bernard Hyde

Bernard E Hyde Dip. Arch RIBA Dip. TP MBIDP
Sithabile Mathe Dip. Arch MNAL MAAB MBIDP

19th January, 2010

MBIDP-ESSAY COMPETITION

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Essays may be handwritten or typed. They will be judged on 1. Originality. 2. Background Study. 3. Appropriateness. 4. Coherent Thought.

Two prizes of P500 each will be awarded to the individual entrants in each of four categories. Primary School, Junior Secondary School, Senior Secondary School and Tertiary Institutions.

Bernard Hyde

D YOUNG IT WORK FOR BIDP

- 1 Current hourly rate 2010 is P310.00/hour.
- 2 Task agreed at lower rate to put contract forms on web site still to do (3 days work done previously).
- 3 Work on web site would be on a time basis at the current hourly rate indicated in item 1 above.

Suggested direction:

3.1 Install drupal (www.drupal.org) or similar content management software (free and open source), which allows:

3.1.1 BIDP council to decide which available screen layout/design to use.

3.1.2 Users to select their own preference of screen layout/design.

3.1.3 Content updates to be by D Young at hourly rate where required, or by BIDP executive secretary or interested parties.

3.2 If BIDP wants extended active options on the main site, ie more elaborate member list data, firm data, etc. D Young can do at hourly rate. Data transfers to the site should be maintainable by the BIDP executive secretary.

3.3 I suggest also installing mediawiki (www.mediawiki.org) (free and open source software) to take over the task of publications review, Building regulations review and similar tasks, we have software for this at present, but mediawiki should be easier to maintain, by the BIDP executive secretary.

3.4 We can install web shop software (free and open source) for BIDP use. This can be just informative, with pro-forma invoices. Note that Botswana banks have not yet got their act together on on-line payments. On-line payments would need a secure link, which is not available on our present supaname site. More information is available ie www.wikipedia.org plus search for Drupal, mediawiki, content management.

4 Costing

To set up Drupal: 6 hours.

To install content: 2 hours

To set up mediawiki: 6 hours

To install content: 2 hours.

To create content static: As required.

To create content active: as required.

To install a web shop or other features: price on application

To access accessibility and report: 1 hour.

To liaise with BIDP on requirements: minimum 6 hours.

- 5 BIDP Web site
At present, BIDP operates one static web site and uses that email service (Mega). It operates one

active site (Supanames) using LAMP (linux apache mysql php). If Mega can offer reasonable pricing and the same kind of service, switch to Mega, else switch to Supanames, which includes an email service.

On-line payments would require a secure link.

Botswana banks have not yet set up a system from the banking side.

BY IT work for BDP

280
28
08

- ① Current hourly rate 2010 is 1310/hour.
- ② Task agreed at lower rate to put contract forms on web site still to do (3 days work done previously).
- ③ Work on web site would be on a time basis at the current hourly rate indicated in ① above.

Suggested direction:

- 3.1 Install ^(www.drupal.org) Drupal or similar content management Software (free & open source), which allows
 - 3.1.1 BDP Council to decide which available screen layout/design to use
 - 3.1.2 Users to select their own preference of screen layout/design
 - 3.1.3 Content updates to be by BY at hourly rate where required, or by BDP exec sec or interested parties.
- 3.2 If BDP wants extended active options on the ^{main} site, i.e. more elaborate member list data, firm data, etc. BY can do at hourly rate. ^{data} transfers to the site should be maintainable by the BDP exec sec.

(www.mediawiki.org)

- 3.3 I suggest also installing mediawiki (free & open source software) to take over the task of publications review, Building regs review and similar tasks. We have software for this at present, but mediawiki ~~will~~ should be easier to maintain, by the BDP exec sec

(2)

(free and open source)

This can be just informative, with no form

3.4 We can install web shop software for BDP use. Note that Botswana banks have not yet got their act together on on-line payments. On-line payments would need a secure link, which is not available on our present system site. More information is available at www.wikipedia.org plus search for Drupal, MediaWiki, content management.

(4)

Costing

To set up Drupal: 6 hours

To install content: 2 hours

To create ^{static} content: As required

To create content archive: As required

To set up MediaWiki: 6 hours

To install content: 2 hours

To install a web shop or other features: price on application

To assess accessibility and report: 1 hour.

To liaise with BDP on requirements: minimum 6 hours

bidp -> bidpmem

Name	Firstname	Current	Fax	Email
Askovic	Aleksandar	y		
Henderson	Ronald Bryden	y	002711-	
Jones	Gordon Barrie	y		
Kintu	Hammed Semwanje	y	5920209	
Maina	Anthony Mbugua	y		
Marshall	Ian Harley	y		
Mashelkar	Sharad Sudam	y		
Matlhaga	Cuthbert	y	3181635	
Matthew	Thamarathattu Geevarghese	y		
Mitchell	Eric Patrick	y	3909411	
Modise	Mmapula Glorious Karabo	y		
Monamo	Letsweletse Mpho	y		
Morake	Kabelo	y	3971384	
Moremedi	Thuso	y	3164463	
Mutepfa	Daniel	y		
Nkumba	E	y	3973743	
Orando	Marcellus	y	3181160	
Oranye	Chike Ikemefuna	y	3956773	
Osemenam	Emeka Azubike	y	3956773	
Owusu-Appianti	Godfrey	y	3902516	
Paranagam	Daya Jivitha	y	3909356	
Patel	Shahnawaz M	y	3971710	
Patel	Vasant	y	3918933	
Phuthego	Jimson Onthephile	y	5777216	
Richards	Peter Maurice	y	3181115	
Seomile	Bosiame Jay	y	4633792	bjseomile.gov.bw
Shah	Pradip Babulal	y	3973203	
Van Vuuren	Petrus Jacobus	y	3973174	
Williams	Alan Geoffrey	y	6250647	

3163532



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. Box 827 – Gaborone
Tel. 7181 6811 - shop fax 397 1181
e-mail: bidp@mega.bw
website: <http://www.bidp.bw>

BIDP NEWSNOTE

9th April, 2010

ALL BIDP MEMBERS

NEXT FUNCTION **Visit to Camphill**

You are invited to a guided tour of Camphill on Saturday, 17th April, 2010 at 8am.

We will be meeting at Orchard Tea Garden at Camphill in Otse at 8.am for breakfast to be followed by a talk on grey and black water re-cycling methods.

There will then be a tour of Camphill to see the greywater re-cycling installations and other Developments.

Family and friends can be brought in for breakfast. Attendance certificate for C.P.D will be given for those attending the talk.

If you are intending to join us, please inform the BIDP Secretary.

For more information please contact, BIDP Secretary at cell 7181 6811 or fax: 397 1181.

Ellen Tshoganetso
Executive Secretary, BIDP

FW: REMINDER-BOCCIM Strategic Review

From: Secretary <bidp@mega.bw> (Botswana Institute of Development Professions)
To: "public relation" <publicrelations@boccim.co.bw>
Date: 09/04/2010 10:48

Please find attached completed questionnaire.

Regards,

Ellen Tshoganetso
Executive Secretary, BIDP

On Thursday 08 Apr 2010 13:04, you wrote:

> Dear Member

>
> BOCCIM strategic review has been scheduled for one and a half days on the
> 15th to 16th April at the Big Five Lodge. We have sent you questionnaire to
> complete, so far we have only received 25.

>
> I would like to plead with you to please complete this questionnaire as it
> will help us produce a workplace plan, prepare for the future and to help
> serve you better.

>
> Please see attached questionnaire to complete and email back to
> publicrelations@boccim.co.bw or fax to 3973142 before 8 April 2010.

>
> Warm regards
> MsTebogo Oletile

-
Botswana Institute of Development Professions



NEEDS ASSESSMENT OF EQs - BOCCIM_AG.doc [ccUdLb].doc

BOCCIM QUESTIONARE TO ASSESS THE NEEDS AND EXPECTATIONS OF MEMBERS.

Pursuant to providing services, advocating and developing products to meet membership needs and expectations, BOCCIM kindly request members to fill in the questionnaire below to enable it to meet such needs and expectations.

1. Name of Company/Organisation - **BIDP**

2. Membership Category/Sector

.....**PROFESSIONAL ORGANISATION**.....

3. Year of Membership of BOCCIM - Current

4. What type of services has your organization/Company accessed from BOCCIM ?
Please tick the appropriate box/boxes:

- | | | |
|--|--------------------------|--------------------------|
| | <input type="checkbox"/> | <input type="checkbox"/> |
| a) Training Services * | | |
| b) Industrial Relation Services | | <input type="checkbox"/> |
| c) Human Resource Management Services * | <input type="checkbox"/> | |
| d) Project Management Services | | <input type="checkbox"/> |
| e) HIV/AIDS Management Services | | <input type="checkbox"/> |
| f) Occupational Safety and Health Services | <input type="checkbox"/> | |
| g) Consulting Services | | <input type="checkbox"/> |
| h) Any Other Services Provided by BOCCIM | | |

5. Are there any services you would want BOCCIM to provide that is not being provided? Pls specify the type of service under each of the following headings:

a) Training Services –.....

b) Industrial Relation Services -

c) Human Resource Management Services

d) Project Management Services

e) HIV/AIDS Management Services.....

f) Occupational Safety and Health Services –

g) Consulting Services

h) Others?

6. What are your expectations regarding advocacy on issues affecting business and employers by BOCCIM?

**WE WOULD LIKE BOCCIM TO PROVIDE A CHANNEL OF COMMUNICATION
BETWEEN OUR ORGANISATION AND GOVERNMENT TO FACILITATE DIALOGUE
ON ISSUES OF COMMON INTEREST**

7. Are there any issues affecting business and employers that BOCCIM have advocated on and also published?

.....**NO**.....

8. Are there issues that members would want BOCCIM to advocate on --

PAYMENT OF CONSULTANTS BY GOVERNMENT

PROCEDURES RELATING TO THE SELECTION OF CONSULTANTS AND
AWARD OF CONTRACTS

ISSUES RELATING TO TENDER PROCEDURE AND AWARD

Quality ASS Services delivered by contractors

9. What services of BOCCIM are you not satisfied with?

.....

10. What needs do you have for which BOCCIM has not been able to meet?

.....

11. Are there any research issues that BOCCIM has conducted for the benefit of members?

.....

12. Are there any issues that you want BOCCIM research into to support business and employers?

.....

13. Are there any publications of BOCCIM for the benefit of members?

.....

14. What are other issues that members want BOCCIM to deal with?

15. Are you satisfied with BOCCIM's representation of members on National Committees, Boards, meetings with Government/Stakeholders etc? –.

Thank you for completing the questionnaire

Executive Director, BOCCIM

To run Linux Debian 5

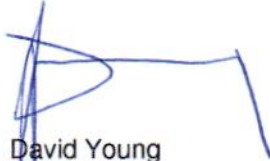
In both cases.

No hidden charges or extra costs.

No adverts or popups.

Please contact us if you need any further information.

Yours faithfully,



David Young
Secretary, BIDP

Cc: Mr Vlug
File

BERNARD HYDE ASSOCIATES

Chartered Architects and Town Planner

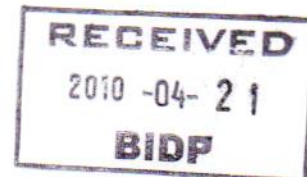
#273 Postnet, P/Bag 003

Mogoditshane, Gaborone

tel. / fax. 3927764

20th April, 2010**BIDP - INNOVATIVE IDEAS COMPETITION**

Title: DEVELOPMENT FOR THE FUTURE

**INTRODUCTION**

Imagine that the whole world can no longer use non-renewable resources. Identify the five things that would affect you most and describe five things that could be done to make life better. You can assume that the existing materials can be recycled or re-used.

PRESENTATION

Describe your ideas using whatever means is most appropriate to develop your thoughts and communicate them to a wider audience. You may use any one medium or make a multi-media presentation. In general, credit will be given to the innovative ideas rather than a creative presentation.

PRIZE

Two prizes will be awarded in each of four categories. Primary School, Junior Secondary School, Senior Secondary School and Tertiary Institutions.

JUDGING

Judging will be carried out by an invited panel appointed by the BIDP Council.

IMPLEMENTATION

1. **Publicity to BIDP membership.** The draft final brief for the innovative ideas competition should be communicated to the entire BIDP membership to invite comments and ideas, attached to the next available newsletter. Approximately one month.
2. **Publicity to educational establishments.** The brief will be reviewed following comments made by the BIDP members and circulated to the Principals of all the schools and tertiary education establishments. Approximately two months.
3. **Publicity generally.** To reach prospective participants directly, the Botswana media will be informed of the competition, including newspapers, radio and TV. This will involve a broader discussion around the topic of the competition. Approximately two months.
4. **Competition duration.** The time available to undertake the competition should be sufficient to allow the entrants to develop their ideas but not so long as to demotivate competitors. The timescale for completing the competition should be four months.
5. **Judging.** The judging should be undertaken as quickly as possible and within one month if possible.
6. **Results.** The results should be announced as soon as possible after the judging. Simultaneously to all entrants including the winners, all educational establishments and the media
7. **Prize Giving.** A special event should be organized with a special guest to give out the prizes and to chair a panel discussion where the winning entrants discuss their ideas. The media should be invited and the event televised. The prize giving should be held within two months of the judging decisions.
8. **Total Implementation Period.** Approximately one year.

Bernard Hyde

MINUTES OF THE 37TH BOCCIM ANNUAL GENERAL MEETING
BOIPUSO HALL (THE PAVILION)
WEDNESDAY 24TH JUNE 2009

BOCCIM PRESIDENT'S MESSAGE TO THE AGM

The BOCCIM President welcomed members to the AGM. He noted that the AGM marked the end of his two years in office as BOCCIM President. The President indicated that the two years had been exciting as he met challenges, but he was delighted to work with men and women of remarkable zeal and energy both at the Secretariat level, the Executive Council and membership level that no challenge was insurmountable. The President also observed that towards the end of 2008, it became evident that the national economy was heading for a challenge due to the world economic crisis. He informed members of the milestones that BOCCIM achieved during his term of office which included among others the initiation of the Private Sector Development Strategy (PSDS), born out of the need for a systematic and coordinated approach to strengthening the private sector participation and the need for a strategy that will guide both the private sector and public sector to utilize existing structures more effectively. Secondly the 10th National Business Conference (NBC) which was an outstanding success, whose theme was "Setting the agenda for Sustainable Economic Growth". The NBC is a platform for big debates that eventually influence government policies. Thirdly, the formation of the BOCCIM Investment Committee whose mandate among other things is to develop the Francistown Trade Fair grounds in partnership with local investment institutions so that we can realize its full potential.

MINUTES OF THE LAST AGM AND MATTERS ARISING

The minutes of the 36th BOCCIM AGM were considered and adopted as a correct record of that meeting.

**ADDRESS BY MR. BLACKIE MAROLE, MANAGING DIRECTOR
DEBSWANA**

The Guest Speaker Mr. Marole expressed appreciation to BOCCIM for inviting him to speak at the AGM. He narrated a story where he attended a funeral in which the Priest told mourners that they had

come to the funeral because they feared that what happened to the deceased could happen to them too. Similarly, Batswana feared that what happened to the US would befall them. On the global economic crisis he informed members that the problem started in the US, where people borrowed more but saved nothing in general. This happened due to the financial sector de-regulation and financial innovation fuelling growth but at the same time causing people to live beyond their means. The problem started in the mid-1980 when US banks developed new financial instruments to increase profits. They combined consumer and housing loans into 'securities' and these were off-balance sheet, so less capital reserves were required as buffer against risk. Many countries followed the example. When house prices escalated rapidly, housing loans were provided at sub-prime rates, any risk was covered by escalating house prices. When house prices started to stagnate, banks were suddenly in trouble and assets were now lower than liabilities. Many clients and thus many banks could not repay their debt. Banks solvency got threatened and interbank lending stopped. There was no liquidity in the market and consumer debt was rapidly escalating. Consumption came to a halt, investment came to a halt and the economy came to a halt. There was a general fall in commodity and stock prices. Job losses were experienced due to the curtailment of production.

3.1 Impact of the Crisis on Botswana

On finance, there was a reduction in credit availability. Stock market prices declined especially in the resource sector. Increased industry debt and decline in FDI.

On Commodity, there was a fall in commodity prices and curtailment of production.

On people, there were staff layoffs, high unemployment and high personal debt followed.

3.2 Botswana's response

Botswana's response was reactive.

Bank of Botswana reduced interest rates in response to external factors (inflation expectations). Government drew down its reserves and started borrowing externally to maintain economic activity. Debswana curtailed production to preserve cash and jobs and to prepare for the upturn.

3.3 What more could Botswana do

Botswana can avoid the mistakes of the US with regard to mortgage lending/borrowing.

Secondly avoid borrowing for consumption but rather encourage borrowing for investment. Thirdly seek to ensure macro –economic stability.

3.4 Opportunities for Botswana

Encourage agricultural production and stimulate creative marketing of tourism. Invest in infrastructure development during this period as input cost will be low.

3.5 What can BOCCIM do?

BOCCIM should encourage and promote entrepreneurship and seek opportunities in the crisis such as food production and power generation.

3.6 What can Labour Unions do?

The Labour Unions should be willing to make a fundamental bargain between the present and the future. They should forgo consumption today in return for higher standards of living in the future.

3.7 Questions and Comments

Question; Is drawing down on reserves indeed an option compared to restraint on the development budget?

Answer; We need to keep the economy going through spending. We need to work on citizen economic empowerment. Maybe money could be put in projects that would add value to the GDP

Question; Can we ease on visas to promote tourism?

Answer; This needs us to work on it, if we are to fight recession through tourism and other forms of trade.

The Japanese Ambassador then raised a concern about the lack of marketing and that infrastructure such as internet is a challenge. He however hoped that the idea of hubs could be helpful if it could work.

Comment

One member raised a concern about banks which entertain borrowing for consumption when they could assist the economy by lending businesses that wanted to do import substitution.

Question; How did laying off sub-contractors help cost reduction in mining?

Answer, We need to ensure that we are also ready incase things improve, we need to maintain a certain level of production at a reduced rate

Question; What is Debswana doing to explore the Chinese market since one of the Ministers from China was in Botswana recently?

Answer ; Efforts are being made to explore alternative markets for our commodities for export

Election of President and Vice President

The meeting was informed that the only candidates for the positions of President and Vice President South were Mr Modiri Mbaakanyi and Mr Thuli Johnson respectively and they were both unopposed.

Mr S. Dada moved that both President and Vice continue, this motion was seconded by several members. Therefore the AGM confirmed the two leaders to continue.

Mr Johnson thanked members for showing confidence in them.

Treasurer's Report

The Treasurer, Mr. Butler Phirie summarized the Financial performance of BOCCIM during 2008. He informed members that the financial report has been audited and was unqualified by the Auditors. The Treasurer then gave highlights of the report indicating that BOCCIM's financial performance has been turnaround from a deficit of P 277 000 in 2007 to a profit of P333 000 in 2008 which is mainly attributed to NBC.

Question; Why was leave pay singled out in the report?

Answer; Members were informed that now there is a requirement that salaries should be unpacked so that everyone can see what it entails. It was explained that this is in accordance with international best practice in accounting.

Question; Last year the NBC contributed significantly to BOCCIM's income, what is the organization going to do to maintain the situation in 2009?

Answer; The Training Department is in the process of getting BOCCIM courses accredited to BOTA so that BOCCIM could increase revenue from this source. Secondly, membership subscriptions will be revised to increase income and the northern Trade Fair will be improved to ensure more income.

Other sources of funding were detailed as being;

- The Non State Actors Fund (NSA) under the EU

The meeting was informed that a contract has been signed between BOCCIM and NSA and that funds will be availed by NSA for capacity building to develop the website and review the High Level Consultative Council (HLCC) and the Local Level Consultative Council (LLCC).

- International Labour Organization (ILO)

The ILO had been approached to provide funding to BOCCIM to do a survey on membership needs assessment.

5.1 Adoption of the Financial Statements for the year ended December

2008

The adoption of the financial statements was moved and seconded thereafter the 2008 Financial Statements were adopted.

Appointment of Auditors

The meeting was informed that the BOCCIM Executive Council recommended the appointment of Deloitte and Touche as Auditors for 2009 financial year. This recommendation was ratified by the AGM.

Announcement of the 2009/2010 BOCCIM Executive Council

The names of the new Council were read to the AGM

Any other Business

The re-elected BOCCIM President, Mr Modiri Mbaakanyi appreciated members and the Executive Council for re-electing him. He assured members that he would work hard to improve BOCCIM. He observed that there was a need to inject new blood into council and implored members to give new people a chance by voting them at their Sector meetings so that they take up positions in the BOCCIM Executive Council. This he said would enable new people to show their talent.

One member observed that the Annual Report did not have anything on the Tourism Sector. BOCCIM Executive Director assured him that next year BOCCIM will ensure that there is a report on the tourism sector

BOCCIM Executive Director thanked the outgoing Council for their support during the course of the year and welcomed the new council.

There being no any other business, the BOCCIM President closed the meeting _____

BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS: REGULATIONS

SECTION 1: FINANCE

1. All cheques and orders drawn upon any Bank Account of the institute shall be signed by the Hon. Treasurer and either the President, Vice-President or Hon. Secretary, or as delegated by Hon. Treasurer.
2. Any withdrawals upon an Institute Building Society Account or authorisation for the sale of any other investment, shall be signed by the Hon. Treasurer and either the President, Vice President or Hon. Secretary, or as delegated by Hon. Treasurer but such withdrawals or sale shall only be made upon a Resolution of the Council to that effect.
3. a) Annual Subscriptions to the Institute shall be paid at the following rates:-
 - (i) Ordinary Members P 200.00
 - (ii) Associate Members P 180.00
 - (iii) Student Members P 100.00
 - (iv) Corporate Members P750.00

4. Re-issuance of BIDP member certificate
4.1 Charge for issue of a new original: P25-00

SECTION II: RULES OF CONDUCT

1. No Member shall conduct himself or herself in such a manner as to prejudice his or her professional status or the reputation of the Institute.
2. No Member shall be connected in any way with any occupation or business which is incompatible with membership of the Institute.

3. It shall be the duty of every Member:

a) when acting for a client whose interests conflict with his or her own to disclose the relevant facts to his or her client;

b) to ensure that neither he or her personally nor any firm or company carrying on Professional Practice which he or she is a partner or director acts for two or more parties with conflicting interests without disclosing the relevant facts to those parties.

4. No Member shall carry on the Professional Practice under the protection of a limited company without the consent of the Council, and such consent shall only be given subject to the following conditions:-

a) That any such company must have a fully paid up share capital of not less than P10,000.00 or P2,500.00 per proprietary director whichever is the greater.

b) That any such company must have a professional indemnity policy giving cover to the company and its employees of not less than P500,000.00 with a voluntary excess not to exceed the paid up share capital of the company.

c) That the combined shareholdings in any such company of persons or bodies whose interest is held wholly or mainly as an investment shall not exceed 25% of the fully paid up share capital; that such combined shareholdings shall not together carry more than 25% of the total voting rights in the company; that none of the shares so held shall be owned directly or indirectly by an incompatible investor; and that none of the shares so held shall be assigned without the consent of the Board of Directors.

d) That any Member requesting such consent shall submit to the Hon. Secretary a copy of the Memorandum and Articles of Association of the Company concerned together with the name of shareholders and their holdings for the approval of Council, and shall if his or her request is granted submit annually to Council a certificate from the Company's auditors to the effect that the Constitution of the company has not changed in any way and that the distribution of shareholdings remained unchanged.

e) Consent, if granted, shall be deemed to be automatically withdrawn upon any changes being made in the constitution or shareholding of the company unless and until such changes have been approved by the Council.

5. Every Member who is a sole principal of a practice or a partner in a firm or a director or a company carrying on Professional Practice shall be held responsible for any contravention of the Regulations committed by any other partner or director or by any Member of the staff of such practice, firm or company; provided that if such sole principal, partner or director as the case may be shall show that he or her has, prior to such contravention, taken all such steps as may be reasonable to ensure that such contravention was not committed he or she may be acquitted of responsibility for such contravention.

6. a) No Member shall in his or her professional capacity accept, otherwise than for the benefit of a client, any trade or other commercial discount or commission from any trader whose business consists in the provision of goods or services used in the construction or maintenance industries.

b) Subject to sub-paragraph (a) hereof, a Member may accept a discount in respect of goods or services ordered by him or her on behalf of a client provided full disclosure is made to the client.

7. No Member shall:

a) offer to provide whether to a prospective client or a third party any gift or favour in money or money's worth designed to secure instructions for work;

b) with the object of securing instructions or supplanting another Member knowingly attempt to compete on the basis of fees and commissions where there is a statutory scale of fees or a scale of fees recommended by the Institute except where Institutional foreign donors are demanding or non-BIDP consultants are offering competition on the basis of fees. Such competition is to be simultaneous, and BIDP consultants are to give a precise definition of the services to be performed for the fee quoted;

c) pay any fee or commission to a third party for the introduction of a client;

d) act or offer to act in any capacity in relation to any matter which is the subject of judicial or quasi-judicial proceedings either on the basis that no charge will be made unless the proceedings are successful or on the basis that the amount of the charge will be related to the degree of success attained.

8. No Member shall solicit instructions for work in any manner whatsoever; provided that this rule shall not apply in the case of a regular client unless the Member knew or ought to have known that the work in question had already been entrusted to another professional advisor.

9. Subject to the Regulations, every Member shall:-

a) keep in one or more bank accounts separate from his or her own, his or her firm's or his or her company's bank account as the case may be, any monies held by or entrusted to him or her, the firm or the company in any capacity other than that of beneficial owner;

b) account at the due time for all monies held as aforesaid, less any legitimate deductions therefrom, to the parties entitled thereto.

10. No Member shall carry on practice under any such name, style or title as to prejudice his or her professional status or the reputation of the Institute.

11. Every Member shall ensure that the form, content and method of publication and distribution of any advertisement, announcement, article, leaflet, brochure or other publicity material of any kind whatsoever published, issued or authorised by him or her are neither misleading to the public nor such as to prejudice his or her professional status or the reputation of the Institute.

12. The use of BIDP crests on site notice boards is restricted to practices operated by Members resident in Botswana, and they may only be used in conjunction with the professional functions represented by BIDP.

March 1996 Revision (Previous revisions November 1991, March 1992)

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OBJECTIVES

MAIKAELELO

The Institute is established in Botswana:

- a) To promote the advancement of and to facilitate the acquisition of that knowledge which constitutes the professions related to development in Botswana.
- b) To promote the general interests of the professions and to maintain and to regulate them in the public interest.
- c) To promote the participation of central and local authority into providing educational institutions in Botswana at Professional and Technical level and to stimulate and encourage the interest and participation of the Batswana people into entering the professions.
- d) To promote the establishment of a professional centre in Gaborone to facilitate the use of common resources in conjunction with the provision of common support services for the professions.
- e) To establish and maintain good relations with other professional bodies in Botswana, to establish links with similar Societies in other countries and to join and support any international bodies concerned with the work of the professions.

ARRANGEMENT OF SECTIONS

SECTION

PART I – Preliminary

1. Short title and commencement
2. Interpretation

PART II – ~~Architect's~~ Registration Council

3. Establishment of Council
4. Seal of Council
5. Membership of Council
6. Institute to elect members
7. Powers and functions of Council
8. Tenure of office
9. Minister's power to appoint members required to be elected
10. Disqualification, removal and resignation
11. Filling of vacancies
12. Alternate and co-opted members
13. Committees of Council
14. Election of Chairperson and Vice Chairperson
15. Meetings of Council
16. Meetings of committees of Council
17. Disclosure of interest
18. Validity of decisions and acts of Council
19. Reports to the Minister

PART III – Registrar, Register and Registration

20. Registrar
21. Register
22. Qualification for registration
23. Procedure for registration
24. Temporary registration
25. Certificate of registration
26. Refusal to register
27. Suspension of registration
28. Removal from the register
29. Appeal against refusal to register, etc.
30. Return of registration certificate to Registrar
31. Appeal against refusal to register, etc.
32. Return of registration certificate to Registrar
33. Register to be prima facie evidence
34. Offences in connection with the register.

PART IV – Disciplinary and other Inquiry

- 35. Inquiries by Council
- 36. Disregard of summons, etc.
- 37. Powers of Council at inquiry
- 38. Disciplinary powers of Council
- 39. Architect becoming unfit to practice
- 40. Appeal against decision of Council at inquiry
- 41. Publication of outcome of proceedings.

PART V – Financial Provisions

- 42. Revenues of Council
- 43. Financial year
- 44. Accounts and audit
- 45. Annual report

PART VI – General

- 46. Indemnity
- 47. Transitional provisions
- 48. Effect of registration
- 49. Offence and penalty
- 50. Exemptions
- 51. Regulations.

An Act to establish the Quantity Surveyor's Registration Board; to provide for the registration of quantity surveyors; to provide for the regulation of the practice of quantity surveying and for matters incidental thereto.

PART I – Preliminary

1. This Act may be cited as the Quantity Surveyors' Registration Act 2009 and shall come into operation on such date as the Minister may, by Order appoint.
2. In this Act, unless the context otherwise requires - "quantity surveyor" means a person who is registered as a quantity surveyor under section 24; "committee" means a committee of the Board; "Board" means the Quantity Surveyor's Registration Board established under section 3; "Chairperson" means the Chairperson of the Board; "member" means a member of the Board; "register" means the register of quantity surveyors established and maintained under section 22; and "Institute" means a body registered under Societies Chapter 18:01, which adequately demonstrates to the Minister that it is representative of the majority of quantity surveyors practicing in Botswana at any given time.

Part II – Quantity Surveyor's Registration Board

3. (1) There is hereby established a Board to be known as the Quantity Surveyor's Registration Board.
(2) The Board shall be a body corporate with perpetual succession and a common seal, capable of suing and being sued in its own name and, subject to the provisions of the Act, of performing such acts as bodies corporate may by law perform.
4. (1) The seal of the Board shall be such device as may be determined by the Board and shall be kept by the Secretary of the Board thereof.
(2) The affixing of the seal shall be authenticated by the Chairperson or Vice Chairperson and the Secretary or any other person authorized in that behalf by a resolution of the Board.
(3) Any contract or instrument which, if entered into or executed by a person not being a body corporate would not be required to be under seal, may be entered into or executed without seal on behalf of the Board by the Secretary or any other person generally or specifically authorized by the Board in that behalf.

5. (1) The Board shall consist of nine members who shall be citizens of Botswana and resident in Botswana.
- (2) Without prejudice to the generality of subsection (1) the Board shall consist of the following members –
- (a) one person eligible for registration under the Act, appointed by the Minister;
 - (b) One person from outside the profession of quantity surveying, appointed by the Minister;
 - (b) the Director of the Department of Building and Engineering Services or his or her nominated representative, who shall be an ex-officio member;
 - (d) five persons eligible for registration under the Act, elected by the Institute, of whom at least three shall be from the private sector; and
 - (e) one professional in the employ of a property development firm or parastatal, appointed by the Minister.
- (3) The members shall elect a Chairperson and Vice Chairperson in accordance with section 14
- (4) The Minister shall cause the appointment of the members to be published by notice in the Gazette.
6. The Institute shall, within three months of the coming into force of this Act, elect members to the Board in accordance with section 5 (2) (d), and, thereafter, within one month of the expiry of the member's tenure of office.
7. (1) The Board shall regulate the activities and conduct of registered quantity surveyors in accordance with the function and powers conferred upon it by the Act.
- (2) Without prejudice to the generality of subsection (1), the Board shall–
- (a) protect the interests of members of the public in any dealings which such members of the public may have with registered quantity surveyors;
 - (b) maintain the integrity, improve the standards, and the professional qualifications of quantity surveyors;
 - (c) encourage research by quantity surveyors into matters relating to the profession of quantity surveying;
 - (d) give advice to persons intending to become quantity surveyors;
 - (e) finance, print or circulate publications relating to the profession of quantity surveying.
 - (f) make recommendations to the Minister for further development of the profession of quantity surveying
 - (g) authorize the Registrar to appoint, on behalf of the Board, temporary staff at such remuneration and the Board may determine; and
 - (h) generally do all such things as, in the opinion of the Board are necessary for the better performance of the functions of the Board.

8. (1) A member shall hold office, in the case of an –
(a) appointed member, for such period, not exceeding three years, as may be specified in the notice appointing him or her; and
(b) elected member, for a period of two years:

Provided that –

- i. a member elected immediately after the commencement of this Act shall hold office for a period of one year, and
- ii. on the expiry of his or her term of office he or she shall continue to hold office until a successor has been elected or a period of three months has elapsed, whichever occurs first.

(2) Notwithstanding the provisions of subsection (1), the Chairperson shall hold office for period of 3 years.

(3) A member whose term of office expires shall be eligible for re-appointment or re-election, as the case may be, as a member.

9. (1) The Minister shall appoint a member where the Institute^o fails, neglects or refuses to elect a member –

(a) within 21 days of notification by the Minister to elect a member, in accordance with section 5 (2) (d); or

(b) within the period referred to in section 11 (1) to fill a vacancy in terms thereof.

(2) A member appointed under –

(a) subsection (1)(a) shall hold office for such a period, not exceeding two years, as the Minister may determine; and

(b) subsection (1) (b) shall hold office in accordance with section 11, and shall be deemed to have been duly elected to the Board.

10. (1) No person shall be appointed or elected as a member or be qualified to continue to hold office as a member who has –

(a) in terms of a law in force in any country –

(i) been adjudged or otherwise declared bankrupt or insolvent and has not been discharged.

(ii) made an assignment, arrangement or composition with his or her creditors, which has not been rescinded or set aside; or

(b) within a period of ten years immediately preceding the date of his or her proposed appointment, been convicted –

(i) in Botswana, of a criminal offence,

(ii) outside Botswana, of an offence which if committed in Botswana, would have been a criminal offence, and sentenced by a court of competent jurisdiction to imprisonment for six months or more without the option of a fine, whether that sentence has been suspended or not, and for which he or she has not received a free pardon.

(2) The Board may, by notice in writing, remove a member from office where the member –

(a) is absent without reasonable cause from three consecutive meetings of the Board of which he or she has had notice;

(b) is inefficient;

(c) has been found to be physically or mentally incapable of performing his or her duties efficiently, and his or her medical doctor has issued a certificate to that effect;

(d) contravenes a provision of this Act or otherwise misconducts himself or herself to the detriment of the objectives of the Board; or

(e) has failed to comply with the provisions of section 17.

(3) A member may resign from office by giving 30 days notice in writing to the Chairperson.

(4) the office of a member shall become vacant after –

(a) a period of 30 days from the date a ruling against the member is made on all appeals made in respect of charges leveled against him or her under subsection (1) (b);

(b) a period of 30 days has elapsed from the date the member has given notice in writing to the Chairperson under subsection (3), of his or her intention to resign;

(c) a period of 30 days has elapsed from the date the member is given notice in writing by the Chairperson to vacate office; or

(d) the member is summarily dismissed by the Board on the grounds of contravening a provision of this Act or for misconduct under subsection (2) (d).

(5) For purposes of subsection (2), "misconduct" includes any act done without reasonable excuse by a member which –

(a) amounts to failure to perform in a proper manner any duty imposed on him or her as a member;

(b) is prejudicial to the efficient conduct of the Board; or

(c) tends to bring the Board into disrepute.

11. (1) The Institute shall, on being notified by the Board in writing of a death or vacation of office of an elected member, elect, within such period as may be specified in the notice, being not less than 60 days from the date of the notification, a member to fill the vacancy, and the member so elected shall hold office for the remainder of the period for which the former member would, but for his or her death or the vacation of his or office, have continued in office.

(2) On the death or vacation of office of an appointed member, the Minister shall appoint another person to fill the vacancy.

(3) Subsections (1) and (2) shall not apply where the remainder of the period for which the member whose office has been vacated would otherwise have held office is less than six months.

12. (1) The Minister shall nominate an alternate member for every appointed member and any such alternate member shall attend and take part in the proceedings of the Board whenever the member to whom he or she is alternate is absent from such meeting.

(2) The Board may co-opt a quantity surveyor to fill a vacancy –

(a) arising from the absence of a member who has been granted leave of absence by the Board; or

Which
Institute?
What does
the Institute
do in the
ex. director
& constitution
of the
Board?

Ref. 2
section
definition
of Institute

(b) where the Institute is not called upon to fill a vacancy in accordance with section 11 (1)

(3) The provisions of sections 9 (2), 10 and 11 shall with the necessary modifications, apply in respect of a member nominated or co-opted under subsections (1) and (2).

13. (1) The Board may appoint such committees as it considers appropriate, consisting of its members or other suitably qualified persons.

(2) The Board may delegate any of its powers, functions or duties under this Act, to a committee appointed under subsection (1).

14. (1) At the first meeting of the Board, the members shall elect, from among their member,

(a) a Chairperson, and

(b) a Vice Chairperson who shall hold office for such period, being not less than 12 months, as the Board may from time to time determine unless he or she ceases to be a member;

(2) On the expiry of the term of office of the Chairperson or Vice Chairperson or where the Chairperson or Vice Chairperson vacates his or her office as such, a new Chairperson or Vice Chairperson shall be elected by the members from among their number at the next meeting of the Board or as soon thereafter as may be convenient.

(3) The Chairperson or Vice Chairperson may vacate his or her office as such even though he or she remains a member.

(4) The Vice Chairperson shall, whenever the Chairperson is absent or unable to carry out his or her functions, exercise the functions of the Chairperson during the period that the Chairperson is absent or unable to act as Chairperson.

15. (1) Subject to the provisions of this Act, the Board shall regulate its own proceedings.

(2) The Board shall hold its first meeting on such date and at such place as the Minister may fix and thereafter the Board shall meet at least three times in a year for the transaction of business.

(3) Upon giving notice in writing of not less than 14 days, a meeting of the Board may be called by the Chairperson and shall be called if not less than one half of the members so request in writing.

(4) Where the urgency of any particular matter does not permit the giving of notice in accordance with subparagraph (3), a special meeting may be called upon giving a shorter notice.

(5) The quorum at any meeting of the Board shall be five members

(6) There shall preside, at any meeting of the Board –

(a) the Chairperson;

(b) in the absence of the Chairperson, the Vice Chairperson; or

(c) in the absence of the Chairperson and Vice Chairperson, such member as the members present may elect from among their number for the purposes of the meeting.

- (7) A decision of the Board on any question shall be by a majority of the members present and voting at the meeting and, in the event of an equality of votes, the person presiding shall have a casting vote in addition to that person's deliberative vote.
- (8) The Board may invite any person whose presence it considers necessary, to attend and participate in the deliberation of a meeting of the Board, but such person shall have no vote.
16. (1) The Chairperson or a Chairperson of a committee may at any time convene a meeting of the committee.
- (2) At any meeting of a committee the majority of members of the committee or such other number as may be fixed by the Board in any particular case shall form a quorum.
- (3) A member of a committee shall be paid out of the funds of the Board, such remuneration and allowances, if any, as the Board may determine.
- (4) Any reference in this Act to the Board or to the Chairperson of the Board in relation to the exercise of any power which the Board has assigned to a committee shall be construed as including a reference to that committee or to the Chairperson of that committee as the case may be.
17. (1) Where a member is present at a meeting of the Board or any committee, at which meeting a matter which is the subject of consideration is one in which he or she is directly or indirectly interested in a private capacity, the member shall, as soon as practicable after the commencement of the meeting, disclose such interest and shall not, unless the Board otherwise directs, take part in any consideration or discussion of, or vote on any question touching upon, such matter.
- (2) A disclosure of interest made in accordance with subsection (1) shall be recorded in the minutes of the meeting at which it is made.
- (3) Where a member fails to disclose his or her interest in accordance with subsection (1) and a decision by the Board is made benefitting such member, such decision shall be null and void.
- (4) A member who contravenes subsection (1) shall be guilty of an offence and liable to a fine not exceeding P2000,00 or to imprisonment for a term not exceeding four months or to both.
18. A decision or act of the Board done under the authority of the Board shall not be invalid by reason only of the fact that –
- (a) the Board did not consist of the full number of members for which provision is made under section 5
- (b) the various members did not have the qualifications prescribed under section 5; or
- (c) a disqualified person acted as a member of the Board.
19. (1) The Chairperson shall from time to time submit, to the Minister, reports with regard to matters relating to the activities of the Board which, in the opinion of the Board, should be brought to the notice of the Minister.
- (2) The Board shall, when so requested by the Minister, furnish him or her with advice on matters in connection with the profession of quantity

surveying or cognate matters and shall communicate, to the Minister, information acquired by it in the course of its duties on matters regarded by it as being of public importance.

20. A member shall be paid, out of the funds of the Board, such remuneration and allowance, if any, as the Board may from time to time determine.

PART III – Registrar, Register and Registration

21. (1) The Board shall appoint a Registrar of Quantity Surveyors and may also appoint one or more Assistant Registrars on such terms and conditions as the Board may determine.

(2) No person shall be appointed as Registrar unless the person holds such qualifications and has such experience as the Board may determine.

(3) The Assistant Registrar shall, where the Registrar is absent or unable to carry out any of the function under this Act, exercise, during the period that the Registrar is so absent or unable to act, such functions of the Registrar as the Chairperson may assign to him or her.

22. (1) Subject to the provision of this Act, the Board shall establish and maintain a register of quantity surveyors.

(2) The register shall be kept at the offices of the Board and shall be open to inspection during office hours to any member of the public upon payment of such fee as may be prescribed.

(3) The Registrar shall –

(a) keep the register in such form as may be prescribed;

(b) enter in the register in relation to a quantity surveyor –

(i) his or her name,

(ii) his or her address,

(iii) his or her qualifications,

(iv) his or her date of first registration, and

(v) such other particulars as the Board may from time to time determine;

(c) make in the register any necessary alterations to the particulars referred to under paragraph (b);

(d) remove, from the register, the name of a quantity surveyor who dies or ceases to practice as a quantity surveyor;

(e) when required to do so under this Act or in pursuance of an order of a court –

(i) register a quantity surveyor or suspend, from practice, a quantity surveyor, and

(ii) remove, from the register, the name of a quantity surveyor;

(f) be the Secretary of the Board and of every committee of the Board;

(g) on the instructions of the Chairperson, convene meetings of the Board or committee of the Board;

(h) maintain records and minute of meetings convened under paragraph (g)

(i) appoint, after consultation with the Board, such other staff of the Board as the Board considers it necessary;

- (j) carry out any other duties assigned to him or her by the Board; and
- (k) cause to be published by notice in the Gazette, at the beginning of each year in January, a list containing the names, addresses and qualifications of all registered quantity surveyors whose names appear in the register for the first time since the start of the previous year.

23. The following shall qualify for registration, namely a person who –

(a) (i) has a university degree in quantity surveying or such equivalent qualification as may be prescribed by the Board;

(ii) has performed the work of a quantity surveyor under the direction and control of, and in the same office as a quantity surveyor, for such period as may be prescribed by the Council, and

(iii) has passed an examination prescribed by the Board or any examination recognized by the Board as being equivalent to one so prescribed;

(b) has, for such period as is prescribed by the Board, performed –

(i) the work of a quantity surveyor under the direction and control of, and in the same office as, a quantity surveyor,

(ii) quantity surveying work which in the opinion of the Board is of sufficient variety and of a satisfactory nature and standard for the purposes of registration as a quantity surveyor

(iii) has passed an examination prescribed by the Board or any examination recognized by the Board as being equivalent to one so prescribed; or

(c) for a minimum period of two years immediately before the coming into force of this Act, was a duly registered and paid-up member of the Institute.

24. (1) A person may apply in such form as may be prescribed to the Registrar to be registered as a quantity surveyor, and shall submit with his or her application –

(a) a certificate of any qualification on which he or she relies for registration or a certified copy thereof and where the certificate is not in English, a certified translation thereof;

(b) such evidence of identity and such other evidence or information as may be required by the Board; and

(c) such fee as may be prescribed by the Board.

(2) The Registrar may require a statement made in connection with an application under subsection (1), to be supported by a solemn declaration.

(3) Where the Registrar is satisfied that an applicant has satisfied the conditions specified in subsection (1), he or she shall refer the application and any report he or she may make thereon to the Board.

(4) An application made under subsection (1) by a person referred to in section 23(b) shall be lodged with the Registrar within six months of the coming into force of this Act or within such further period as the Board may allow.

(5) The Board shall direct the Registrar to register an applicant where it is satisfied that the applicant meets the requirements under section 23.

25. (1) the Board may, on application in such form as may be prescribed, by a person –

- (a) who is not ordinarily resident in Botswana;
- (b) who intends to be present in Botswana in the capacity of a quantity surveyor for the express purpose of carrying out specific work for which he or she has been engaged;
- (c) who, immediately before entering Botswana, was in practice as a quantity surveyor in such capacity as to satisfy the Board of his or her fitness to serve the public as a quantity surveyor; and
- (d) after payment of such fee as may be prescribed by the Board, direct that the person be registered either for period not exceeding one year or for the duration of the specified work.

(2) The Board may require an applicant under subsection (1) to appear before the Board for the purpose of facilitating consideration of the application, including furnishing the Board with documentary evidence of his or her work or employment immediately prior to his or her entering Botswana.

(3) Registration under this section shall be for the duration of specified work and be subject to such conditions as the Board may determine.

(4) A person registered under this section shall, in relation to the period or the work specified, and to things done or omitted in respect thereof, be treated as registered under this Act but, in relation to other matters, shall be treated as not registered.

26. (1) Where the Registrar registers a quantity surveyor, he or she shall issue to the quantity surveyor, a certificate of registration in such form as may be prescribed by the Board.

(2) On application by a quantity surveyor, the Registrar may issue, to the quantity surveyor a duplicate of his or her certificate of registration –

- (a) where the Registrar is satisfied as to the identity of the quantity surveyor;
- (b) on production by the quantity surveyor of an affidavit certifying that the certificate of registration has been lost or destroyed; and
- (c) on payment by the quantity surveyor of the appropriate fee if any, prescribed by the Board.

27. (1) The Board shall refuse the registration of an applicant where it is satisfied that the applicant –

- (a) has at any time, whether within or outside Botswana -
 - (i) been removed from an office of trust on account of improper conduct, or
 - (ii) been convicted of extortion, bribery, fraud, forgery or uttering a forged document or perjury and sentenced in respect thereof to imprisonment without the option of a fine; or
- (b) notwithstanding that he or she is otherwise qualified, is not a fit person to be registered by reason of -
 - (i) his or her mental health
 - (ii) the fact that he or she is not of good character or reputation, or
 - (iii) any conduct of his or hers which, if he or she had been registered, would have constituted improper or disgraceful conduct to the

profession of quantity surveying.

(2) The Board shall, before refusing registration under subsection (1), hold an inquiry under Part IV, and the provision of this Part shall, with the necessary modifications, apply as if the applicant were registered.

28. (1) The Board may suspend the registration of a quantity surveyor where an inquiry under Part IV has found the quantity surveyor guilty of any allegation referred to in section 35 or 38

(2) A quantity surveyor who has been suspended in accordance with subsection (1) shall be disqualified from performing the work of a quantity surveyor and his or her registration shall be deemed to be cancelled until the period of suspension has expired.

29. (1) The Board shall order the removal from the register of -

(a) the name of a quantity surveyor who -

(i) has failed to notify the Registrar of his or her present address, within 6 months of a notice being sent to him or her by registered letter by the Registrar requesting him or her to so notify the Registrar; Provided that where such registered letter is returned to the Registrar by reason of it being unclaimed or for any other reason, the Board may, as soon as practicable direct that the name of the quantity surveyor be removed from the register,

(ii) has requested that his or her name be removed from the register and has lodged an affidavit stating that no disciplinary inquiry under Part IV or criminal proceedings are being or are likely to be instituted against him or her in connection with his or her practice of quantity surveying, or

(iii) has been found guilty by an inquiry under Part IV; or

(b) any entry which is proved, to the satisfaction of the Board, to have been made in error or through fraudulent representation or concealment of material facts or in circumstances not authorized by the Act.

(2) The Registrar shall remove, from the register, the name of a quantity surveyor who the Board has, in accordance with subsection (1), directed that his or her name be removed.

(3) Where the Registrar removes, from the register, the name of a quantity surveyor or enters, in the register, the suspension of a quantity surveyor, he or she shall -

(a) enter, in the register, a record of the reasons therefor; and

(b) notify the quantity surveyor in writing of the reasons therefor.

(4) A certificate of registration issued to a quantity surveyor whose name has been removed from the register in terms of this section shall be deemed to have been cancelled on the date of the removal and the quantity surveyor shall be deemed not to be registered with effect from that date.

30. Where the name of a quantity surveyor has been removed from the register or the registration of a quantity surveyor has been suspended, the Board may, either of its own volition, or on the application of the quantity surveyor concerned made in such form as may be prescribed, and after holding such inquiry as the Board may consider necessary,

direct that the name of the quantity surveyor be restored to the register.

31. A person aggrieved by a decision of the Board to -

- (a) refuse to register him or her as a quantity surveyor;
- (b) suspend his or her registration; or
- (c) remove his or her name from the register,

May, after giving written notice of his or her intention appeal to the Board, and within 30 days of the date on which notice is given to him or her by the Registrar of the refusal, suspension or removal appeal to the High Court.

32. (1) A quantity surveyor whose name has been removed from the register under section 29 shall return, by registered letter to the Registrar, his or her certificate of registration within 30 days of the date upon which he or she is directed in writing by the Registrar to do so.

(2) A person who refuses to return a certificate of registration in contravention of subsection (1) shall be guilty of an offence and liable to a fine not exceeding P2000,00 or to imprisonment for a term not exceeding four months, or to both.

33. (1) The register shall be prima facie evidence of the matters set out therein.

(2) Notwithstanding the generality of subsection (1), a certificate purporting to be signed by the Registrar to the effect that: -

- (a) the name of a person does not appear in the register shall be prima facie evidence that the person is not a quantity surveyor;
- (b) the name of a person appears in the register shall be prima facie evidence that the person is a quantity surveyor; or
- (c) a quantity surveyor has been suspended from practice as such for the period specified in the register shall be prima facie evidence that the person has been suspended from practice for the period.

(3) A copy of an entry in the register, a document in the custody of the Registrar or an extract from the register or from any document purporting to be certified by the Registrar, shall be admitted in evidence in all courts without further proof or production of the original.

34. Any person who -

- (a) makes or causes to be made an unauthorized entry, alteration or deletion in the register;
- (b) procures or attempts to procure for himself or herself or another person, registration or a certificate of registration by means of fraud, false pretence or concealment of a material fact;
- (c) makes or causes to be made in connection with an application for registration, a false declaration in a document used for the purpose of establishing his or her identity;
- (d) willfully destroys or renders illegible an entry in the register;
- (e) without the permission of the holder, willfully destroys or render illegible a certificate of registration; or
- (f) forges or utters, knowing the same to be forged, a document purporting to be a certificate of registration,

Shall be guilty of an offence and liable to a fine not exceeding P3000,00 or to

imprisonment for a term not exceeding six months or to both.

PART IV – *Disciplinary and other Inquiry*

35. (1) Subject to the provision of this Act, the Board may hold an inquiry into any allegation made in writing by a member of the public –

- (a) that a quantity surveyor has acted or omitted to act, and the act or omission amounts to improper or disgraceful conduct; or
- (b) in respect of matters referred to in section 39.

(2) The Board shall cause to be sent, to a quantity surveyor against whom an allegation has been made under subsection (1), a registered letter to his or her address as shown in the register, containing a notice setting out the allegation against him or her and Board shall afford the quantity surveyor an opportunity to be heard either by himself or herself or by a legal representative.

(3) The Board shall invite and have present, during its deliberation under this section, a legal practitioner of their choice, to render legal advice to the Board, during the course of an inquiry under this Part.

(4) For the purposes of an inquiry under this section, the Board shall –

- (a) administer oaths;
- (b) summon persons to attend and give evidence; and
- (c) order the production of documents.

(5) All summonses and orders issued under the hand of the Chairperson or Vice Chairperson shall be deemed to be issued by the Board.

(6) The Chairperson, or in his or her absence the Vice Chairperson, shall record or cause to be recorded a summary of any oral evidence given at an inquiry under this section.

(7) Subject to the provisions of the Act, the Board shall regulate its own procedure at an inquiry held under this Part:

Provided that all parties having an interest in the inquiry shall be advised by the Board of the form of the procedure of such inquiry.

36. (1) A person to whom a summons or order is served, who –

- (a) refuses or omits, without sufficient cause, to attend at the time and place mentioned in the summons;
- (b) refuses, without sufficient cause, to answer fully and satisfactorily, question put to him or her by or with the concurrence of the Board; or
- (c) refuses or omits, without sufficient cause, to produce any document in his or her possession or under his or her control,

Shall be guilty of an offence and liable to a fine not exceeding P1000,00 or to imprisonment for a term not exceeding two months or to both.

(2) A person giving evidence before an inquiry under this Part shall, in respect of evidence given by him or her or documents produced by him or her, be entitled to all the privileges to which he or she would be entitled as a witness before the High Court.

37. (1) The Board may, where it finds a quantity surveyor guilty of any allegation made under section 35 –

- (a) order the Registrar to remove, from the register the name of the quantity surveyor;
- (b) order the suspension of the quantity surveyor for a specified period, from performing the work of a quantity surveyor;
- (c) impose, on the quantity surveyor, such conditions as it considers appropriate;
- (d) order the quantity surveyor to pay such fine as the Board may determine
- (e) order the quantity surveyor to pay any costs or expenses of, and incidental to, the inquiry; or
- (f) caution, in writing, the quantity surveyor and set conditions for the conduct of the quantity surveyor's business, that he or she comply with for a period not exceeding three years.

(2) The Board may, after giving reasonable notice in writing to a quantity surveyor take further action against the quantity surveyor where he or she has not complied with an order under subsection (1) (b), (d), (e) or (f).

(3) An inquiry held under this Part shall be deemed to be a judicial proceeding.

38. The Board may institute an inquiry, under this Part, into the conduct of a quantity surveyor where –

- (a) the quantity surveyor has been convicted of an offence within or outside Botswana, whether before or after the date of registration; and
- (b) the Board is of the opinion that the offence under paragraph (a) constitutes improper or disgraceful conduct.

39. (1) Where it is alleged, under section 35, that a quantity surveyor has become mentally disabled to such an extent that it would be contrary to the public interest to allow the quantity surveyor to continue to practice, the Board shall –

- (a) call for information regarding the allegation;
- (b) cause such investigation to be made as it thinks necessary; and
- (c) seek such legal advice or other assistance as it may require.

(2) The provisions of section 35, 36 and 37 shall, with the necessary modification, apply to a quantity surveyor referred to under subsection (1).

40. (1) A quantity surveyor aggrieved by a decision of the Board at an inquiry under this Part may, within 30 days of the date of the decision, appeal to the High Court.

(2) A person aggrieved by a decision of the Board at an inquiry refusing to remove the name of a quantity surveyor from the register, or to suspend a quantity surveyor may, within 30 days of the date of the decision, appeal to the High Court against such decision.

(3) the High Court may, on hearing an appeal in terms of subsection (1) –

- (a) confirm, vary or set aside any decision of the Board; or
- (b) remit the matter to the Board for a further consideration and may make such other orders as to costs as it considers appropriate.

41. (1) Where the Registrar is directed by the Board, he or she shall cause to be published by notice in the Gazette, the name of any quantity surveyor whose name has been removed or who has been suspended from practice under this Part.
- (2) A notice published in accordance with subsection (1) shall be prima facie evidence that the name of a quantity surveyor specified in the notice has been removed or the quantity surveyor so specified has been suspended from practice for the period specified in such notice.

PART V – *Financial Provisions*

42. (1) The revenues of the Board shall consist of—
- (a) fees that the Board may charge for services it may render;
 - (b) levies that the Board may charge quantity surveyors;
 - (c) grants and donations that the Board may receive;
 - (d) annual membership subscriptions;
 - (e) income that the Board may receive from rental or sale of and, building or published materials.
- (2) the Board shall use the funds acquired under subsection (1) to meet the costs incurred in its operation and shall use any surplus accrued for such purpose as it may determine.
43. The financial year of the Board shall be a period of 12 months ending on 31st of December of every year.
44. (1) The Board shall keep and maintain proper books of accounts and records of accounts in respect of every financial year relating to the assets, liabilities, income and expenditure of the Board, and shall prepare, in each financial year, a statement of such accounts.
- (2) The accounts of the Board in respect of each financial year shall, within three months of the end thereof, be audited by an auditor appointed by the Board
- (3) An auditor appointed under subsection (1) shall report in respect of the accounts for each financial year, in addition to any other matter on which the auditor considers it necessary to comment on, whether or not—
- (a) the auditor has received all information and explanation which, to the best of the auditor's knowledge and belief, were necessary for the performance of the auditor's duties;
 - (b) the accounts and related records of the Board have been properly kept;
 - (c) the Board has complied with all the financial provisions of this Act with which it is the duty of the Board to comply; and
 - (d) the statement of accounts prepared by the Board was prepared on a basis consistent with that of the preceding year and represents a true and fair view of the transactions and financial affairs of the Board.
- (4) The report of the auditor and a copy of the audited accounts shall, within 14 days of the completion thereof, be forwarded to the Board by the auditor.

45. The Board shall, within a period of six months of the end of the financial year, submit, to the Minister, a comprehensive report on the operations of the Board during that year, together with the auditor's report and the accounts audited under section 44.

PART VI - General

46. No matter or thing done or omitted to be done by a member or staff of the Board shall, if the matter or thing is done or omitted to be done bona fide in the course of the operations of the Board, render a member or staff personally liable to an action, claim or demand.
47. The Minister may, by Order published in the Gazette, make such transitional arrangements as shall be necessary for the establishment of the Board.
48. Every person whose name has been entered in the register as a quantity surveyor shall, as long as his or her name remains of the register, be entitled to adopt and use the word and title "Quantity Surveyor" or "Registered Quantity Surveyor" or such other style or title as may be approved by the Board, and to offer his or her services to the public for gain or reward based on fee scales provided in the fee tariffs and such accepted fees as may be prescribed by the Board.
49. (1) Any person who is not a quantity surveyor who –
- (a) performs the work of a quantity surveyor for gain;
 - (b) practices or carries on business under any name or style which contains the title "Quantity Surveyor" or "Cost Engineer";
 - (c) uses by way of advertisement, description, document, drawing or other means, any name, title, addition, description, letters, motor, emblem, symbol, badge, seal or other insignia which indicates or is calculated to lead persons to assume that he or she is a quantity surveyor;
 - (d) pretends or by any means whatsoever, holds himself or herself out to be a quantity surveyor;
- Shall be guilty of an offence.
- (2) A quantity surveyor who knowingly employs or engages in the capacity of a quantity surveyor any person who was registered and –
- (a) whose name has been removed from the register and has not been restored; or
 - (b) who has been suspended from practice in terms of this Act, during the period of suspension, save with the prior written consent of the Board, which consent may be given for such period and subject to such conditions as the Board may determine,
- Shall be guilty of an offence.
- (3) A person convicted of an offence under subsection (1) and (2) shall be liable on a first conviction to a fine not exceeding P5000,00 or to imprisonment for a term not exceeding ten months or to both and, on a second or subsequent conviction, or a fine not exceeding P10000,00 or to

imprisonment for term not exceeding two years or to both.

(4) For the purpose of subsection (1), a person shall be deemed to be performing the work of a quantity surveyor for gain if he or she or a partnership of which he or she is a member or an employee including a director in relation to a company –

(a) performs the work of a quantity surveyor for or in expectation of a fee, gain or reward, direct or indirect to himself or herself or to any other person; or

(b) holds himself or herself out as prepared in expectation of a fee, gain or reward, direct or indirect to himself or herself or to any other person, to perform the work of a quantity surveyor.

50. Without prejudice to the generality of section 49, it shall be lawful for –

(a) a person who is –

(i) in the bona fide employment of a quantity surveyor, to perform the work of a quantity surveyor under the direction and control of such quantity surveyor, or

(ii) engaged by a quantity surveyor to provide a specific service for such quantity surveyor, to perform, in accordance with the instruction of such quantity surveyor, the work of a quantity surveyor, other than the signing of payment certificates, signing off of cost reports, estimates, bills of quantities and final accounts.

(b) a body corporate, firm or partnership which carries on business which involves the performance of the work of a quantity surveyor, to perform the work of a quantity surveyor or to describe or hold itself out to be a quantity surveyor where –

(i) the business of the body corporate, firm or partnership in so far as it relates to the work of a quantity surveyor is under the direct control and management of a principal who is a quantity surveyor and who does not act at the same time in a similar capacity for any other body corporate, firm or partnership domiciled in Botswana, or

(ii) the business referred to in subparagraph (i) is carried on and is not personally conducted by the said principal, such business is being conducted under the direction of the said principal by a subordinate who is a quantity surveyor; or

(c) a person in the bona fide employment of a body corporate, firm or partnership referred to under paragraph (b) to perform the work of a quantity surveyor under the direction and control of a principal or subordinate referred to under paragraph (b).

(2) It shall be a defence to any charge of contravening subsection (1) (a) for a person to show that he or she performed the work of a quantity surveyor for his or her employer whilst in the bona fide full time employment of his or her employer and that –

(a) his or her remuneration was by way of a wage or salary and not a fee or commission; and

(b) he or she was not employed solely to undertake quantity surveying work

in whole or in part for a particular project, building or buildings or additions thereto.

51. (1) The Minister may make regulations prescribing anything under this Act which is to be prescribed or which is necessary or convenient to be prescribed for the better carrying out of the objects and purposes of this Act, or to give force and effect to its provisions.

(2) Without prejudice to the generality of the subsection (1), regulations may provide for –

- (a) the fees and fines to be paid under the Act;
- (b) the determination and regulation of the professional conduct and ethics of quantity surveyors;
- (b) the establishment and administration of a fidelity fund; and
- (d) the establishment of a tariff of fees for the provision of services of quantity surveyors.

(3) The Board may, in consultation with the Minister, make regulations prescribing –


- (a) the conduct of business of the Board;
- (b) the procedure to be followed at an inquiry under this Act;
- (b) the issuing of certificates;
- (d) the forms to be used under the Act;
- (e) the exemption of any person from all or any provision of the Act; and
- (f) the holding of the examination of any person wishing to apply under section 23(a).



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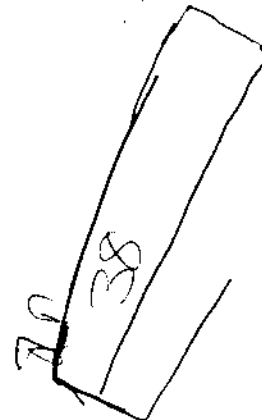
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BIDP NEWSLETTER

JUNE 2010

Council news

BIDP Council members:

A Groth	President
D Nyekele	Vice President
G Vlug	Treasurer
D Young	Secretary
E Dondofema	Member (2 years)
L Hutchings	Member (2 years)
S Ngwato	Member (1 year)
S Mathe	Member (1 year)
U Soderstrom	Member
B Hyde	Member
P Lyamuya	Member

BIDP on-line directory.

We have received a number of quotations from web designers and intend to interview these in the near future so that our web site can be revised and developed to include an on-line Directory. Access to draft forms of contract and other publications will also be updated.

Events

A guided tour of Orchard Tea Garden at Camphill was held on 17th April, 2010, followed by a talk on grey and black water re-cycling methods.

A guided site visit of the development to RDC Property new building at CBD will be on Friday, 6th August, 2010.

BIDP will also be visiting SADC new building after their official opening sometime in August.

Association of Electrical and Mechanical Contractors Botswana (AEMCB) will be arranging a workshop/seminar for discussing small contractors/subcontractors preparing tenders. BIDP would aim to arrange the speakers and process.

BIDP - Publications Review Committee

The BIDP Publications Review Committee is moving on in progressing the FIDIC form of contract document.

Resignation of council Member 1 year.

One BIDP Council member (1 year) has resigned. Since its formation, she has been the BIDP representative to the Ministry of Infrastructure, Science and Technology Working Group. She represented the BIDP at the Sector High Level Consultative Committee meeting. One of the pertinent issues she raised was regarding lack of progress with the Building Regulations. She will report back to BIDP Council at any stage when there is a development.

Members Comments.

Please feel free to communicate your suggestions and comments on any of the above or other issues that you feel BIDP should be addressing. Suggestions for BIDP events such as visits to projects, lectures, panel discussions, etc. are also very welcome.

These may be sent to:

bidp@mega.bw

BOCCIM: National Business Conference

Dear Member

The 11th National Business Conference is coming up.

As you may be aware this is a high level anticipated public private dialogue conference event that happens every 2 years.

This year it will be held on the 26-29 September in Francistown. Please save the date!

If you interested in participating/sponsoring kindly contact the Event Manager:

Lucy Hinchliffe

lucy@thirdhand.co.bw / thirdhandconf@gmail.com, Tel: 3900575, Fax: 3900585, Cell:72301363

BOCCIM Annual General Meeting is scheduled for Friday, 23rd June, 2010. BIDP will be represented by Celia Ajuba.

World Habitat Awards: International study visit: Caprichando a Morada, Brazil: Apply now!

International Study Visit

'Caprichando a Morada': Living well is part of human dignity, Brazil

7th - 13th November 2010 :: Apply Now!

Applications are now being accepted for a five-day study visit to the 'Caprichando a Morada: Living well is part of human dignity' project of the COOPERHAF rural housing cooperative in Brazil, winner of the 2009 World Habitat Award.

About the project

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Apply online

BSHF will cover the accommodation, food and internal travel costs of those selected to take part in the visit. Limited bursary funds are available for those requiring financial assistance with international travel costs. For further information please visit www.worldhabitatawards.org.

To apply online please click

<http://www.worldhabitatawards.org/gpt/isv/apply.cfm?lang=00&theSvID=9856BC89-15C5-F4C0-993DA1DAF2060E19>

All applications must be received by Friday, 9th July 2010.

Please feel free to forward this message to others who may be interested. Should you have any queries, please contact us.

Building and Social Housing Foundation - Memorial Square · Coalville · Leicestershire · LE67 3TU · United Kingdom

Tel: +44 (0)1530 510444 · Fax: +44 (0)1530 510332 · Email: bshf@bshf.org · Web:

From the web site:

BIDP Publications

Current list of publications:

	Standard document	Electronic document to one site to produce reference prints only under a four-year licence:
Minor works form of contract	P30.00	P70.00
Without quantities form of contract	P100.00	P100.00
With quantities form of contract	P100.00	P100.00
Form of nominated subcontract	P60.00	P70.00
Form of domestic subcontract	P60.00	P70.00
Electronic forms version 0.0.1 under a four year licence	P80.00	
Logo for site notice board	P30.00	
Certificate for payment pads	P70.00/pad	
Architect instruction pads	P70.00/pad	
Architect's appointment (<u>editable file appendix A & B here</u>)	P60.00	P70.00
Consultant's appointment	P30.00	
BIDP regulations for the promotion and conduct of architectural competitions	P30.00	P70.00
BIDP <u>Architectural competitions</u> advisory note	Free	
Site notice board layouts draft	Free	

The above are available from the BIDP shop c/o Plot 915, Phalane Close, Cell 7181 6811, fax 397 1181.

Newsletter compiled by Ellen Tshoganetso and Andreas Groth.

Newsletter © Botswana Institute of Development Professions 2008

BIDP Box 827, Gaborone; Phone 7181 6811; email bidp@mega.bw; Web site www.bidp.bw.

Opinions expressed in articles in this newsletter are those of the author; they may not reflect the opinion of BIDP.



BIDP NEWSLETTER

JUNE 2010

Council news

BIDP Council members:

A Groth	President
D Nyekele	Vice President
G Vlug	Treasurer
D Young	Secretary
E Dondofema	Member (2 years)
L Hutchings	Member (2 years)
S Ngwato	Member (1 year)
U Soderstrom	Member
B Hyde	Member
P Lyamuya	Member

BIDP on-line directory.

We have received a number of quotations from web designers and intend to interview these in the near future so that our web site can be revised and developed to include an on-line Directory. Access to draft forms of contract and other publications will also be updated.

I understood that the job has been awarded to David Young. DY to clarify.

Events

A guided tour of grey water recycling systems at Camphill was held on 17th April, 2010. This included a breakfast at the Orchard Tea Garden followed by a talk on grey and black water re-cycling methods.

A guided site visit of the development to RDC Property new building at CBD will be held on Friday, 6th August, 2010.

BIDP will also be visiting SADC new building after their official opening sometime in August.

Association of Electrical and Mechanical Contractors Botswana (AEMCB) will be arranging a workshop/seminar to assist small contractors and subcontractors in preparing tenders. BIDP would aim to assist with the speakers and supporting materials. Please contact the BIDP Executive Secretary if you are able to help with this.

BIDP - Publications Review Committee

The BIDP Publications Review Committee is making progress with the development of a Form of Contract for Subcontractors for use with the FIDIC contract.

Resignation of Council Member 1 year.

Ms. Sitha Mathe has resigned from the Council. She has been the BIDP representative to the Ministry of Infrastructure, Science and Technology Working Group since its formation, and represented the BIDP at the Sector High Level Consultative Committee meeting. One of the pertinent issues she raised was regarding lack of progress with the revised Building Regulations. She will report back to BIDP Council at any stage when there is a development.

Clay Brick sizes.

Bernard to prepare an article.

Competition.

Bernard to prepare an article

BOCCIM Annual General Meeting

The BOCCIM AGM was held on Friday, 23rd June, 2010. BIDP was represented by Celia Ajuba.
Short report from Celia?

Members Comments.

Please feel free to communicate your suggestions and comments on any of the above or other issues that you feel BIDP should be addressing. Suggestions for BIDP events such as visits to projects, lectures, panel discussions, etc. are also very welcome.

These may be sent to:

bidp@mega.bw

BOCCIM: National Business Conference

Dear Member

The 11th National Business Conference is coming up. As you may be aware this is a high level anticipated public private dialogue conference event that happens every 2 years.

This year it will be held on the 26-29 September in Francistown. Please save the date! If you interested in participating/sponsoring kindly contact the Event Manager:

Lucy Hinchliffe

lucy@thirdhand.co.bw / thirdhandconf@gmail.com, Tel: 3900575, Fax: 3900585, Cell:72301363

World Habitat Awards: International study visit : Caprichando a Morada, Brazil :: Apply now!

International Study Visit

'Caprichando a Morada': Living well is part of human dignity, Brazil

7th - 13th November 2010 :: Apply Now!

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Electronic forms version 0.0.1 under a four year licence	P80.00	
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15th June, 2010

(A0kp)02

BIDP
PO Box 827
Gaborone

Attention: Mr Vlug

RE: BIDP COMPUTER

Please advise whether the following price for BIDP computer is acceptable.

Hardware:

Hard Drive 250GB:	400.00	Paid by BIDP petty cash
Case:	150.00	
Motherboard:	1430.90	
RAM:	329.00	

1909.90 1909.90

Add 10% DY markup: 227.70

2137.60 P2,137.60

DY assembly: 0.5 hour @ P310.00/hour= P155.00

DY install OS: 2 hours @ P310.00/hour= P620.00

P2,912.60

Add 12% VAT: 349.50

Total including VAT: P3,262.10

David Young

BIDP PETTY CASH AT PLOT 915, GABORONE

[illegible]

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
29/04/10	Opening balance (cash in box)		2521.45		2521.45	
					2521.45	
29/04/10	E Moje (Subscription P500, pub P30)	07			2521.45	530.00 Deposited
29/04/10	P O Molefe	08	60.00		2581.45	
29/04/10	E T Salary	09		1400.00	1181.45	
29/04/10	Rabasha Sampson Architects	10	200.00		1381.45	
04/05/10	Irmgard Dagutai	11	130.00		1511.45	
06/05/10	M Ndlovu	12	30.00		1541.45	
13/05/10	Tectura International	13	100.00		1641.45	
14/05/10	AK Skinner Associates	14	200.00		1841.45	
17/05/10	L T & Associates	15	100.00		1941.45	
17/05/10	Architects International	16	190.00		2131.45	
17/05/10	P Nyame (subscription)	17	200.00		2331.45	
18/05/10	MTS copies (With Qsx20)			221.40	2110.05	
18/05/10	Council meeting snacks			32.30	2077.75	
19/05/10	Intergrated Engineers	18	90.00		2167.75	
20/05/10	Young Architects	19	60.00		2227.75	
20/05/10	Intergrated Engineers	20	30.00		2257.75	
25/05/10	BBR-voluntary RC meeting snacks			32.60	2225.15	
27/05/10	Ezra Construction	21	130.00		2355.15	
27/05/10	Ezra Construction	22	260.00		2615.15	
					2615.15	
					2615.15	
					2615.15	
					2615.15	
					2615.15	
					2615.15	
			4301.45	1686.30	2615.15	

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
29/03/10	Opening balance (cash in box)		1193.65		1193.65	
					1193.65	
29/03/10	Mr Ntsimanyana	94	30.00		1223.65	
30/03/10	Med Projects	95	100.00		1323.65	
31/03/10	C B Ajuba application fee	96	200.00		1523.65	
31/03/10	M Orando subscription fee	97	200.00		1723.65	
01/04/10	BHC	98			1723.65	6600.00 Deposited
09/04/10	K P Narola Architects	99	90.00		1813.65	
13/04/10	Integrated Engineers	100	30.00		1843.65	
14/04/10	Broadbase Engineers	01	190.00		2033.65	
15/04/10	BIDP airtime			20.00	2013.65	
20/04/10	MTS copies (minor works x30)			73.80	1939.85	
21/04/10	Tectura	02	100.00		2039.85	
21/04/10	BIDP airtime			20.00	2019.85	
21/04/10	Moralo Design	03	100.00		2119.85	
23/04/10	Tectura	04	200.00		2319.85	
23/04/10	Ezra Construction	05	240.00		2559.85	
26/04/10	Akanyang Skinner Associates	06	60.00		2619.85	
27/04/10	MTS copies (Without QS x10)			98.40	2521.45	
					2521.45	
					2521.45	
					2521.45	
					2521.45	
					2521.45	
					2521.45	
					2521.45	
					2521.45	
			2733.65	212.20	2521.45	

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
25/02/10	Opening balance (cash in box)		1399.15		1399.15	
					1399.15	
25/02/10	L S Rasedibe subscription fee	77	200.00		1599.15	
26/02/10	E T Salary	78		1349.00	250.15	
04/03/10	MTS coopies (with QS x10)			96.00	154.15	
05/03/10	Leboal Purche	79	30.00		184.15	
09/03/10	BPC (publications)	80			184.15	4000.00 Deposited
09/03/10	A Sindowe	81	60.00		244.15	
09/03/10	MTS coopies (with QS x30)			288.00	-43.85	
09/03/10	BIDP cash cheque	82	600.00		556.15	
09/03/10	A Sindowe	83	60.00		616.15	
10/03/10	Motheo	84	200.00		816.15	
10/03/10	R M Mehta	85	200.00		1016.15	
11/03/10	MTS coopies (with QS x60)			624.00	392.15	
15/03/10	Motheo	86	200.00		592.15	
15/03/10	Sharps Electrical	87	60.00		652.15	
16/03/10	Gaam Associates	88	30.00		682.15	
16/03/10	BIDP airtime			20.00	662.15	
16/03/10	BIDP envelopes & receipt book			32.50	629.65	
17/03/10	Davis London	89	200.00		829.65	
17/03/10	The Building Centre	90	100.00		929.65	
19/03/10	WUC	91	160.00		1089.65	
19/03/10	MTS copies (with QS x10)			96.00	993.65	
19/03/10	M Mogomela subscription fee	92/93	200.00		1193.65	
					1193.65	
					1193.65	
					1193.65	
			3699.15	2505.50	1193.65	

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
29/01/10	Opening balance (cash in box)		1045.35		1045.35	
					1045.35	
01/02/10	DLG Architects	65	150.00		1195.35	
01/02/10	E T Salary	66		975.00	220.35	
03/02/10	L Monamo subscription fee	67	125.00		345.35	
09/02/10	B Sianga subscription fee	68	400.00		745.35	
09/02/10	Anderson & Anderson	69	200.00		945.35	
09/02/10	Cash to D Young (PRC of 4fe10)	70		200.00	745.35	
09/02/10	F Mwetla	71	90.00		835.35	
09/02/10	BIDP airtime			20.00	815.35	
10/02/10	Young Architects	72	30.00		845.35	
18/02/10	C Oranye subscription fee	73	200.00		1045.35	
22/02/10	Integrated Engineers	74	60.00		1105.35	
22/02/10	Callisis	75	380.00		1485.35	
23/02/10	BIDP stamps			81.40	1403.95	
23/02/10	BIDP envelopes			28.80	1375.15	
23/02/10	BIDP envelopes (consultants x 30)			96.00	1279.15	
23/02/10	A K Skinner Assoc.	76	120.00		1399.15	
					1399.15	
					1399.15	
					1399.15	
					1399.15	
					1399.15	
					1399.15	
					1399.15	
					1399.15	
			2800.35	1401.20	1399.15	

BIDP PETTY CASH AT PLOT 915, GABORONE

[illegible]

BIDP PETTY CASH AT PLOT 915, GABORONE

[illegible]

BIDP PETTY CASH AT PLOT 915, GABORONE

[illegible]

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
25/09/09	Opening balance (cash in box)		779.35		779.35	
					779.35	
29/09/09	Cash to E Tshoganetso (part salary)	11		700.00	79.35	
05/10/09	M Ndlovu	12	30.00		109.35	
05/10/09	Received BIDP cash cheque	13	1000.00		1109.35	
06/10/09	Cash to E Tshoganetso (balance salary)	14		479.50	629.85	
06/10/09	BIDP airtime			20.00	609.85	
06/10/09	Cash to D Young (BIDP PRC meeting balance)	15		105.00	504.85	
06/10/09	Cash to Young Architects for bill 09/7	16		242.65	262.20	
08/10/09	Tectura	17	200.00		462.20	
12/10/09	AC Consult	18	100.00		562.20	
13/10/09	Cash to DY (PRC breakfast meeting)	19		209.00	353.20	
21/10/09	Carvot Ventures	20	60.00		413.20	
21/10/09	BIDP cash cheque received	21	1000.00		1413.20	
22/10/09	Pick'N Pay AGM platters	22		550.20	863.00	
22/10/09	AGM Drinks	23		461.95	401.05	
23/10/09	U Soderstrom subscription fee	24	200.00		601.05	
26/10/09	K Macgarry subscription fee	25	200.00		801.05	
26/10/09	A Hakim balance subscription fee	26	50.00		851.05	
26/10/09	P Lyamuya subscription fee	27	200.00		1051.05	
26/10/09	N Mompoti (Work at BIDP AGM)	28		40.00	1011.05	
26/10/09	Excell Dev	29	30.00		1041.05	
27/10/09	Subs (Pty) Ltd	30	100.00		1141.05	
30/10/09	Cash to DY (Serviet+Paper plates for AGM)	31		34.80	1106.25	
					1106.25	
			3949.35	2843.10	1106.25	

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
31/08/09	Opening balance (cash in box)		2008.15		2008.15	
					2008.15	
31/08/09	A V Patel	96			2008.15	500.00 Deposited
31/08/09	E Tshoganetso salary	97		1412.50	595.65	
02/09/09	A Chiwila (subscription fee)	98			595.65	200.00 Deposited
03/09/09	BiDP airtime			20.00	575.65	
04/09/09	A Skinner Associates	99	30.00		605.65	
07/09/09	Excell Developers	100	30.00		635.65	
08/09/09	Fitzwilliam Partnership	01	130.00		765.65	
08/09/09	T Morton Subscription fee	02			765.65	500.00 Deposited
08/09/09	Manase Construction	03	60.00		825.65	
09/09/09	MTS copies (architect app. X 4)			57.60	768.05	
10/09/09	E Osemenam Subscription fee	04			768.05	200.00 Deposited
13/09/09	BIDP breakfast meeting	05		400.00	368.05	
3/09/09	Conscom	06			368.05	200.00 Deposited
23/09/09	BIDP stamps			18.70	349.35	
24/09/09	Aizu (Pty) Ltd	07	30.00		379.35	
24/09/09	J Phuthago Subscription fee	08	200.00		579.35	
25/09/09	Anderson & Anderson	09/10	200.00		779.35	
					779.35	
					779.35	
					779.35	
			2688.15	1908.80	779.35	

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
03/08/09	Opening balance (cash in box)		2999.65		2999.65	
					2999.65	
03/08/09	BIDP airtime			20.00	2979.65	
03/08/09	E Tshoganetso salary	74		1300.00	1679.65	
04/08/09	RPM	75	60.00		1739.65	
04/08/09	Tendar Chari	76	60.00		1799.65	
05/08/09	RPM	77	60.00		1859.65	
07/08/09	Dhl: Matenge	78	30.00		1889.65	
07/08/09	G3 Investments	79	100.00		1989.65	
10/08/09	Cash to G Vlug	80		600.00	1389.65	
10/08/09	Cheque from G Vlug (refund P600, GV subs P200 & L Kimani subs P150)				1389.65	
					1389.65	950.00 Deposited
10/08/09	DLG Architects	81	100.00		1489.65	
11/08/09	Cash to Young Architects	82		330.00	1159.65	
12/08/09	BIDP envelopes			35.00	1124.65	
12/08/09	BIDP cash receipt book			9.50	1115.15	
12/08/09	MTS copies (20 x With QS)			176.00	939.15	
13/08/09	O Onneng application fee	83	180.00		1119.15	
13/08/09	BIDP envelopes			102.50	1016.65	
13/08/09	Mmile Mhutsiwa & Ass.	84			1016.65	400.00 Deposited
17/08/09	G3 Investments	85	100.00		1116.65	
18/08/09	E Moikabinyane subscription fee	86	200.00		1316.65	
18/08/09	D Mmile subscription fee	87	200.00		1516.65	
18/08/09	B Mhutsiwa subscription fee	88	152.00		1668.65	
18/08/09	BIDP stamps			3.30	1665.35	
19/08/09	A Groth subscription fee	89			1665.35	350.00 Deposited
19/08/09	Young Architects	90	60.00		1725.35	
21/08/09	S Gunstron subscription fee	91			1725.35	200.00 Deposited
24/08/09	T Matsila	92	100.00		1825.35	
25/08/09	R Akanyang subscription fee	93			1825.35	200.00 Deposited
25/08/09	HE copies (architect app x 1)			15.00	1810.35	
27/08/09	C Oranye subscription fee	94	200.00		2010.35	
27/08/09	BIDP stamps			2.20	2008.15	
31/08/09	G Williams subscription fee	95			2008.15	200.00
					2008.15	
					2008.15	
			4601.65	2593.50	2008.15	

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
06/07/09	Opening balance (cash in box)		2284.70		2284.70	
					2284.70	
07/07/09	Dolomite Projects	58	120.00		2404.70	
09/07/09	O Matlhware (subscription fee)	59			2404.70	200.00 Deposited
10/07/09	BIDP airtime			20.00	2384.70	
13/07/09	Third Dimension	60	100.00		2484.70	
14/07/09	Decmad Investments	61	800.00		3284.70	
14/07/09	Cash to Young Architects	62		731.75	2552.95	
15/07/09	CBMC	63	120.00		2672.95	
16/07/09	Designed Corp	64/65	120.00		2792.95	
16/07/09	Young Architects	66	120.00		2912.95	
23/07/09	BIDP stamps			3.30	2909.65	
24/07/09	C A Mmesesi	67	60.00		2969.65	
24/07/09	Philadelphia Church	68	30.00		2999.65	
27/07/09	M Adotwa subscription fee	69/70			2999.65	200.00 Deposited
27/07/09	Moteo (Pty) Ltd	71/72/73			2999.65	200.00 Deposited
					2999.65	
			3754.70	755.05	2999.65	

BIDP PETTY CASH AT PLOT 915, GABORONE

Date	From	Receipt No.	Cash received	Expenses	Balance	Cheque
01/06/09	Opening balance (cash in box)		726.50		726.50	
					726.50	
05/06/09	Zismo Engineering	30	120.00		846.50	
05/06/09	Azaria	31	100.00		946.50	
08/06/09	BIDP envelopes			93.75	852.75	
09/06/09	BIDP stamps			126.50	726.25	
10/06/09	Bauer Consult	32	200.00		926.25	
10/06/09	John Hinchliffe subscription fee	33			926.25	P200.00 Deposited
11/06/09	Trust Construction	34	300.00		1226.25	
12/06/09	J Okumbe subscription fee	36	300.00		1526.25	
12/06/09	Trust Construction	35/37	240.00		1766.25	
12/06/09	Cash to Young Architects	38		349.70	1416.55	
12/06/09	MTS copies			132.00	1284.55	
15/06/09	Time projects (A Kelly subscription fee)	39			1284.55	P200.00 Deposited
15/06/09	Med Projects	40	160.00		1444.55	
16/06/09	ADA Consulting	41	30.00		1474.55	
16/06/09	Nenbela Enterprises	42	200.00		1674.55	
17/06/09	BIDP stamps			17.60	1656.95	
17/06/09	Olsa Design	43	30.00		1686.95	
17/06/09	BIDP airtime			20.00	1666.95	
17/06/09	S W Setekia subscription fee	44	125.00		1791.95	
17/06/09	Turner & Townsend	45	60.00		1851.95	
18/06/09	AGB Botswana	46	230.00		2081.95	
23/06/09	Cavort Ventures	47	30.00		2111.95	
18/06/09	Estima Consulting	48	200.00		2311.95	
18/06/09	Estima Consulting	49	60.00		2371.95	
19/06/09	Digital Space	50	100.00		2471.95	
22/06/09	MTS copies (Minor works x 40)			88.00	2383.95	
23/06/09	Trust Construction	51	600.00		2983.95	
23/06/09	MTS copies (domestic sub x 20)			88.00	2895.95	
29/06/09	Dimpho Tsiane	52	30.00		2925.95	
30/06/09	Olsa Design	53	60.00		2985.95	
30/06/09	E Tshoganetso salary	54		1301.25	1684.70	
30/06/09	BJ Builders	55	120.00		1804.70	
30/06/09	S W Setekia (subscription fee)	56	180.00		1984.70	
06/07/09	Estima Consulting	57	300.00		2284.70	
					2284.70	
					2284.70	
					2284.70	
			4501.50	2216.80	2284.70	

DRAFT



BIDP NEWSLETTER

JUNE 2010

Council news

BIDP Council members:

A Groth	President
D Nyekete	Vice President
G Vlug	Treasurer
D Young	Secretary
E Dondofema	Member (2 years)
L Hutchings	Member (2 years)
S Ngwato	Member (1 year)
U Soderstrom	Member
B Hyde	Member
P Lyamuya	Member

BIDP on-line directory.

We have received a number of quotations from web designers and intend to interview these in the near future so that our web site can be revised and developed to include an on-line Directory. Access to draft forms of contract and other publications will also be updated.

I understood that the job has been awarded to David Young. DY to clarify.

edit x

Events

A guided tour of grey water recycling systems at Camphill was held on 17th April, 2010. This included a breakfast at the Orchard Tea Garden followed by a talk on grey and black water re-cycling methods.

add note x
x

**do certificate edit.*

A guided site visit of the development to RDC Property new building at CBD will be held on Friday, 6th August, 2010. *See web page for details.*

also are arranging to the

BIDP will also be visiting SADC new building after their official opening sometime in August.

The

Association of Electrical and Mechanical Contractors Botswana (AEMCB) will be arranging a workshop/seminar to assist small contractors and subcontractors in preparing tenders. BIDP would aim to assist with the speakers and supporting materials. Please contact the BIDP Executive Secretary if you are able to help with this.

BIDP - Publications Review Committee

The BIDP Publications Review Committee is making progress with the development of a Form of Contract for Subcontractors for use with the FIDIC contract. *The test document for paper works has been submitted to Council for approval.*

Resignation of Council Member 1 year.

owing to pressure of work
Ms. Sitha Mathe has resigned from the Council. She has been the BIDP representative to the Ministry of Infrastructure, Science and Technology Working Group since its formation, and represented the BIDP at the Sector High Level Consultative Committee meeting. *with her* One of the pertinent issues she raised was regarding lack of progress with the revised Building Regulations. She will report back to BIDP Council at any stage when there is a development.

Proposed change of Clay Brick sizes

We received the following from member Bernard Hyde:

"The clay facing bricks currently being manufactured in Botswana are in accordance with SABS 227 The Standard Specification for Burnt Clay Masonry Units.

The standard size is 222 x 106 x 73

The standard assumes a gauge of 85mm. The mortar joint is therefore $85 - 73 = 12\text{mm}$

The standard assumes a horizontal joint of $222 - (106 \times 2) = 10\text{mm}$ between stretcher bricks in joints parallel to a wall and $234 - 222 = 12\text{mm}$ between bricks in joints at right angles to the wall.

The current standard does not work for soldier courses or other instances where the length of the brick would ideally be equivalent to three courses less one joint. Currently the gauge is 85mm so $(3 \times 85) - 12 = 243\text{mm}$ ie. 21mm more than would co-ordinate.

The proposal is to reduce the height of the brick by 7mm to 66mm and the gauge to 78mm. The co-ordinating dimensions would then be $(3 \times 78) - 12 = 222\text{mm}$.

The proposed new clay brick size would be 222 x 106 x 66mm.

Bernard Hyde "

We hope to have the debate on the website shortly.

Competition.

Bernard to prepare an article

BIDP - ESSAY COMPETITION

Title: Development for the future

essay
Write an *easy*, imagining that the whole world can no longer use non-renewable resources. Identify the five things that would affect you most and describe five things that could be done to make life better. You can assume that existing materials can be recycled or re-used.

The essays can be illustrated with sketches and other material either printed or downloaded from the internet. The work can be undertaken either individually or in groups.

The competition will be judged in four categories: Primary School, Junior Secondary School, Senior Secondary School and Tertiary Institutions.

size
Primary Schools. The essay is to consist of at least three pages of A4 including illustrations.

size
Junior Secondary Schools. The essay is to consist of at least five pages of A4 including illustrations.

size
Senior Secondary School. The essay is to consist of at least seven pages of A4 including illustrations.

Tertiary Institutions. The essay is to consist of at least ten pages of A4 ^{size} including illustrations.

Essays may be handwritten or typed. They will be judged on: 1. Originality. 2. Background Study. 3. Appropriateness. 4. Coherent Thought.

Two prizes of P500 each will be awarded to the individual entrants in each of ^{the} four categories: Primary School, Junior Secondary School, Senior Secondary School and Tertiary Institutions.

Bernard Hyde

BOCCIM Annual General Meeting

The BOCCIM AGM was held on Friday, 23rd June, 2010. BIDP was represented by Celia Ajuba.
Short report from Celia?

Members Comments.

Please feel free to communicate your suggestions and comments on any of the above or other issues that you feel BIDP should be addressing. Suggestions for BIDP events such as visits to projects, lectures, panel discussions, etc. are also very welcome.

These may be sent to:

bidp@mega.bw

BOCCIM: National Business Conference

Dear Member

The 11th National Business Conference is coming up. As you may be aware this is a high level anticipated public private dialogue conference event that happens every 2 years.

This year it will be held on the 26-29 September in Francistown. Please save the date! If you interested in participating/sponsoring kindly contact the Event Manager:

Lucy Hinchliffe

lucy@thirdhand.co.bw / thirdhandconf@gmail.com, Tel: 3900575, Fax: 3900585, Cell:72301363

World Habitat Awards: International study visit :
Caprichando a Morada, Brazil :: Apply now!

International Study Visit

'Caprichando a Morada': Living well is part of human dignity, Brazil

7th - 13th November 2010 :: Apply Now!

Applications are now being accepted for a five-day study visit to the 'Caprichando a Morada: Living well is part of human dignity' project of the COOPERHAF rural housing cooperative in Brazil, winner of the 2009 World Habitat Award.

About the project

The COOPERHAF rural housing cooperative was established in 2001 by the Workers' Federation of Family-Based Agriculture (FETRAF) to address the critical housing needs of very low-income agricultural families in Brazil. A participatory approach is used to mobilise and organise families and help them build, improve or expand their homes. The project also focuses on creating sustainable livelihoods through capacity building, forming cooperatives and diversifying agricultural production thereby increasing income generation opportunities and ensuring food security.

Purpose of the visit

The purpose of the visit is to provide a practical, in-depth understanding of the technical, social and financial aspects of the award-winning programme. Intensive site visits will form a major part of the study visit, providing an opportunity for participants to meet with residents and others responsible for the programme's success.

Apply online

BSHF will cover the accommodation, food and internal travel costs of those selected to take part in the visit. Limited bursary funds are available for those requiring financial assistance with international travel costs. For further information please visit www.worldhabitatawards.org.

To apply online please click

<http://www.worldhabitatawards.org/gpt/isv/apply.cfm?lang=00&theSvID=9856BC89-15C5-F4C0-993DA1DAF2060E19>

All applications must be received by Friday, 9th July 2010.

Please feel free to forward this message to others who may be interested. Should you have any queries, please contact us.

Building and Social Housing Foundation - Memorial Square - Coalville - Leicestershire - LE67 3TU - United Kingdom

Tel: +44 (0)1530 510444 - Fax: +44 (0)1530 510332 - Email: bshf@bshf.org - Web: www.worldhabitatawards.org

From the web site:

BIDP Publications

Current list of publications:

	Standard document	Electronic document to one site to produce reference prints only under a four-year licence:
Minor works form of contract	P30.00	P70.00
Without quantities form of contract	P100.00	P100.00
With quantities form of contract	P100.00	P100.00
Form of nominated subcontract	P60.00	P70.00
Form of domestic subcontract	P60.00	P70.00
Electronic forms version 0.0.1 under a four year licence	P80.00	
Logo for site notice board	P30.00	
Certificate for payment pads	P70.00/pad	
Architect instruction pads	P70.00/pad	
Architect's appointment (<u>editable file appendix A & B here</u>)	P60.00	P70.00
Consultant's appointment	P30.00	
BIDP regulations for the promotion and conduct of architectural competitions	P30.00	P70.00
BIDP <u>Architectural competitions</u> advisory note	Free	
Site notice board layouts draft	Free	

The above are available from the BIDP shop c/o Plot 915, Phalane Close, Cell 7181 6811, fax 397 1181.

Newsletter compiled by Ellen Tshoganetso and Andreas Groth.

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BIDP Box 827, Gaborone; Phone 7181 6811; email bidp@mega.bw; Web site www.bidp.bw.

Opinions expressed in articles in this newsletter are those of the author; they may not reflect the opinion of BIDP.

BIDP CONTRACT FORMS IN STOCK AS AT 30th JUNE, 2010

FORM	IN STOCK	PRICE EACH	TOTAL AMOUNT
Minor works	28	30.00	840.00
With Quantities	18	100.00	1800.00
Without Quantities	11	100.00	1100.00
Nominated sub contract	25	60.00	1500.00
Domestic sub contract	7	60.00	420.00
Architect appointment	6	60.00	360.00
Consultants Agreement	27	30.00	810.00
Architectural competitions regulations	1	30.00	30.00
Logo for site notice board	70	30.00	2100.00
Certificate for payment pads	0	70.00	0.00
Architect instruction pads	0	70.00	0.00

8960.00



Botswana Institute of Development Professions

Create content

Page

A *page*, similar in form to a *story*, is a simple method for creating and displaying information that rarely changes, such as an "About us" section of a website. By default, a *page* entry does not allow visitor comments and is not featured on the site's initial home page.

Story

A *story*, similar in form to a *page*, is ideal for creating and displaying content that informs or engages website visitors. Press releases, site announcements, and informal blog-like entries may all be created with a *story* entry. By default, a *story* entry is automatically featured on the site's initial home page, and provides the ability to post comments.





BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

Leave application form

Date of application: 12/7/10

Name of applicant: E. Tshoginetso

Starting from: 15-7-10 only to:

(1) working day/s)

Authorised by: 

BIDP members current contacts

Thursday, 22nd July 2010

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170 262 Price ✓	Owen Sean	email> owen@alucraft.co.bw
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<u>287</u> 465 Seomile ✓	Bosiame Jay	email> bjseomile.gov.bw
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<u>75</u> 158 Shah ✓	Pradip Babulal	cell> 72144376
<u>329</u> 506 Shimunza ✓	Paul Mvula	email> shimunzapl@yahoo.co.uk
<u>320</u> 497 Sianga ✓	Busisiwe Elizabeth	email> siangabe@mopipi.ub.bw
<u>330</u> 507 Sichombo ✓	Sianyinda David	email> sichombo@botsnet.bw
<u>290</u> 468 Soderstrom ✓	Ulf Martin	email> ulf@mega.bw
<u>52</u> 116 Van Vuuren ✓	Petrus Jacobus	fax> 3973174
<u>11</u> 16 Vista ✓	Cirillo P	email> vistaeng@gbs.co.bw
<u>224</u> 319 Vlug ✓	Gerrit Herman	email> vlug@mega.bw
<u>222</u> 315 Wall ✱	Joanna B.	email> JoWall7777@aol.com
<u>102</u> 190 Welfing ✓	Albert Andreas	email> agora@dynabyte.bw
<u>278</u> 456 Williams ✓	Alan Geoffrey	fax> 6250647
<u>115</u> 204 Wong ✓	Melvorn	email> melw@ssi.co.za
<u>59</u> 133 Yates ✱	Michael George Henry	email> mghyates@yahoo.com
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Home

Output software developed by David Young, 2005, using LAMP

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TELEGRAMS : MMSBRICKS
REFERENCE : DBES C/1/123



DEPARTMENT OF BUILDING
AND ENGINEERING SERVICES
PRIVATE BAG 0026
GABORONE
BOTSWANA

11 June, 2010

The President
Architects' Association of Botswana (Att: G. S. Manowe)
The President
Institute of Botswana Quantity Surveyors (Att: Mr. F. Seloilwane)
The President
Botswana Institute of Engineers (Att: Mr. D. Phetlhu)

Dear Sirs,

REVIEW OF DIRECT APPOINTMENT GUIDELINES

We refer to the follow up consultative meeting of 17 February 2010 where transparency of Direct Appointment of consultants was discussed. In this regard the meeting was informed that Ministry of Infrastructure, Science and Technology (MIST) was in the process of reviewing the Direct Appointment Guidelines in order to take into account the concerns raised by stakeholders. Unfortunately this process has not progressed as expeditiously as expected.

At the Project Allocation Committee (PAC), which is responsible for implementing the system, meeting of 10 June 2010 the committee took the view that it would be more beneficial to consult in more detail with representative stakeholders in order to ensure that all concerns regarding the system are conclusively addressed in reviewing the Guidelines.

For this reason you or a representative, are kindly invited to meet with the Project Allocation Committee on the 24 June 2010 at 9:00am in Room 109, First Floor at DBES. In order to prepare for the meeting we have attached the current guidelines. Also attached are the consultant register, details of allocation to date as well as other pertinent document to assist the meeting. You may consult Mr. Kutoro, the committee secretary, at 3654439 or kkutoro@gov.bw for any assistance you may require in preparation for the meeting.

Yours faithfully,

[Signature]
J. Molosi

For/Director of Building and Engineering Services.

Cc: **BOCCIM Construction Sector**
DLGTS/MLG
ROADS
BDF
Boipetego

-Att: K. Mathews, J. Mokgosi
-Att: H. Mbulai, M.E. Segokgo
-Att: M. Basuti, K. Kote
-Att: Major Hobona, L. Nditaba
-Att: Mr. Kewagamang

VISIOM: We, the Department of Building and Engineering Services will be a model of excellence in the delivery and maintenance of public buildings, engineering infrastructure and related services to the full satisfaction of our stakeholders.

20/2010

0930078

IMPORT AND EXPORT

16-JUN-2010 14:34

RE: Problems relating to payment by Government

From: Brian Davey <DaveyB@kille.bw>
To: Secretary <bidp@mega.bw>
CC: Paul Bante <BanteP@kille.bw>
Date: 07/06/2010 15:48

To BIDP

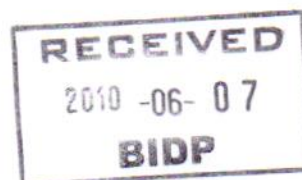
We are experiencing a problem on one of our projects.

All final account work was completed over 12 months ago and signed off by the Contractor. Final contract price was less than the contract sum. Invoice was issued in June 2009, however no payment received to date. The matter has been addressed with DBES officer several times but to date with no success.

Regards

Brian Davey

Kille & Dannhauser
Quantity Surveyors



—Original Message—

From: Secretary [mailto:bidp@mega.bw]

Sent: 07 June 2010 11:35 AM

To: J Ndambakuwa; B Keitumetse; Z Kgatlhego; A Chiwila; F Minja; J Rai; V Patel; F Phiri; O Price; M Rynn; J Samman; S Setekia; B Sianga; C Vista; J Wall; M Wong; M Yates; A Hakim; M Adolwa; R Akanyang; A Allen; G Allison-Broomhead; I Azoulay; B Bale; O Basiami; M D Bathuleng; M Bathuleng; Brian Davey; E Dondofema; A Flanagan; E Gaopotlake; L Rasedibo; Keith Rettig; Segolame Ngwato; O Onneng; E Moikabinyane; F Beny; P Shimunza; D Sichombo; Celia Ajuba
Subject: Problems relating to payment by Government

All BIDP members,

Please find attached letter.

Regards,
Ellen Tshoganetso

—

Botswana Institute of Development Professions

D YOUNG IT WORK FOR BIDP

- 1 Current hourly rate 2010 is P310.00/hour.
- 2 Task agreed at lower rate to put contract forms on web site still to do (3 days work done previously).
- 3 Work on web site would be on a time basis at the current hourly rate indicated in item 1 above.

Suggested direction:

3.1 Install drupal (www.drupal.org) or similar content management software (free and open source), which allows:

3.1.1 BIDP council to decide which available screen layout/design to use.

3.1.2 Users to select their own preference of screen layout/design.

3.1.3 Content updates to be by D Young at hourly rate where required, or by BIDP executive secretary or interested parties.

3.2 If BIDP wants extended active options on the main site, ie more elaborate member list data, firm data, etc. D Young can do at hourly rate. Data transfers to the site should be maintainable by the BIDP executive secretary.

3.3 I suggest also installing mediawiki (www.mediawiki.org) (free and open source software) to take over the task of publications review, Building regulations review and similar tasks, we have software for this at present, but mediawiki should be easier to maintain, by the BIDP executive secretary.

3.4 We can install web shop software (free and open source) for BIDP use. This can be just informative, with pro-forma invoices. Note that Botswana banks have not yet got their act together on on-line payments. On-line payments would need a secure link, which is not available on our present supaname site. More information is available ie www.wikipedia.org plus search for Drupal, mediawiki, content management.

4 Costing

To set up Drupal: 6 hours.

To install content: 2 hours

To set up mediawiki: 6 hours

To install content: 2 hours.

To create content static: As required.

To create content active: as required.

To install a web shop or other features: price on application

To access accessibility and report: 1 hour.

To liaise with BIDP on requirements: minimum 6 hours.

5

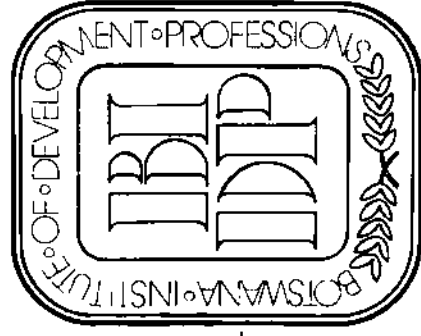
BIDP Web site

At present, BIDP operates one static web site and uses that email service (Mega). It operates one

active site (Supanames) using LAMP (linux apache mysql php). If Mega can offer reasonable pricing and the same kind of service, switch to Mega, else switch to Supanames, which includes an email service.

On-line payments would require a secure link.

Botswana banks have not yet set up a system from the banking side.

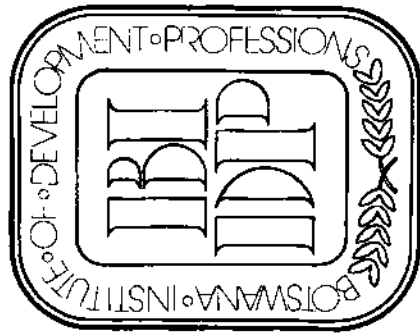


Continuing Professional Development attendance certificate

Andreas Groth

Grey and black water re-cycling methods

Camphill, Otse, 17th April, 2010 [three-hour event]

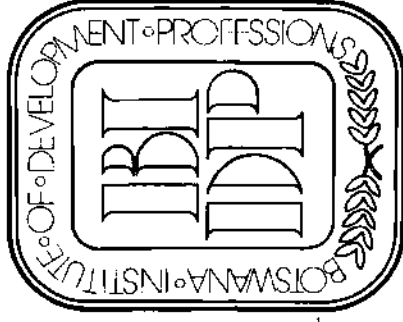


Continuing Professional Development attendance certificate

Andreas Groth

Grey and black water re-cycling methods

Camphill, Otse, 17th April, 2010 ^{three hour function} _{event}



Continuing Professional Development attendance certificate

Andreas Groth

Grey and black water re-cycling methods

Camphill, Otse, 17th April, 2010

BIDP visit to Campsite, Obere
Sat 17. April 2010

Attendance:-

Name	Tel	Email
Vivienne Hammond	71550859/3905974	vivianbwalya@hotmail.co
✓ Blair Hammond	71311641/3905974	j-blair-hammond@hotmail
✓ Emeka Osemenam	71303055/3952728	gaam@betsnet.bw
✓ Gerrit Vlug	71204237	v.vlug@mega.bw
Elizabeth Vlug	71457795	elisa@mega.bw
Carl Bauer		
✓ Andreas Groth		

Grey water - branch drain
Black " Biopod

Q: What grey water? An ind. kitchen
→ need to collect solids
Plan to connect kitchen to Biopod

Biopod - Solids? settle on top of top layer

Cheese factory. Could be Ene help to develop a
treatment to process wastewater

Size of biopod 1000 l 2000 l 200 l/day 700 l/day
Cost of biopod? up 35,000

X: BDP function/cpd certificate, SXW



Continuing Professional Development attendance certificate

Andreas Groth

Grey and black water re-cycling methods

Camphill, Otse, 17th April, 2010

BOCCIM Info - 2011 Public Holidays List**From:** "public relation" <publicrelations@boccim.co.bw>**To:** "public relation" <publicrelations@boccim.co.bw>**Date:** 30/07/2010 10:40

Dear Member

Please find attached:

1. Public Holidays List for 2011
2. Documents related to customs and excise. Comments should be forwarded to the Department of Industrial Affairs, Fax: 3972910, email: kemoqotsi@gov.bw and copied also to gmanagoba@gov.bw

NBC

As you aware, the National Business Conference is coming up (26-29 September). Please take note that we have extended our early bird registration to 15 August. Even though most sponsorship options have been taken, there are still a few available so please contact Lucy, the organiser, at 3900575 to take part in this highly anticipated event.

Have a relaxing weekend!

Regards

BOCCIM-Logo-Transparent-hig

Komissa Burzlaff

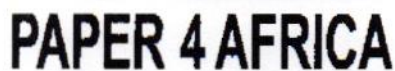
Corporate Communications & Public Relations Manager

P.O. Box 432, Gaborone

Tel: +267 3953459

Cell: +267 71250086

Fax: +267 3973142



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DEVELOPMENT PROFESSIONS

Tel: _____ Fax: 3971187

Contact: FE. ISHOGANE/ISO

[illegible]

Sub Total	P5000-00
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VAT	P620-00
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Grand Total PS600-00

more solutions 3181190

Quoted By: Ephraim Mchale

LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2006 - JUNE 2011

Ellen: please contact these people.

Title	Initials	Member name	Address	Town	Country	amount payable
Mr.		E. Gaopotlake	Box 402457	Gaborone		200.00
Mr.		S.S. Mashelkar	P O Box 41314	GABORONE		200.00
Mr.		L.S. Naule	Box 1615	GABORONE		200.00 — not member
Mr.		E.P. Mitchell	P O Box 1925	GABORONE		200.00
Mr.		T.M. Moremedi	Box 602080	Gaborone		200.00
Mr.		V. Peric	Private Bag 313	GABORONE		200.00
Mr.		P.B. Shah	P O Box 1969	GABORONE		200.00
Total:						1400.00
Count:						7

B.I.D.P.
LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2007 - JUNE 2011

Title	Initials	Member name	Address	Town	Country	amount payable
Mr.	O.B.E.	Basiani	Bag 00327	Gaborone		180.00
Mrs.	M.E.	Rathuleng-Mookodi	P.O. Box 2192	GABORONE		200.00
Mr.	T.S.	Mredeli	15. Ins Park Pieter Botka Street	Pierre van Rynsveld, Gaborone 0157	South Africa	200.00
Mr.	B.S.	Rusang	P.O. Box 451	Gaborone		200.00
Mr.	E.M.M.	Carrier	Box P.O. Box 808	GABORONE		200.00
Mr.	E.P.	Lyer	Box 46777	Gaborone		200.00
Mr.	I.	Isake	P.O. Box 2892	Gaborone		200.00
Mr.	M.	Isaelata	P.O. Box 21675	Gaborone		200.00
Mr.	E.M.	Isake	Box 201150	Gaborone		200.00
Mr.	A.	Isin	Box 2494	GABORONE		200.00
Mr.	E.P.	Intu	Private Bag 11	MOCHUDI		200.00
Mr.	E.E.	Latilla	Box P.O. Box 808	GABORONE		200.00
Mr.	A.M.	Mains	P.O. Box 1777	Mookodi		200.00
Mr.	J.	Maphega	Private Bag 611	Mookodi		180.00
Mr.	A.	Matlapeng	Box 20019	Gaborone		200.00
Mr.	D.M.L.	Muchengwa	P.O. Box 80045	Gaborone		200.00
Mr.	G.S.	Murutu	P.O. Box 40455	Gaborone		180.00
Mr.	G.	Neill	P.O. Box 808	GABORONE		200.00
Mr.	F.	Nthase	Private Bag BR 150	GABORONE		200.00
Mr.	F.	Phiri	P.O. Box 808	GABORONE		200.00
Totals:						3940.00
Count:						20

LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2004 - JUNE 2011

Title	Initials	Member name	Address	Town	Country	Amount payable
Mr.	P.S.	Becker	P O Box 402457	SABORONE		200.00
Mr.	T.M.	Mwagata	Box 311	Saborone		100.00
Mr.	T.E.	Kamukama	Box 210587	Saborone		100.00
=====						=====
Total:						400.00
Count:		3				

LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2005 - JUNE 2011

Title	Initials	Member name	Address	Town	amount payable
Mr.	A.	Askovic	Box 672	GABORONE	200.00
Mr.	D	Motepia	26 Bonnington Crescent, Sherwood	NOTTINGHAM NG5 3ET	200.00
Total:					400.00
Count:					2

B.I.D.P.

LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2003 - JUNE 2011

Title	Initials	Member name	Address	Town	Country	amount payable
Mr.	R.K.	Chephethe	P O Box 0042	GABORONE		250.00
Mr.	G.D.	Mingorani	P.O. Box 7510	Harare		250.00
Total:						500.00
Count:						2

B.I.D.P.
LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2010 - JUNE 2011

Title Initials	Member name	Address	Town	Country	amount payable
Mr.	M. Adolwa	Box 201376	Ntshinoge, Mochudi		200.00
Mr.	R.G. Akanyang	Box 601160	GABORONE		200.00
Mr.	G.I. Allison-Broomhead	P O Box 698	GABORONE		200.00
Mr.	F. Beny	P O Box 21370	Bontleng - Gaborone		200.00
Mr.	H. Berge	P O Box 1581,	Parklands 2121	South Africa	200.00
Mr.	J.J. Bernard	P O Box 733	Francistown		200.00
Mr.	A.G. Chiwila	Box 402247	Gaborone		200.00
Mr.	E. Dondofema	P O Box 20599	Gaborone		200.00
Mr.	A. Groth	P O Box 2224	GABORONE		200.00
Mr.	S.M. Gunston	P/Bag 0088	GABORONE		200.00
Mr.	J.B. Hammond	P O Box 26333	GABORONE		200.00
Mr.	R.B. Henderson	P O Box 98854, Sloane Park	JOHANNESBURG, 2152	South Africa	200.00
Mr.	J.P. Hinchliffe	P.O. Box 2378	GABORONE		200.00
Mr.	L.J. Hutchings	P/Bag 0064	GABORONE		200.00
Mr.	A.L. Kelly	P O Box 1395	GABORONE		120.00
Mr.	S. Kentshitse	P O Box 81357	Gaborone		200.00
Ms.	B. Kgamane	Box147	Serowe		200.00
Ms.	L.T. Kimani	Box 10070	Gaborone		200.00
Mr.	Z. Klaric	P/Bag BR 134	GABORONE		200.00
Mr.	O.T. Mathware	P O Box 402182	GABORONE		200.00
Mr.	C.R. Matlhaga	P O Box 2884	Gaborone		200.00
Mr.	R.M. Mehta	Box 401834	GABORONE		200.00
Mr.	B.O. Mhutsiwa	P O Box 50088	GABORONE		200.00
Mr.	D. Mmole	P O Box 50088	GABORONE		200.00
Mrs.	M.G.E. Modise	P O Box 1166	GABORONE		200.00
Mr.	M.M. Mogomela	Box 601144	Gaborone		200.00
Mr.	E.S. Moikabinyane	P O Box 559	GABORONE		200.00
Mr.	E.E. Moje	Box 2851	Gaborone		200.00
Mr.	K. Morake	P O Box 968	GABORONE		200.00

LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2010 - JUNE 2011

Title	Initials	Member name	Address	Town	Country	amount payable
Mr.	T.P.	Morton	P/Bag 0064	GABORONE		200.00
Mr.	G.A.	Motsoni	Private Bag 00327	GABORONE		200.00
Mr.	G.L.	Matungu	P O Box 1763	GABORONE		200.00
Ms.	E.	Ntsoa	Private Bag 0011	Mochudi		200.00
Mr.	C.	Muttall-Smith	P O Box 471	Francistown		200.00
Mr.	P.M.	Kyame	P O Box 20373	Gaborone		120.00
Mr.	D.H.	Myekela	P O Box 81140	GABORONE		200.00
Mr.	J.	Ooneng	Private Bag 001	Selebi Phikwe		180.00
Mr.	M.	Brando	P-Bag 55 01	GABORONE		200.00
Mr.	G.L.	Granye	P O Box 2469	GABORONE		120.00
Mr.	E.A.	Goswenan	P O Box 2469	GABORONE		200.00
Mr.	G.	Gwasa-Applanti	P O Box 2373	GABORONE		200.00
Mr.	E.G.	Palalani	P O Box 40525	GABORONE		120.00
Mr.	V.E.	Patel	Private Bag ER 121	Gaborone		200.00
Mr.	S.M.		P O Box 20599	GABORONE		200.00
Mr.	A.F.		P O Box 513	Selebi Phikwe		120.00
Mr.	O.S.	Price	P O Box 3000	SELEBI PHIKWE		120.00
Mr.	J.	Rai	PO Box 451	Gaborone		200.00
Mr.	L.S.	Rasedibo	Box 657	Gaborone		200.00
Mr.	J.	Samman	P-Bag 0061	GABORONE		200.00
Ms.	B.E.	Sianga	Box 404407	Gaborone		150.00
Mr.	S.D.	Sichombo	Private Bg F170	Francistown		200.00
Mr.	P.J.	Van Vuuren	P O Box 1468	GABORONE		200.00
Mr.	G.E.	Ving	P O Box 147	Otee		200.00
Mr.	A.A.	Welfing	P O Box 446	Maua		200.00
Mr.	G.A.	Williams	Private Bag 14	Kasana		200.00

Totals: 10450.00
 Count: 55

LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2009 - JUNE 2011

Title	Initials	Member name	Address	Town	Country	amount payable
Mr.	I.	Azoulay	P O Box 40577	Gaborone		180.00
Mr.	M.D.	Bathaleng	Box 21765	Gaborone		200.00
Mr.	B.F.	Devey	P O Box 610	GABORONE		200.00
Mr.	J.	Eakin	Private Bag 002	RAMOTSWA		200.00
Mr.	E.	Essay	P.O. Bag 008	Selebi-Phikwe		200.00
Mr.	E.	Feitunetse	Private Bag 005	Lethlakane		200.00
Mr.	J.J.	Gosiemang	Private Bag EE 155	GABORONE		200.00
Mr.	P.K.E.	Gopang	Box 21750	Gaborone		200.00
Dr.	P.K.	Gyanyo	Box 41158	GABORONE		200.00
Mr.	K.I.	Macgarry	41 Cedar Road	Durban	South Africa	200.00
Ms.	S.P.	Mathe	#273 Postnet, Private Bag 005	Mogoditshane		200.00
Mr.	E.T.	Mazhani	P.O. Box 1049	Gaborone		200.00
Mr.	J.	Ndambakwe	Box 2692	Gaborone		180.00
Mrs.	S.	Ngwato	Box 2692	Gaborone		200.00
Mr.	J.O.	Okunbe	Postnet Kgale View, Bag 351, suite 437	Gaborone		200.00
Mr.	K.	Otsweleng	Box 20539	Gaborone		200.00
Mr.	J.O.	Phuthogo	Private Bag 0089	Gaborone		200.00
Mr.	P.	Sajnovic	P O Box 451	Gaborone		200.00
Mr.	P.M.	Shimusa	Box 61091	Gaborone		200.00
Mr.	V.	Söderström	Box 40554	Gaborone		200.00
Mr.	D.A.	Young	P O Box 1049	GABORONE		200.00
Totals:						4160.00
Count:						21

LIST OF UNPAID MEMBERS FOR THE YEAR JULY 2008 - JUNE 2011

Title	Initials	Member name	Address	Town	Country	amount payable
Mr.	A.M.D.	Allen	Private Bag BO 158	GABORONE		200.00
Ms.	E.E.	Kale	Private Bag BB 351, suite 120 Postnet, Broadhurst	Gaborone		180.00
Mr.	F.W.	Footo	27, Vivary Heights, Broadlands Rise	Taunton, Somerset	UK TA1 4HL	200.00
Mr.	E.	Hyde	#273 POSTNET P/Bag 003	MOGOTICHANE		200.00
Mr.	L.P.	Monamo	P O Box 202691	GABORONE		180.00
Mr.	D.L.	Mwitumwa	Private Bag MO 142	Gaborone		200.00
Mr.	E.F.	Narola	P O Box 40855	GABORONE		200.00
Mr.	O.A.P.	Ngwakwena	P O Box 655	GABORONE		200.00
Mr.	D.V.	Paranagama	P O Box 412182	GABORONE		200.00
Mr.	M.D.	Ryan	P O Box 55081	NORTHLANDS 2116	E S A	200.00
Mr.	S.W.	Seteria	P O Box 2041	Mahalapye		180.00
Total:						2140.00
Count:						11

bidp -> bidpmem

Name	Firstname	Current	Profession	Email
Akanyang	Robert	y	4q	rakanyang@aka.co.bw
Allison-Broomhead	Graham Ian	y	4q	agb@info.bw
Basiami	Otshegeditse B K	y	4q	bash@botsnet.bw
Bathuleng-Mookodi	Marina	y	4q	bwrqs@mega.bw
Beny	Falcan	y	4q	falcan_beny@yahoo.com
Carrier	Kenneth Michael Morton	y	4q	mlc@global.bw
Chiwila	Amos Gregory Matendeko	y	4q	accosult@botsnet.bw
Davey	Brian Peter	y	4q	daveyb@kille.bw
Hutchings	Lawrence James	y	4q	randyb@gbs.co.bw
Keitumetse	Badiri	y	4q	badikeit@yahoo.com
Latilla	Kim Everitt	y	4q	mlc@global.bw
Mathware	Ogaketse Thopho	y	4q	puma.m@fitzwilliam.co.bw
Matlapeng	Andrew	y	4q	aomatlapeng@gov.bw
Mhutsiwa	Boyce O.	y	4q	boyce@mma.co.bw
Mmile	Dithologo	y	4q	mma@botsnet.bw
Mogomela	Martin Molao	y	4q	mogomela@brobemail.co.bw
Moje	Evans	y	4q	ekmoje@mega.bw
Motsumi	G. A.	y	4q	ttagbn@info.bw
Muchengwa	Dorica Milonga Daka	y	4q	milongadd@yahoo.com
Mwitungwa	David Kabuku	y	4q	mwitungwa@info.bw
Ndambakuwa	Jameson	y	4q	bwrqs@mega.bw
Ngwato	Segolame	y	4q	sngwato@gmail.com
Nthase	Phenyo	y	4q	pegopro@it.bw
Onneng	Ontlametse	y	4q	o.onneng@gmail.com
Palalani	Koziba Gumbu	y	4q	third@mega.bw
Price	Owen Sean	y	4q	owen@alucraft.co.bw
Rasedibo	Letlhogonolo Shono	y	4q	shono.rasedibo@murrob.bw
Rettig	Keith Philip	y	4q	rettigk@kille.bw
Rynn	Marc D.	y	4q	ttagbn@info.bw

Samman

Joseph

y

4q

sammanj@mopipi.ub.bw

End Of Page**Export Data**

(Right click on "Export Data" and select "Save Target As..." to save the file to your computer.)

Close Window**Visit the BMS website for updates!****www.busmgtsys.com**

BIDP Council meeting on 10th August, 2010

CORRESPONDENCE

Date Recv'd	Description	From
02/06/10	Deposit slip P350.00 for H Bergs subscriptions	FNB
04/06/10	Deposit slip P200.00 for K Morake subscription	FNB
04/08/10	Deposit slip P600.00 subscriptions for P200.00 P Nyame P200.00 K Palalani P200.00 A Kelly	FNB
10/08/10	Bank statement	FNB
10/08/10	AGM acceptance letter	National Museum
05/08/10	Quotation for printing paper (watermark)	Paper 4 Africa
16/07/10	Email re Duro Window lausnch of 28jy10	ETM
26/07/10	Email re lecture & cocktail party	G Vlug
02/08/10	Email re O Onneng application for membership upgrade Received responses from U Soderstrom and G Vlug	OO
05/08/10	Email re Problems relating to payments by Government	K&D+A Groth
05/08/10	Email re Common office for professional Institutions	A Groth to Bale
09/08/10	CASLE letter	CASLE
10/08/10	Letter regarding BIDP revised website	DYA
	BIDP Draft newsletter	
	AGM Notice	

ANNUAL GENERAL MEETING – 2010

PROXY VOTING FORM

I,being a fully paid up

member of the Botswana Institute of Development Professions
hereby

appoint as my proxy
for any

vote that has to be made at the 2010 Annual General Meeting of the

Botswana Institute of Development Professions.

Signed:

Date:

To be shown by the proxy at the time of voting.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. Box 827 – Gaborone
Tel. 7181 6811 - shop fax 397 1181
e-mail: bidp@mega.bw
website: <http://www.bidp.bw>

TO ALL BIDP MEMBERS

Notice of the Annual General Meeting

The Botswana Institute of Development Professions will convene its 32nd Annual General Meeting on Thursday, 23rd September, 2010 at National Museum Little Theatre room. The meeting will start at 18:00hrs

There will be snacks and a cash bar after the meeting.

The agenda will be as follows:

- 1 Introduction
- 2 Notice convening AGM
- 3 Apologies
- 4 Minutes of the 31st AGM and Matters arising
- 5 Treasurer's report
- 6 President's report
- 7 Election of Officers
- 8 Any other Business

Please advise the executive secretary if you have a nomination for Council. Posts are:
A Proxy form attached; ~~please nominate for council~~
All members are cordially invited.

Andreas Groth
President, BIDP

President
Vice President
Secretary
Treasurer
and at least two Members
Member (2 years)
Member (2 years)
Member (1 year)
Member (1 year)
S Ngwenya continues for second of her 2 year term.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

P.O. Box 827 – Gaborone
Tel. 7181 6811 - shop fax 397 1181
e-mail: bidp@mega.bw
website: <http://www.bidp.bw>

ANNUAL GENERAL MEETING – 2010

PROXY VOTING FORM

I,being a fully paid up
member of the Botswana Institute of Development Professions hereby
appoint as my proxy for any
vote that has to be made at the 2010 Annual General Meeting of the
Botswana Institute of Development Professions.

Signed:

Date:

To be shown by the proxy at the time of voting.

(A0ia)08

BIDP IT WORK PRIVATE DATA

- 1 Connect to PHPMyAdmin: <http://www.bidp.bw/bidpdb>
User name = user [pa\$\$]
- 2 Connect to web server using ssh:
ssh user@www.bidp.bw
User name = user [pa\$\$]

Exit by "exit"

BIDP WEB SERVER

- 1 The web server:
/usr/local/www/data/bidp is in the absolute path
root [10bidp98]
- 2 Connect to web server
 - 2.1 ssh
 - 2.2 PHPMyAdmin
 - 2.3 ftp
ftp://bidp.bw
User name = user [pa\$\$]
- 3 Other Programmes
 - 3.1 DRUPAL
webmaster@bidp.bw is the Administrator address
admin = [A56bk2-fg]
Drupal theme files:
Theme: /sites/all/themes/contrast
(/images) h_back.jpg is the picture on the starting page.

- 3.2 Mediawiki
Wikibidp
webmaster@bidp.bw is the Administrator address
admin + A56bk2-fg
On the web server

- 3.3 Sundry
Winscp (file browser) Apache
Linux split screen
Putty is available on debian:
Putty stores the data and opens a shell windows Winscp has 2 panes (via !Windows!)
telnet/ssh client for
 - tools for SSH SCSFTP
available: SCP: in scp only
& secpanel: graphical
interface for SSH & SCP

Ellen
user name = execsec [W=0edtst]

(A0ia)08

BIDP IT WORK *PRIVATE DATA*

User www.bidp.bw/bidpdb
php.myadmin
User name = user ✓
Password = pa\$\$ ✓

1 Connect to *http://* www.bidp.bw/bidpdb
PHPMyAdmin: ^
user = user [pa\$\$]
password = pa\$\$

http://bidp.bw/bidpdb

user = user

pass = pa\$\$

ssh user@www.bidp.bw

2 Connect to web server using ssh:
user = user [pa\$\$]

ssh available: secure shell client & server root

Putty available on debian:

telnet/ssh client for

• tools for SSH SCSFTP

BIDP WEB SERVER

Winscp (file browser) ~~Apache~~

Linux split screen

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available: SCP: in scp only
& secpaenel: graphical
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pass

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Drupal theme files:

Theme: /sites/all/themes/contrast

(/images) h_back.jpg

MEDIA WIKI

Wikibidp

webmaster@bidp.bw

admin [A56bk2-fg]

On the web server:

root [10bidp98]

Existing cable

100mm sleeves 600 deep each side

1/2 m each side

DRUPAL

webmaster@bidp.bw

admin [A56bk2-fg]

Ellen

user name = execsec

Password = W=0edtst

is the administrator address
vk2-fg

1

2 Connect to web server:

2.1 ssh

2.2 PHPMyAdmin

2.3 ftp

ftp://bidp.bw
user [pa\$\$]

3 Other programmes

3.1 *Drupal*

3.2 Mediawiki

3.3 sundry
winscp
putty

BIDP REVISED WEBSITE

Policy proposal / discussion

Need to monitor admin email → Administrator:

Role of executive secretary

Comment moderator

is not
A Login required for any user to read the forum; trying to establish why, as it would seem better to have the forum readable by all. It would permissions setting found in User Management:

User settings:

Is it in order for anybody to create an account without administrator approval? This is the default.

Managing users

Hide user login? Default is to show the login

bidp -> bidpmem

Name	Firstname	Current	Profession
Akanyang	Robert	y	4q
Allison-Broomhead	Graham Ian	y	4q
Basiami	Otshegeditse B K	y	4q
Bathuleng-Mookodi	Marina	y	4q
Beny ✓	Falcan	y	4q
Carrier	Kenneth Michael Morton	y	4q
Chiwila	Amos Gregory Matendeko	y	4q
Davey	Brian Peter	y	4q
Hutchings	Lawrence James	y	4q
Jones	Gordon Barrie	y	4q
Keitumetse	Badiri	y	4q
Kgosiemang	Gohtse J.	y	4q
Latilla	Kim Everitt	y	4q
Maina ✓	Anthony Mbugua	y	4q
Mathware	Ogaketse Thopho	y	4q
Matlapeng	Andrew	y	4q
Mhutsiwa	Boyce O.	y	4q
Mmile	Dithologo	y	4q
Mogomela	Martin Molao	y	4q
Moje	Evans	y	4q
Morake	Kabelo	y	4q
Morton	Timothy Paul	y	4q
Motsumi ✓	G. A.	y	4q
Muchengwa	Dorica Milonga Daka	y	4q
Mwitumwa	David Kabuku	y	4q
Ndambakuwa	Jameson	y	4q
Ngwato	Segolame	y	4q
Nkumba	E	y	4q
Nthase	Phenyo	y	4q

Onneng	Ontlametse	y	4q
Orando	Marcellus	y	4q
Oranye	Chike Ikemefuna	y	4q
Osemenam ✓	Emeka Azubike	y	4q
Owusu-Applanti ✓	Godfrey	y	4q
Palalani	Koziba Gumbu	y	4q
Price ✓	Owen Sean	y	4q
Rasedibo ✓	Letlhogonolo Shono	y	4q
Rettig	Keith Philip	y	4q
Richards	Peter Maurice	y	4q
Rynn	Marc D.	y	4q
Samman	Joseph	y	4q

End Of Page

Export Data

(Right click on "Export Data" and select "Save Target As..." to save the file to your computer.)

Close Window

Visit the BMS website for updates!

www.busmgtsys.com



BIDP NEWSLETTER

July 2010

Council news

BIDP Council members:

A Groth	President
D Nyekete	Vice President
G Vlug	Treasurer
D Young	Secretary
E Dondofema	Member (2 years)
L Hutchings	Member (2 years)
S Ngwato	Member (1 year)
U Soderstrom	Member
B Hyde	Member
P Lyamuya	Member

BIDP on-line directory.

We have received a number of quotations from web designers and intend to interview these in the near future so that our web site can be revised and developed to include an on-line Directory. Access to draft forms of contract and other publications will also be updated.

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"The clay facing bricks currently being manufactured in Botswana are in accordance with SABS 227 The Standard Specification for Burnt Clay Masonry Units.

The standard size is 222 x 106 x 73

The standard assumes a gauge of 85mm. The mortar joint is therefore $85 - 73 = 12\text{mm}$

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Bernard Hyde"

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Competition.

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Bernard Hyde

BOCCIM Annual General Meeting

The BOCCIM AGM was held on Friday, 23rd June, 2010. BIDP was represented by Celia Ajuba.

Members Comments.

Please feel free to communicate your suggestions and comments on any of the above or other issues that you feel BIDP should be addressing. Suggestions for BIDP events such as visits to projects, lectures, panel discussions, etc. are also very welcome.

These may be sent to:

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Dear Member

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This year it will be held on the 26-29 September in Francistown. Please save the date! If you interested in participating/sponsoring kindly contact the Event Manager:

Lucy Hinchliffe

lucy@thirdhand.co.bw / thirdhandconf@gmail.com, Tel: 3900575, Fax: 3900585, Cell:72301363

World Habitat Awards: International study visit: Caprichando a Morada, Brazil: Apply now!

International Study Visit

'Caprichando a Morada': Living well is part of human dignity, Brazil

7th - 13th November 2010 :: Apply Now!

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To apply online please click

<http://www.worldhabitatawards.org/gpt/isv/apply.cfm?lang=00&theSvID=9856BC89-15C5-F4C0-993DA1DAF2060E19>

All applications must be received by Friday, 9th July 2010.

Please feel free to forward this message to others who may be interested. Should you have any queries, please contact us.

Building and Social Housing Foundation - Memorial Square · Coalville · Leicestershire · LE67 3TU · United Kingdom

Tel: +44 (0)1530 510444 · Fax: +44 (0)1530 510332 · Email: bshf@bshf.org · Web: www.worldhabitatawards.org

From the web site:

BIDP Publications

Current list of publications:

	Standard document	Electronic document to one site to produce reference prints only under a four-year licence:
Minor works form of contract	P30.00	P70.00
Without quantities form of contract	P100.00	P100.00
With quantities form of contract	P100.00	P100.00
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Form of domestic subcontract	P60.00	P70.00
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Newsletter compiled by Ellen Tshoganetso and Andreas Groth.

Newsletter © Botswana Institute of Development Professions 2010

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Opinions expressed in articles in this newsletter are those of the author; they may not reflect the opinion of BIDP.

DRAFT 2



BIDP NEWSLETTER

21 August 2010

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~~Bernard to prepare an article~~

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Building and Social Housing Foundation · Memorial Square · Coalville · Leicestershire · LE67 3TU · United Kingdom

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