



# higher education & training

Department:  
Higher Education and Training  
**REPUBLIC OF SOUTH AFRICA**

## **MARKING GUIDELINE**

### **NATIONAL CERTIFICATE BUILDING ADMINISTRATION N5**

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**This marking guideline consists of 5 pages.**

**QUESTION 1**

- 1.1 B
- 1.2 C
- 1.3 A
- 1.4 D
- 1.5 C
- 1.6 C
- 1.7 B
- 1.8 C
- 1.9 C
- 1.10 C

(10 × 1) [10]

**QUESTION 2**

- 2.1 False
- 2.2 False
- 2.3 True
- 2.4 False
- 2.5 False

(5 × 1) [5]

**QUESTION 3**

- 3.1
  - The machine must be able to carry out its task economically.
  - There must be sufficient work to keep the machine occupied.
  - There must be sufficient labour and allied services available.(3)
- 3.2
  - The ability of the haul unit to position under the excavator bucket
  - Maximum hourly output is possible(2)
- 3.3 Regular inspection by a competent mechanic to ensure that the machines are in good order (1)

[6]

**QUESTION 4**

- 4.1
  - Preliminary negotiations
  - Labour requirements and site organisation
  - Preparation of contract programme
  - Site layout and ancillary arrangements
  - Setting up a reviewing system(5)

- 4.2
- Access roads
  - Location of major plant
  - Storage areas
  - Site office
  - Temporary hoardings
- (5)
- 4.3 Out of the whole contract programme a specific period is chosen for closer examination.
- (2)
- 4.4
- Client may change his/her requirement
  - Design may change
  - Weather interference
  - Material unavailability
  - Labour problems
  - Construction problems
- (Any 3 × 1) (3)

**[15]**

### QUESTION 5

- 5.1 Should provide:
- Storage space
  - Electricity connection
  - Water
  - Sanitation areas
  - Clarification of drawings
  - Should also make payments on time
- (Any 3 × 1) (3)
- 5.2
- A nominated subcontractor is chosen by the owner.
  - The builder's own subcontractor is chosen by the main contractor.
- (2)

**[5]**

### QUESTION 6

- 6.1
- Check correctness of buyer's order copy
  - Check correctness of deliveries
  - Supply material from store room internally
  - Keep stock register
  - Update material delivery board
  - Follow proper storage methods
- (Any 4 × 1) (4)
- 6.2
- Small and expensive items must be issued by the storekeeper and a record should be kept.
  - Accurate stock control must be maintained with regular checks.
  - The compound must be fenced.
  - Storage areas should be locked.
  - Cars should be kept away from the construction area.
  - Delivery vehicles should be inspected when leaving.
  - Storage areas should be well lit.
- (Any 4 × 1) (4)