



## human settlements

Department:  
Human Settlements  
**PROVINCE OF KWAZULU-NATAL**

# Policy Communiqué

Circular No.4

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## Enhanced material supply policy

The context of this policy is framed on government's policy to prioritise the needs of those who are truly unable to assist themselves, thus is not applicable retrospectively.

### 1. Purpose

The purpose of the policy is to make provision for material supply through the voucher system, for application in extraordinary cases where beneficiaries (individuals or small groups) wish to receive material on case by case basis. The policy replaces the old document referred to as the "confirmation of policy and procedure for material supply" which was approved in the year 2000. Cases that require such intervention within a project should be identified in the socio-economic survey and form part of the initial submission tabled for discussion and approval of such cases will be subjected to the MEC's approval based on the merit of each case.

The following settings are covered by the policy:

- Qualifying beneficiaries who have partial substantial structures within an approved contractor driven project, and wish to access their subsidy to rather build onto their sites; or
- Cases where there is a need for alterations and/or enhancements to a qualifying individual's unit;
- Emergency situations.

The policy excludes the generic approaches where an entire community engages in a community build as such initiatives are governed by the Enhanced People's Housing Process (EPHP). It is also not designed to address refunds for persons who funded their own improvements.

### 2. Policy guidelines

The material supply system will be facilitated by an entity appointed by the department to manage and administer the application of this programme; the entity may be a developer, or Implementing Agent or the municipality, or service providers procured through the supply chain management prescripts.

Monies will be released by the department to the agent in phases **where possible and/or as agreed in terms of the contract** hence the agent will work closely with the department, municipality and the beneficiaries.

The programme aims at addressing housing needs of beneficiaries in cases where beneficiaries have partial substantial structures; cases where there is a need for alterations and/or enhancements, also allows for flexibility in in-situ upgrades and makes provision for emergency situations.

The prescribed Department of Human Settlements (DoHS) qualification criteria will be applicable in determining who is to be assisted.

## **2.1 Accessing the material supply option**

Where a beneficiary wishes for material supply option with respect to partial structures, enhancements or additions and emergency situations the request must be in writing. The following procedure would then be applicable:

- 2.1.1 The municipality (through the relevant region) will submit the application on behalf of the beneficiary. Full particulars of beneficiaries must form part of the application.
- 2.1.2 Once the application has been approved by the department, the agent should then be appointed in compliance with Supply Chain Management prescripts, including the rules applicable in terms of the existing developer and/or implementing agent for an approved project.
- 2.1.3 Agents must be encouraged to prioritize local material suppliers in acquisition of materials in support to empowerment programmes such as emerging contractor strategy, provided they have capacity to supply materials stipulated in the bill of quantities and of the standards required by the Department. Such bill of quantities must be based on a plan approved by the municipality and/or NHBRC in case of new builds. Where alterations are done, proposed drawings are to be submitted and approved by the building inspectorates.
- 2.1.4 The agreement between the agent and supplier must clearly state that the supplier will deliver the goods to the beneficiary's residence in the presence of the beneficiary. This is to ensure that what was ordered reflects what is supplied. All materials must be SANS approved and buildings must comply with the Department's minimum norms and standards to ensure safety & compliance.
- 2.1.5 On approval of the material supplier, the representative of the agent, beneficiary and an inspector (departmental & municipal) will draw a list of materials required from the bill of quantities; vouchers will then be prepared by the agent.

The agent will forward vouchers to beneficiaries on face to face basis. Identification must be verified on collection of the voucher. Vouchers must be arranged in duplication so that a beneficiary will be given an original voucher and a copy be kept for record purposes. The Voucher will contain the following information, to ensure that it is accessed by the correct person for usage as agreed upon:

- Name of supplier
- Name of Project
- Particulars of the beneficiary (full names, identity number and Address including ward)
- Name of municipality and address (municipality must be given identification codes i.e. A = UMkhanyakude).
- Clearly state materials required for the applicable phase of construction (the supplier will refer to the list of approved materials supplied to them)
- Amount / cost of material.
- Date of issue and expiry date of voucher.
- A set of conditions are applicable and must be adhered to at all phases of the project :
  - \*It can only be used for material supply;
  - \*Not transferable; and
  - \*Not exchangeable for cash.

2.1.6 After the vouchers have been issued, beneficiaries will then present them to the appointed material supplier. The vouchers will be issued against milestones and suppliers would be paid as invoices are raised against vouchers hence no monies will be expected from beneficiaries during the acquisition of materials.

2.1.7 The agent, municipality, department inspector and the beneficiary will verify the material on delivery, using the delivery note from the supplier and the copy of the order form. The agent will then certify this and give a copy of the verified delivery note to the supplier in order for them to submit their claim to the agent. No monies will be advanced to suppliers prior to the deliver notes being signed by the agent and/or the beneficiary.

## **2.2. Alterations, improvements or repairs.**

In cases where sites have been identified within the development where substantial block/brick structures have been built to various levels of completion. Material equivalent to work that still needs to be done will then issued to enable beneficiaries to complete their structures provided that they meet qualifying criteria and have been on the municipal waiting list. The material issued will not exceed the subsidy amount. This will also be applicable to cases where extensions and/or enhancements are required.

As stipulated in 3.1.6., the departmental & municipal inspectorate division and agent will assist the beneficiary in choosing materials applicable to them from the Bill of quantities and using approved plans to guide the beneficiaries where applicable.

In such cases inspections by the departmental & municipal inspectorate divisions will be conducted on these houses to ensure that the structures are of

acceptable standards and that the material selected is applicable for the completion of that structure.

The progress payment system will comprise of five milestone payments. The payments will be done on progressive, EPHP payment milestones will be adopted in this regard, accommodating the needs for each individual.

**3. The progress payment would be applicable in the following manner :**

Pre-progress payment 1	Slab down – completion of foundation	15% of the total subsidy amount
Progress Payment 2	External and internal brick work completed	20% of the total subsidy amount
Progress Payment 3	Frame up – completion of frames, doors, trusses and roof structure	25% of the total subsidy amount
Progress Payment 4	Lock up stage – plumbing, tiling, finishing, painting and external site work completed	20% of the total subsidy amount
Progress Payment 5	Practical completion – issuance of certificate of occupancy	20% of the total subsidy amount

The above includes any subcontracted labour costs by the owner builder. The programme allows for adjustment of the subsidy amount in terms extraordinary development conditions and the disability variation amount.

Alternatively where delivery conditions are such that single deliveries are required, a retention amount maybe agreed upon to ensure units are completed as per contract. Whilst the retention can be negotiated, an amount of 20% is suggested as a guideline.

**4. Monitoring and evaluation**

Product Development Component will undertake policy review to ensure that challenges and risks are addressed and developments at National level are considered.

The Monitoring & Evaluation Component will undertake the monitoring and evaluation of the programme. The following indicators are therefore proposed:

- a) Number of submissions tabled for approval of projects that allow for the material supply programme.
- b) A percentage of beneficiaries who have been approved for the material supply programme in a financial year.
- c) Number of beneficiaries who have been assisted in emergency situations using the material supply system in a financial year.
- d) Number of vouchers issued to beneficiaries in a financial year.
- e) Number of vouchers that have been used in two years.
- f) Number of vouchers that have not been used in two years.
- g) Number of foundations erected in the second year of issue of vouchers.

- h) Number of internal and external brick wall erected in the third year of issue.
- i) Number of units inspected in the fourth year of issue.
- j) Number of completed units using the system in five years.

-----**END**-----

## **PRESENTATION ON DRAFT YOUTH ECONOMIC EMPOWERMENT STRATEGY MADE AT THE KZN YOUTH IN HUMAN SETTLEMENTS SUMMIT (JUNE 2012)**

Readers are invited to comment on this document, summarized herein. Comments are to be submitted to the Senior Manager: Product Development at [martie.milne@kzndhs.gov.za](mailto:martie.milne@kzndhs.gov.za) or fax 033 392 6482.

### **1. BACKGROUND**

- The triple challenges in SA namely poverty, unemployment and inequality impacts more on the youth of our country;
- The growing number of unemployed graduates continues to be a challenge;
- The most deprived households have some of the youths who resort to violence, drugs and alcohol
- All these ills are a societal challenge and not government challenge alone needs very strong partnerships
- child headed households are the key target groups and require more support to survive in the normal society

### **2. OBJECTIVES**

- Present Policy Frameworks creating an enabling environment
- To share the departments vision on youth development
- To develop Partnership to support and guide youth involvement in the sector
- To explore avenues for youth meaning full participation beyond the summit and mentorship
- To have a conversation with the youth about ideas they have that could be turned into opportunities
- Explore the mechanism by which space can be opened for the youth to participate meaningfully in the sector intervention;

### **3. POLICY IMPERATIVES**

- **Constitution**
- National Housing Act, as amended
- Provincial Housing Act, as amended
- **No. 54 of 2008: National Youth Development Agency Act, 2008.**
  - To provide for the establishment of the National Youth Development Agency aimed at creating and promoting co-ordination in youth development matters and matters associated with the effective governance of the Agency
  - To repeal the National Youth Commission Act, 1996

#### **4. CRITICAL PROVINCIAL ECONOMIC POLICY IMPERATIVES**

- Provincial Growth and Development Strategy (PGDS)
- Provincial Spatial and Economic Development Strategy (PSEDS)
  - Both these are critical in creating economically viable communities
  - Means we need to refocus and re-prioritize development to maximize economic development
  - Re-model rural development in terms of nodal development
- Where do we want to be in 2030?
  - Continued dependency? OR
  - Growing towards sustainable community development?]

#### **5. HOW DO WE CREATE ECONOMIC EMPOWERMENT?**

- Vibrant communities with access to opportunities
  - Human Settlement Design
    - PGDS; PSEDS; Sustainable human settlement strategies
    - Move from housing to human settlements with sites for commercial activities, infrastructure and government services
    - Create space to work, learn, play
  - Reduce structural unemployment
    - Skills development
    - Life skills orientation
    - Skills awareness
  - Entrepreneurship
  - Opportunities in human settlements.....PGDS; PSEDS; Sustainable human settlement strategies

#### **6. KZN-DEPARTMENT OF HUMAN SETTLEMENTS POLICY INTERVENTIONS**

- Policy on Women and Youth
- Emerging contractor strategy
- Vulnerable groups (assist child headed households and learner's shelters)
- Draft Co-operatives framework
- Draft framework on youth development
- Review of restricting the number of projects per implementing agent

#### **7. WOMEN AND YOUTH IN HOUSING**

- Housing subsidy allocation
  - Priority allocation in terms of need
- Database of contractors
  - Provincial database for women and youth who are involved in the construction sector, this must be done in consultation with the Department of Public Works and or other relevant sector departments.
- Training and skills development

- Partnership with Public Works, NHBRC, FET colleges and sector engagements
- Bursaries and internships
- Mentorship...
  - reinforced in the draft youth development framework and policy review on limiting the number of projects per IA

## **8. DRAFT YOUTH DEVELOPMENT FRAMEWORK**

- Identify the potential slice that could be given to the youth by giving them the necessary support
- The programme will be a multi-pronged intervention which include
  - ✓ Technical training – to be conducted by the NHBRC where needed. In the event of a retiring technical person in any company it would be appreciated if they can serve as a dedicated mentor;
  - ✓ A practical on the job training to be developed by the implementing agents, to be rolled out on the ground;
  - ✓ Stipend will be paid by the department unless the Implementing Agents decided to take that component for a specific and ease the resources challenges ;
  - ✓ The quality inspectorate and the monitoring and evaluation unit will monitor the development of the programme
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### **8.1. THE PROGRAMME**

- The programme will be a multi-pronged intervention which include
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- ✓ The quality inspectorate and the monitoring and evaluation unit will monitor the development of the programme

## **8.2. TRAINING & SKILLS DEVELOPMENT**

- It is envisaged that the programme will focus broadly on intensive skills development and training
- NHBRC , UKZN and other key stakeholders will partner with the department in delivering this objective
- Key focus will be on the job training , focusing on
  - ✓ Delivery of high quality products
  - ✓ Understanding the human settlements delivery value chain
  - ✓ Understanding the socio-economic environment of the clients served by the department
  - ✓ Supporting industry transformation

## **8.3. OPPORTUNITIES**

- The partnership should unleash the potential business, cooperatives, management etc.
- The department will be exploring the partnership where the youth in mentored and steered towards the identification of opportunity in the value chain such as
  - ✓ Entrepreneurship
  - ✓ Contractor development
  - ✓ Building
  - ✓ Brick-making, window and door frames
  - ✓ Engineering
  - ✓ Sub -contracting

## **8.4. ROLL OUT**

- Each district will work with the district coordination structure to identify the youth from the most deprived household to be linked to on-going project;
- Each Implementing Agent will be required to develop a comprehensive training plan and schedule of exposure and practical;
- A monthly report on progress or lack there and lessons will be submitted to the department on a monthly basis;
- Each youth participant will be exposed to the entire value chain of the project from project packaging to close out
- The duration of the mentorship will be a calendar year and may go beyond that to sharing projects to establishing own businesses

## **9. MOVING TOWARDS VISION 2030**

- What can we do together to create an economically viable South Africa?
- What should South Africa look like in 2030?

- Rights and responsibilities
  - Reduce crime
  - Entrepreneurship
  - No job is to menial
  - Better use of resources
  - Learning orientation
  - Growth takes time...

-----*END*-----

## **GUIDELINES FOR THE USE OF ALTERNATIVE TECHNOLOGY WITHIN KWAZULU-NATAL HUMAN SETTLEMENTS**

The Department is exploring alternative technologies as an alternative to conventional brick and mortar structure. The objective is to promote the use of alternative technologies in the delivery of human settlements in KwaZulu-Natal through reservation of subsidies, provision of platform for marketing alternative technologies through presentations etc. The Department has developed a data base of all those who have conducted presentations on their respective products and further invited service providers who comply in terms of Agr'ement certification or South African Bureau of Standards ((SABS) and National Home Builders Registration Council's (NHBRC) letter of support to be part of DHS data base.

In order to formalize and provide guidance on the processes to be followed when approaching the Department with an innovative product, it became imperative that guidelines be developed. The guidelines are noted below:

- a) The design and specifications of products must comply with the National Building Regulations and/or "deem to satisfy rules" and provisions relating to the National Building Regulations as contained in SANS 10400;
- b) Design and specification requirements are executed strictly in accordance with the inputs and methodology specified, used and approved by the relevant certification authority; and
- c) The Department, as is the case in conventional technology, will not be liable for the correction of any defects, and/or losses.
- d) Products are subject to community acceptance and municipal bylaws.
- e) Approval of designs by the relevant authorities on a project by project basis. These need to take into consideration the general performance criteria for residential structures, thermal efficiency and fire resistance.
- f) Organs of state are required to follow a procurement process in the awarding of tenders.
- g) Allocation of work through organs of state would need to be done in accordance with Treasury Regulations and Supply Chain Management Prescripts.
- h. It is also proposed that each municipality should have at least one percent of houses build using innovative products piloted in every projects for 2012/2013 financial year. These will be allocated to beneficiaries and they must indicate reasons for their choices.
- i. The proposals and costs must be based on NHBRC plans for a forty square meter, forty five square meter, double storey and walk-ups of three storeys high.
- j. The construction of the house must be within the applicable subsidy quantum as announced by the National Minister of Human Settlements.
- k. Providers of these alternative systems and technologies should conduct sufficient marketing of their products.
- l. The Department should ensure that there is budget reserved for innovative/ alternative technology.
- m. Service providers to use local labour and train community members properly on the use and maintenance of the product.
- n. Briefing session and exhibition of the building method should be arranged prior the commencement of the project in order to get buy in and/ support from the beneficiaries.

- o. Beneficiaries should be formally approached and consent to the arrangement with an understanding of the product and its limitations.
- p. The option will only be available to beneficiaries who qualify for housing subsidies as stipulated in the qualification criteria contained in the housing code.
- q. To ensure sustainability after the house has been constructed, the owners of the product should ensure that an effective maintenance team is in place and trained from day one, including the beneficiary.
- r. A study of local conditions should be conducted before any unconventional building technology can be used.
- s. The departmental inspectors should undergo intensive training as they may not be experienced in the quality assurance of alternative building materials.
- t. Every implementing agent would be required to partner with providers of innovative products and sign an agreement detailing their partnership.

## **REGISTRATION AND PROCESSES FOR OBTAINING THE NECESSARY CERTIFICATION FOR ALTERNATIVE PRODUCTS**

The processes are outlined below and they should only be used as a guide; contact has to be made with the relevant entities for more information.

### **1. The National Home Builders Registration Council (NHBRC): (Product registration)**

All new homes built in the Republic of South Africa are required to comply with the provisions of the Housing Consumer Protection Measures Act (Act 95 of 1998). The NHBRC has a responsibility of ensuring that any housing product utilized in the provision of homes for the consumer, does meet National Building Regulation rules. The role of NHBRC is to enforce compliance with National Building Regulation requirements by the home builders in the home building industry. NHBRC has established a database of housing products that satisfy the National Building Regulations excluding those covered in the SANS Codes of Practice. The process at which NHBRC assess whether a product meets necessary technical requirement is done in four stages as shown in Figure 2, namely: Submission, Technical Evaluation, Practical Evaluation and Registration.

#### **1.1 NHBRC ASSESSMENT PROCESS**

##### **a) Submission**

The product information is submitted to NHBRC Technical Division either directly or through a provincial office. The applicant is required to submit product description, detailed technical information on how the product meets National Building Regulation (NBR's) rules, and NHBRC technical requirements. A project history of the product (if available) is also required.

##### **b) Technical evaluations**

The NHBRC technical division will assess the rules and how quality control will be done to ensure consistent quality repetition. Most importantly, a comprehensive quality control document must be available, and must be part of the submission. Then approval will be granted should all the requirements be met.

### **c) Practical Evaluation**

This step involves practical evaluation of application of construction specifications stipulated in the technical submission. This will include:

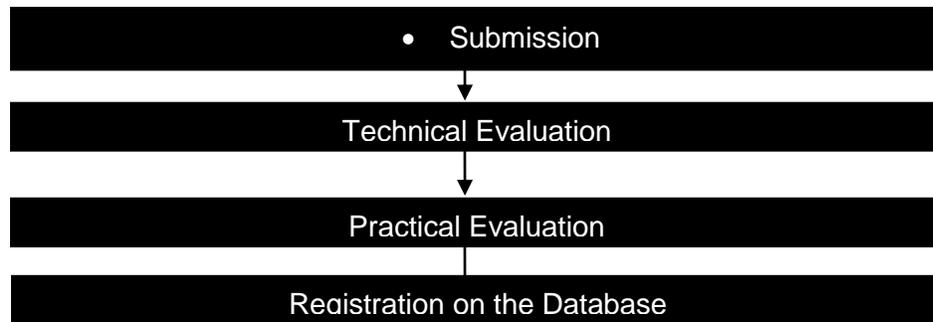
- i) Site visits of projects on ground where product has been used
- ii) Site visits where construction work in progress
- iii) Visiting demonstration sites e.g showrooms etc
- iv) Introduction to NHBRC provincial offices quality inspectors

The practical evaluation should be documented in a report.

### **d) Registration**

After approval all houses must be enrolled by the NHBRC for 5 years structural warranty.

## **1.2 FLOW CHART FOR NHBRC'S REGISTRATION PROCESS**



## **1.3 RATIONAL DESIGN TO NHBRC**

- The report must include design assumptions, detailed calculations, references to the necessary design standards and detailed design drawings.
- The structural design calculations must clearly demonstrate structural integrity and stability, including connection details
- Design calculations should have proper sketches annotated in English

## **1.4 NHBRC APPROVAL OF RATIONAL DESIGN/ASSESSMENT**

- Structural safety: resistance to static and dynamic actions, both individually and in and in combination, impacts, intentional and unintentional abuse, accidental actions.
- Structural serviceability: resistance to loss of function, damage and avoidance of user comfort.
- Structural durability: performance retention of the structure

## 2 NATIONAL BUILDING REGULATIONS AND SABS 0400 (SANS 10400)

### 2.1 LEVELS

#### a) LEVEL 1: The Act

The requirements of the National Building Regulations shall be complied with by adhering to the requirements of all the prescriptive regulations, i.e compliance with the National Building Regulations and Building Standards Act (Act 103 of 1977).

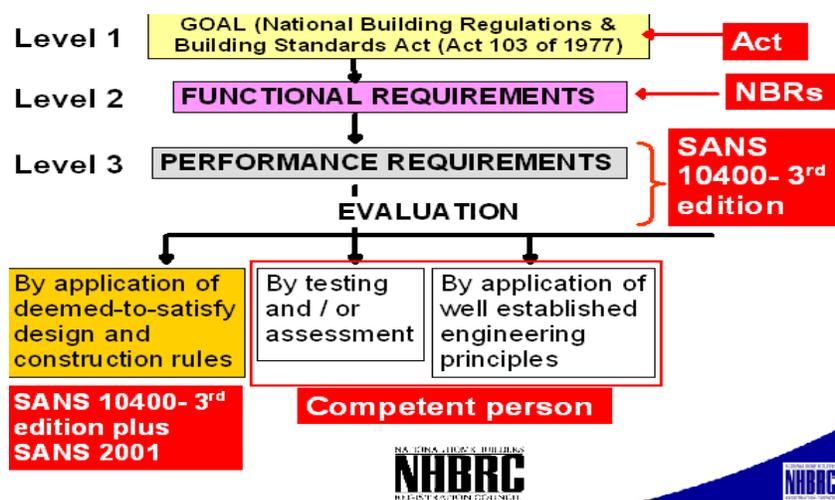
#### b) LEVEL 2: Functional Requirements (NBR's)

Products should satisfy all functional regulations by adopting building solutions that comply with the requirements of the requirements of the relevant part of SANS 10400; or

#### c) LEVEL 3: Performance Requirements: SANS 10400-3<sup>rd</sup> edition

They should reliably demonstrate, or predict with certainty to the satisfaction of the appropriate local authority that the building solution has an equivalent or superior performance to a solution that complies with the requirements of the relevant part of SANS 10400. This could be based by the application of the deemed -to- satisfy design and construction rules (SANS 10400-3<sup>rd</sup> edition) or by testing and/ or assessment or by application of well established engineering principles (competent person).

#### 2.1.1 Flow chart diagram indicating applicable levels



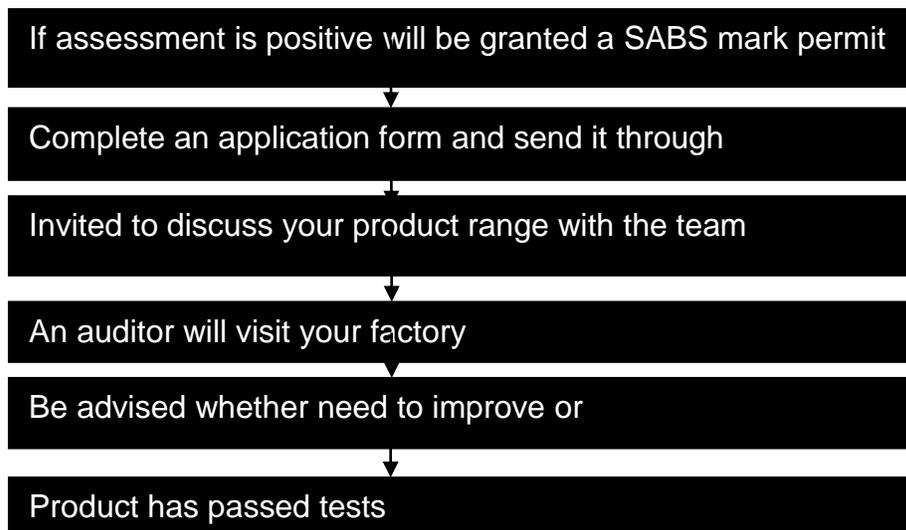
### 2.1 SABS

- SABS publishes national standards through technical committees. Committees have industry representatives that include NHBRC.
- Test and certifies products and services.
- Develops technical regulations (compulsory specifications).
- Promotes design excellence, and
- Provides training on aspects of standardization.

## 2.2 PRODUCT CERTIFICATION

SABS's Mark Scheme is a highly recognizable symbol of credibility and a powerful marketing tool, which reinforces a product's intrinsic features and as a result all products must be SABS approved. Because the SABS Mark Scheme ensures independent third-party certification, it gives clear evidence that the product bearing the SABS mark conforms to a specific South African or International standard. When a person contacts SABS, s/he would be advised on the right steps to take towards certification. This includes identifying the relevant SABS mark (performance mark, safety mark, approved performance, environmental friendliness, packaging and other specialized certification marks) and the relevant standard, which will set out the characteristics and the performance criteria of your product.

### 2.3 APPLYING FOR THE MARK: PROCESS FLOW CHART



## 3. AGRÉMENT CERTIFICATION

Agrement South Africa is an internationally recognized, independent centre for the assessment and certification of innovative, non-standardised construction systems. Agrement certification incorporates the requirements of:

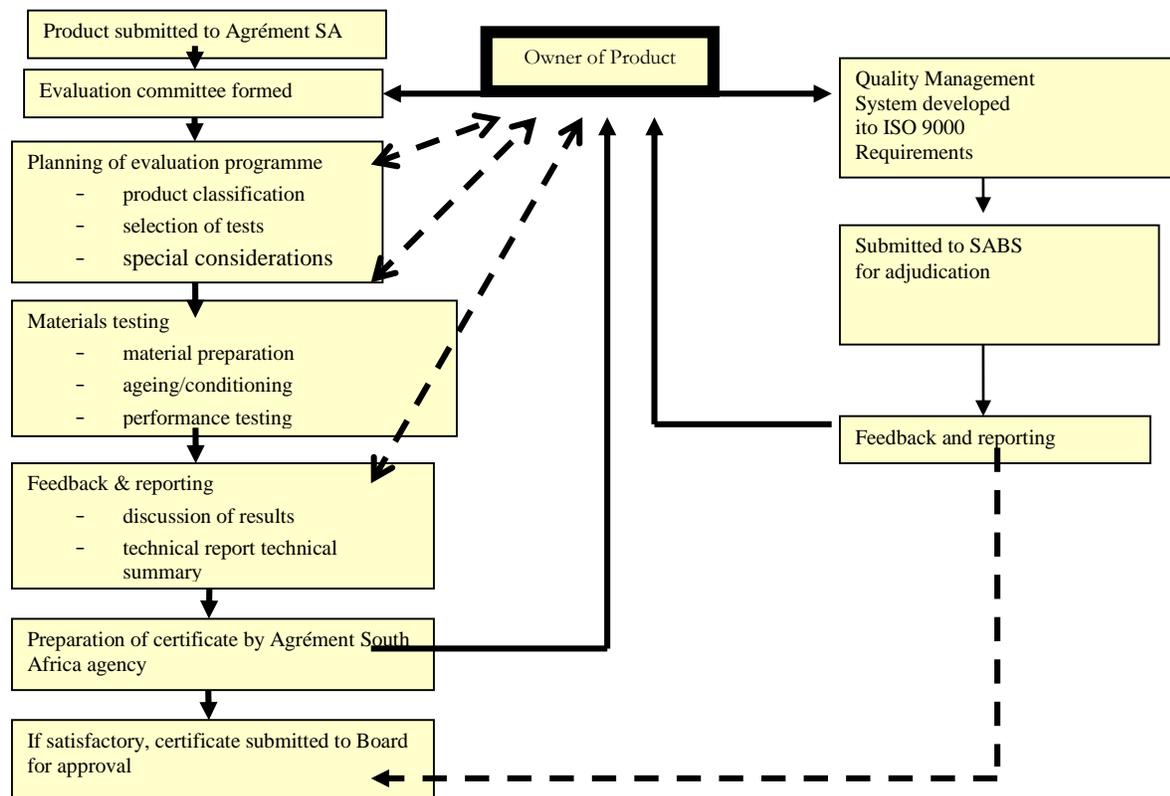
- The South African Department of Public Works
- Council for Scientific and Industrial Research (CSIR)
- International Council for Building Research, Studies and Documentation (CIB)
- South African Bureau of Standards (SABS)
- World Federation of Technical Assessment Organisations (WFTAO)
- South African Department of Human Settlements
- South African National Home Builder's Registration Council (NHBR)
- Council for the Built Environment (CBE)

- The Independent Development Trust (IDT)

### 3.1 AGRÉMENT CERTIFICATION PROCESS CONSISTS OF THE FOLLOWING:

- Formal Application
- Drawing up of a contract
- Evaluation/Assessment i.e approval by the committee of experts,
- Final ratification by the Agrément South Africa Board,
- Publication in the Government Gazette and Publication in Agrément South Africa web site

### 3.2 AGREMENT CERTIFICATION PROCESS FLOW CHART



### 4. CONTACT PERSONS

- **DOHS**

Contact person : Ms Dlane Duval - 031 336 5363  
[Dlane.duval@kzndhs.gov.za](mailto:Dlane.duval@kzndhs.gov.za)

Mr Vumani Ndlovu – 033 392 6478

- **NHBRC**

Contact person : Ms Dominique Gesler - 011 317 0266  
[DominiqueG@nhbrc.org.za](mailto:DominiqueG@nhbrc.org.za)

Ms Lerato Khumalo - 011 317-0258  
[leratok@nhbrc.org.za](mailto:leratok@nhbrc.org.za)

- **SABS**

Contact person : KZN Sales Manager - 031 203 2900  
[kzn.sales@sabs.co.za](mailto:kzn.sales@sabs.co.za)

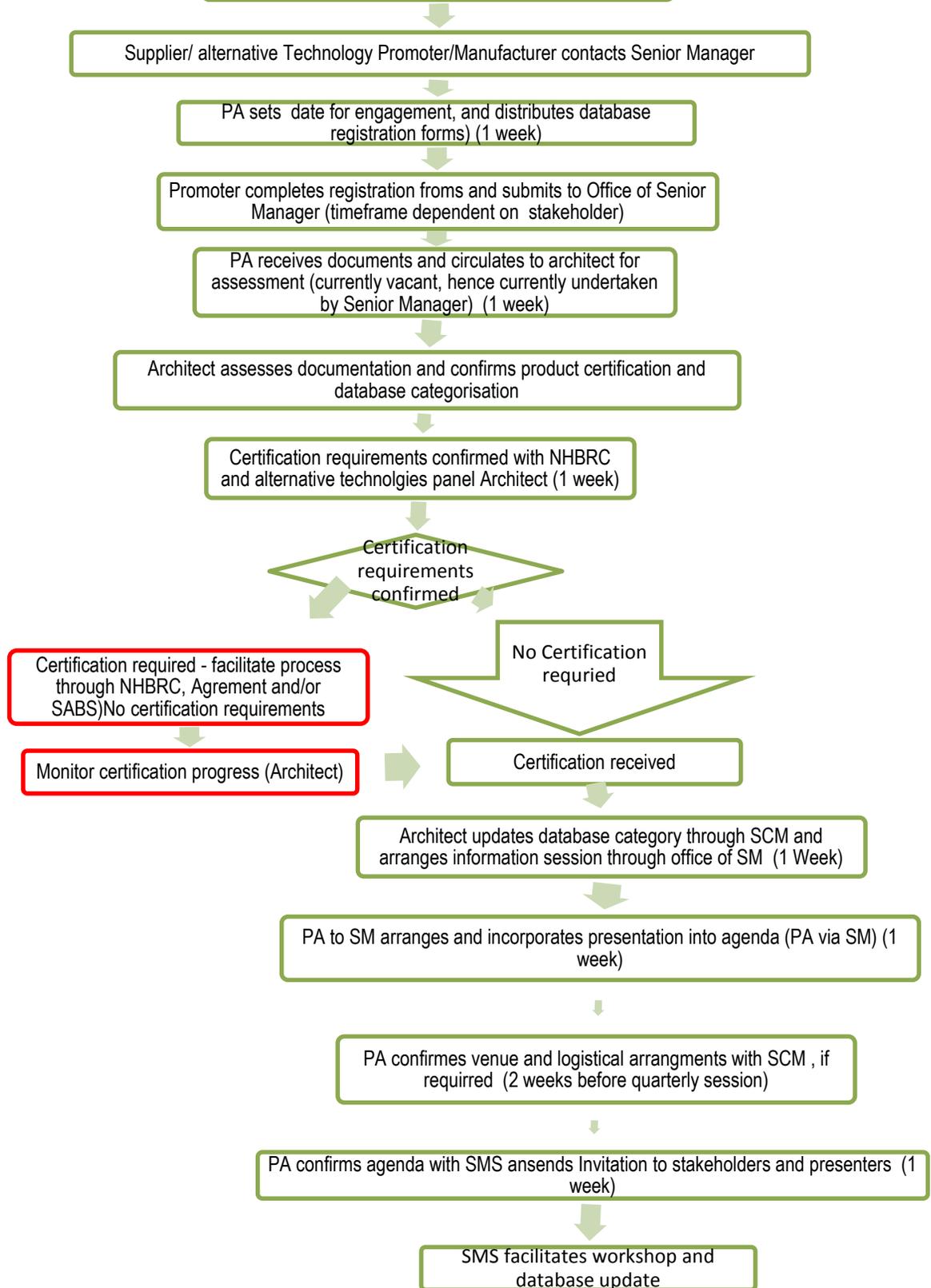
## 5. CRITICAL COMMENTS FOR NOTING

- The suitability of structures/technology must be assessed properly. This includes issues such as fire-resistance, potential structural damage through decorations and alterations.
- Certificates must be scrutinized properly to ensure it covers the correct standard. Note that ISO 9000/1/2/3 etc. relates to a quality management system and is **not** to certify that a product complies to relevant SANS/SABS standards.
- Likewise, agency licences need proper scrutiny to ensure standards are maintained as per original test criteria.
- Sample tests of materials need to be undertaken as per SANS requirements and the results should be verified at all times.
- The Department has established a working relationship with the NHBRC to ensure proper scrutiny of all alternative technologies.
- A database and grading criteria will be established in due course. The database establishment is in progress and all potential suppliers/users of alternative technologies are requested to apply. The registration forms and process flow chart are attached for information.

\* Kindly see updated database registration forms attached for your information.

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# Alternative Technology Facilitation Process





<b>PLEASE NOTE THIS FORM IS ONLY FOR THE KWAZULU-NATAL DEPARTMENT OF HUMAN SETTLEMENTS TO HAVE FULL DETAILS OF INNOVATIVE AND/OR ALTERNATIVE HOUSING TECHNOLOGIES (BUILDING SYSTEMS) . THE FORM COMPRISES OF 4 PAGES. KINDLY COMPLETE DETAILS IN FULL. INCOMPLETE DOCUMENTS MAY RESULT IN NON-REGISTRATION.</b>		
Name of Business:	Name of Managing Director:	Managing Director's identity number attach certified copy of ID:
Business registration number and attach certified copy of certificate:	(Insert CC number, companies Act number, etc.)	Tax Clearance Certificate number and attach an original valid copy
Provincial Treasury database Registration Number		
Physical address of company		
Postal address of Company		
Contact Person of the Company:	Contact Tel:	Cell
Fax	E-mail	
Please attach	A company profile incorporating previous contracts, value and references of contact persons and telephone numbers	
	Certified copies of valid BBBEE certificate	
	Relevant Product Brochure	
	Recent photographs of completed units	
	Details of job creation opportunities relating to the use of the system on a separate sheet, including numbers of skilled /unskilled labour required, skills or training levels required etc.	
	Any other general comments	
	Copy of professional indemnity of professional team members – competent persons	
Copies of standards authority certification		

## Product Information (based on NHBRC footprints)

<b>Note :Specification of units and costing need to include foundations, plumbing and elements of the conventional building system National norms and standards</b>	<b>40m<sup>2</sup> single unit</b>	<b>45 m<sup>2</sup> single unit</b>	<b>60 m<sup>2</sup> single unit</b>	<b>45 m<sup>2</sup> semi detached double story</b>	<b>45m<sup>2</sup> Cluster 3 story</b>	<b>45 m<sup>2</sup> semi-detached 3 story</b>
Type of system (e.g. modular, precast, etc)						
Specification : Please note the following : <ul style="list-style-type: none"> <li>▪ Rational designs, and/ or systems certified in other countries:</li> <li>▪ The report must include design assumptions, detailed calculations, references to the necessary design standards and detailed design drawings.</li> <li>▪ The structural design calculations must clearly demonstrate structural integrity and stability, including connection details. Design calculations should have proper sketches annotated in English, and using SI notation and e attached to the documents</li> <li>▪ If tests have been conducted by an accredited, independent authority, the submission must include ALL the test reports and certificates issued by the testing authority.</li> <li>▪ Test reports and certificates must be in English and a test procedure that was used must be clearly articulated</li> </ul> Copies of certified international standards authorities to be attached.						

<b>Note :Specification of units and costing need to include foundations, plumbing and elements of the conventional building system National norms and standards</b>	<b>40m<sup>2</sup> single unit</b>	<b>45 m<sup>2</sup> single unit</b>	<b>60 m<sup>2</sup> single unit</b>	<b>45 m<sup>2</sup> semi detached double story</b>	<b>45m<sup>2</sup> Cluster 3 story</b>	<b>45 m<sup>2</sup> semi-detached 3 story</b>
R/m <sup>2</sup>						
R/m <sup>2</sup> <100 units						
R/m <sup>2</sup> >100 units						
R/m <sup>2</sup> >200 units						
Agreement/ NHBRC approval date						
Agreement Certificate No.						
Certified copies of valid NHBRC Certificate						
SABS/SANS certification						
Location of any existing show houses/examples (GPS coordinates or street addresses) Show house 1 Show house 2 Show house 3						
Indicate willingness to establish a show house at own cost as part of social responsibility						
Estimated construction time (days) per unit) from foundation to handover to beneficiary						
Acoustics						
Structural safety Resistance to static and dynamic actions, both individually and in combination, impacts, intentional and unintentional abuse, accidental actions.						
Structural serviceability Resistance to loss of function, damage and avoidance of user discomfort.						

Structural Durability Performance retention of the structure	
Thermal efficiency	
Energy efficiency (R value) The extent to which the building envelope optimises the amount of energy required to achieve a required level of indoor climate control.	
Fire Safety Egress, fire suppression, fire resistance, risk of outbreak of fire and of spread of fire, physiological effects (smoke control and ventilation), and evacuation time (escape routes)	
Constructability (Quality Assurance) Transportation to site, erection procedures, quality control, health and safety.	
How would unit respond to alteration and/or extensions using conventional methods?	
How would the system hold up in terms of human interventions such as decoration, hanging pictures, TV, chasing walls, etc	
Is your product eligible to be extended using brick and mortar or traditional systems	
Where are components manufactured	
From which country is raw material obtained	
Location of suppliers and availability to delivery in terms of new construction and maintenance issues	



**INNOVATIVE TECHNOLOGY INFORMATIVE FORM 2 :  
 ALTERNATIVE BUILDING MATERIAL**

**PLEASE NOTE THIS FORM IS ONLY FOR THE KWAZULU-NATAL DEPARTMENT OF HUMAN SETTLEMENTS TO HAVE FULL DETAILS OF INNOVATIVE AND/OR ALTERNATIVE HOUSING TECHNOLOGIES (BUILDING SYSTEMS) . THE FORM COMPRISES OF 4 PAGES. KINDLY COMPLETE DETAILS IN FULL. INCOMPLETE DOCUMENTS MAY RESULT IN NON-REGISTRATION.**

Name of Business:	Name of Managing Director:	Managing Director's identity number attach certified copy of ID:
Business registration number and attach certified copy of certificate:	(Insert CC number, companies Act number, etc.)	Tax Clearance Certificate number and attach an original valid copy
Provincial Treasury database Registration Number		
Physical address of company		
Postal address of Company		
Contact Person of the Company:	Contact Tel:	Cell
Fax	E-mail	
Please attach	A company profile incorporating previous contracts, value and references of contact persons and telephone numbers	
	Certified copies of valid BBBEE certificate	
	Relevant Product Brochure	
	Recent photographs of completed units	
	Details of job creation opportunities relating to the use of the system on a separate sheet, including numbers of skilled /unskilled labour required, skills or training levels required etc.	
	Any other general comments	
	Copies of standards authority certification	

## Product Information

Type of product (e.g. solar panel, block, etc)
Specification : Please note the following : <ul style="list-style-type: none"><li>▪ The report must include design assumptions, detailed calculations, references to the necessary product standards and detailed design drawings.</li><li>▪ Product materials and composition should also be specified</li><li>▪ If tests have been conducted by an accredited, independent authority, the submission must include ALL the test reports and certificates issued by the testing authority.</li></ul> Test reports and certificates must be in English and a test procedure that was used must be clearly articulated. Copies of certified local and/or international standards authorities to be attached.
Product use and instructions must be clear and include the following: <ul style="list-style-type: none"><li>▪ Indication of how it is to be used</li><li>▪ Special conditions for application</li><li>▪ Availability of materials for maintenance, repair, and/or replacement</li><li>▪ Product warranties and conditions</li></ul>
SABS/SANS certification
Structural safety : Resistance to static and dynamic actions, both individually and in combination, impacts, intentional and unintentional abuse, accidental actions.
Structural serviceability : Resistance to loss of function, damage and avoidance of user discomfort.
Structural Durability : Performance retention of the system
Price : per unit Price for bulk supply per unit (Please specify minimum quantity required for discount):

