

STATUTORY INSTRUMENT
NO. 106
OF 1999
CHAPTER 442
OF
THE LAWS OF ZAMBIA

(S.I. No. 106)

The Zambia Institute of Architects (Code of Professional Ethics and Conduct and Conditions of Engagement) Regulations, 1999

IN exercise of the powers contained in section thirty-eight of the Zambia Institute of Architects Act, and on the recommendation of the Council, the following Regulations are hereby made:

1. These Regulations may be cited as the Zambia Institute of Architects (Code of Professional Ethics and Conduct and Conditions of Engagement) Regulations, 1999.

Title

2. In these Regulations, unless the context otherwise requires-
Interpretation

“Code” means the Code of Professional Ethics and Conduct.

3. Every architect registered under the Act shall be bound by the Code, as set out in the First Schedule to these Regulations.

Code

4. Every architect registered under the Act shall be bound by the Conditions of Engagement of an Architect, as set out in the Second Schedule to these Regulations.

Conditions of engagement of architect

First Schedule
(Regulations 3)

Code of Professional Ethics and Conduct

PART I

PROFESSIONAL CONDUCT

1. An Architect shall faithfully and diligently carry out the duties undertaken according to the terms of the contract of engagement and have-

(a) proper regard for the interests of any person who commissions the architect; and

(b) a third party duty of care for any person expected to use or enjoy the product of the architect's work.

2. An architect shall rely only on ability and achievement as the basis for advancement and shall not attempt to supplant another architect nor injure falsely or maliciously, directly or indirectly, the professional reputation, prospects or business of another architect.

3. An architect shall inform a client in advance of the Conditions of Engagement of an Architect and the Scale of Professional Fees, as set out in the Second Schedule, and agree with the client that those Conditions shall apply to the architect's appointment and shall not accept any other payment or consideration for the duties entrusted to that architect.

4. An architect shall act in an impartial manner in all cases in which the architect is acting between parties and shall, with entire fairness, interpret the conditions of a contract between those parties.

PART II

UNPROFESSIONAL CONDUCT

5. The following shall constitute unprofessional conduct on the part of an architect, inter alia:

- (a) breaching the principles of the Code and bringing the profession into disrepute;
- (b) engaging, directly or indirectly, in any of the building trades (except as owner or part owner of a building to be erected) Or engaging in or being connected with any occupation or business which is contrary to the provisions of this Schedule;
- (c) carrying on or acting as principal, partner, manager or employee in a company trading in materials used in, or whose activities are otherwise connected with, the building industry or the financing or erection of buildings;

Provided that-

(i) an architect may be a director of any company including a registered building society, other than the above excepted trades or business; and

(ii) a non-practising architect may be employed as a full time technical advisor in a company manufacturing building materials;

(d) maintaining or having an office for the purpose of carrying on the business or profession of an architect unless that office is at all times, under the direct and personal supervision of at least one registered architect;

(e) accepting any work which involves the giving or receiving a discount or commission, or accepting any discount, gift or commission from contractors or tradesmen whether employed on the contractor's works or not;

(f) accepting remuneration in connection with the works and duties entrusted the architect other than in accordance with the Scale of Professional Fees, as set out in the Second Schedule;

(g) issuing any drawings, specifications, certificates of final accounts or similar work performed by the architect or by some person in the employ of the architect, unless the same bears the architect's name, address and the architect's seal of Registration issued by the Zambia Institute of Architects;

(h) signing, as an architect, any documents of which the architect is not the bonafide author;

(i) sharing or agreeing to share fees, or agreeing to enter into partnership or associate-ship regarding architectural work, with an unregistered person;

(j) entering into, changing or dissolving any form of partnership or associate- ship without informing the Council;

(k) taking part in an architectural competition without the permission of the Council, unless the conditions thereof contain the clause "These Conditions have been submitted to and approved by the Council of the Zambia Institute of Architects";

(l) attempting to influence unfairly or dishonourably, whether directly or indirectly, the award in an architectural competition;

(m) acting as an architect or joint architect for a work which is or has been the subject of an architectural competition in which the architect or a partner of the architect has been or is engaged as an assessor;

(n) acting as a consulting architect whilst engaged as an assessor, unless the architect is appointed consulting architect before the inception of an architectural competition; or acting in any other professional capacity in any matter connected with the work which is the subject of an architectural competition:

Provided that the architect may act as arbitrator in any dispute between the promoters and the selected architect;

(o) acting as an architect where that architect is officially approached by the promoters of an architectural competition for advice, as to the holding of an architectural competition with a view to the architect acting as an assessor, and eventually it is decided not to hold the architectural competition but to appoint another architect to carry out the work;

(p) knowingly undertaking a commission while fees are outstanding or any claim for compensation or damages is owing to an architect previously employed and whose employment has been terminated, unless security for the payment of fees outstanding and for due satisfaction of any award or judgment which may be made or given in favour of the architect previously employed has been given;

(q) knowingly charging other than for work carried out or charging other than within the terms of the scale of Professional Fees, as provided in these Regulations;

(r) receiving any payment from a contractor whatever may be consideration therefore, unless the acceptance of the fees from a contractor is in return for professional services rendered to the contractor as a client;

(s) obtaining or attempting to obtain architectural work-

(i) by offering or paying monetary or other consideration or inducement to any person; or

(ii) by any other improper means;

(t) touting for, or in any way soliciting for, professional work;

(u) preparing or issuing any building plans of a scheme for which the architect is not professionally engaged;

(v) attempting to supplant or discredit another architect with a view of unfairly influencing a commission;

(w) advertising or offering professional services by means of circulars or otherwise, or arranging or inspiring reports, interviews, or articles or notices of any description or making paid announcements in the press referring to the architect professionally in a manner calculated to attract clients or obtain professional work, except that-

(i) on change of address one notice may be inserted in the professional press, or any technical journal approved the Council, and correspondents may be notified once by post;

(ii) an architect may allow signed illustrations and descriptions of the architect's work to be published in the press, but the architect shall not;

(A) give monetary consideration for such insertions; or

(B) allow the illustrations and descriptions to be used by the publishers for extorting advertisements from contributors;

(iii) an architect may consent to the publication of a series of illustrations either in circular, brochure or book form, with or without descriptive letter press, of any building or buildings for which the architect has been responsible:

Provided that-

(A) paragraph (B) of item (ii) above is complied with; and

(B) the architect does not distribute the publication; and

(iv) an architect may present a lecture of an educational nature either with or without remuneration;;

(x) exhibiting the architect's name except outside the architect's office or on the site of a building being constructed, altered or extended, or on a completed building designed by the architect, unless in an unostentatious manner;

(y) an architect being commissioned as an architect except for the person, firm or institution by whom the architect is employed on a salaried basis, unless the architect has first obtained the permission of the employer;

(z) doing the work of an architect in an honorary capacity, without informing the Council;

(aa) acting other than in an impartial manner in all cases of dispute between employer and contractor and interpreting the condition of a contract between employer and contractor other than with fairness;

(bb) conducting oneself dishonourably in connection with the work performed by that person as an architect;

(cc) taking over a commission when acting in a consultative capacity in connection with the work for which another architect is employed and whose services are afterwards terminated;

(dd) knowingly competing with another architect who has prior to the commissioning, been given a written undertaking by a client, or competing in any unfair or dishonest manner with another architect; or

(ee) contravening the provisions of the Act or these Regulations.

PART III

DISCIPLINARY PROCEEDINGS

6. The council shall consider the conduct of any member of the Council on its own accord or upon a complaint made by or on behalf of any person aggrieved by reason of the alleged unprofessional conduct
When Council may institute inquiry

7. The Council may require the aggrieved person, hereinafter referred to as the complainant, to file further particulars of any of the matters complained of and require the complaint or any part thereof to be verified by an affidavit.

Complaints

8. The Council may notify the member whose conduct is complained of or who is under inquiry to file, within ten days, after the notification, an explanation in answer to the complaint and may require that the explanation be verified by affidavit.

Explanation in answer to complaint

9. The Council may summon before it any member against whom any complaint is lodged or whose conduct appears, to the Council, to require investigation and may call upon that member to produce any document, contract book, paper, drawing, specification, quantities or other writing in the possession or under the control of that member in any way relating to or concerning the complaint or matter under investigation and shall hear any relevant evidence and inspect any relevant documents which the complaint or member complained against may desire to adduce.

Power in subpoena member

10. The member against whom the complaint is made has the right to appear before the Council and to be heard, either personally or through counsel and may call such evidence and produce such documents as may be relevant.

Appearance of member

11. Where a member does not appear or file an explanation, the inquiry may be proceeded with forthwith.

Non-appearance

12. At any inquiry held under these Regulations, all verbal evidence shall be taken on Evidence on oath

SECOND SCHEDULE
(Regulation 4)
CONDITIONS OF ENGAGEMENT OF AN ARCHITECT
PART 1
GENERAL

1. (1) An architect shall give such periodic inspection as may be necessary to ensure that works for which the architect is commissioned are executed in accordance with the contract.

Inspection and

supervision

(2) In case where constant supervision of work is required, a clerk of works shall be employed for that purpose

(3) The clerk of works shall be-

- (a) nominated or approved by the architect
- (b) under the direction and control of the architect; and
- (c) appointed and paid by the client

(4) Where frequent or constant inspection by the architect is necessary a resident architect may be appointed by the architect on a part time or full time basis and payment shall be on the basis of time

2. An architect shall not make any material deviation, alteration or addition to, or omission from, an approved design without the prior knowledge and consent of the client and shall inform the client if the total authorized expenditure is likely to be exceeded, or be less, or if the contract period is likely to be varied

approved

design d

3. An architect may give orders on behalf of the client if the orders are necessary due to constructional requirements and the architect shall immediately notify the client of the orders made and of any materials
Orders by
increase or decrease in the contract sum arising there from
architect

4. An architect shall on request by the client, on completion of the work, prepare small scale drawings of the
Preparation of
work, showing the main lines of drainage and other essential services as executed and the copyright in all
small scale
drawings and in work executed from them shall vest in the architect
drawings

5. (1) The employment of a consultant shall be at the discretion of an architect as agreed with the client
Employment

of consultants

(2) A consultant shall be nominated or approved by the architect or and appointed and paid by the client who will determine the extent of the consultant's services in accordance with the scale of fees applicable to the consultant.

(3) A consultant shall be responsible for the competence, general inspection and performance of the consultant's
expertise

6. A contract of engagement between an architect and a client may be terminated at any time by either party:
Termination
Provided that thirty days written notice is given by one party to the party.
of contract

7. The fees and charges payable to an architect under this part shall not exceed the fees and charges in the
Scale Scale of fees
of Professional Fees set out in Part II of this Schedule unless a higher charge is agreed between the architect
and
the client when the architect is commissioned

PART II SCALE OF PROFESSIONAL FEES

8. (1) The fees set out in sub-paragraph (3) are in all cases exclusive of services referred to in sub-paragraph
(5) Fees and
which shall be paid for by the client in addition to the architects fees for professional services
charges

(2) For taking instructions from a client, preparing sketch designs making approximate estimates of costs,
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submitting an application for approval under the Public Health (Building) Regulations and the Town Country
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Planning (Application for Planning Permission) Regulations. Preparing working drawings and specifications and such other particulars as maybe required for the purpose of obtaining tenders, advising on tenders and the preparation of contracts, nominating and instructing consultants and clerk of works, preparing for the use of a contractor, two copies of all drawings, specifications and other particulars and all further details as maybe necessary for the proper carrying out of works, giving general inspection as defined in paragraph 1 of part 1, issuing certificate for payment, certifying accounts and preparing such drawings as maybe required under paragraph 4 of part I: the charge shall be a percentage of the total cost of all executed works, as set out in this part.

(3) The fees and charges payable under this part varies depending on-

(a) The complexity as follows:

- (i) buildings are classified into three classes, as set out in the Notes to this schedule, for the purposes of fee calculation and the class of each building shall be agreed by the client and architect prior to commissioning and:
- (ii) the building types most likely to fall into each class as set out in the Notes to the Schedule

(b) the size as follows:

building works are divided into three categories namely:

- (i) small works
- (ii) medium works or
- (iii) large works

(4) The maximum fees shall be as follows :

- Class A- Category (i) 8.25 per centum
- (ii) 7.50 per centum
- (iii) 6.50 per centum
- Class B- Category (i) 7.00 per centum
- (ii) 6.00 per centum
- (iii) 5.25 per centum
- Class C- Category (i) 6.50 per centum
- (ii) 5.50 per centum
- (iii) 5.00 per centum

Provided that:

- (i) when new works are executed wholly or in part with old materials, or where materials, labour or carriage is provided by the client, the percentage fee chargeable shall be calculated as if the works had been executed wholly by the contractor supplying all labour and new materials
- (ii) in addition to the percentage fee on the total cost of the works, an architect shall be entitled to charge in respect of the cost of works included in tenders but subsequently omitted, two third of the fee which would have been payable had such works been executed:
- (iii) where the client is the contractor, a statement provided by the contractor of the ascertained gross cost of works maybe used in calculating the total construction cost of the works and in the absence of such a statement the architects own estimate shall be used, and in both a statement of the ascertained gross and in an architects estimate there shall be included an allowance for the contractors profit and overheads.

(5) In addition to the fees charged the architect shall be reimbursed for all reasonable expenses and disbursements incurred in connection with the contract including the following:

- (a) the cost of all printing and other reproductions of drawings, documents, photographs and other records:

- (b) hotel and traveling expenses
- (c) kilometer allowance at the rate of K 1,250 per kilometer
- (d) all payments made on behalf of the client, such as expenses incurred in advertising for tenders and resident site staff, the time and reasonable expenses of interviewers and reasonable expenses of interviewers
- (e) fees and other charges for specialized professional advice, including legal advice, incurred by the architect with the specific authority of the client
- (f) the cost of postage, telephone charges, telex messages, cables, telegrams, facsimile, air freight and courier services
- (g) additional charges by an architect for time spent in traveling in connection with works which charges shall be assessed in accordance with the rates set out in paragraph 17

(6) The architect shall maintain records of all expenses and disbursements referred to under sub-paragraph (5) and shall upon request by the client make the records available

9. The fees and charges payable under this part maybe varied as follows:

Variation of
fees charged

(a) in the case of extensive works of a simple character which involve continuous duplication of units, the percentage fee may be reduced by a maximum of one sixth; those portions of the same work identical in design and specification occurring in two or more buildings or structures:

(b) in the case of two or more buildings wholly identical in design and construction, or having identical superstructures, commissioned by the same client, on the same site-

(i) the first building shall be assessed in accordance with paragraph 8 where full services are performed and where full services are performed and where partial services only are performed in accordance with the provisions of paragraph 10;

(ii) on each repetition up to and including the tenth, the charge shall not exceed one-half per centum of the cost of that building or superstructure and for each subsequent repetition the cost shall not exceed one-eighth per centum of the cost therefore, plus a charge for inspection, when required which shall be one-third of the percentage fee payable under paragraph 8:

Provided that all buildings or substructures of buildings, and work done in connection with shall be charged in accordance with paragraph 8 or in accordance with the provisions of paragraph 17, as the case maybe:

© in the case of works to existing buildings a higher percentage fee not exceeding twice the amount payable under paragraph 8 shall be chargeable depending upon the intricacy of the work involved

(d) where extensions to existing buildings are substantially independent, percentage fees applicable for new works apply, but the fee for those sections of the works that link existing buildings to the new works shall be charged separately at the higher rate agreed in sub paragraph (ii) of paragraph (b);

Provided that special fees appropriate to the circumstances and not exceeding twice the percentage fee may be charged in respect of works involving special services in relation to fittings, furnishings. Decorations, exhibitions and garden or landscape design

10. In cases where an architect performs only partial services on behalf of a client, which expression shall be deemed to include the abandonment, deferment, substitution or omission of any project of works or part thereof, or if the services of an architect are terminated, the charges in respect of the services performed by the architect shall be as follows:

Partial
Services

(a) for taking instructions from a client and preparing preliminary sketch designs to illustrate the possibilities of a site or the cost of scheme, the charges shall be based on time in accordance with the provisions of paragraph 17, but shall not exceed one-twelfth of the percentage fee payable under the other provisions of this part calculated on the architect's estimated cost of such works

(b) for taking instructions from a client, preparing sketch designs sufficient to indicate the architect's interpretation of the client's instructions, and making an approximate estimate of cost, the charge shall be based on time in accordance with paragraph 17, but shall not exceed one sixth of the percentage fee payable under the other provisions of this part calculated cost of such works;

© for taking instructions from a client, preparing sketch designs sufficient to indicate the architect's interpretation of the client's instructions, making an approximate estimate of cost and preparing drawings and particulars sufficient to enable applications for

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approval

under the Public Health (buildings) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations, the charge shall not exceed one third of the percentage fee payable under this part calculated on the architect's

estimated

cost of such works

(d) for taking instructions from a client, preparing sketch designs making an approximate estimate of cost, preparing working drawings, specifications and such other particulars as may be required for the purpose of obtaining tenders, the charge shall not exceed two thirds of the percentage fee payable under this part calculated on the lowest bonafide tender received or if no such tender is received, on the architect's final estimate of the cost of such works;

(e) where the works or any part thereof are abandoned or deferred or if any part thereof is omitted or substituted on the instructions of the client during the preparation of the working drawings, the charge shall be a proportionate percentage of the work actually completed but shall not exceed two thirds of the percentage fee payable under this part calculated on the architect's estimate of the cost of the works described in the client's original instructions;

(f) for preparing preliminary sketch plans or finalizing sketch plans prepared by an architect or engineer from the Government or a local authority the charges shall be as provided in sub

paragraph © or (e), as the case may be, according to the extent of the works commissioned

less-

(i) in the case where preliminary sketch plans are provided, one twelfth of the percentage fee

otherwise payable and;

(ii) in the case where sketch plans are not prepared, one sixth of the percentage fee otherwise payable

(g) for general inspection of building works, issuing a certificate of payment, certifying accounts and administering the contract, the charge shall not exceed one third of the percentage fee payable under this part on the cost of such works as estimated by the architect

however a higher agreed fee which shall not exceed twice the fee payable under this part shall be chargeable for the inspection of works of which the architect is not the author

11 Charges assessed on the basis of time in accordance with paragraph 17 shall be payable in respect of the Services not

following additional services not included in the fees and charges under this part

included in fees and

(a) advising as to selection and suitability of sites, negotiating as to sites or building, surveying sites or buildings and taking levels and making surveys, measurements and plans of existing buildings

charges under this part

(b) preparing special drawings in addition to the working drawings for the use of the client and preparing drawings for negotiations with landlords, adjoining owners, public authorities, licensing authorities and others.

© amending working drawings, specifications or other particulars or preparing new working drawings, specifications or other particulars to give effect to alterations on a client's instructions

(d) negotiations arising from applications for licenses, or approval under the Public Health (Building) Regulations and the Town and Country Planning (Permission) Regulations or negotiations in connection with party walls, right of light, other casements, reservations

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or

restrictions

(e) works arising out of the delay by clients in providing information or;

(f) changes in design due to causes beyond the architects control;

12. (1) An architect shall-

(a) on completion of sketch designs be entitled to receive from the client one sixth of the total fee payable and such reasonable expenses and disbursements as the architect may incur;

Mode and time of payment

(b) on completion of drawings and particulars sufficient enable an application to be made for approval under Public Health (Buildings) Regulations and the Town and Country Planning (Applications for Planning permission) Regulation, be entitled to receive from the one third of the total fee payable and such reasonable expenses and disbursements as the architect may incur less the amount of any payment already received by architect under the provisions of sub paragraph (a)

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© during the preparation of working drawings and other particulars, be entitled to receive from the installment consistent with the amount of work completed by the architect, and such reasonable expenses and disbursements as the architect may incur, less amount of any payments already received by the architect and such reasonable expenses and disbursements as the architect may incur less amount of any payments already received by the architect under the provisions of sub-paragraphs

(a) and (b)

(d) on completion of working drawings and other particulars be entitled to receive from the client two thirds of the total fee payable and such reasonable expenses, disbursements as the architects may incur

less the amount of any payments already received by the architects under the provisions sub-paragraphs

(a), (b) and (c)

(e) be paid the remaining one third of the total fee payable by the client to the architect in installments as

the building works progress consistent with the value of such building works as certified by the architect from time to time further reasonable expenses and disbursements incurred by the architect shall be payable by the client as expenses and disbursements arise

(2) An architect shall, where for any reason an architect forms partial service, on completion of such partial service entitled to payment of the fees specified in paragraph 10 and reasonable expenses and disbursements as the architect may

(3) An architect's fees charged in accordance with the provision of this paragraph shall be due for payment by a client on preparation of the fee note by the architect and interest at the rate per centum over and above the current

Bank of Zambia overdraft shall be payable by the client on all amounts overdue at the end of thirty days from the date of invoice

(4) An architect shall charge any applicable tax in account with any law in force

13. (1) An architect shall from making inspections prepare reports or giving advice on the conditions of premises

be entitled to assess charges on the basis of time in accordance with paragraph

(2) An architect shall for preparing architectural design briefs or preparing project feasibility studies assess

charges based on time and agreed by the architect and the client to which shall be added any reasonable expenses

and disbursements incurred by the architect

14. An architect engaged for the purpose of making architectural valuations, for whatever purpose, shall charge a Maximum based on time in accordance with paragraph 17 to which shall be added any reasonable expenses and disbursements incurred by the architect

fee for
valuation

15 (1) The fees payable to an architect engaged for the purpose of preparing a schedule for a landlord, or assessing a dilapidation and settling the amount required to attend to the dilapidation shall be based on time, in accordance with paragraph 17 to which shall be added any reasonable expenses and disbursements incurred by the architect

16, (1) The fees payable to an architect engaged for the purpose of assessing plans in an architects competition shall not exceed one fifth per centum upon the estimated cost of the proposed building, in addition to which the architect may charge reasonable traveling and subsistence expenses incurred by the architect

Architect acting as assessor in architectural competition

(2) Where more than one architect is engaged as an assessor in connection with the same project the fees shall be agreed between the architect and the promoters

17. Where charges by an architect are to be assessed on the basis of time, the following rates shall apply:

Charges for time

		Fee Units
(a) Partner/ Director	per hour	833
(b) Senior Architect	“	625
© Architect	“	486
(d) Graduate	“	347
(e) Senior Technician	“	278
(f) Technician	“	222

18. The fee payable to an architect required to attend at court for the purpose of giving evidence or who is required to settle proofs, attend at conferences with council, attendant at court or town planning inquires or before other tribunals or generally to render services in connection with litigation shall be based on time in accordance with paragraph 17 increased by twenty per centum to which shall be added any reasonable expenses and disbursements incurred by the architect

Litigation

19. The fees of an architect engaged to act as arbitrator shall be based on time, in accordance with paragraph 17, increased by sixty per centum to which shall be added any reasonable expenses and disbursements incurred by the architect

Arbitration

20. The fee payable to an architect engaged for the purpose of –

(a) examining plans on behalf of a local authority for compliance with the Public Health (Building) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations which shall be added any reasonable expenses and disbursements incurred by the architect.

Fees for approving plans, inspecting

(b) inspecting buildings during progress for compliance with the Public Health (Building) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations, shall be based on time in accordance with paragraph 17 to which shall be added any reasonable expenses and disbursements incurred by the architect.

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21. Where the architect renders services not provided for under this part and which in the opinion of the council, should be charged, charges shall be based on time in accordance with paragraph 17.

Services not provided for under this p

22. The fees payable to an architect engaged in estate and property management shall be based on time in accordance with paragraph 17

Fees for property mmanagem

NOTES:

1. BUILDING COMPLEXITY

Guidelines for classification of buildings:

Buildings are divided into three classes for purposes of calculating fees:

CLASS A

Complex building requires highly detailed design with a comparatively large amount of

scientific, mechanical and electrical equipment and other facilities requiring specialized detail coordinating such as:

- (a) theatres
- (b) opera houses
- (c) research establishments
- (d) courts
- (e) embassies
- (f) houses or flats for individual clients
- (g) university laboratories
- (h) medical schools
- (i) dental surgeries
- (j) communications buildings
- (k) television and broadcasting stations
- (l) breweries
- (m) art galleries and
- (n) purpose built factories

CLASS B

Building of average complexity such as:

- (a) purpose built offices
- (b) police stations
- (c) prisons
- (d) hotels
- (e) shopping centers or stores
- (f) schools
- (g) churches
- (h) civic buildings
- (i) residential flats
- (j) estate housing schemes
- (k) libraries
- (l) banks
- (m) motor garages or showrooms
- (n) ambulance and fire stations
- (o) bus stations and
- (p) clinics

CLASS C

Works of the simplest utilitarian character without copy of design or detail and requiring a minimum of finishes such as:

- (a) storage sheds
- (b) warehouse
- (c) barns and stables
- (d) single storey car parks
- (e) dormitories or hostels
- (f) community halls and
- (g) speculative factories and warehouses

2. SIZES

There are three categories of the size of projects whose value may be reviewed at such times as may be considered necessary by the council

The sizes are as follows:

- | | |
|--|------------------|
| (a) Category (i) small works not exceeding | 50, 000, 000.00 |
| (b) Category (ii) medium sized works exceeding | 50,000, 000.00 |
| but not exceeding | 500, 000, 000.00 |
| © Category (iii) large works exceeding | 500, 000, 000.00 |

G.M

Minister of Works

Lusaka

15th September, 1999

[MWS. 102/1/32]

(S.I. No. 106)

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Conditions of engagement of architect

First Schedule
(Regulations 3)

Code of Professional Ethics and Conduct

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(b) a third party duty of care for any person expected to use or enjoy the product of the architect's work.

2. An architect shall rely only on ability and achievement as the basis for advancement and shall not attempt to supplant another architect nor injure falsely or maliciously, directly or indirectly, the professional reputation, prospects or business of another architect.

3. An architect shall inform a client in advance of the Conditions of Engagement of an Architect and the Scale of Professional Fees, as set out in the Second Schedule, and agree with the client that those Conditions shall apply to the architect's appointment and shall not accept any other payment or consideration for the duties entrusted to that architect.

4. An architect shall act in an impartial manner in all cases in which the architect is acting between parties and shall, with entire fairness, interpret the conditions of a contract between those parties.

PART II

UNPROFESSIONAL CONDUCT

5. The following shall constitute unprofessional conduct on the part of an architect, inter alia:

(a) breaching the principles of the Code and bringing the profession into disrepute;

(b) engaging, directly or indirectly, in any of the building trades (except as owner or part owner of a building to be erected) Or engaging in or being connected with any occupation or business which is contrary to the provisions of this Schedule;

(c) carrying on or acting as principal, partner, manager or employee in a company trading in materials used in, or whose activities are otherwise connected with, the building industry or the financing or erection of buildings:

Provided that-

(i) an architect may be a director of any company including a registered building society, other than the above excepted trades or business; and

(ii) a non-practising architect may be employed as a full time technical advisor in a company manufacturing building materials;

(d) maintaining or having an office for the purpose of carrying on the business or profession of an architect unless that office is at all times, under the direct and personal supervision of at least one registered architect;

(e) accepting any work which involves the giving or receiving a discount or commission, or accepting any discount, gift or commission from contractors or tradesmen whether employed on the contractor's works or not;

(f) accepting remuneration in connection with the works and duties entrusted the architect other than in accordance with the Scale of Professional Fees, as set out in the Second Schedule;

- (g) issuing any drawings, specifications, certificates of final accounts or similar work performed by the architect or by some person in the employ of the architect, unless the same bears the architect's name, address and the architect's seal of Registration issued by the Zambia Institute of Architects;
- (h) signing, as an architect, any documents of which the architect is not the bonafide author;
- (i) sharing or agreeing to share fees, or agreeing to enter into partnership or associate-ship regarding architectural work, with an unregistered person;
- (j) entering into, changing or dissolving any form of partnership or associate-ship without informing the Council;
- (k) taking part in an architectural competition without the permission of the Council, unless the conditions thereof contain the clause "These Conditions have been submitted to and approved by the Council of the Zambia Institute of Architects";
- (l) attempting to influence unfairly or dishonourably, whether directly or indirectly, the award in an architectural competition;
- (m) acting as an architect or joint architect for a work which is or has been the subject of an architectural competition in which the architect or a partner of the architect has been or is engaged as an assessor;
- (n) acting as a consulting architect whilst engaged as an assessor, unless the architect is appointed consulting architect before the inception of an architectural competition; or acting in any other professional capacity in any matter connected with the work which is the subject of an architectural competition:

Provided that the architect may act as arbitrator in any dispute between the promoters and the selected architect;

- (o) acting as an architect where that architect is officially approached by the promoters of an architectural competition for advice, as to the holding of an architectural competition with a view to the architect acting as an assessor, and eventually it is decided not to hold the architectural competition but to appoint another architect to carry out the work;
- (p) knowingly undertaking a commission while fees are outstanding or any claim for compensation or damages is owing to an architect previously employed and whose employment has been terminated, unless security for the payment of fees outstanding and for due satisfaction of any award or judgment which may be made or given in favour of the architect previously employed has been given;
- (q) knowingly charging other than for work carried out or charging other than within the terms of the scale of Professional Fees, as provided in these Regulations;
- (r) receiving any payment from a contractor whatever may be consideration therefore, unless the acceptance of the fees from a contractor is in return for professional services rendered to the contractor as a client;
- (s) obtaining or attempting to obtain architectural work-
 - (i) by offering or paying monetary or other consideration or inducement to any person; or
 - (ii) by any other improper means;
- (t) touting for, or in any way soliciting for, professional work;
- (u) preparing or issuing any building plans of a scheme for which the architect is not professionally engaged;

- (v) attempting to supplant or discredit another architect with a view of unfairly influencing a commission;
- (w) advertising or offering professional services by means of circulars or otherwise, or arranging or inspiring reports, interviews, or articles or notices of any description or making paid announcements in the press referring to the architect professionally in a manner calculated to attract clients or obtain professional work, except that-
 - (i) on change of address one notice may be inserted in the professional press, or any technical journal approved the Council, and correspondents may be notified once by post;
 - (ii) an architect may allow signed illustrations and descriptions of the architect's work to be published in the press, but the architect shall not;
 - (A) give monetary consideration for such insertions; or
 - (B) allow the illustrations and descriptions to be used by the publishers for extorting advertisements from contributors;
 - (iii) an architect may consent to the publication of a series of illustrations either in circular, brochure or book form, with or without descriptive letter press, of any building or buildings for which the architect has been responsible:

Provided that-

- (A) paragraph (B) of item (ii) above is complied with; and
 - (B) the architect does not distribute the publication; and
- (iv) an architect may present a lecture of an educational nature either with or without remuneration;;
 - (x) exhibiting the architect's name except outside the architect's office or on the site of a building being constructed, altered or extended, or on a completed building designed by the architect, unless in an unostentatious manner;
 - (y) an architect being commissioned as an architect except for the person, firm or institution by whom the architect is employed on a salaried basis, unless the architect has first obtained the permission of the employer;
 - (z) doing the work of an architect in an honorary capacity, without informing the Council;
 - (aa) acting other than in an impartial manner in all cases of dispute between employer and contractor and interpreting the condition of a contract between employer and contractor other than with fairness;
 - (bb) conducting oneself dishonourably in connection with the work performed by that person as an architect;
 - (cc) taking over a commission when acting in a consultative capacity in connection with the work for which another architect is employed and whose services are afterwards terminated;
 - (dd) knowingly competing with another architect who has prior to the commissioning, been given a written undertaking by a client, or competing in any unfair or dishonest manner with another architect; or
 - (ee) contravening the provisions of the Act or these Regulations.

PART III

DISCIPLINARY PROCEEDINGS

6. The council shall consider the conduct of any member of the Council on its own accord or upon a complaint made by or on behalf of any person aggrieved by reason of the alleged unprofessional conduct

When Council may institute inquiry

7. The Council may require the aggrieved person, hereinafter referred to as the complainant, to file further particulars of any of the matters complained of and require the complaint or any part thereof to be verified by an affidavit.

Complaints

8. The Council may notify the member whose conduct is complained of or who is under inquiry to file, within ten days, after the notification, an explanation in answer to the complaint and may require that the explanation be verified by affidavit.

Explanation in answer to complaint

9. The Council may summon before it any member against whom any complaint is lodged or whose conduct appears, to the Council, to require investigation and may call upon that member to produce any document, contract book, paper, drawing, specification, quantities or other writing in the possession or under the control of that member in any way relating to or concerning the complaint or matter under investigation and shall hear any relevant evidence and inspect any relevant documents which the complaint or member complained against may desire to adduce.

Power in subpoena member

10. The member against whom the complaint is made has the right to appear before the Council and to be heard, either personally or through counsel and may call such evidence and produce such documents as may be relevant.

Appearance of member

11. Where a member does not appear or file an explanation, the inquiry may be proceeded with forthwith.

Non-appearance

12. At any inquiry held under these Regulations, all verbal evidence shall be taken on Evidence on oath

SECOND SCHEDULE

(Regulation 4)

CONDITIONS OF ENGAGEMENT OF AN ARCHITECT

PART I

GENERAL

1. (1) An architect shall give such periodic inspection as may be necessary to ensure that works for which the architect is commissioned are executed in accordance with the contract.

Inspection and supervision

(2) In cases where constant supervision of work is required, a clerk of works shall be employed for that purpose.

(3) The clerk of works shall be-

(a) nominated or approved by the architect;

(b) under the direction and control of the architect; and

(c) appointed and paid by the client.

(4) Where frequent or constant inspection by the architect is necessary a resident architect may be appointed by the architect on a part or full time basis and payment shall be on the basis of time.

2. An architect shall not make any material deviation, alteration or addition to, or omission from, an approved design without the prior knowledge and consent of the client and shall inform the client if the total authorised expenditure is likely to be exceeded, or be less, or if the contract period is likely to be varied.

Consent for alteration of approved design

3. An architect may give orders on behalf of the client if the orders are necessary due to constructional requirements and the architect shall immediately notify the client of the orders made and of any material increase or decrease in the contract sum arising there from.

Orders by architect

4. An architect shall, on request by the client, on completion of the work, prepare small scale drawings of the work, showing the main lines of drainage and other essential services as executed and the copyright in all drawings and in work executed from them shall vest in the architect.

Preparation of small scale drawings

5. (1) The employment of a consultant shall be at the discretion of an architect as agreed with the client.

Employment of consultants

(2) A consultant shall be nominated or approved by the architect and appointed and paid by the client who shall determine the extent of the consultant's services in accordance with the scale of fees applicable to the consultant.

(3) A consultant shall be responsible for the competence, general inspection and performance of the consultant's expertise.

6. A contract of engagement between an architect and a client may be terminated at any time by either party:

Termination of contract

Provided that thirty days written notice is given by one party to the other party.

7. The fees and charges payable to an architect under this Part shall not exceed the fees and charges in the Scale of Professional Fees set out in Part II of this Schedule unless a higher charge is agreed between the architect and the client when the architect is commissioned.

Scale of fees

PART II

SCALE OF PROFESSIONAL FEES

8. (1) The fees set out in sub-paragraph (3) are in all case exclusive of services referred to in sub-paragraph (5) which shall be paid for by the client in addition to the architect's fees for professional services.

Fees and charges

(2) For taking instructions from a client, preparing sketch designs, making approximate estimates of cost, submitting an application for approval under the Public Health (Building) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations, Preparing working drawings and specifications and such other particulars as may be required for the purpose of obtaining tenders, advising on tender and the preparation of contracts, nominating and instructing consultants and clerk of works, preparing, for the use of a contractor, two copies of all drawings, specifications and other particulars and all further details as may be necessary for the proper carrying out of works, giving general inspection as defined in paragraph I of Part I, issuing certificates for payment, certifying accounts and preparing such drawings as may be required under paragraph 4 of Part I; the charge shall be a percentage of the total cost of all executed works, as set out in this Part.

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(3) The fees and charges payable under this Part varies depending on-

(a) The complexity as follows:

(i) buildings are classified into three classes, as set out in the Notes to this Schedule, for the purposes of fee calculation and the class of each building shall be agreed by the client and architect prior to commissioning; and

(ii) the building types most likely to fall into each class as set out in the Notes to the Schedule;

(b) The size as follows:

building works are divided into three categories namely:

(i) small works;

(ii) medium works; or

(iii) large works.

(4) The maximum fees shall be as follows:

Class A- Category (i) 8.25 per Centum;
(ii) 7.50 per Centum;
(iii) 6.50 per Centum;

Class B- Category (i) 7.00 per Centum;
(ii) 6.00 per Centum;
(iii) 5.25 per Centum;

Class C – Category (i) 6.50 per Centum;
(ii) 5.50 per Centum;
(iii) 5.00 per Centum;

Provided that:

(i) when new works are executed wholly or in part with old materials,, or where materials, labour or carriage is provided by the client, the percentage fee chargeable shall be calculated as if the works had been executed wholly by the contractor supplying all labour and new materials;

(ii) in addition to the percentage fee on the total cost of the works, an architect shall be entitled to charge in respect of the cost of works included in tenders but subsequently omitted, two-third of the fee which would have been payable had such works been executed;

(iii) where the client is the contractor, a statement provided by the contractor of the ascertained gross cost of the works may be used in calculating the total construction cost of the works and in the absence of such a statement the architect's own estimate shall be used, and in both a statement of the ascertained gross and in an architect's estimate there shall be included an allowance for the contractor's profit and overheads.

(5) In addition to the fees charged the architect shall be reimbursed for all reasonable expenses and disbursements incurred in connection with the contract including the following:

(a) the cost of all printing and other reproductions of drawings, documents, photographs and other records;

(b) hotel and travelling expenses;

(c) kilometre allowance at the rate of K1,250 per Kilometre;

(d) all payments made on behalf of the client, such as expenses incurred in advertising for tenders, and resident site staff, the time and reasonable expenses of interviewers and reasonable expenses of interviewees;

(e) fees and other charges for specialised professional advice, including legal advice, incurred by the architect with the specific authority of the client;

(f) the cost of postage, telephone charge, telex messages, cables, telegrams, facsimiles, air freight and courier services;

(g) additional charges by an architect for time spent in travelling in connection with works, which charges shall be assessed in accordance with the rates set out in paragraph 17; and

(h) all fees in respect of applications made under any law in force.

(6) The architect shall maintain records of all expenses and disbursements referred to under sub-paragraph (5) and shall upon request by the client make the records available.

9. The fees and charges payable under this Part may be varied as follows:

Variation of fees and charges

(a) in the case of extensive works of a simple character which involve continuous duplication of units, the percentage fee may be reduced by a maximum of one-sixth; those portions of the same work referred to as being duplicated shall be interpreted as being those portions of the same work identical in design and specification occurring in two or more buildings or structures;

(b) in the case of two or more buildings wholly identical in design and construction, or having identical superstructures, and commissioned by the same client, on the same site-

(i) the first building shall be assessed in accordance with paragraph 8 where full services are performed and where partial services only are performed in accordance with the provisions of paragraph 10;

(ii) on each repetition up to and including the tenth, the charge shall not exceed one-half per centum of the cost of that building or superstructure, and for each subsequent repetition the cost shall not exceed one-eighth per centum of the cost thereof, plus a charge for inspection, when required, which shall be one-third of the percentage fee payable under paragraph 8:

(c) in the case of works to existing buildings, a higher percentage fee not exceeding twice the amount payable under paragraph 8 shall be chargeable, depending upon the intricacy of the work involved;

(d) where extensions to existing buildings are substantially independent, percentage fees applicable for new works apply, but the fee for those sections of the works that link existing buildings to the new works shall be charged separately at the higher rate agreed in sub-paragraph (ii) of paragraph (b);

Provided that special fees appropriate to the circumstances and not exceeding twice the percentage fee may be charged in respect of works involving special services in relation to fittings, furnishings, decoration, exhibitions and garden or landscape design.

10. In cases where an architect performs only partial services on behalf of a client, which expression shall be deemed to include the abandonment, deferment, substitution or omission of any project or works or part thereof, or if the services of an architect are terminated, the charges in respect of the services performed by the architect shall be as follows:

Partial services

(a) for taking instructions from a client and preparing preliminary sketch designs to illustrate the possibilities of a site or the cost of scheme, the charges shall be based on time in accordance with the provisions of paragraph 17, but shall not exceed one-twelfth of the percentage fee payable under the other provisions of this Part calculated on the architect's estimated cost of such works;

(b) for taking instructions from a client, preparing sketch designs sufficient to indicate the architect's interpretation of the client's instructions, and making an approximate estimate of cost, the charge shall be based on time in accordance with paragraph 17, but shall not exceed one-sixth of the percentage fee payable under the other provisions of this part calculated on the architects estimated cost of such works;

(c) for taking instruments from a client, preparing sketch designs sufficient to indicate the architect's interpretation of the client's instructions, making an approximate estimate of cost and preparing drawings and particulars sufficient to enable applications for approval under the Public Health (Building) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations, the charge shall not exceed one-third of the percentage fee payable under this Part calculated on the architect's estimated cost of such works;

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(d) for taking instructions from a client, preparing sketch designs, making an approximate estimate of cost, preparing working drawings, specifications and such other particulars as may be required for the purpose of obtaining tenders, the charge shall not exceed two-thirds of the percentage fee payable under this Part calculated on the lowest bona fide tender received or, if no such tender is received, on the architect's final estimate of the cost of such works;

(e) where the works or any part thereof are abandoned or deferred or if any part thereof is omitted or substituted on the client during the preparation of the client during the preparation of the working drawings, the charge shall be a prorate percentage of the work actually completed but not exceed two-thirds of the percentage fee payable fee payable under this Part calculated on the architect's estimate of the cost of the works described in the client's original instructions;

(f) for preparing preliminary sketch plans or finalising sketch plans prepared by an architect or engineer from the Government or a local authority the charges shall be as provided in sub-paragraph (c) or (e), as the case may be, according to the extent of the works commissioned less-

(i) in the case where the preliminary sketch plans are provided, one-twelfth of the percentage fee otherwise payable; and

(ii) in the case where sketch plans are not prepared one-sixth of the percentage fee otherwise payable;

(g) for general inspection of building works, issuing a certificate of payment, certifying accounts and administering the contract, the charges shall not exceed one-third Part on the cost of such works as estimated by the architect; however, a higher agreed fee which shall not exceed twice the fee payable under this Part shall be chargeable for the inspection of works of which the architect is not the author.

11. Charges assessed on the basis of time in accordance with paragraph 17 shall be payable in respect of the following additional services not included in the fees and charges under this Part.

Services not included in fees and charges under this Part

(a) advising as to selection and suitability of sites, negotiating taking levels and making surveys, measurements and plans of existing buildings;

(b) preparing special drawings in addition to working drawings for the use of the client and preparing drawings for negotiations with landlords, adjoining owners, public authorities and others;

(c) amending working drawings, specifications or other particulars or preparing new working drawings, specifications or other particulars to give effect to alterations on a client's instructions;

(d) negotiations arising from applications for licences, or approval under the Public Health (Building) Regulations and the Town and Country Planning (Permission) Regulations or negotiations in connection with party walls, right of light, other easements, reservations or restrictions;

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(e) works arising out of the delay by clients in providing information; or

(f) changes in design due to causes beyond the architect's control.

12. (1) An architect shall—

Mode and time of payment

(a) on completion of sketch designs, be entitled to receive from the client one-sixth of the total fee payable and such reasonable expenses and disbursements as the architect may incur;

(b) on completion of drawings and particulars sufficient to enable an application to be made for approval under the Public Health (Building) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations, be entitled to receive from the client one-third of the total fee payable, and such reasonable expenses and disbursements as the architect may incur less the amount of any payment already received by the architect under the provisions of sub-paragraph (a);

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(c) during the preparation of working drawings and other particulars, be entitled to receive from the client instalments consistent with the amount of work completed by the architect, and such reasonable expenses and disbursements as the architect may incur; less the amount of any payments already received by the architect under the provisions of sub-paragraphs (a) and (b);

(d) on completion of working drawings and other particulars, be entitled to received from the client two-thirds of the total fee payable, and such reasonable expenses and disbursements as the architect may incur, less the amount of any payments already received by the architect under the provisions sub-paragraphs (a), (b) and (c);

(e) be paid the remaining one third of the total fee payable by the client to the architect in instalments as the building works progress consistent with the value of such building work progress consistent with the value of such building works as certified by the architect from time to time; further reasonable expenses and disbursements incurred by the architect shall be payable by the client as the expenses and disbursements arise.

(2) An architect shall, where for any reason an architect performs partial services, on completion of such partial services, be entitled to payment of the fees specified in paragraph 10, and such reasonable expenses and disbursements as the architect may incur.

(3) An architect's fees charged in accordance with the provisions of this paragraph shall be due for payment by a client on presentation of the fee note by the architect and interest at the rate of two per centum over and above the current Bank of Zambia overdraft rate shall be payable by the client on all amounts overdue at the expiry of thirty days from the date of invoice.

(4) An architect shall charge any application tax in accordance with any law in force.

13. (1) An architect shall, from making inspections, preparing reports, or giving advice on the conditions of premises, be entitled to assess charges on the basis of time in accordance with paragraph 17.

Inspections and reports

(2) An architect shall for preparing architectural design briefs or preparing project feasibility studies assess charges based on time and agreed by the architect and the client to which shall be added any reasonable expenses and disbursements incurred by the architect.

14. An architect engaged for the purpose of making architectural valuations, for whatever purpose, shall charge a fee, based on time in accordance with paragraph 17 to which shall be added any reasonable expenses and disbursement incurred by the architect.

Maximum fee for valuation

15. (1) The fees payable to an architect engaged for the purpose of preparing a schedule, for a landlord, or assessing a dilapidation and settling the amount required to attend to the dilapidation shall be based on time in accordance with paragraph 17 to which shall be added any reasonable expenses and disbursements incurred by the architect.

Dilapidations

(2) The fees payable to an architect for the purpose of acting on behalf of a tenant in connection with the preparation of a schedule or assessing a dilapidation and settling the amount required to attend to the dilapidation shall be based on time in accordance with paragraph 17 to which shall be added any reasonable expenses and disbursements incurred by the architect.

16. (1) The fees payable to an architect engaged for the purpose of assessing plans in architectural competition shall not exceed one-fifty per centum upon the estimated cost of the proposed building, in addition to which the architect may charge reasonable travelling subsistence expenses incurred by the architect.

Architect acting as assessor in an architectural competition

(2) Where more than one architect is engaged as an assessor in connection with the same project the fees shall be agreed between the architect and the promoters.

17. Where charges by an architect are to be assessed on the basis of time, the following rate shall apply.
Charges for time

(a) Partner/Director Per hour

(b) Senior Architect

Per hour

625

(c) Architect

Per hour

486

(d) Graduate

Per hour

347

(e) Senior Technician

Per hour

278

(f) Technician Per hour

18. The fee payable to an architect required to attend at court for the purpose of giving evidence or who is required to settle proofs, attend at conferences with council, attendant at court or town planning inquiries or before other tribunals or generally to render services in connection with litigation shall be based on time in accordance with paragraph 17 increased by twenty per centum, to which shall be added any reasonable expenses and disbursements incurred by the architect.

Litigation

19. The fees of an architect engaged to act as an arbitrator shall be based on time, in accordance with paragraph 17, increased by sixty per centum, to which shall be added any reasonable expenses and disbursements incurred by the architect.

Arbitration

20. The fee payable to an architect engaged for the purpose of-

Fees for approving plans inspecting buildings etc.

(a) examining plans on behalf of a local authority for compliance with the public Health (Building) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations, shall not exceed one-eighth per centum of the architect's valuation of the proposed works, to which shall be added any reasonable expenses and disbursements incurred by the architect;

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(b) inspecting buildings, during progress, for compliance with the Public Health (Building) Regulations and the Town and Country Planning (Application for Planning Permission) Regulations, shall be based on time in accordance with paragraph 17 to which shall be added any reasonable expenses and disbursements incurred by the architect.

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21. Where an architect renders services not provided for under this part and which in the opinion of the Council, should be charged, charges shall be based on time in accordance with paragraph 17.

Services not provided for under this part

22. The fees payable to an architect engaged in estate and property management shall be based on time in accordance with paragraph 17.

Fees for property management

NOTES:

1. BUILDING COMPLEXITY

Guidelines for classification of buildings:

Building are divided into three classes for purposes of calculating fees:

CLASS A

Complex building requiring highly detailed design with a comparatively large amount of scientific, mechanical and electrical equipment and other facilities requiring specialised detail co-ordinating such as:

- (a) Theatres;
- (b) Opera houses
- (c) Research establishments;
- (d) Courts;
- (e) Embassies;
- (f) Houses or flats for individual clients;
- (g) University laboratories;
- (h) Medical Schools;
- (i) Dental Surgeries;
- (j) Communication buildings;
- (k) Television and Broadcasting stations
- (l) Breweries;
- (m) Art galleries; and
- (n) Purpose built factories.

CLASS B

Buildings of average complexity such as:

- (a) Purpose built offices
- (b) Police stations;
- (c) Prisons;
- (d) Hotels;
- (e) Shopping centres or stores;
- (f) Schools
- (g) Churches;
- (h) Civic buildings;
- (i) Residential flats;
- (j) Estate housing schemes;
- (k) Libraries
- (l) Banks;
- (m) Motor garages or showrooms;
- (n) Ambulance and fire stations;
- (o) Bus stations; and
- (p) Clinics

CLASS C

Works of the simplest utilitarian character without complication of design or detail and requiring a minimum of finishes or services such as:

- (a) Storage shades;
- (b) Warehouses;
- (c) Barns and Stables;
- (d) Single storey car parks;
- (e) Dormitories or hostels;
- (f) Community halls; and
- (g) Speculative factories or warehouses.

2. SIZES

These are three categories of the size of projects whose monetary value may be reviewed at such times as may be considered necessary by the Council.

The sizes are as follows:

K

- | | | |
|-------------------|------------------------------|------------|
| (a) Category (i) | Small works not exceeding | |
| (b) Category (ii) | Medium sized works exceeding | 50,000,000 |
| But not exceeding | | |
| 500,000,000 | | |
| (c) Category | Large works exceeding | |